



APPLICATION
SPECIAL USE PERMIT

6 pages

ADMINISTRATIVE CHANGE OF OWNERSHIP
OR MINOR AMENDMENT

Change of Ownership Minor Amendment

[must use black ink or type]

PROPERTY LOCATION: 101 N. Union Street, Ste 101, Alex, VA 22314
TAX MAP REFERENCE: 075.01-04-03 ZONE: KR

APPLICANT

Name: Hyndford Street Hospitality LLC
Address: 3311 Alabama Ave, Alex 22305

PROPERTY OWNER

Name: Tartan Properties / Torpedo Factory
Address: 1020 Wythe Street / 102 S. Union Street
SITE USE: Alex, VA 22314 Alex VA 22314

Business Name: Current: Proposed (if changing): B Flats

THE UNDERSIGNED hereby applies for a Special Use Permit for Change in Ownership, in accordance with the provisions of Article XI, Division A, Section 11-503 (5)(f) of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

THE UNDERSIGNED, having read and received a copy of the special use permit, hereby agrees to comply with all conditions of the current special use permit, including all other applicable City codes and ordinances.

THE UNDERSIGNED hereby applies for a Special Use Permit for Minor Amendment, in accordance with the provisions of Article XI, Division A, Section 11-509 and 11-511 of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

THE UNDERSIGNED, having obtained permission from the property owner, hereby requests this special use permit. The undersigned also attests that all of the information herein required to be furnished by the applicant are true, correct and accurate to the best of his/her knowledge and belief.

Scott Shirley
Print Name of Applicant or Agent
3311 Alabama Ave
Mailing/Street Address
Alex VA 22305
City and State Zip Code

[Signature]
Signature
202-903-8485
Telephone # Fax #
scott@slatersmarket.com
Email address
11/11/22
Date

DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: _____
Legal advertisement: _____
ACTION - PLANNING COMMISSION _____

Fee Paid: \$ _____
ACTION - CITY COUNCIL: _____

The following information must be furnished to the Department of Planning and Zoning to determine if the current use conducted on the premises complies with the special use permit provisions and all other applicable codes and ordinances.

1. Please describe prior special use permit approval for the subject use.

Most recent Special Use Permit # SUP2018-0011

Date approved: 03 / 16 / 2018 New Blue Zen
 month day year

Name of applicant on most recent special use permit Hyndford Street Hosp. LLC

Use Sandwich Shop

2. Describe below the nature of the *existing* operation *in detail* so that the Department of Planning and Zoning can understand the nature of the change in operation; include information regarding type of operation, number of patrons served, number of employees, parking availability, etc. (Attach additional sheets if necessary.)

We propose to operate a small sandwich shop. We expect our patrons will be business people and travelling tourists. We will have approximately and no more than 20 seats, where customers can sit and enjoy their sandwich and drink. Other customers will take their meals off site to enjoy at their offices, hotel rooms or homes. We expect to have three employees during any given shift. They will travel to work via bike, public transportation or park in the public lot. We hope to serve between 50 and 100 patrons daily.

3. Describe any proposed *changes* to the business from what was represented to the Planning Commission and City Council during the special use permit approval process, including any proposed changes in the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, any noise emitted by the use, etc. (Attach additional sheets if necessary)

• We will serve sandwiches, not ice cream.

• Our hours of operation will be 9⁰⁰ ~~00~~ am - 10 pm.

4. Is the use currently open for business? Yes No

If the use is closed, provide the date closed.

~~month~~ / ~~day~~ / ~~year~~ UNKNOWN

5. Describe any proposed changes to the conditions of the special use permit:

We will serve sandwiches, and on/off
premises wine and beer. Hours 9am - 10pm

6. Are the hours of operation proposed to change? Yes No

If yes, list the current hours and proposed hours:

Current Hours:

Proposed Hours:

N/A

9 ~~am~~ am - 10 pm

7. Will the number of employees remain the same? Yes No

If no, list the current number of employees and the proposed number.

