SUP # 2013-00013

Administrative Special Use Permit Application

Please type or print legibly

PROPERTY LOCATION: 3700 Wheeler Avenue, Alexandria, Virginia 22304

ZONE: I/Industrial **TAX MAP REFERENCE:** 60.04-02-17

APPLICANT'S INFORMATION:

Applicant: The Child & Family Network Centers, a Virginia Nonstock Corporation Business/Trade Name: CFNC

Address: 3701-A Mt. Vernon Avenue, Alexandria, Virginia 22305

Phone: 703-836-1000 Email: dblair@landcarroll.com

PROPOSED USE:

[X] Day Care Center/Private Preschool & Parent Support Center
[ ] Restaurant
[ ] Outdoor Dining (not within the King Street Retail Overlay)
[ ] Light Auto Repair
[ ] Overnight Pet Boarding
[ ] Live Theater
[ ] Outdoor Food and Crafts Market Center
[ ] Outdoor Garden Center
[ ] Catering Business
[ ] Outdoor Display
[ ] Valet Parking

Please read and sign after the statement:

I have read and understand the general standards and the requirements for the use for which I am applying and have attached the Worksheet for the use.

Signature: 3/14/13

Duncan W. Blair of Land, Carroll & Blair, P.C.

Please submit the following with this application form:

Site Plan At a minimum, show and label the subject property, surrounding buildings, and streets. Show, label and give dimensions for all parking spaces, entrances and exits, and trees and shrubbery.

Floor Plan At a minimum, show and label all interim features inside and outside seats, tables, counters, equipment, etc. as appropriate to the use. Show, label and give dimensions for all entrance and exit doors and windows, rooms/areas, staircases, elevators and bathrooms.

Worksheet for specific use from Checklist and Worksheet package.

Other materials, as required by specific use (see Guide to Administrative SUPs Checklist & Worksheets).

DAY CARE IN A CHURCH OR SCHOOL BUILDING

Zoning Ordinance Section 11-513(D)

Qualify for Administrative Review?

Will the day care be located in any one of the residential zones? ____Yes _X_ No

Will the day care be located in a church or school building? _____ Yes _X_ No

If yes to all questions, the business qualifies for administrative review. If no to any question, speak to P&Z staff about the full SUP process. *See Ordinance 4791, Industrial Zone Expansion.

Note: City staff will need to determine if the proposed location provides adequate drop off and pick up, and if there is an adequate buffer between the day care and near-by residents.

WORKSHEET – Answer each question. Attach a separate sheet of paper if necessary.

DROP OFF AREA

[X] **There must be an area that is large enough to pick up and drop off the children without interfering with other cars and pedestrians.**

Where will the pick-up/drop-off area be located? See attached.

How many cars will fit in the area at one time? See attached.

The pick up/drop off area must be shown on the site plan which is part of the application.

PROTECTION FOR NEARBY HOMES

[X] **The location must be far enough away from nearby homes and apartments so they will not be affected by the operations of the day care facility.**

NOT APPLICABLE, ORDINANCE 4791

Where in the church or school building will the day care be located? (i.e. basement, upper floors, west side of the building)_____

How large an area is proposed for day care's operations? _____ sq. feet

What steps will be taken to buffer the day care from nearby residences (ex. shrubbery, fencing, etc.)? _____

The location of the child care in relation to nearby homes and apartments must be shown on the site plan which is part of the application.

Complete the Administrative Special Use Permit Application on the following pages.

Administrative Special Use Permit
Child and Family Network Center
3700 Wheeler Avenue

§11-513 Administrative Use Standards Ordinance Daycare/Private School in Industrial Zone Criteria, Standards and Procedures

1. Obtain all required state, federal and local licenses and certifications prior to opening its place of business,

   Response: Acknowledged

2. Provide adequate drop-off and pick-up facilities so to create minimal impact on pedestrian and vehicular traffic.

   Response: The facility has sixteen (14) on-site surface parking spaces to serve and satisfy the zoning required parking for the use of the property as a Daycare/Preschool facility and accessory office. CFNC is working with the Transportation section of the City's Transportation and Environmental Services to establish a loading zone for the front of the school as an additional pick-up/drop-off area. It is anticipated that many parents and ESL students will use public transportation (Duke Street/Gordon Street) to come to and go from the property. Wheeler Avenue is a low traffic street with available on-street parking.

3. Be located so as not to create obvious conflicts between children and dangerous or otherwise inappropriate uses.

   Response: The property is located on the southern end of Wheeler Avenue. The area and uses around the property are residential and low impact commercial uses.

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USE CHARACTERISTICS

2. Please give a brief statement describing the use:

See attached.

3. Please describe the proposed hours of operation: See Attached

Days	Hours
Daily	

Or give hours for each day of the week

Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

4. Please describe the capacity of the proposed use:

A. How many patrons, clients, pupils and other such users do you expect? Specify time period (i.e., day, hour, or shift).

56 Students,* Monday through Friday, 9:00am - 5:00pm; 60 Adult ESL Students, Monday through Friday, 9:00am - 2:00pm and for special events/educational programs weekends and evenings, 9:00am - 10:00pm.

B. How many employees, staff and other personnel do you expect? Specify time period (i.e., day, hour, or shift).

21 Staff members, Monday through Friday, 8:00am - 6:00pm

5. A. How many parking spaces of each type are provided for the proposed use:

____12_____ Standard and compact spaces

____2_____ Handicapped accessible spaces

_____ Other

* The initial student enrollment is 34 Students. The expansion to 56 Students will occur if the proposed additioin is constructed on the west side of the building.

