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

	OFFICE USE ONLY Date Received:	
Cas	e Number: UP	

address below:			
City of Hampton Community Development Department, Planning Division 22 Lincoln Street, 5th Floor Hampton, Virginia 23669	Case Number: UP		
1. LOT INFORMATION			
Current Number of On-site Parking Spaces Proposed Number of On-site Parking Spaces			
☐ Attach a sketch showing the parking area and the circulation to, from and within the parking lot.			
2. BUILDING INFORMATION			
☐ Attach a floor plan of the building showing all rooms labeled with dimensions, use and ages of clients. Additionally, label any adjacent uses/tenants in the building (i.e. an adjacent tenant in a shopping center).			
Indicate outdoor play area for facilities serving children less than	thirteen (13) years of age		
3. OPERATIONAL INFORMATION			
Number of Clients Age Range of Clients 2-5 Number of Employees 2-3			
Hours of Operation: Mon 9-12:30ρ Tue 94-12:30ρ Wed 94-12:30ρ Thu 94-12:30ρ Fri 94-12:30ρ Sat NA Sun NA			
Fri 9A-12:30 p Sat NA Sun 1	A		
4. LICENSING			
Name of State Licensing Agency Vicania Department of Social Services			