

City of Alexandria, Virginia
Department of Planning & Zoning

SPECIAL USE PERMIT CERTIFICATE

Article XI, Division A, Section 11-510 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia requires that you display this Special Use Permit in a conspicuous and publicly accessible place. A copy of the list of conditions associated with the special use permit shall be kept on the premises and made available for examination by the public upon request.

Special Use Permit #2013-0024
Approved by Planning and Zoning: May 7, 2013
Permission is hereby granted to: The Campagna Center
to use the premises located at: 3900 King Street
for the following purpose: see attached report

It is the responsibility of the Special Use Permit holder to adhere to the conditions approved by City Council. The Department of Planning and Zoning will periodically inspect the property to identify compliance with the approved conditions. If any condition is in violation, the permit holder will be cited and issued a ticket. The first violation carries a monetary fine. Continued violations will cause staff to docket the special use permit for review by City Council for possible revocation.

5/7/13
Date

Faroll Hamer / JCA
Faroll Hamer, Director
Department of Planning and Zoning

DATE: May 7, 2013

TO: Joanna Anderson, Acting Deputy Director
Department of Planning and Zoning

FROM: Nathan Randall, Planner
Department of Planning and Zoning

SUBJECT: Special Use Permit #2013-0024
Administrative Review for New Use
Site Use: Day Care Center
Applicant: The Campagna Center
Location: 3900 King Street
Zone: RA / Multifamily Residential

Request

Special Use Permit #2013-0024 is a request to operate a day care center within the Fairlington United Methodist Church. The applicant plans to operate one Head Start classroom on the third floor of the building, with up to 20 children ages 3-5, on behalf of the Alexandria Department of Community and Human Services. The hours of operation will be between 8:30 a.m. and 3 p.m. Monday-Friday.

Background

A day care center known as "Fairlington Preschool" has operated in the subject church building since the 1970s. It has received multiple Special Use Permit approvals over the years, the most recent of which occurred in November 2012 (SUP#2012-0074) to increase the maximum capacity of the center from 75 to 99 children. This facility will remain in operation and is not affiliated with the current request.

Parking / Pick-up and Drop-off

According to Section 8-200(A)(11) of the Zoning Ordinance, two off-street parking spaces are required for each day care classroom. The applicant exceeds its one-space requirement with the provision of 49 total off-street parking spaces in the surface lot in front of the church building. An additional 110-space, Church-owned parking lot is located directly across North Van Dorn Street.

The pick-up and drop-off of children at the church site will occur within the parking lot in front of the church. Parents will park their vehicles in the lot and walk their children into the church building to meet day care center staff.

Community Outreach

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. In addition, the Kings Gate and Fairlington Towne Condominium associations were sent written notification of the current application. Staff has not received any comments from residents or adjacent businesses.

Staff Action

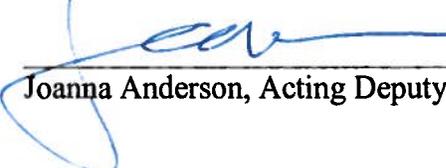
Staff supports the applicant's request to operate a Head Start classroom at this location. The use will offer a service in high demand in the City and the applicant is a well-known non-profit child social service provider in Alexandria. The proposed day care classroom is small with only up to 20 children and should not conflict with the existing day care center at the site. Ample parking is available in the front surface lot for the pick-up and drop-off operation for both day care centers at the church.

Staff hereby approves the Special Use Permit request.

ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: May 7, 2013

Action: Approved



Joanna Anderson, Acting Deputy Director

- Attachments: 1) Special Use Permit Conditions
2) City Department Comments
3) Statement of Consent

CONDITIONS OF SPECIAL USE PERMIT #2013-0024

The new owner 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 business or entity in which the applicant has a controlling interest.
2. The maximum number of children attending the day care center at any one time shall be 20. (P&Z)
3. The maximum hours of operation for the day care center shall be between 8:30 a.m. and 3 p.m. Monday-Friday. (P&Z)
4. The applicant shall maintain adequate drop off and pick up facilities so as to create minimal impact on pedestrian and vehicular traffic. (P&Z) (T&ES)
5. Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in a closed container which does not allow invasion by animals. No trash and debris shall be allowed to accumulate on-site outside of those containers. (P&Z) (T&ES)
6. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all special use permit provisions and requirements. (P&Z)
7. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
8. 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. (T&ES)
9. The applicant shall require its employees who drive to work to use off-street parking. The applicant shall encourage its employees and customers to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of carpooling opportunities. (T&ES)
10. The Director of Planning and Zoning shall review the Special Use Permit one year after approval, and shall docket the matter for consideration by the Planning Commission and City Council if (a) 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; (b) the Director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c) the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services

R-1 From Section 11-513(C) of the Zoning Ordinance:

- (3) The applicant shall encourage its employees and customers to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of carpooling opportunities.
- (5) The applicant shall require its employees who drive to work to use off-street parking.
- (7) Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape or invasion by animals. No trash and debris shall be allowed to accumulate outside of those containers. Outdoor trash receptacles shall be screened to the satisfaction of the director.
- (9) Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be monitored and picked up at least twice during the day and at the close of the business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is in operation.
- (10) The use must comply with the city's noise ordinance. No outdoor speakers shall be permitted. No amplified sound shall be audible at the property line.

R-2 From Section 11-513(D) of the Zoning Ordinance:

- (2) The facility shall provide adequate drop off and pick up facilities so as to create minimal impact on pedestrian and vehicular traffic.

Code Administration

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Ken Granata, Plans Review Services Division Chief at ken.granata@alexandriava.gov or 703-746-4193.
- C-1 Building and trades permits are required for this project. Six sets of *construction documents* sealed by a *Registered Design Professional* that fully detail the

construction as well as layout and schematics of the mechanical, electrical, and plumbing systems shall accompany the permit application(s)

- C-2 Alteration to a building/structure shall comply with the Uniform Statewide Building Code (USBC).
- C-3 Before a building permit can be issued on any proposed future alterations, a certification is required from the owner or owner's agent that the building has been inspected by a licensed asbestos inspector for the presence of asbestos.
- C-4 A Certificate of occupancy shall be obtained prior to any occupancy of the building or portion thereof.

Health Department

Food Facility

1. 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 or location to another.
2. Plans shall be submitted to the Health Department through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction. There is a \$200 plan review fee payable to the City of Alexandria.
3. Plans shall comply with Alexandria City Code, Title 11, Chapter 2, The Food and Food Handling 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.
4. Facilities engaging in the following processes may be required to submit a HACCP plan: Smoking as a form of food preservation; curing foods; using food additives to render food non-potentially hazardous; vacuum packaging, cook-chill, or sous-vide; operating a molluscan shellfish life-support system; and sprouting seeds or beans.
5. A Certified Food Manager shall be on duty during all operational hours.
6. The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.
7. Wood flooring in eating areas shall be finished in a manner that is smooth, durable, easily-cleanable, and non-absorbent. In many cases, original wooden flooring in historical structures may not be suitable for food service facilities.

Child Care Facility

1. 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 or location to another.
2. Plans shall be submitted to the Health Department 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.
3. Plans shall comply with Alexandria City Code, Title 11, Chapter 2, The Food and Food Handling 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.
4. A Certified Food Manager shall be on-duty during all operating hours.
5. The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.

Parks & Recreation

F-1 No comments received

Police

F-1 No comments received

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2013-0024. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the day care center at 3900 King Street.



Applicant - Signature

5/8/13
Date

Joy TREJO

Applicant - Printed

Date