#2. Please give a brief statement describing the use:

CFNC fills a critical gap in preschool availability in Alexandria. Our recent strategic plan, approved in March 2012, uncovered a picture of extraordinary poverty in the West End of Alexandria: over 2,600 children age zero to six live in poverty in the West End, with fewer than 700 preschool program slots. This expansion to the West End will further CFNC's mission to provide the services to the families in our community who need them most. On March 6, 2012, the CFNC Board approved a new strategic plan. Highlights include a Capital Campaign of $3 to $5 million (excluding endowment) for a move to the West End and infrastructure improvements, with the caveat that all be fiscally sustainable.

To that end, CFNC is purchasing a 5,200 square foot building at 3700 Wheeler Ave. to serve an additional 32 with the potential in the future to expand the building adding an additional classroom increasing the classroom capacity to serve a total of 56 children. In addition to the pre-school classroom the property will provide classroom space for CFNC's English as a Second Language instruction and parent support space and will house CFNC's administrative offices. CFNC will move its administrative offices first, with anticipated classroom openings in September 2013. CFNC's new blueprint will sustain its 10 current classrooms in Alexandria and serve approximately 200 children in total, ensuring that free, high-quality preschool and comprehensive family services are available those children most at-risk for kindergarten failure in the highest poverty areas. This permanent location will establish CFNC within the West End and provide a home base in which to launch further satellite locations in the neighborhood. This expansion will further CFNC's mission to provide the services to the families in our community who need them most.

All of CFNC's robust programs are designed to meet the needs of three- and four-year old boys and girls and their families who: (1) are not eligible for other preschool programs, (2) live at or below 185% of poverty in Alexandria, VA, and (3) are eligible for free or reduced-priced lunch by USDA standards. As such, we anticipate the majority of parents will use public transportation (bus line on Duke Street) or walk to 3700 Wheeler Avenue. Most of our population does not own cars.

#3. Please describe the proposed hours of operation.

Administrative Offices:	Monday – Friday, 8:00am – 6:00pm
Preschool:	Monday – Friday, 9:00am – 5:00pm
ESL Classes:	Monday - Saturday, 10:00am – 2:00pm*
Evening/Weekend Parent Support	Monday - Sunday, 9:00am – 10:00pm**

* Generally there are only classes 3 or 4 days per week depending on enrollment and dependent on the community needs.
**Schedule dependent on community demand.

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B. Please give the number of:

Parking spaces on-site 14

Parking spaces off-site 0

If the required parking will be located off-site, where will it be located?

Not applicable.

6. Please provide information regarding loading and unloading for the use:

A. How many loading spaces are available for the use? None.

B. Where are off-street loading spaces located? Not applicable.

C. During what hours of the day do you expect loading/unloading operations to occur?

D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

7. If any hazardous materials or organic compounds (for example paint, ink, lacquer thinner, or cleaning or degreasing solvent), as defined by the state or federal government, be handled, stored, or generated on the property, provide the name, monthly quantity, and specific disposal method below:

Small quantities of cleaning solvents and substances generally recognized to be appropriate for use in a school either for cleaning or part of its academic program will be disposed of in accordance with all applicable regulations.

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PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 3700 Wheeler Avenue (property address), for the purposes of operating a Private School/Day Care and Family Support Center (use) business as described in this application.

I also grant permission to the City of Alexandria to visit, inspect, photograph and post placard notice on my property.

Name: Mt. Wheeler, LLC Phone 703 329-8962

Address: 6201 Hillvale Place, Alexandria, VA 22307 Email: _____

Signature: _____ **Date:** 3/11/2013

1. **The applicant is the *(check one)*:**
   - [ ] Owner
   - [x] Contract Purchaser
   - [ ] Lessee or
   - [ ] Other: _____

   of the subject property.

State the name, address and percent of ownership of any person or entity owning an interest in the applicant or owner, unless the entity is a corporation or partnership, in which case identify each owner and the percent of ownership.

Child and Family Network Centers ("CFNC") is a Virginia nonstock corporation qualified as an IRC 501(c)(3) non-profit entity governed by a 17 member Board of Directors. CFNC has no members

If property owner or applicant is being represented by an authorized agent such as an attorney, realtor, or other person for which there is some form of compensation, does this agent or the business in which the agent is employed have a business license to operate in the City of Alexandria, Virginia?

[x] Yes. Provide proof of current City business license

[ ] No. The agent shall obtain a business license prior to filing application, if required by the City Code.

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APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: DWB THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 11-500 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

Initial: DWB THE UNDERSIGNED, hereby attests that all of the information herein provided and specifically including all surveys, drawings, etc., required to be furnished by the applicant are true, correct and accurate to the best of their knowledge and belief. The applicant is hereby notified that any written materials, drawings or illustrations submitted in support of this application and any specific oral representations made to the Director of Planning and Zoning on this application will be binding on the applicant unless those materials or representations are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

Duncan W. Blair
Print Name of Applicant or Representative

Signature

Date 3/14/13

If this application is being filed by someone other than the business owner (such as an agent or attorney), please provide the information below:

Representative's Address: Land, Carroll & Blair, P.C.

524 King Street, Alexandria, VA 22314

Phone: 703-836-1000

Email: dblair@landcarroll.com

Fax: 703-549-3335

A New Home for Hope

Our new 5,200 square foot West End facility on Wheeler Avenue will be a permanent home for new classrooms, a playground, and CFNC headquarters, enabling us to serve 36–56 low-income children. From this location, slated to open in the fall of 2013, we will also launch future satellite learning centers in these distressed neighborhoods.

The Wheeler Avenue facility will be a place where young children and their families will be able to find the hope of a brighter future that they so desperately need – and deserve.

> "The need is great, and the gaps filled by CFNC in the local community are substantial."