Current Number of Employees:

Proposed Number of Employees:

N/A

3-4/shift

8. Will there be any renovations or new equipment for the business? Yes No

If yes, describe the type of renovations and/or list any new equipment proposed.

We will put in refrigeration
and prep tables.

9. Are you proposing changes in the sales or service of alcoholic beverages? Yes No

If yes, describe proposed changes:

We propose to offer on and off
premises sales of wine and beer.

10. Is off-street parking provided for your employees? Yes No
If yes, how many spaces, and where are they located?

11. Is off-street parking provided for your customers? _____ Yes No
If yes, how many spaces, and where are they located?

12. Is there a proposed increase in the number of seats or patrons served? Yes No
If yes, describe the current number of seats or patrons served and the proposed number of seats and patrons served. For restaurants, list the number of seats by type (i.e. bar stools, seats at tables, etc.)

Current:	Proposed:
_____	_____
_____	_____
_____	_____

13. Are physical changes to the structure or interior space requested? Yes No
If yes, attach drawings showing existing and proposed layouts. In both cases, include the floor area devoted to uses, i.e. storage area, customer service area, and/or office spaces.

14. Is there a proposed increase in the building area devoted to the business? Yes No
If yes, describe the existing amount of building area and the proposed amount of building area.

Current:	Proposed:
_____	_____
_____	_____
_____	_____

15. The applicant is the (check one) Property owner Lessee
 other, please describe: _____

16. The applicant is the (check one) _____ Current business owner Prospective business owner
 other, please describe: _____

17. Each application shall contain a clear and concise statement identifying the applicant, including the name and address of each person owning an interest in the applicant and the extent of such ownership interest. If the applicant, or one of such persons holding an ownership interest in the applicant is a corporation, each person owning an interest in excess of ten percent (3%) in the corporation and the extent of interest shall be identified by name and address.

For the purpose of this section, the term "ownership interest" shall include any legal or equitable interest held in the subject real estate at the time of the application. If a nonprofit corporation, the name of the registered agent must be provided.

Please provide ownership information here:

10070 Hyndford Street Hosp LLC

101 N Union Street

5 pages



SUPPLEMENTAL APPLICATION

RESTAURANT

All applicants requesting a **Special** Use Permit for a restaurant shall complete the following section:

1. How many seats are proposed?

Indoors: 14 outdoors: 6

2. Will the restaurant offer any of the following?

Alcoholic beverages

On-premises

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Off-premises	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Off-premises

3. The restaurant will offer the following service (check items that apply):

table service
 bar
 carry-out
 delivery *3rd party like UBER Eats only*

4. If delivery service is proposed, how many vehicles do you anticipate? 4 per week

Will delivery drivers use their own vehicles? Yes No

Where will delivery vehicles be parked when not in use?
101 North Union Street in "loading only" parking space.

Changes to Old Town Small Area Plan Chapter of the Master Plan
Adopted by City Council on November 13, 1993

On November 13, 1993, the City Council adopted Resolution No. 1672, which outlines new policy and criteria used in applying the revised Old Town Restaurant Policy. Individuals who apply for a special use permit to operate a restaurant in Old Town must address in their entirety five criteria in order to be considered for a special use permit. An application will not be formally accepted for processing until this questionnaire is completed.

GOALS OF THE OLD TOWN RESTAURANT POLICY

1. To lessen the on-street parking impact of restaurants in Old Town and adjacent areas;
2. To prevent rowdiness and vandalism from patrons leaving restaurants, particularly in the late evening; and
3. To control the spread of litter in Old Town.

