



SUP # 2016-00002

Administrative Special Use Permit Application

PROPERTY LOCATION: 700 W. Braddock Road, Alexandria, Va. 22302

ZONE: R-8 TAX MAP REFERENCE: 042.02-03-29

APPLICANT'S INFORMATION:

Applicant: Velma Tinner Business/Trade Name: YMCA

Address: 420 E. Monroe Avenue, Alexandria, VA 22301

Phone: (703)838-8085 Email: velma.tinner@ymcdc.org

PROPOSED USE:

- | | | | |
|-------------------------------------|------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | Day Care Center | <input type="checkbox"/> | Restaurant |
| <input type="checkbox"/> | Light Auto Repair | <input type="checkbox"/> | Outdoor Dining (exclude King Street Retail) |
| <input type="checkbox"/> | Overnight Pet Boarding | <input type="checkbox"/> | Live Theater |
| <input type="checkbox"/> | Outdoor Garden Center | <input type="checkbox"/> | Outdoor Food and Crafts Market Center |
| <input type="checkbox"/> | Catering Business | <input type="checkbox"/> | Outdoor Display |
| <input type="checkbox"/> | Valet Parking | <input type="checkbox"/> | Massage Establishment |

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: Velma Tinner

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. **ITEM "B"**

Floor Plan - At a minimum, show and label all interior 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. **ITEM "C"**

Worksheet for specific use from Checklist and Worksheet package.

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?

Pick-up and drop off area will allow parents to park, and has required escort participant(s) to teacher in each assigned classroom. (additional details attachment - Item A)

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

Parking lot accommodates 100 vehicles.(additional details attachment - Item A)

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)

First floor - level with rear parking (off street)

How large an area is proposed for day care's operations? 4,000 sq. feet

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

Fencing is in place to buffer from residential areas.(additional details attachment - Item B)

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.

SUP #

PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 700 West Braddock Rd Alexandria VA 20302 (property address), for the purposes of operating a Child care + early learning (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: Wes Johnson Phone: 703-548-0339

Address: 700 West Braddock Rd Alexandria Email: pastorwes@l2assembly.org

Signature: [Handwritten Signature] Date: 12/23/15

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.

YMCA of Metropolitan Washington DC 100%
YMCA Alexandria
420 E. Monroe Avenue
Alexandria, VA 22301

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:

Our preschool programs focus on all areas of development, including fine and gross motor skills, independent interaction in both small and large groups, as well as physical activities. All of the Y's preschool programs offer quality care in a safe and supportive environment that fosters the emotional, physical, social and cognitive growth of each child. In addition, children will develop skills to build character values, self-esteem and friendships, and kindergarten readiness.

3. Please describe the proposed hours of operation:

Days	Hours
Daily	

Or give hours for each day of the week

Monday	7:00 a.m. - 6:30 p.m.
Tuesday	7:00 a.m. - 6:30 p.m.
Wednesday	7:00 a.m. - 6:30 p.m.
Thursday	7:00 a.m. - 6:30 p.m.
Friday	7:00 a.m. - 6:30 p.m.
Saturday	X
Sunday	X

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).

Current registrations:

7:00 a.m. - 9:30 a.m. 25 participants
 9:30 a.m. - 4:00 p.m. 50 participants
 4:00 p.m. - 6:30 p.m. 25 participants

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

7:00 a.m. - 9:30 a.m. 8 staff
 9:30 a.m. - 4:00 p.m. 16 staff
 4:00 p.m. - 6:30 p.m. 8 staff

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

90 Standard and compact spaces
10 Handicapped accessible spaces
 _____ Other

B. Please give the number of:

Parking spaces on-site 100

Parking spaces off-site _____

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

N/A

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

A. How many loading spaces are available for the use?

The rear parking lot is used for loading and unloading and staff parking only. With current spaces (100) and maximum participants and staffing, approximately 20 parking spaces will be used for loading and unloading. Additionally, based of hours of operations the time frames for loading and unloading will be intermittent based on needs (work hours) for parents. On average five to six vehicles during the peak hours of loading and unloading.

B. Where are off-street loading spaces located?

The rear parking lot is used for loading and unloading and staff parking only. With current spaces (100) and maximum participants and staffing, approximately 20 parking spaces will be used for loading and unloading. Additionally, based of hours of operations the time frames for loading and unloading will be intermittent based on needs (work hours) for parents. On average five to six vehicles during the peak hours of loading and unloading, arriving or departing at the same time.

C. During what hours of the day do you expect loading/unloading operations to occur?

Hours of loading and unloading are intermittent between the hours of 7:00 a.m. and 6:30 p.m. Monday through Friday, between the hours of 7:30 a.m. and 9:30 a.m. approximately 25 participants will unload and again between the hours of 4:00 p.m. and 6:30 p.m. 25 participants loading.