- Venture Philanthropy Partners

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Our Children Can't Wait.

The Child & Family Network Centers

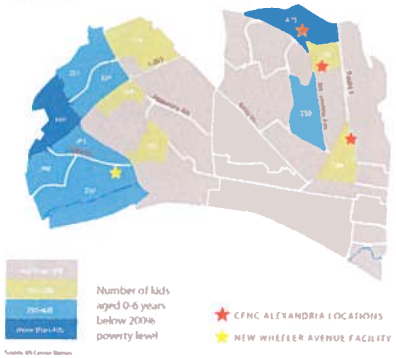
3701-A Mount Vernon Avenue
Alexandria VA 22305
703.836.0214
www.cfnc-online.org

For the working poor in our beloved community, there is no safety net.

These families struggle, often falling between the cracks. At The Child and Family Network Centers (CFNC), we know that children thrive when their families succeed. As the only non-profit organization in Alexandria providing free, high-quality bilingual preschool and family support services to the working poor, we open the door to a brighter future for at-risk children and their families – because every child in our community matters.

Our Children Can't Wait

You might be surprised to learn that in the West End of Alexandria alone there are 2,600 children under the age of six living in poverty, with less than 700 available preschool slots. Many of these children have single parents who often work two jobs, don't have a high school degree, and speak little or no English. The odds for success are greatly stacked against these kids.



Every day, over 2,600 poor children and their families in the West End who could benefit from CFNC's wrap-around services go without our help. We cannot be satisfied with the status quo that leaves too many vulnerable young children behind. Everyone benefits when children can realize their full potential, families are more resilient, and the fabric of our community is stronger.

Filling a Critical Gap

CFNC is taking a bold step to address this critical gap. We have purchased a new facility in the West End that will be renovated to feature classrooms and administrative offices, while maintaining our current classrooms. This new home for hope is an investment in the potential of all children in our community, particularly those who lack the resources and access to services that many of us take for granted.

The childhood poverty rate in Alexandria quadrupled between 2005 and 2010, resulting in even more young children who need our help (our wait list is 130+). Thanks to almost 30 years of experience serving nearly 3,000 children, we know that our approach works:

- **The developmental gains of CFNC children are more than twice the national average.**
- **Our classrooms are located in the communities where our children live, enabling us to build trust and create better access.**
- **We help parents get the training and education they need to improve their lives. *One example: 75% of our teachers are former mothers of CFNC students, women who, with our support, successfully sought higher levels of education and training to become certified educators.***
- **Through our English-as-second-language training, more than 1,100 parents have improved their ability to find better jobs, navigate government services, and advocate for their children.**

The Best Start Possible

The impact of quality preschool on the rest of a child's life, particularly for at-risk children, is dramatic. Without high-quality early education, at-risk children are:

25% more likely to drop out of school
40% more likely to become a teen parent
50% more likely to be placed in special education
60% more likely to never attend college
70% more likely to be arrested for a violent crime

CFNC was started by a group of public housing mothers who knew there had to be a better way when all of their children failed kindergarten and were denied entrance to first grade. From one classroom with six children in 1984 to ten preschool classes serving 175 three- and four-year-olds today, CFNC continues to transform the lives of young children every day. Our work is far from done.

Invest in Our Children, Our Beloved Community

Our goal is to raise at least $5,000,000 to purchase and renovate the Wheeler Avenue facility. Momentum is building:

- Pro bono services obtained from architects, lawyers, landscape architects, civil engineers and many others
- An anonymous donor provided the $200,000 down payment
- CFNC's generous board has exceeded their $400,000 goal
- We have impressive leadership for our capital campaign

But we are far from done. We have 2,600 children who can't wait. Be part of this unique opportunity to transform Alexandria:

- Visit us, take a tour, meet the kids, and learn about our work and impact
- Donate to our capital campaign to open the new facility (naming opportunities are available)
- Provide pro bono or in-kind support for classrooms, construction, or furniture
- Develop a business partnership or workplace campaign with CFNC to raise visibility for this effort and for your company's role in helping young children succeed
- Host a fundraiser

We are determined, with your help, to realize our vision of transforming more young lives in our community. Won't you join us?

For more information, please contact:
Margaret Patterson, Executive Director/CEO
mpatterson@cfnc-online.org / 703.836.0214 x239

Annmarie Wilmeth, Director of Development
awilmeth@cfnc-online.org / 703.836.0214 x238



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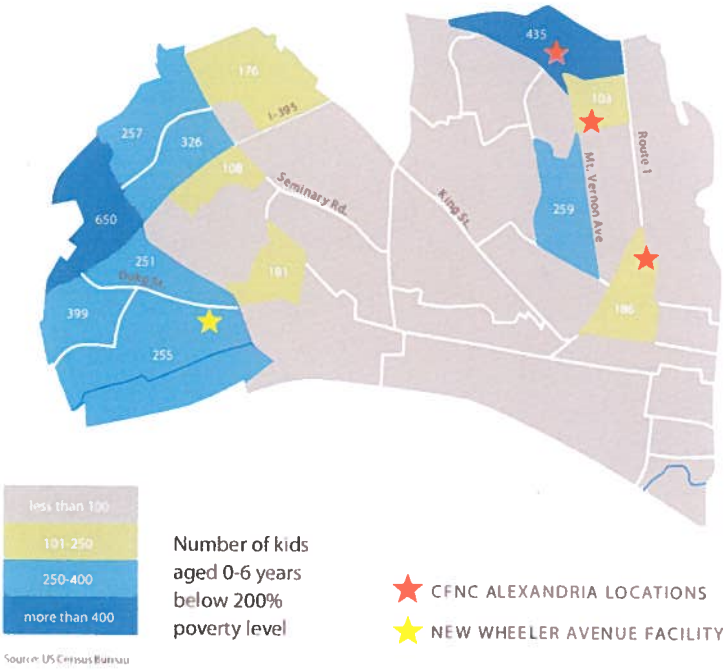

