

PLANNING AND ZONING ROUTING TRANSMITTAL

LOCATION: 322 N. Alfred Street	PROJECT/REQUEST: Request to operate a child day care center
<p style="text-align: center;">Review Type</p> <input type="checkbox"/> Concept Plan <input type="checkbox"/> IDR Routing <input type="checkbox"/> Completeness Review <input checked="" type="checkbox"/> Preliminary Review <input type="checkbox"/> Final Site Plan Review <input type="checkbox"/> Subdivision/Easement Plat Review <input type="checkbox"/> Mylar Plan/Plat Submission <input type="checkbox"/> Other	<p style="text-align: center;">Case Type</p> <input checked="" type="checkbox"/> SUP 2010-0064 VAC <input type="checkbox"/> DSUP <input type="checkbox"/> ENC <input type="checkbox"/> DSP <input type="checkbox"/> SUB <input type="checkbox"/> MPA <input type="checkbox"/> CDD <input type="checkbox"/> REZ <input type="checkbox"/> Other
Fee Owed 250.00 Fee 250.00	

Routing Date: 10/05/10	PRIMARY PROJECT MANAGER: Nathan Randall SECONDARY PROJECT MANAGER:
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<p><u>ROUTING TO:</u></p> <input checked="" type="checkbox"/> T&ES/Engineering & DEQ – Shana Sizemore <input type="checkbox"/> T&ES/Surveys – Allen Martin <input type="checkbox"/> T&ES/Sanitation Auth.–Gaylon Moomaw <input type="checkbox"/> T&ES/VA. American Water – Bill Walsh <input checked="" type="checkbox"/> Code Enforcement – James Hunt <input checked="" type="checkbox"/> Health Department – Joe Fiander (Box 26) <input checked="" type="checkbox"/> Police Department – Charlette Mitchell Young (Box 54) <input type="checkbox"/> Historic Alexandria/Archaeology – Steve Shepard (Box 33) <input checked="" type="checkbox"/> Recreation, Parks and Cult. Activities – Judy Lo <input type="checkbox"/> Office of Housing – Patrick Beckley <input type="checkbox"/> Real Estate Assessments – Cindy Smith-Page <input checked="" type="checkbox"/> Human Services – Carol <i>Farrell</i> <input type="checkbox"/> Planning and Zoning – Development- Luis Gonzalez <input checked="" type="checkbox"/> Planning and Zoning – Zoning- Peter <input checked="" type="checkbox"/> Planning and Zoning – BAR- Al Cox <input type="checkbox"/> Planning and Zoning – GIS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p><u>SPECIAL NOTES:</u></p>
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<p>This project is scheduled for:</p> <input type="checkbox"/> IDR Meeting on <input type="checkbox"/> ESI Meeting on <input type="checkbox"/> Planning Commission on	<p style="text-align: center;">PLEASE RESPOND BY:</p> <p style="text-align: center;">Written Comments Due to Project Mng. By: 10/20/10</p> <hr/> <p style="text-align: center;"><u>Department Comments</u></p> <input type="checkbox"/> No Comments <input type="checkbox"/> Comments Attached in Permit Plan <input type="checkbox"/> Comments Attached to Transmittal
<hr/> Signature of Person Providing Comments/Date	<hr/> Department



SUP # 2010-0064

Administrative Special Use Permit Application

Please type or print legibly

PROPERTY LOCATION: 322 N. Alfred Street.

ZONE: RB

TAX MAP REFERENCE: 064.02-06-29

APPLICANT'S INFORMATION:

Applicant: Rev. Collins Asonye Business/Trade Name: Meade Memorial Episcopal Church.

Address: 322 N. Alfred St. Alex, VA 22314.

Phone: 703.549.1334

Email: Meade Memorial Church @hotmail.com

PROPOSED USE:

- Day Care 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: [Handwritten Signature]

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).

PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 322 N. Alfred St.
 (property address), for the purposes of operating a Daycare (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: Rev. Collins Asonye Phone: 703.549.1334
 Address: 322 N. Alfred St. Email: MeadeMemorialChurch@hotmail.com
 Signature: [Handwritten Signature] Date: _____

1. The applicant is the (check one):
- Owner
 - Contract Purchaser
 - Lessee or
 - Other: Rector
- 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.

Meade Memorial Episcopal Church
322 North Alfred St.
Alexandria, VA 22314

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?

- 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.

USE CHARACTERISTICS

2. Please give a brief statement describing the use:

The Upper level "Only" Will be Used
as a daycare to provide Community
Children w/a safe & Healthy Environment
for Educational Activities and games e.t.c

3. Please describe the proposed hours of operation:

Days	Hours
Daily	6a.m - 7p.m

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).

50 Children Between the hours of 6AM - 6PM

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

6 Employees are Expected

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

4 Standard and compact spaces
2 Handicapped accessible spaces
 _____ Other

B. Please give the number of:
Parking spaces on-site 0

Parking spaces off-site 6

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

North Princess & Alfred St.

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

A. How many loading spaces are available for the use? On-site Parking lot.

B. Where are off-street loading spaces located? N/A

C. During what hours of the day do you expect loading/unloading operations to occur? 6 A.M - 9 A.M AND 6 PM - 7 PM

D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate? 50 per day.

