



Special Use Permit 2026-00030
3950 Wheeler Avenue
Temporary Trailer

Minor Amendment to Special Use Permit (SUP)

SUP Holder:	North Lock, LLC
Minor Amendment Request:	Extend the use of the temporary trailer.
Approved for:	Staff approve a minor amendment to an SUP to extend the use of a temporary trailer to July 1, 2031. No other changes are proposed to the operation.
Applicable Zoning Ordinance Provisions:	The request has been reviewed under the administrative SUP procedures of the Zoning Ordinance including Sec. 8-200, Sec. 11-500 and Sec. 11-511, and Sec. 11-513(U).
Prior Approvals:	▪ SUP #2024-00014 – Approval to operate a temporary trailer.
Zone:	I/Industrial
Small Area Plan:	Seminary Hill/Strawberry Hill
Staff Findings:	Land Use Compatibility ▪ On July 2, 2024, City Council approved SUP #2024-00014 for a temporary trailer. This approval allowed the applicant to request a minor amendment to the SUP for a 3-year extension once the initial approval expired on July 1, 2026. In December 2025, City Council approved zoning text updates which allows temporary trailers to be approved administratively for up to 5 years. Due to this regulatory change, staff have granted the applicant the full five-year extension under the administrative approval pursuant to 11-511(A)(2)(b.1). ▪ The temporary trailer is compatible with the surrounding area due to its modest impact on the existing business. ▪ The temporary trailer use does not have impacts on the surrounding industrial area. Transportation and Parking ▪ Located in the enhanced transit area. ▪ The applicant is required to provide 39 parking spaces. ▪ 18 parking spaces are provided on-site and 58 additional parking spaces are available in the parking lot across the street to meet the parking requirements. Operational Impacts

	▪ No change to operational impacts. The site can continue operating the temporary trailer until July 1, 2031, after which the SUP is no longer valid after. ▪ The applicant must submit a new special use permit request to obtain any further extensions for the temporary trailer unless otherwise authorized in accordance with the Zoning Ordinance in effect on July 1, 2031.
Key Conditions:	Current standard special use permit conditions have been included. Key conditions include: ▪ Extension is permitted until July 1, 2031. ▪ Location of the temporary trailer should be consistent with the proposed plan dated April 18, 2024. ▪ Trailer cleaning shall not create discharge into the streets, alleys, or storm sewers. ▪ Permit subject to periodic review for compliance.
Community Outreach:	Public notice provided through eNews, the City website, site posting, and email notification to the Wakefield Tarleton Civic Association.
Staff Reviewer:	Lanning Blaser, (703) 746-3846, lanning.blaser@alexandriava.gov , Land Use + Preservation Division, Department of Planning & Zoning

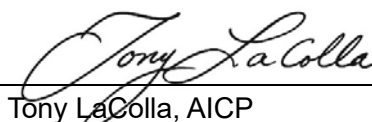
Conditions of Special Use Permit 2026-00030

The Special Use permit holder is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The Special Use Permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)
2. The location and specifications of the temporary trailer shall be substantially consistent as proposed in the application dated April 18, 2024. (P&Z)
3. **CONDITION AMENDED BY STAFF:** The temporary trailer shall be permitted until July 1, 2026~~31~~, ~~with an opportunity to increase the term for three additional years until July 1, 2029, through an administrative special use permit.~~ Upon expiration, this Special Use Permit shall terminate unless otherwise authorized under the Zoning Ordinance then in effect. Any request to extend the Special Use Permit beyond its expiration date shall require approval of a new Special Use Permit by the City Council following a recommendation from the Planning Commission. (CC) (SUP #2024-00014)