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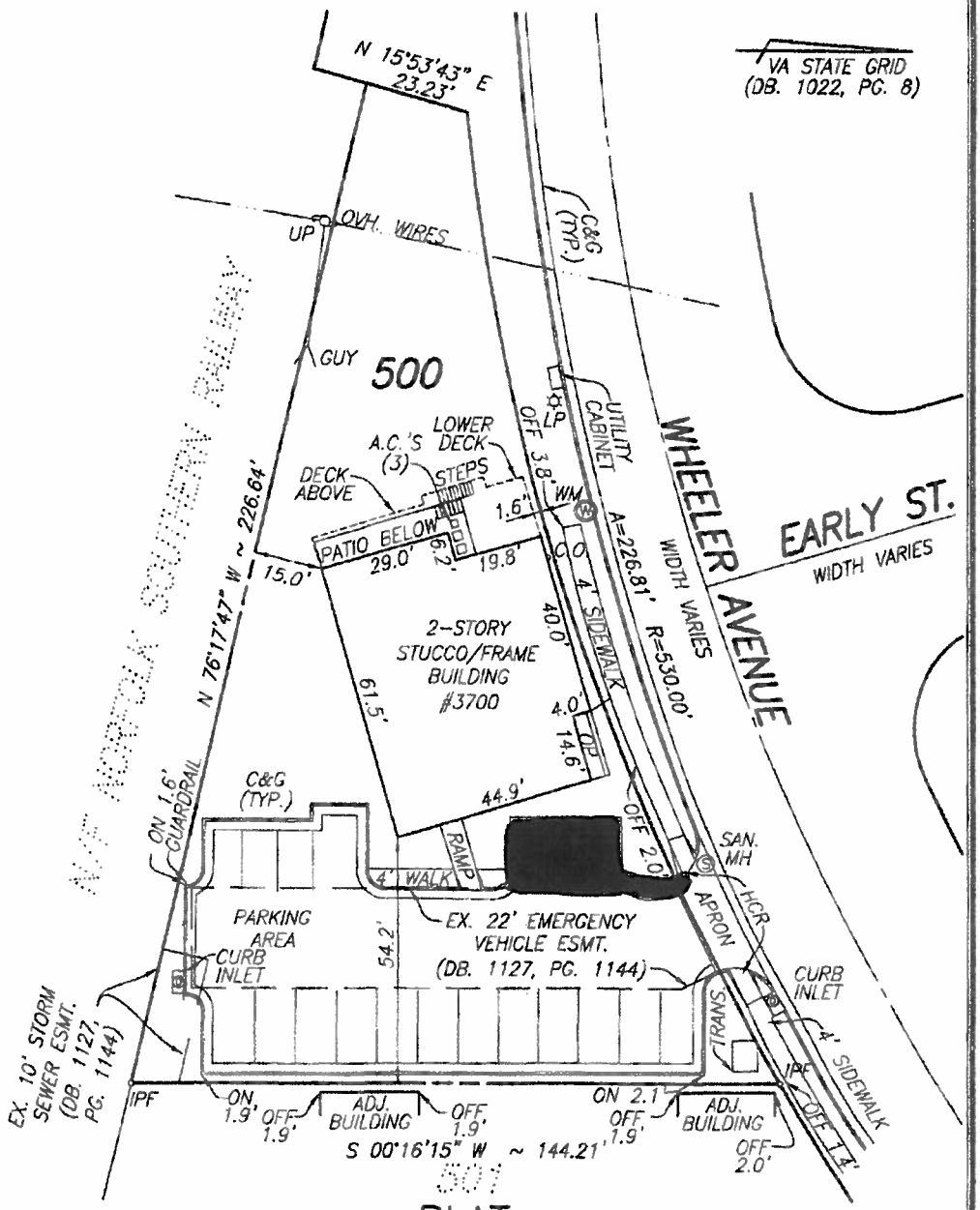
NOTE: TAX ASSESSMENT MAP NUMBER: 060.04-02-17
LOT AREA = 16,257 S.F.



PLAT

SHOWING PHYSICAL IMPROVEMENT SURVEY
LOT 500, LAND OF

WRECKING CORP. OF AMERICA ST. LOUIS INC.

(DB. 1022, PG. 8)

CITY OF ALEXANDRIA, VIRGINIA

SCALE: 1" = 30'	CASE NAME: MOUNT WHEELER PROPERTIES, LLC
DATE: NOVEMBER 29, 2012	
DEED BOOK REF.: 100020662 PLAT SUBJECT TO RESTRICTIONS OF RECORD. TITLE REPORT FURNISHED BY DAVIS TITLE SERVICES, DATED 11-26-12 AND IS RELIED UPON AS ACURRATE.	RCFIELDS & ASSOCIATES, INC. LAND SURVEYING • ENGINEERING • PLANNING 730 S. Washington Street www.rcfassoc.com Alexandria, Virginia 22314 (703) 549-6422

COMMONWEALTH OF VIRGINIA
RONALD J. KELLER
Lic. No. 1457-B
29 NOV. 2012
LAND SURVEYOR

I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A TRANSIT TAPE SURVEY AND/OR WITH CALIBRATED ELECTRONIC DISTANCE MEASURING EQUIPMENT AND, UNLESS OTHERWISE SHOWN, THERE ARE NO VISIBLE ENCROACHMENTS.