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:

N/A

APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: cc 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: cc 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.

Rev. Collins Asonye

Print Name of Applicant or Representative



Signature

09/29/2010

Date

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: JANET THOMAS
322 N. ALFRED STREET
ALEXANDRIA, VA 22314

Phone: 703.549.1334

Email: Msademechurch@hotmail.com

Fax: 703.549.1357

SUP 2010-0064

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 ___ No

Will the day care be located in a church or school building? Yes ___ 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.

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

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? In Church Parking lot.

How many cars will fit in the area at one time? 6

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

PROTECTION FOR NEARBY HOMES

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.

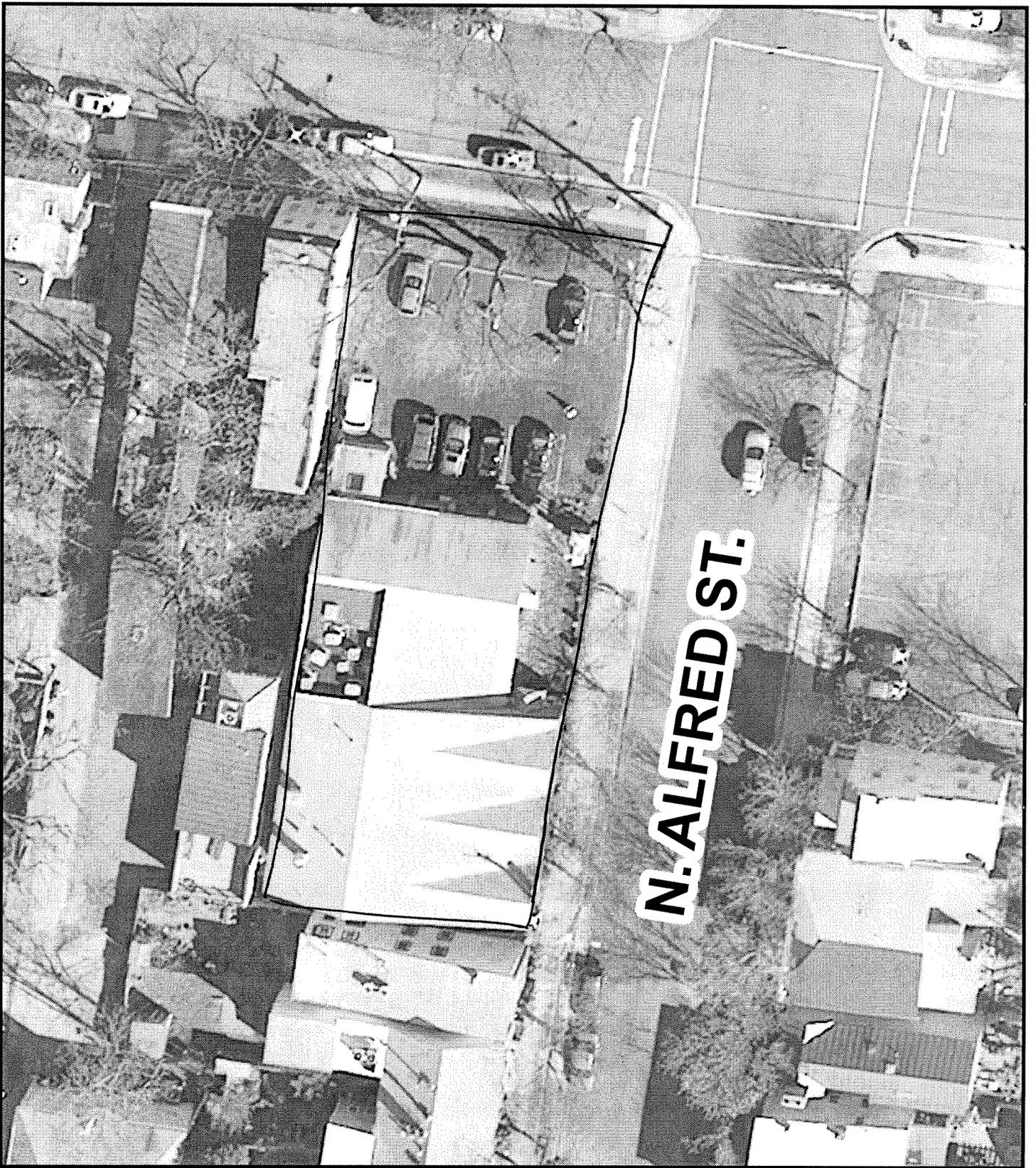
Where in the church or school building will the day care be located? (i.e. basement, upper floors, west side of the building) Entire Upper Level of Church

How large an area is proposed for day care's operations? 51 1/2 x 37 sq. feet
ENTIRE 2ND FLOOR OF Church

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

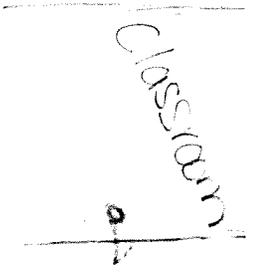
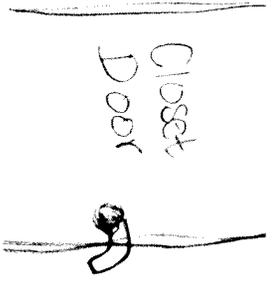
The location of the child care in relation to nearby homes and apartments must be shown on the site plan which is part of the application.

