



SUP # 2013-00040

Administrative Special Use Permit Application

Please type or print legibly

PROPERTY LOCATION: 3800 and 3810 Butterfly Lane

ZONE: R20 TAX MAP REFERENCE: 040.02-03-01 B39

APPLICANT'S INFORMATION:

Applicant: Heather Zdancewicz Business/Trade Name: Virginia Theological Seminary

Address: 3737 Seminary Rd.

Phone: 703-370-6600 Email: hzdancewicz@vts.edu

PROPOSED USE:

- Day Care Center Amendment SUP 2156 to increase enrollment to 50 infants & children, and to change hours of operation 7:30am-6:00pm
- 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: Heather Zdancewicz

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).

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PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 3800 & 3810 Butterfly Ln
(property address), for the purposes of operating a daycare 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: Heather Zdancewicz Phone: 703-461-1716

Address: 3737 Seminary Rd. Email: hzdancewicz@vts.edu

Signature: Heather Zdancewicz Date: 6/19/13

1. The applicant is the (check one):

- Owner
- 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.

Virginia Theological Seminary is a Virginia non-stock corporation.

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 Butterfly House originally was opened in 1988 (SUP 2156) as a daycare center for children of the Seminary, EHS, and community as space is available for children from age 2-5.

3. Please describe the proposed hours of operation:

Days	Hours
Daily	

Or give hours for each day of the week

Monday	7:30am-6:00pm
Tuesday	7:30am-6:00pm
Wednesday	7:30am-6:00pm
Thursday	7:30am-6:00pm
Friday	7:30am-6:00pm
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 ages infant through 5 years old.

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

To meet state licensing regulations the average number of staff will be 11

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

13 Standard and compact spaces
1 Handicapped accessible spaces
 _____ Other

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- B. Please give the number of:
Parking spaces on-site 14
Parking spaces off-site _____

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

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? N/A
- _____
- C. During what hours of the day do you expect loading/unloading operations to occur? 7:30am-8:45am, 12:00-1:00pm, 5:00-6:00pm
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate? 3 times a day, 5 days a week

- 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 hazardous cleaning materials are kept locked in a maintenance closet and a high cabinet.
- _____
- _____

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APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: HZ 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: HZ 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.

Heather Zdancewicz

Print Name of Applicant or Representative

H Zdancewicz
Signature

6/19/13
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: _____

Phone: _____

Email: _____

Fax: _____

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? There are two parking lots adjacent to the center that is available for pick-up/drop-off and teacher parking.

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

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) The daycare center exists as two separate buildings on the interior of the campus property. There are no public roads or homes that will be affected by the operations.

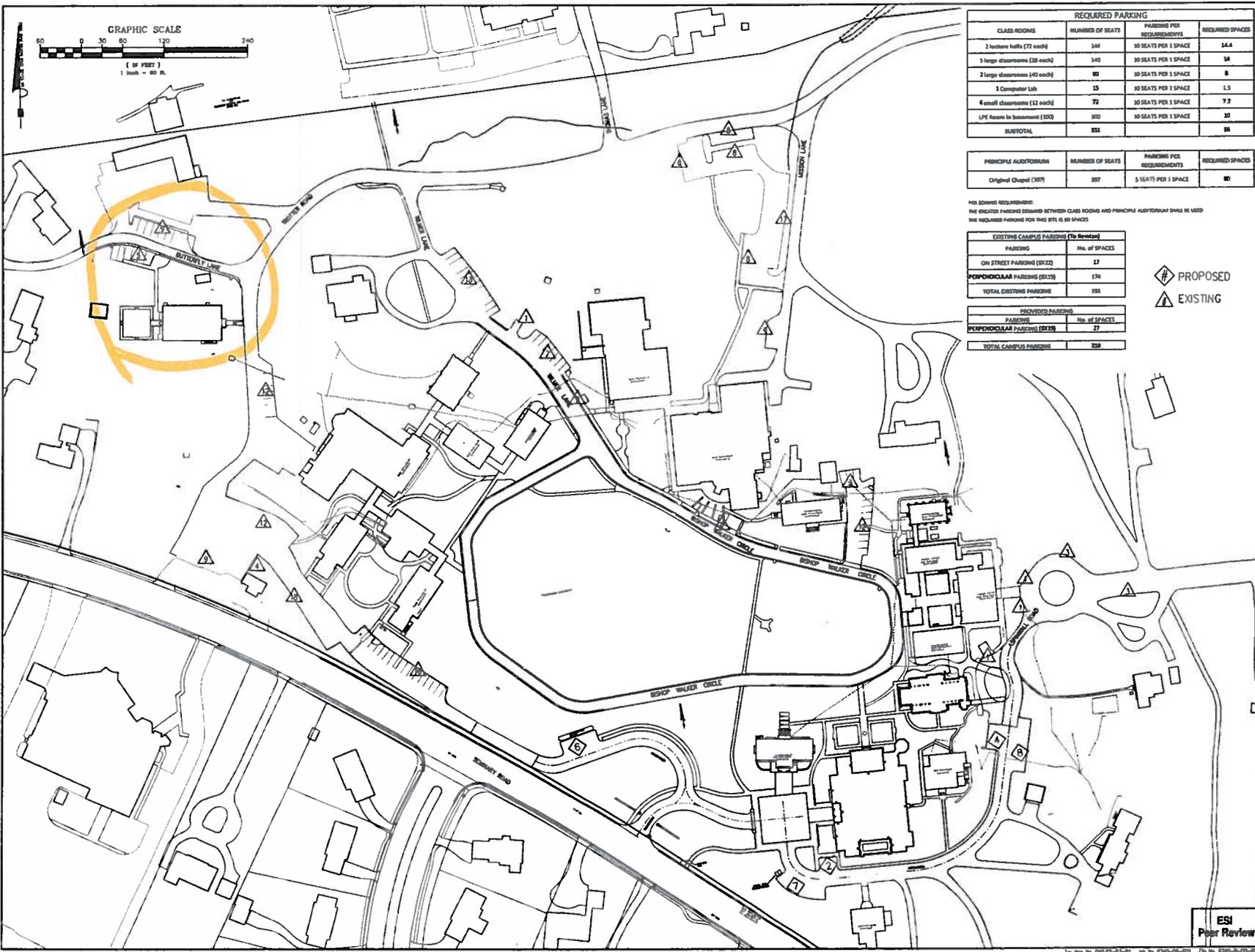
How large an area is proposed for day care’s operations? 5203 sq. feet