The Child & Family Network Center

3700 Wheeler Avenue
Alexandria, VA 22305

MICHAEL WINSTANLEY ARCHITECTS & PLANNERS

PARKER RODRIGUEZ

NOT TO SCALE

The Child & Family Network Center

3700 Wheeler Avenue
Alexandria, VA 22305

PROJECT MANAGER

WINSTANLEY

ARCHITECT OF RECORD

PARKER ROGERS

LANDSCAPE ARCHITECT

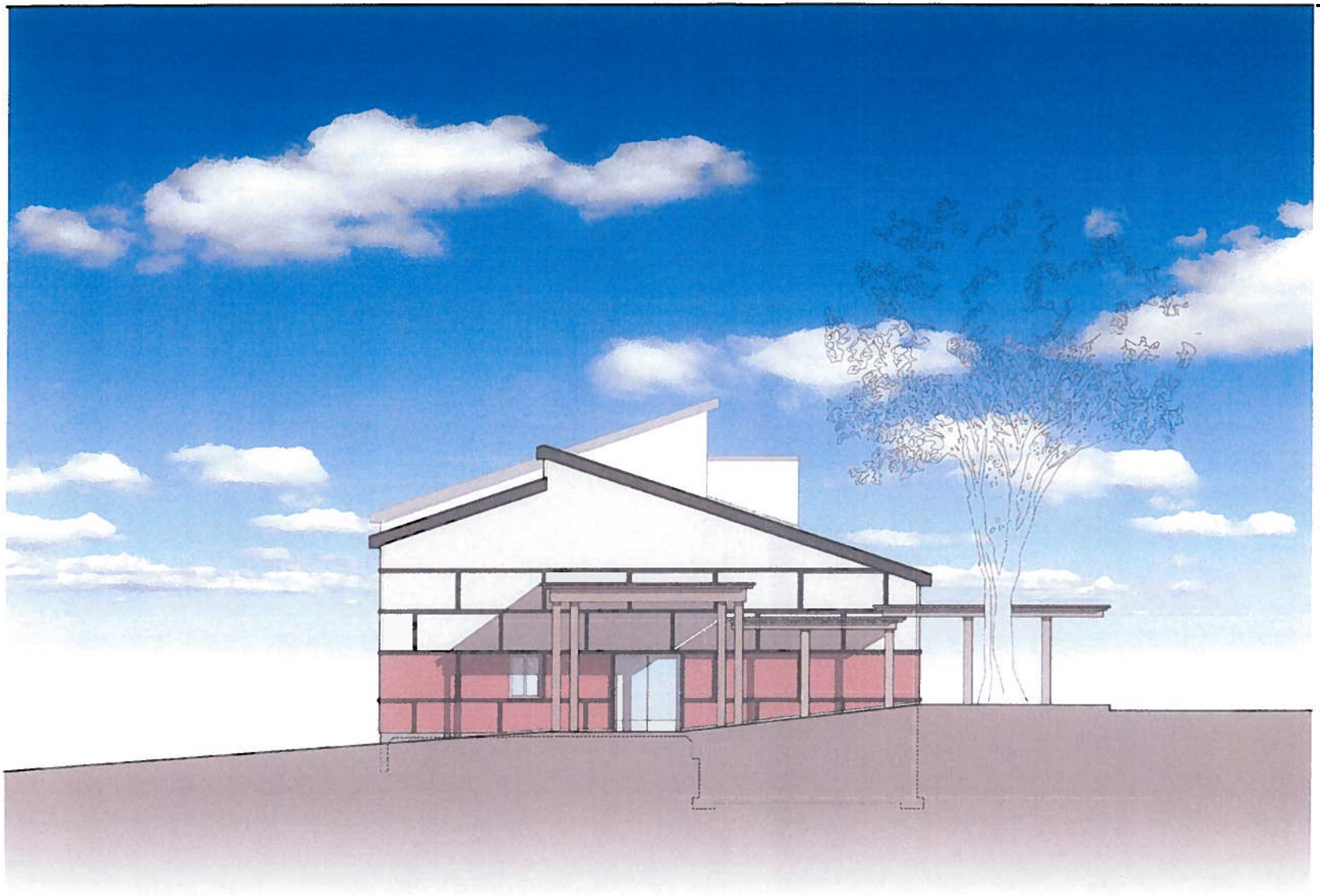