POLICIES TO ATTAIN THE GOALS OF THE OLD TOWN RESTAURANT POLICY

City Council shall not approve a request for special use permit for any new restaurant, carry-out or fast food establishment or an expansion of an existing restaurant, carry-out or fast food establishment, unless it finds that the request does not significantly impact nearby residential neighborhoods. City Council shall consider the cumulative impact of the proposal and the number of already established restaurants, carry-outs, fast food establishments and the number of food service seats, bar seats and standing service areas in the immediate area. In the case of an expansion or other intensification, the entire operation of the establishment may be taken into account in determining its impact upon the nearby residential neighborhoods. In making that determination, City Council shall consider the following factors:

- The availability of off-street parking.
- The predicted impact of the restaurant on parking supply in the adjacent neighborhood.
- The extent to which the restaurant is open in the late night hours.
- The extent to which alcohol (such as spirits, mixed drinks, wine, and beer) consumption will predominate over food consumption, including consideration of the number of bar seats, if any, and the standing areas in the vicinity of bars.
- The predicted extent of litter generated in nearby neighborhoods.

CRITERIA TO BE USED TO EVALUATE NEW OR EXPANDED RESTAURANTS

Parking Management Plan. The applicant must submit a parking management plan (PMP), which specifically addresses the following issues:

- The parking demand generated by the proposed restaurant.
- The availability of off-street parking for patrons. For the purpose of this policy, availability shall be measured in terms of the number of vacant off-street parking spaces within 500 feet from the entrance to the restaurant.
- How employees who drive will be accommodated off the street at least in the evenings and on weekends.
- The predicted impact of the restaurant on the parking supply at the evening, weekend, and daytime peaks.
- A proposal to reduce the impact of parking created by the restaurant on nearby areas. Acceptable alternatives for reducing parking impacts include, but are not limited to, the following: validated parking or valet parking for patrons, and off-street parking or transit subsidies for employees.

Parking impacts. Please answer the following:

1. What percent of patron parking can be accommodated off-street? (check one)
 - 100%
 - 75-99%
 - 50-74%
 - 1-49%
 - No parking can be accommodated off-street

2. What percentage of employees who drive can be accommodated off the street at least in the evenings and on weekends? (check one)
 - All
 - 75-99%
 - 50-74%
 - 1-49%
 - None

3. What is the estimated peak evening impact upon neighborhoods? (check one)
 - No parking impact predicted
 - Less than 20 additional cars in neighborhood
 - 20-40 additional cars
 - More than 40 additional cars

Litter plan. The applicant for a restaurant featuring carry-out service for immediate consumption must submit a plan which indicates those steps it will take to eliminate litter generated by sales in that restaurant.

Alcohol Consumption and Late Night Hours. Please fill in the following information.

1. Maximum number of patrons shall be determined by adding the following:

+	14	Maximum number of patron dining seats
+	0	Maximum number of patron bar seats
+	0	Maximum number of standing patrons
=	14	Maximum number of patrons

2. 3 Maximum number of employees by hour at any one time

3. Hours of operation. Closing time means when the restaurant is empty of patrons.(check one)
 - Closing by 8:00 PM
 - Closing after 8:00 PM but by 10:00 PM
 - Closing after 10:00 PM but by Midnight
 - Closing after Midnight

4. Alcohol Consumption (check one)
 - High ratio of alcohol to food
 - Balance between alcohol and food
 - Low ratio of alcohol to food

Litter Plan

Sandwiches will be placed in minimal packaging to reduce litter.