What steps will be taken to buffer the day care from nearby residences (ex. shrubbery, fencing, etc.)? The daycare center is located deep within the campus of the seminary and is integrated as part of the seminary.

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.

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REQUIRED PARKING			
CLASS ROOMS	NUMBER OF SEATS	PARKING PER REQUIREMENTS	REQUIRED SPACES
2 lecture halls (75 each)	140	50 SEATS PER 1 SPACE	3.44
5 large classrooms (30 each)	140	50 SEATS PER 1 SPACE	3.4
2 large classrooms (40 each)	80	50 SEATS PER 1 SPACE	2
1 Computer Lab	15	50 SEATS PER 1 SPACE	1.5
6 small classrooms (12 each)	72	50 SEATS PER 1 SPACE	7.2
LPE Rooms in basement (E03)	300	50 SEATS PER 1 SPACE	30
SUBTOTAL			80

PRINCIPLE AUDITORIUMS	NUMBER OF SEATS	PARKING PER REQUIREMENTS	REQUIRED SPACES
Original Chapel (307)	297	5 SEATS PER 1 SPACE	60

FOR ZONING REQUIREMENTS:
 THE GREATER PARKING DEMAND BETWEEN CLASS ROOMS AND PRINCIPLE AUDITORIUM SHALL BE USED
 THE REQUIRED PARKING FOR THIS SITE IS 80 SPACES

EXISTING CAMPUS PARKING (As Revised)	
PARKING	No. of SPACES
ON STREET PARKING (EXIST)	17
PERPENDICULAR PARKING (EXIST)	174
TOTAL EXISTING PARKING	191

PROPOSED PARKING	
PARKING	No. of SPACES
PERPENDICULAR PARKING (EXIST)	27
TOTAL CAMPUS PARKING	218

PROPOSED
 ▲ EXISTING

Bowman CONSULTING
 DESIGN ENGINEER / SURVEYOR
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 Alexandria, Virginia 22304
 Phone: (703) 886-5200
 Fax: (703) 886-5291
 www.bowmanconsulting.com

SCALE: AS SHOWN
 DATE: JANUARY 2011
 DRAWN BY: JAVIER VALEZ
 CHECKED BY: JAVIER VALEZ
 APPROVED BY: JAVIER VALEZ

SEAL

REVISION APPROVED BY:

NO.	EXCEPTION	DATE	BY	APPROVED	DATE

VIRGINIA THEOLOGICAL SEMINARY
CHAPEL OF THE AGES
 PRELIMINARY DEVELOPMENT
 CITY OF ALEXANDRIA, VIRGINIA

SHEET NAME: **PARKING PLAN**

APPROVED
 SPECIAL USE PERMIT NO. 2011-0029
 DEPARTMENT OF PLANNING & ZONING

DIRECTOR DATE
 DEPARTMENT OF TRANSPORTATION & CONSTRUCTION SERVICES
 SITE PLAN NO. DATE
 DIRECTOR DATE
 COMMUNITY PLANNING COMMISSION DATE
 DATE RECEIVED
 INSTRUMENT NO. DEED BOOK NO. PAGE NO.