STRUCTURAL ENGINEER

MEP ENGINEER

CIVIL ENGINEER

AS NOTED

12-4-08



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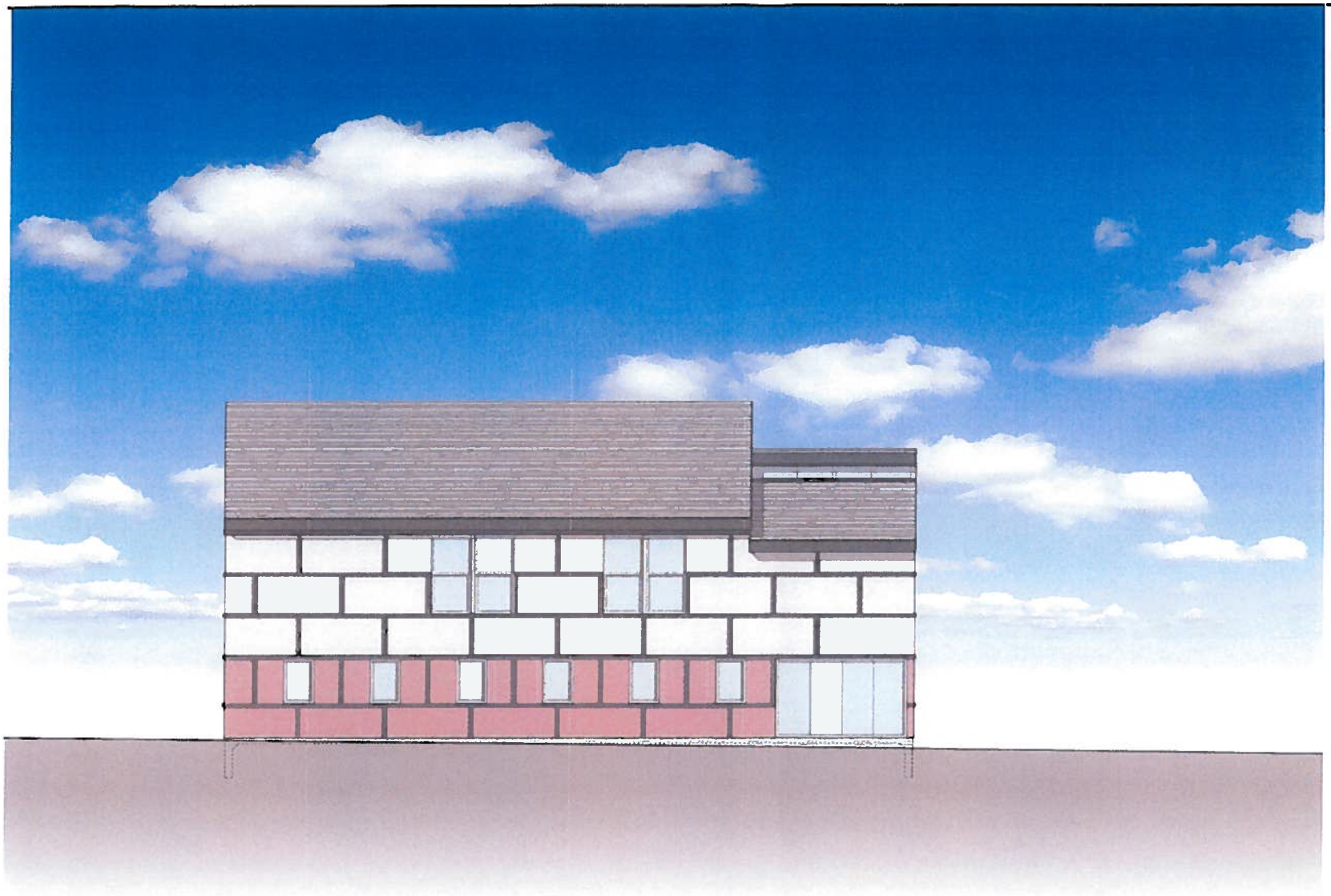
WINSTANLEY

PARKER RODRIGUEZ, P.C.

AS NOTED



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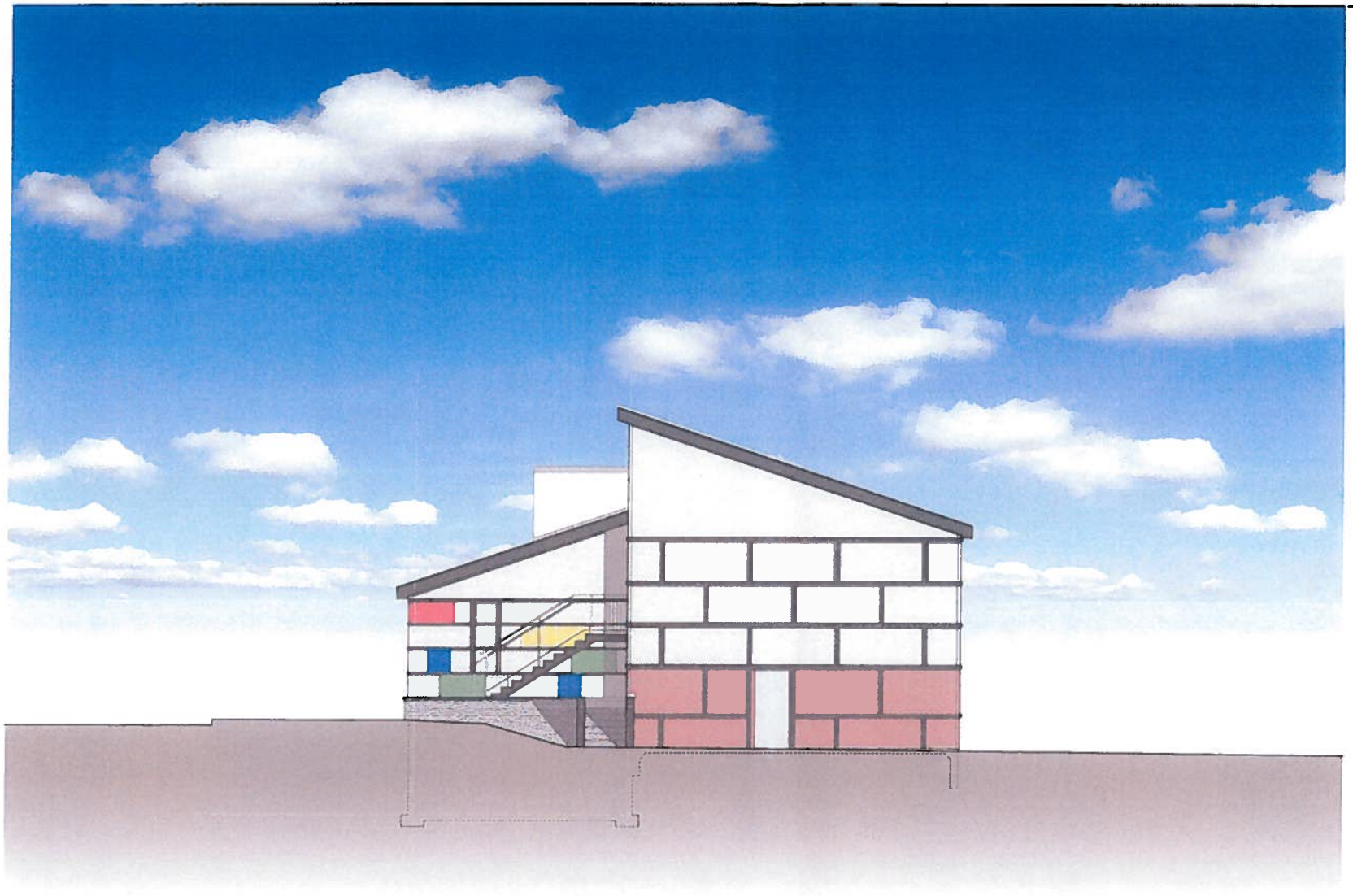
WINSTANLEY