4. Kitchen equipment, including floor mats, shall not be cleaned outside, nor shall any cooking residue or wash water be washed into the streets, alleys or storm sewers. (T&ES)
5. All waste products including but not limited to organic compounds (solvents), shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES)
6. The applicant shall control cooking odors, smoke and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to the neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES)
7. All loudspeakers shall be prohibited from the exterior of the building and no amplified sounds shall be audible at the property line. (T&ES)
8. Supply deliveries, loading and unloading activities shall not occur between the hours of 11:00 pm and 7:00 am. (T&ES)
9. Cleaning of trailer shall not create a discharge to streets, alleys or storm sewers. (T&ES)
10. The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)(P&Z)
11. The director of Planning and Zoning shall review the special use permit one year after it has been operational with all conditions and may docket the matter for consideration by the Planning Commission and City Council if there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; or the director has determined that new or revised conditions are needed to offset land use impacts not addressed in the City Code. (P&Z)

Staff hereby **approve** the Special Use Permit 2026-00030 subject to compliance with all applicable codes and ordinances and the conditions of this special use permit.



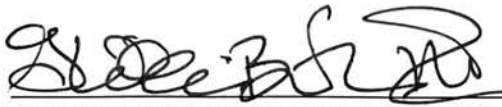
Tony LaColla, AICP
Land Use + Preservation Division Chief

July 9, 2026

Date

Statement of Consent

The undersigned hereby agrees and consents to the conditions of Special Use Permit 2026-00030 and agrees to obtain all applicable licenses and permits required for the use located at 3950 Wheeler Avenue.



Applicant/Special Use Permit Holder
North Lock, LLC

7/24/26

Date

City Department Findings and Requirements

- **Finding (F):** Staff analysis and conclusions regarding whether the application complies with the applicable requirements. Findings also provide additional information.
- **Requirement (R):** Identifies the applicable law, ordinance standard, policy, guideline, or approval criterion that governs the review of the application. The applicant is responsible for ensuring that requirements are adhered to or may be subject to citations/fines.

Key Findings (F) and Requirements (R)	
Code Administration	
N/A	No comments.
Transportation & Environmental Services	
R	The applicant shall control cooking odors, smoke and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES/OEQ)
R	Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES/OEQ)
R	The use must comply with the city's noise ordinance. All loudspeakers shall be prohibited from the exterior of the building and no amplified sounds shall be audible at the property line.
R	Kitchen equipment, including floor mats, shall not be cleaned outside, nor shall any cooking residue or wash water be washed into the streets, alleys or storm sewers. (T&ES)
R	All waste products including but not limited to organic compounds (solvents), shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES)
R	The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (OEQ)

Key	Findings (F) and Requirements (R)
Health Department	
R	An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual, corporation or location to another. Permit application and fee are required.
R	Construction plans shall be submitted to the Health Department located at 4850 Mark Center Drive and through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction. There is a \$200.00 plan review fee payable to the City of Alexandria- fee must be paid separate from any other departmental fees.
R	Construction plans shall comply with Alexandria City Code, Title 11, Chapter 2, The Food Safety Code of the City of Alexandria. Plans shall include a menu of food items to be offered for service at the facility and specification sheets for all equipment used in the facility, including the hot water heater.
R	A Food Protection Manager shall be on-duty during all operating hours.
R	The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.
R	In many cases, original wooden floors, ceilings and wall structures in historical structures may not be suitable for food service facilities. Wood materials shall be finished in a manner that is smooth, durable, easily-cleanable, and non-absorbent.
R	Facilities engaging in the following processes may be required to submit a HACCP plan and/or obtain a variance: Smoking as a form of food preservation; curing/drying food; using food additives to render food not potentially-hazardous; vacuum packaging, cook-chill, or sous-vide; operating a molluscan shellfish life-support system; sprouting seeds or beans; and fermenting foods.
R	Starting on 1/1/2023, The Virginia Department of Agriculture and Consumer Services (VDACS) is the point of contact for the following type of establishments: grocery stores, convenience stores, ice cream stores, wine shops, or bakeries. The divisions of Food Safety can offer further guidance. Please use the following contact information: VDAC's Food Safety Program 804.786.3520 804.371.7792 foodsafety@vdacs.virginia.gov
Recreation, Parks, & Cultural Affairs	
N/A	No comments received.
Alexandria Police Department	
N/A	No comments received.
Alexandria Fire Department	
N/A	No comments or concerns.