



# Application for Use Permit

OFFICE USE ONLY  
Date Received:

15 December 2023

*JP*

Complete this application in its entirety and submit pages 4 and 5 along with the required materials (including any required supplements) as listed on page 2 to the address below:

City of Hampton  
Community Development Department, Planning Division  
22 Lincoln Street, 5th Floor  
Hampton, Virginia 23669

Case Number: UP 23-00103

### 1. PROPERTY INFORMATION

Address or Location 3318/3320 West Mercury Blvd

LRSN \_\_\_\_\_ Zoning District \_\_\_\_\_

Current Land Use Shopping Plaza

Proposed Land Use The above listed unit/suite will be a Karate

The proposed use will be in:  an existing building  a new addition  a new building Studio

### 2. PROPERTY OWNER INFORMATION (an individual or a legal entity may be listed as owner)

Owner's Name PTM Investments, LLC Joe Nguyen

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (757) 262-7104 Email \_\_\_\_\_

### 3. APPLICANT INFORMATION (if different from owner)

Applicant's Name TK Green

Address 1816-B Todd's Lane City Hampton State VA Zip 23666

Phone 757-827-5425 Email greensmac@gmail.com  
cell 757-751-3587

### 4. APPLICANT AGENT INFORMATION (if different from applicant)

Agent's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**5. CERTIFICATION FOR LEGAL ENTITY PROPERTY OWNERS**

Complete this section only if the property owner is **not** an individual but rather a legal entity such as a corporation, trust, LLC, partnership, diocese, etc. as specified in Step 2 above.

"I hereby submit that I am legally authorized to execute this application on behalf of the fee-simple owner of this property. I have read this application and it is submitted with my full knowledge and consent. I authorize city staff and representatives to have access to this property for inspection. The information contained in this application is accurate and correct to the best of my knowledge."

Name(s), title(s), signature(s), and date(s) of authorized representative(s) of the legal entity (attach additional page if necessary):

Name of Legal Entity PTM INVESTMENTS LLC

Signed by:

Name (printed) VUI NGUYEN, Its (title) owner

Signature [Handwritten Signature] Date 12/19/23

Name (printed) \_\_\_\_\_, Its (title) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (printed) \_\_\_\_\_, Its (title) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**6. CERTIFICATION FOR INDIVIDUAL PROPERTY OWNERS**

Complete this section only if the property owner is an individual or individuals.

"I hereby submit that I am the fee-simple owner of this property. I have read this application and it is submitted with my full knowledge and consent. I authorize city staff and representatives to have access to this property for inspection. The information contained in this application is accurate and correct to the best of my knowledge."

Name(s), signature(s), and date(s) of owner(s) (attach additional page if necessary):

Name (printed) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (printed) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

OFFICE USE ONLY

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Application Form | <input type="checkbox"/> Narrative Statement | <input type="checkbox"/> Supplemental Form (if required)    |
| <input type="checkbox"/> Application Fee  | <input type="checkbox"/> Survey Plat         | <input type="checkbox"/> Additional materials (if required) |



Supplemental Information for  
**School**

OFFICE USE ONLY  
Date Received:

15 December 2023

DP

Case Number: UP 23-00103

Complete this supplement in its entirety and submit with the completed Use Permit application form to the address below:

City of Hampton  
Community Development Department, Planning Division  
22 Lincoln Street, 5th Floor  
Hampton, Virginia 23669

**1. LOT INFORMATION**

*see picture - Attached*

Lot Width 262' Lot Depth 266' Total Lot Area (ac. or sq. ft.) 1.64

Current Number of On-site Parking Spaces 85 Proposed Number of On-site Parking Spaces \_\_\_\_\_

Area to be Fenced (ac. or sq. ft.) NA Fence Height NA Fence Type NA

*see picture this is an preexisting plaza*

- Please attach a conceptual site plan showing the layout of uses, parking, landscaping and screening.
- Please attach a sketch showing drop-off area and circulation to, from and within the parking area.

**2. BUILDING INFORMATION**

Square Footage 6000 Stories 1 Number of Classrooms 2 Number of Offices 1

- Please attach a floor plan of the school with all rooms labeled as to their use and square footage
- Please attach an architectural elevation drawing of the school building

**3. OPERATIONAL INFORMATION**

Number of Students 150 Age Range of Students 3-Adult Number of Employees 3

Hours of Operation: Mon 3-8pm Tue 3-8pm Wed 3-8pm Thu 3-8pm  
Fri closed Sat 8:30-11am Sun closed

Method of Transportation NA

Percent of Students Using Each Method of Transportation NA

**4. LICENSING**

Name of State Licensing Agency NA





To: Davis Pemberton, City Planner

CC: Shylar Barnes

From: TC Green

Date: 21 December 2023

Narrative for Green's Martial Arts, LLC

We are a Family run, 3 members, Karate/Martial Arts Studio. We are owned by TC and Sandra Green. We have been operation in Hampton since 1992 and in Newport News before that. We serve approximately 150 families and students from 3 yo to Senior Adults. We are relocating to a 6000 sq ft space at 3318 and 3320 West Mercury Blvd in the West Mercury Shoppes for a better configuration/layout for our business.