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

During a daily operation period unloading and loading will occur two times. Again, not all participants will arrive or departs at the same time period.

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

SUP #

APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: vt 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: vt 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.

Velma Tinner

Print Name of Applicant or Representative

Velma Tinner
Signature

12/22/15
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: (703)838-8085

Email: velma.tinner@ymcadc.org

Fax: (703)519-2194

YMCA Alexandria – Administrative Special Use Permit Application
December 22, 2015

ITEM "A"

Please give a brief statement describing the use:

Our preschool program will inspire the child's love for learning, character and creativity. Activities are designed around STEAM (Science, Technology, Engineering, Arts & Mathematics), healthy living, a safe and nurturing environment, instilling socially-conscious values, and reinforcing positive social skills.

The attached application includes a drop-off and pick-up component for our daycare plan. The attached drawings include the key plan to denote the area of parking and spaces for the drop-off and pick-up for daycare participants.

As described (photo attached), the rear parking located approximately 600 ft. from the entrance off of W. Braddock Road, to the entrance and parking for the daycare. Upon leaving the daycare, cars will proceed in same direction, approximately an additional 400 ft. to exit onto Braddock Road. More than 100 spaces are designated for parking. The entire parking lot is reserved for parking during the operation of the daycare program.

Parents are required to escort participants into the building, and to appropriate room(s).

The parking area is fenced in and has shrubs, trees and fencing to block off from surrounding residential areas.

Our preschool programs focus on all areas of development, including fine and gross motor skills, independent interaction in both small and large groups, as well as physical activities. All of the Y's preschool programs offer quality care in a safe and supportive environment that fosters the emotional, physical, social and cognitive growth of each child. In addition, children will develop skills to build character values, self-esteem and friendships, and kindergarten readiness.

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

The driveway and parking lot will safely accommodate arrivals, unloading and loading. Stop signs and the one-way direction for entering and exiting the parking lot provide safety pre-cautions. Shrubs and fencing provide a barrier to the neighboring residential properties in the immediate areas.

Please provide information regarding loading and unloading for the use:

The large quantity of parking spaces will provide safe and straightforward access for entrance into facility. Parents must park vehicles for drop off and pick up of participants in the program. Parents will accompany participant into the facility and to class room for sign in and delivery to staff person(s).

The rear parking lot is used for loading and unloading and staff parking only. With current spaces (100) and maximum participants and staffing, only 1/3 of the parking spaces will be used. Additionally, based on hours of operations the time frames for loading and unloading will be intermittent based on needs (work hours) for parents.

How many loading spaces are available for the use?

The rear parking lot is used for loading and unloading and staff parking only. With current spaces (100) and maximum participants and staffing, approximately 20 parking spaces will be used for loading and unloading. Additionally, based on hours of operations the time frames for loading and unloading will be intermittent based on needs (work hours) for parents. On average five to six vehicles during the peak hours of loading and unloading.

Where are off-street loading spaces located?

No off-street loading is used or needed at this site.

During what hours of the day do you expect loading/unloading operations to occur?

Hours of loading and unloading are intermittent between the hours of 7:00 a.m. and 6:30 p.m. Monday through Friday, between the hours of 7:30 a.m. and 9:30 a.m. approximately 25 participants will unload and again between the hours of 4:00 p.m. and 6:30 p.m. 25 participants loading.

How frequently are loading/unloading operations expected to occur per day or per week?

During a daily operation period unloading and loading will occur two times. Again, not all participants will arrive or depart at the same time period.

The driveway and parking lot will safely accommodate arrivals, unloading and loading. Stop signs and the one-way direction for entering and exiting the parking lot provide safety pre-cautions. Shrubs and fencing provide a barrier to the neighboring residential properties in the immediate areas.

(2)

YMCA/First Assembly
SVP
12/2015

Item "B"