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

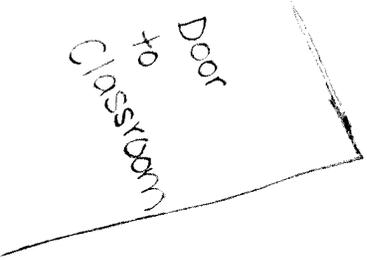
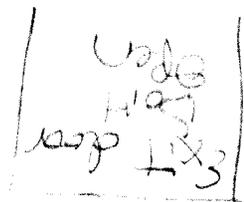


322 N. Alfred Street

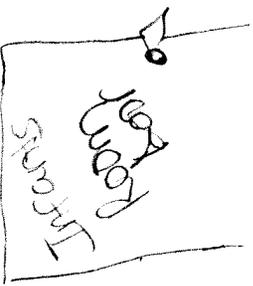
Sup 2010-00141



39 Space Area Floor [Length X Width]



Handwritten notes, possibly 'Kitchen' or 'Classroom'.



Supra-0004

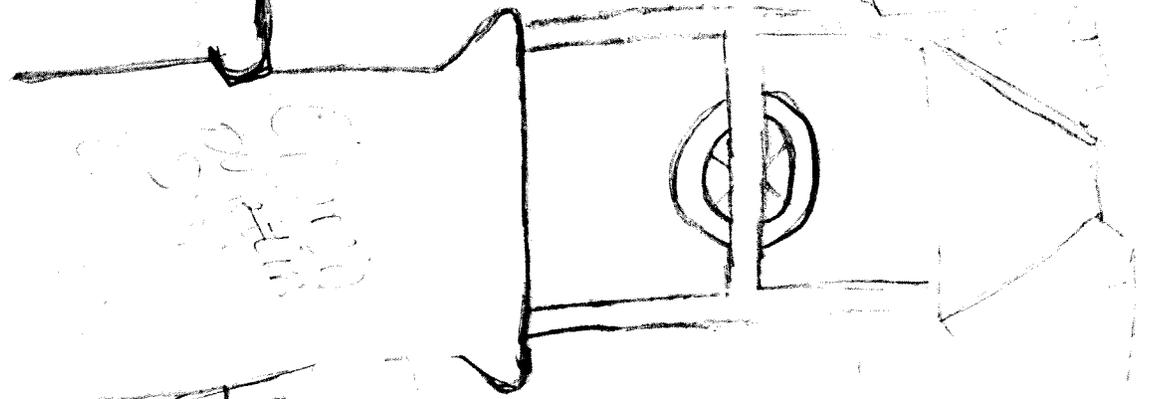
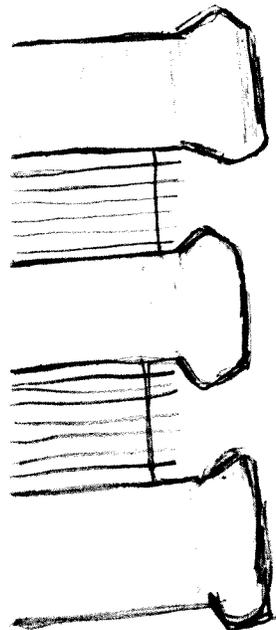
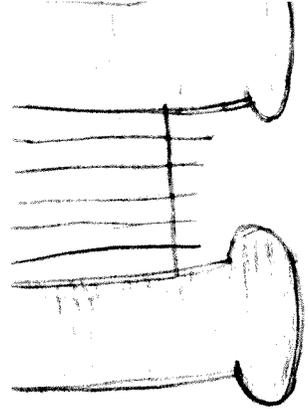
Outside

Entry Door

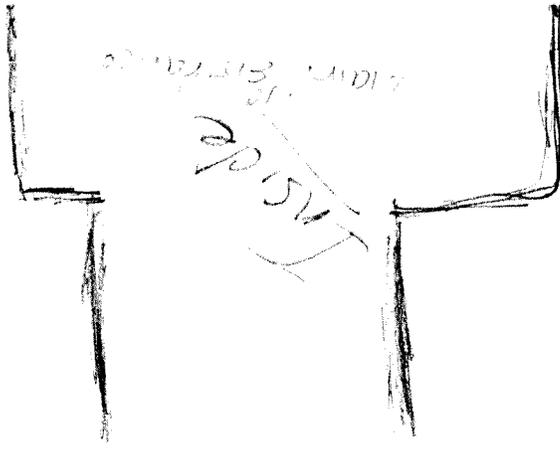
Outside Entrance

Heade Memorial
EPISCOPAL
CHURCH

Walk in to
the Outside
from Side



sup 2010-0064



Entrance
 Circular
 Table

Hallway
 Leads
 to
 Stairs