The Child & Family Network Center

3709 Wheeler Avenue
Alexandria, VA 22305

WINSTANLEY

The Child & Family Network Center

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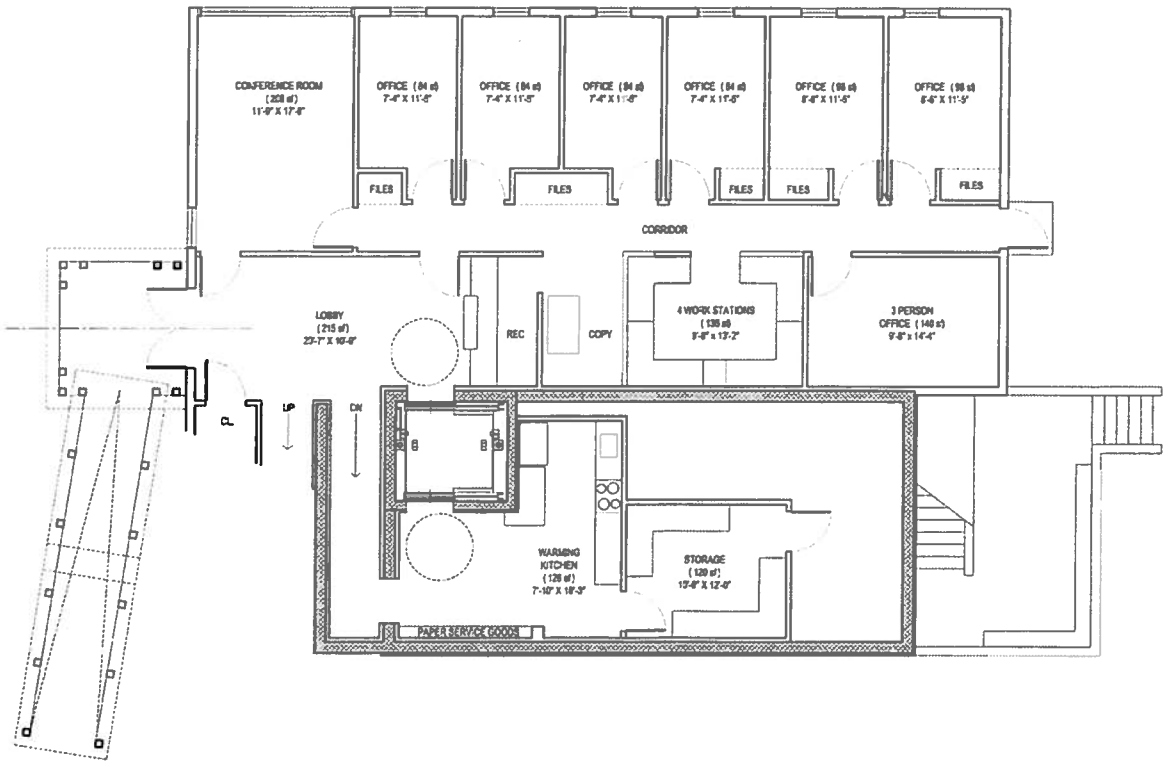
Alexandria VA 22305



WINSTANLEY

PAPER RODRIGUEZ

AS NOTED

The Child & Family Network Center

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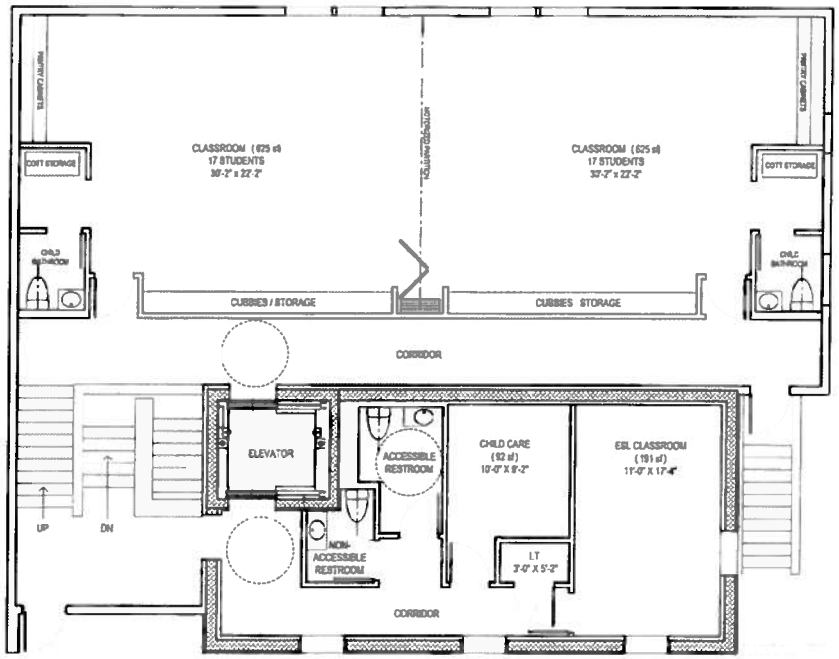
Alexandria, VA 22304