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

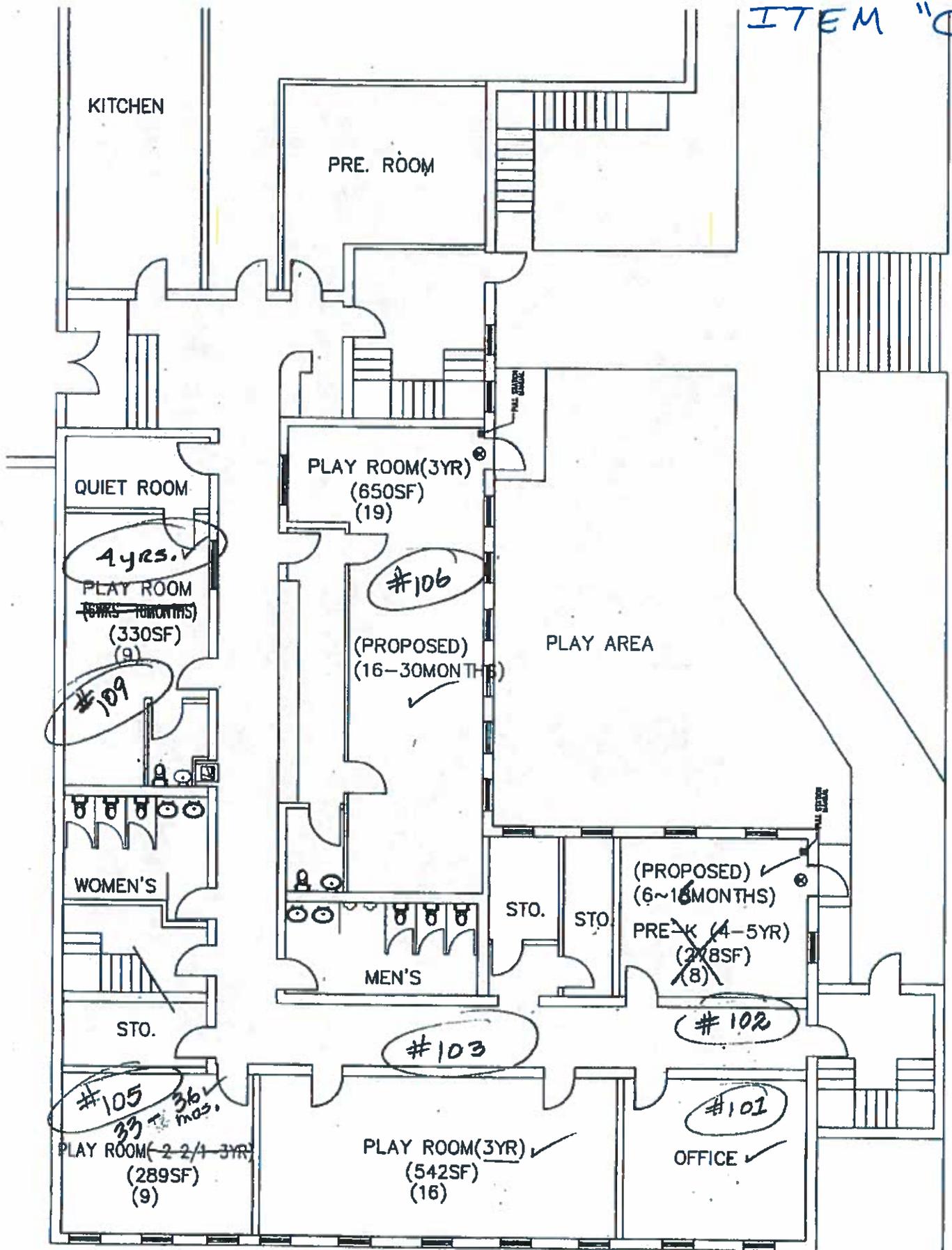
The driveway and parking lot will safely accommodate arrivals, unloading and loading. Stop signs and the one-way direction for entering and exiting the parking lot provide safety pre-cautions. Shrubs and fencing provide a barrier to the neighboring residential properties in the immediate areas.

Please provide information regarding loading and unloading for the use:

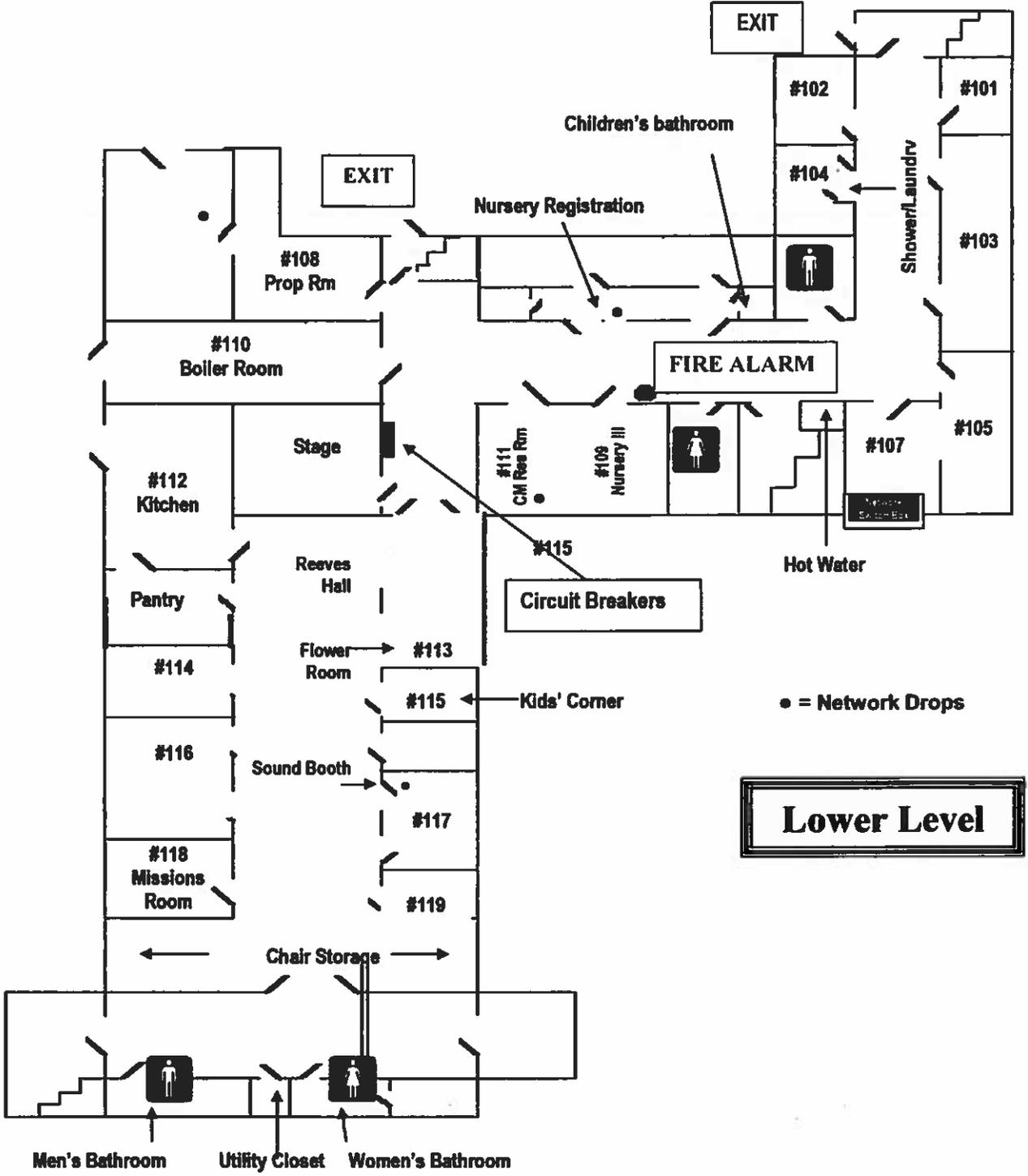
The large quantity of parking spaces will provide safe and straightforward access for entrance into facility. Parent's must park vehicles for drop off and pick up of participant's in the program. Parents will accompany participant into the facility and to class room for sign in and delivery to staff person(s).

The rear parking lot is used for loading and unloading and staff parking only. With current spaces (100) and maximum participants and staffing, only 1/3 of the parking spaces will be used. Additionally, based of hours of operations the time frames for loading and unloading will be intermittent based on needs (work hours) for parents.

ITEM "C"



"ITEM D"



Lower Level



Sara Brandt Vorel

From: Velma Tinner <Velma.Tinner@ymcadc.org>
Sent: Wednesday, December 30, 2015 9:09 AM
To: Sara Brandt Vorel
Cc: Ann Horowitz; Allison Cook
Subject: Re: SUP Application
Attachments: SUP YMCA Alexandria.First Assembly 3.pdf

Sara,

Thanks for your review and request for clarification and a revised application. Attached please the revised copy, which includes the following:

REVISED TO INCLUDE or CLARIFY:

Page 1: missing a signature -Done

Zone: R-8

Tax Map Reference: 042.02-03-29

Page 2:

- just to check, based on our conversation last week I wasn't sure if you all were leasing the space from the church vs. "Other" which you had checked. - Done (box was mistakenly checked by Property Owner Authorizer)
- Could you please complete the ownership question – this is in regards to the ownership of the daycare, so the percent ownership by the Y, and any other entity. List name, address and percent ownership of the entity Done
- Check off Yes or No—since you all are representing yourself directly, "no" would be the correct box to check -- Done

Page 3: Question 4, could you clarify if 75 max participants vs the 50 participants at 9:30 – 4:00 pm? Is there a cumulative 25 and 50 participants during the day, or are those the max? I wasn't sure how the numbers add up

Program will reach maximum capacity at 75 – not sure if you needed to know this. To clarify – cumulative 25 and 50 is correct.

Page 4: Question 6, could you clarify if it would be 5-6 vehicles at a time – or total – during peak hours – once you clarify here, please repeat the change on page 2 of the supplemental write up you provided

To clarify – there are no more than 5-6 vehicles at a time. Total during peak hours would be approximately 25, arriving intermittently (not all at the same time).

Item C: this map is great – thank you for including. Could you also include a floor plan for the ground floor so we can see the zoomed in portion with the daycare in the context of the entire church building?

Attached "Item D"

Please let me know if you need any additional information.