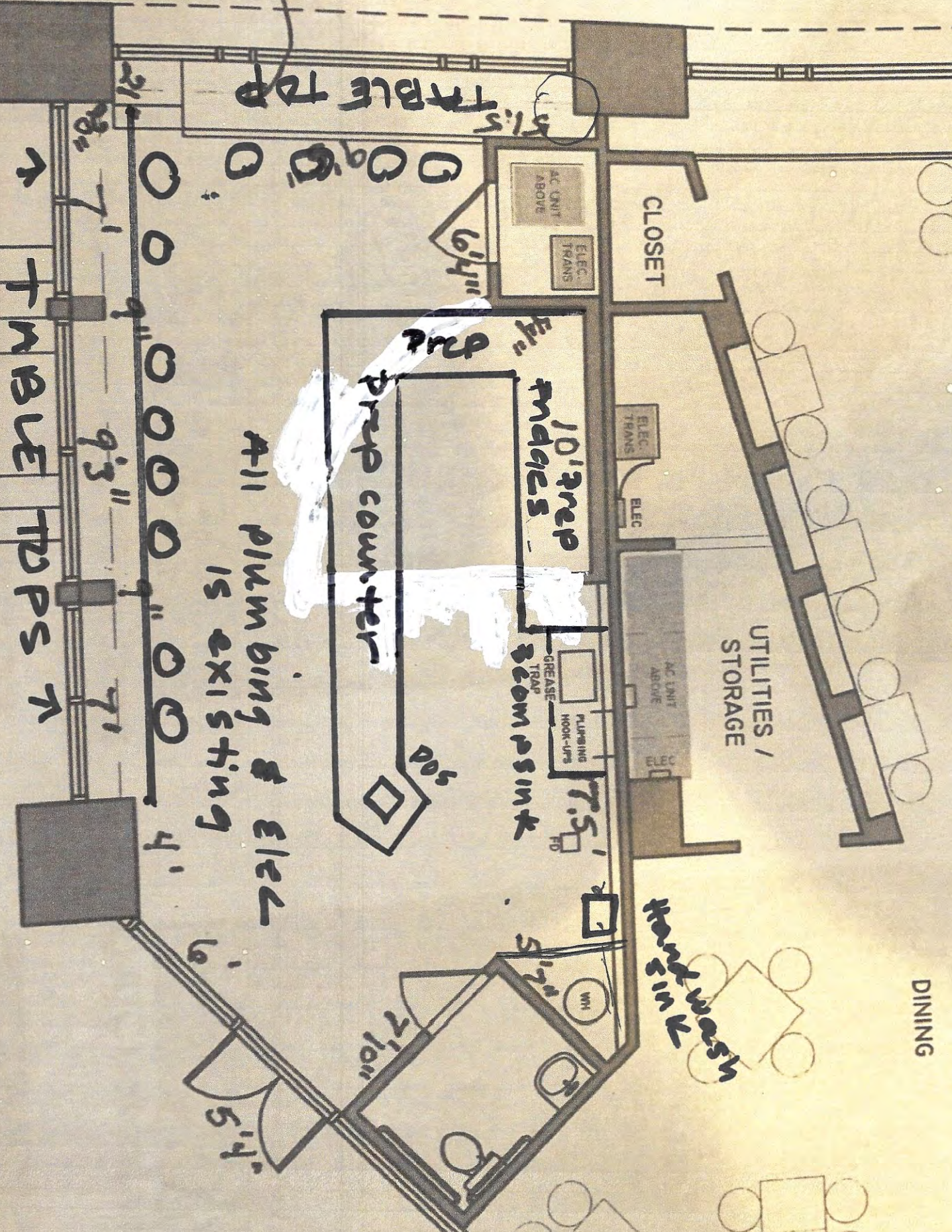
Our sandwiches are wrapped in paper and condiments are applied as the sandwich is being made, and we do not offer individual packages of condiments.

We only include utensils when they are required and requested.

We encourage our customers to use locally positioned trash receptacles for food waste.

We only offer recyclable drink containers.

27" drop



5'5" TABLE TOP

TABLE TOPS

All plumbing & elec is existing

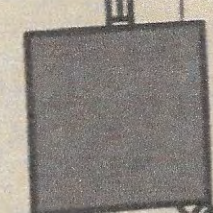
10' prep
prep counter
Beam sink

CLOSET

UTILITIES / STORAGE

Hand in

DINING



ELEC

ELEC. TRANS

AC UNIT ABOVE

ELEC

AC UNIT ABOVE

ELEC. TRANS

PLUMBING HOOK-UPS

GREASE TRAP

7'5"

5'7"

WH

7'10"

5'4"

9'3"

7'1"

7'1"

4'1"

7'10"

27"