PROJECT MANAGER

WINSTANLEY

ARCHITECT OF RECORD

PARKER ROBERTS

LANDSCAPE ARCHITECT

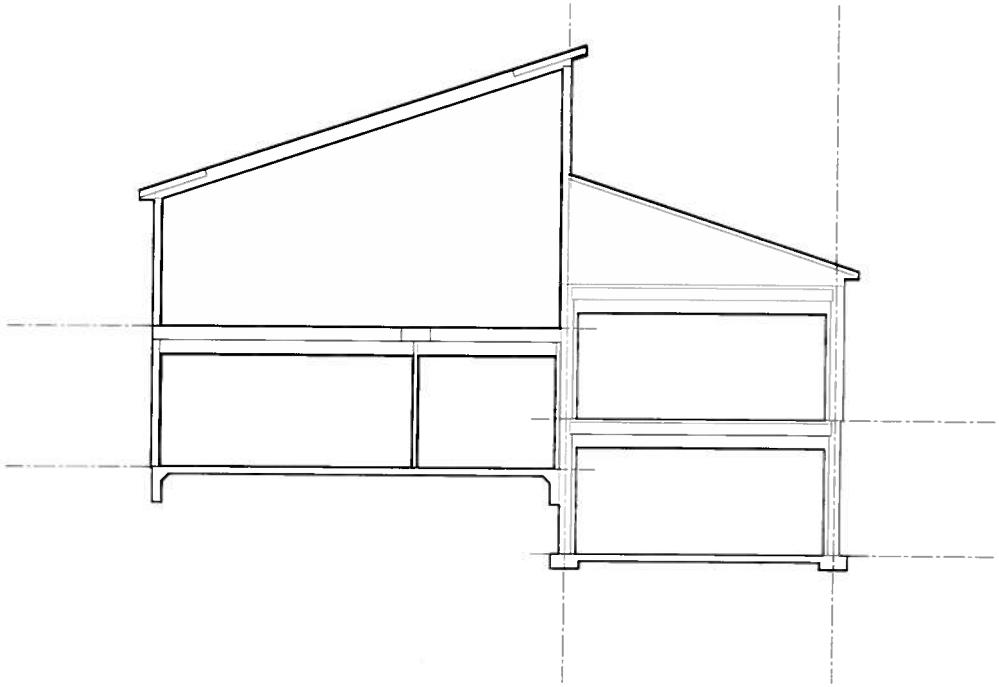
STRUCTURAL ENGINEER

MEP ENGINEER

CIVIL ENGINEER

AS NOTED

13-039



The Child & Family Network Center

3700 Wheeler Avenue
Alexandria, VA 22305

PROJECT MANAGER

MICHAELS WINSTANLEY
ARCHITECTS & PLANNERS

ARCHITECT OF RECORD

PARKER RODRIGUEZ
Planning | Landscape Architecture | Urban Design

LANDSCAPE ARCHITECT

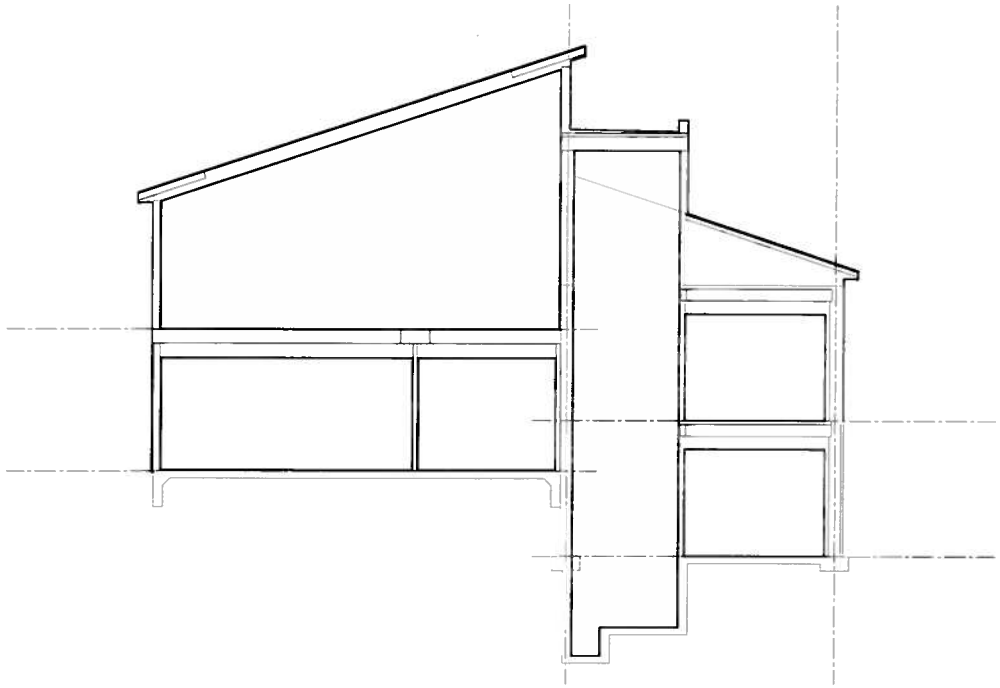
STRUCTURAL ENGINEER

MEP ENGINEER

CIVIL ENGINEER

AS NOTED

13-000



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Planning · Landscape Architecture · Urban Design

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STRUCTURAL ENGINEER

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AS NOTED

12-039