We will be erecting dividers, within the existing space in the shopping plaza. A full height divider, floor to ceiling, to separate the space into 2 rooms. 2 storage areas near the rear of the space, 8' in height, and an office for staff.

There will not be any electrical, mechanical, plumbing or structural modifications or installations to the space.

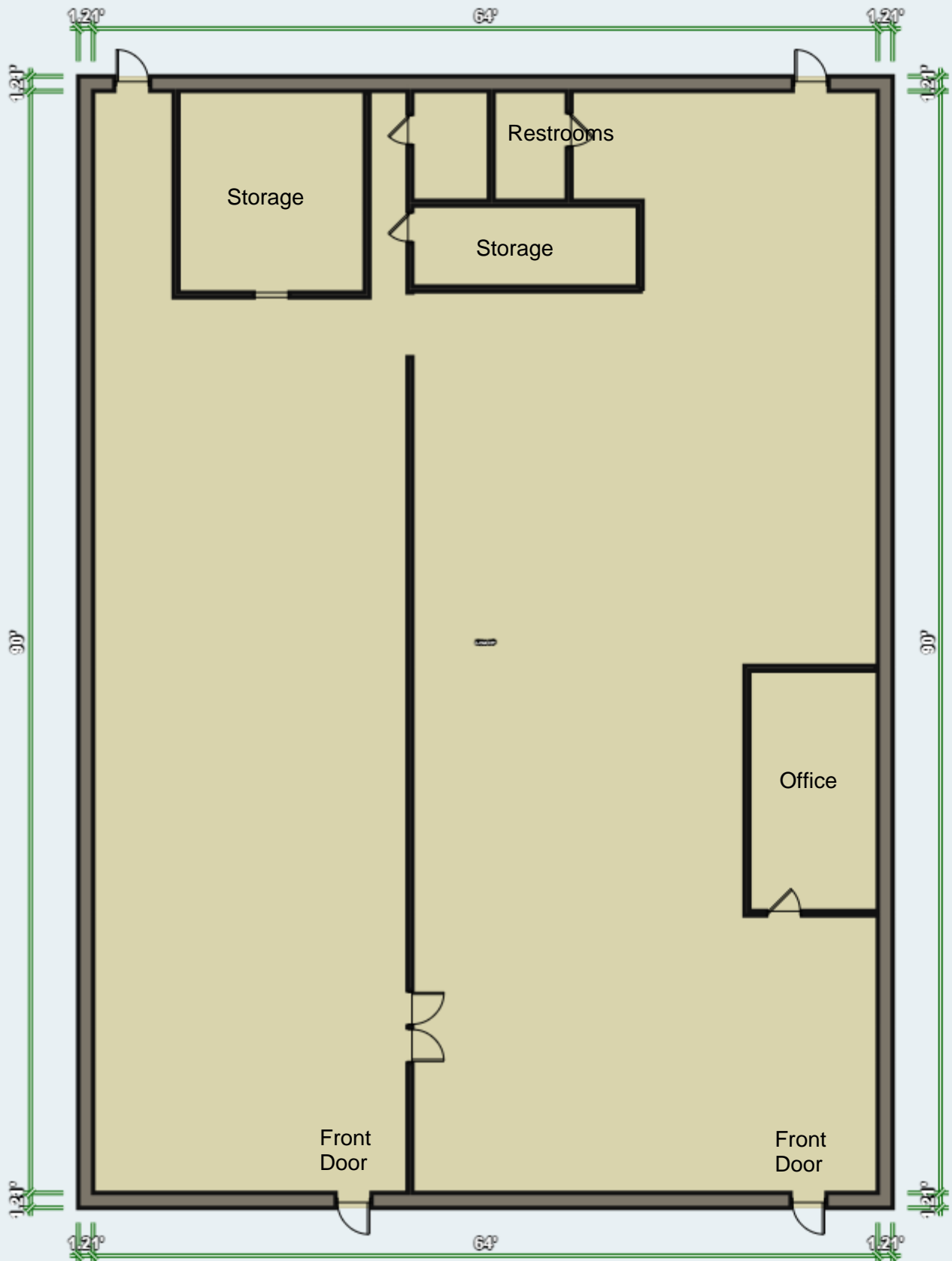
Our hours of operation are as follows: Monday, Tuesday, Wednesday and Thursday 3 – 8 pm, Friday – closed for classes, Saturday – 8:30 – 11:30.

The plaza has 85 existing parking spaces. The parking lot has convenient and easy access to and from Mercury Blvd via 2 entrances/exits.

The plaza is owned by Joe Nguyen, a businessman in Hampton. And managed for Joe by PTM Investments, LLC, 5 Sutton Place, Hampton, VA 23666, Phone – 757-634-9759, Email: leah@thecristteamcom.

## ***Green's Martial Arts***

1816 Todd's Lane, Ste. B  
Hampton, VA 23666  
757-827-5425



Location West Mercury Shops

Green's Martial Arts

3318 and 3320 W Mercury Blvd

Hampton, Va 23666

