SUP #

Administrative Special Use Permit Application

PROPERTY LOCATION: 103 N. Alfred St.

ZONE: CD

TAX MAP REFERENCE: 74.02.01 01

APPLICANT'S INFORMATION:

Applicant: Serendipitous, Inc.

Business/Trade Name: Bittersweet

Address: 103 N. Alfred St. Alexandria VA 22314

Phone: 703 926 4767

Email: jmanor@bittersweetcatering.com

PROPOSED USE:

- [ ] Day Care Center
- [ ] Light Auto Repair
- [ ] Overnight Pet Boarding
- [ ] Outdoor Garden Center
- [ ] Catering Business
- [ ] Valet Parking
- [x] Restaurant
- [ ] Outdoor Dining (exclude King Street Retail
- [ ] Live Theater
- [ ] Outdoor Food and Crafts Market Center
- [ ] Outdoor Display
- [ ] 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: _____

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.

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PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 103 N. Alfred St. (property address), for the purposes of operating a restaurant (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: John Manor for Transcend, LC Phone 703.926.4767

Address: 103 N. Alfred St. Email: jmanor@mac.com

Signature: Date: 9 March 2016

1. The applicant is the (check one):
   - [x] 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.

John Manor 103 N. Alfred St. Alexandria, VA 22314

100% owner Transcend, LC & Serendipitous, Inc.

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.
- [x] N/A Self representing

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USE CHARACTERISTICS

2. Please give a brief statement describing the use:

A largely take out restaurant currently being operated as a production bakery but formerly the site of the applicant's original take out business since 1983. Bakery production operation to continue as currently operated. Indoor and outdoor seating provided (per King St. outdoor dining program guidelines). Menu to consist of hot entrees served buffet style, sandwiches, beverages and bakery items. 10 staff (maximum) will operate this 900 sq. ft. facility.

3. Please describe the proposed hours of operation:

Days	Hours
Daily	7:30 am - 10:00 pm

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).

150 per day

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

10 per day

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

0 Standard and compact spaces
0 Handicapped accessible spaces
0 Other

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B. Please give the number of:

Parking spaces on-site 0

Parking spaces off-site 0

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?

four spaces directly in front in designated loading zone

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?

M-F 7:00 am - 3:00 pm

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

approximately three deliveries 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:

small quantities of hazardous materials generally recognized as appropriate for use by restaurants in the operation of business will be stored, used as solvents and disposed of in accordance with applicable regulations.

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APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: JM 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: JM 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.

John P Manor

Print Name of Applicant or Representative

Signature

9 March 2016

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:

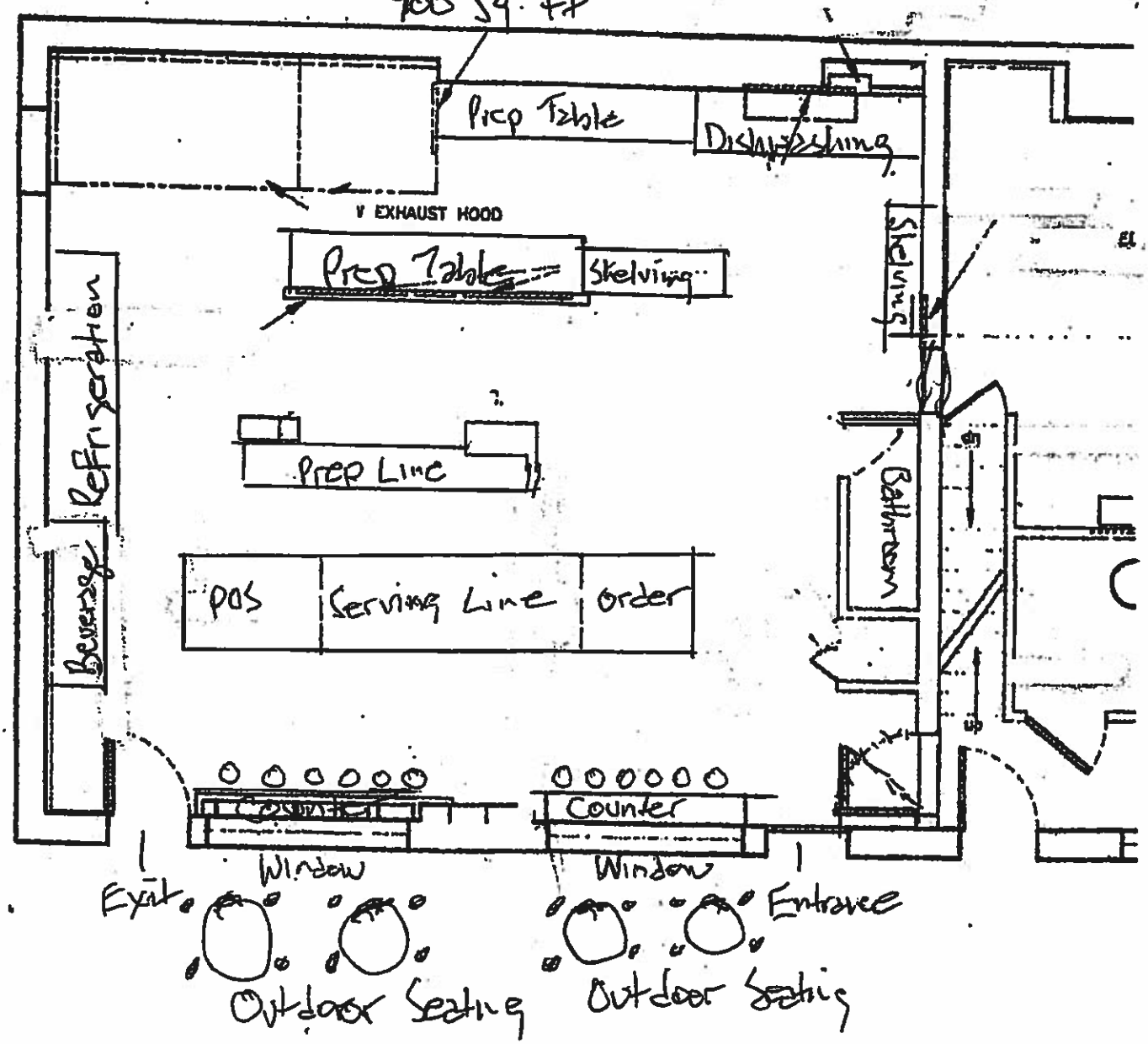
Representative's Address:

Phone: _____

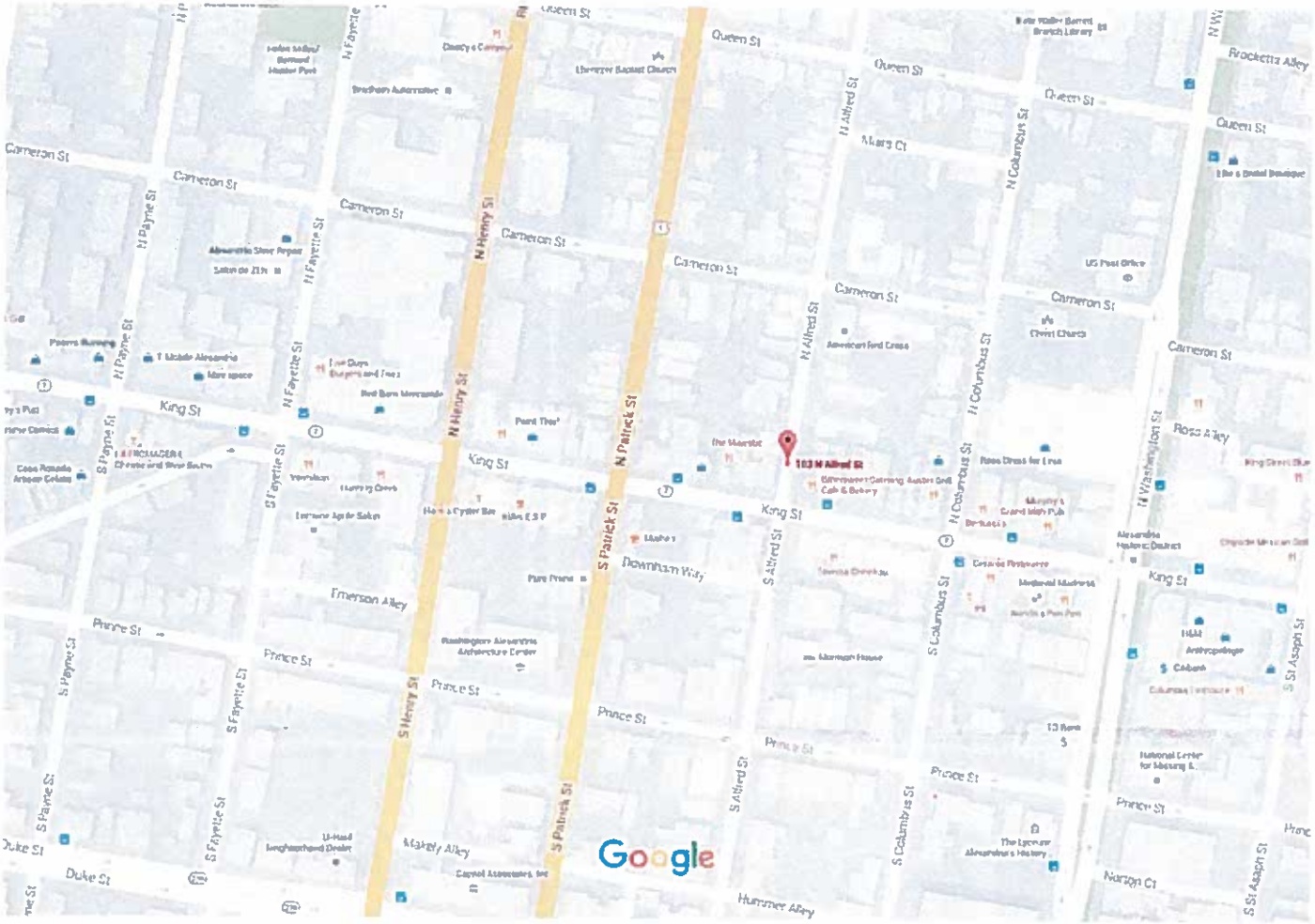
Email: _____

Fax: _____

Bittersweet Cafe
103 N. Alfred St.
Applicant - Serendipitous, Inc.
900 sq. ft



Google Maps 103 N Alfred St

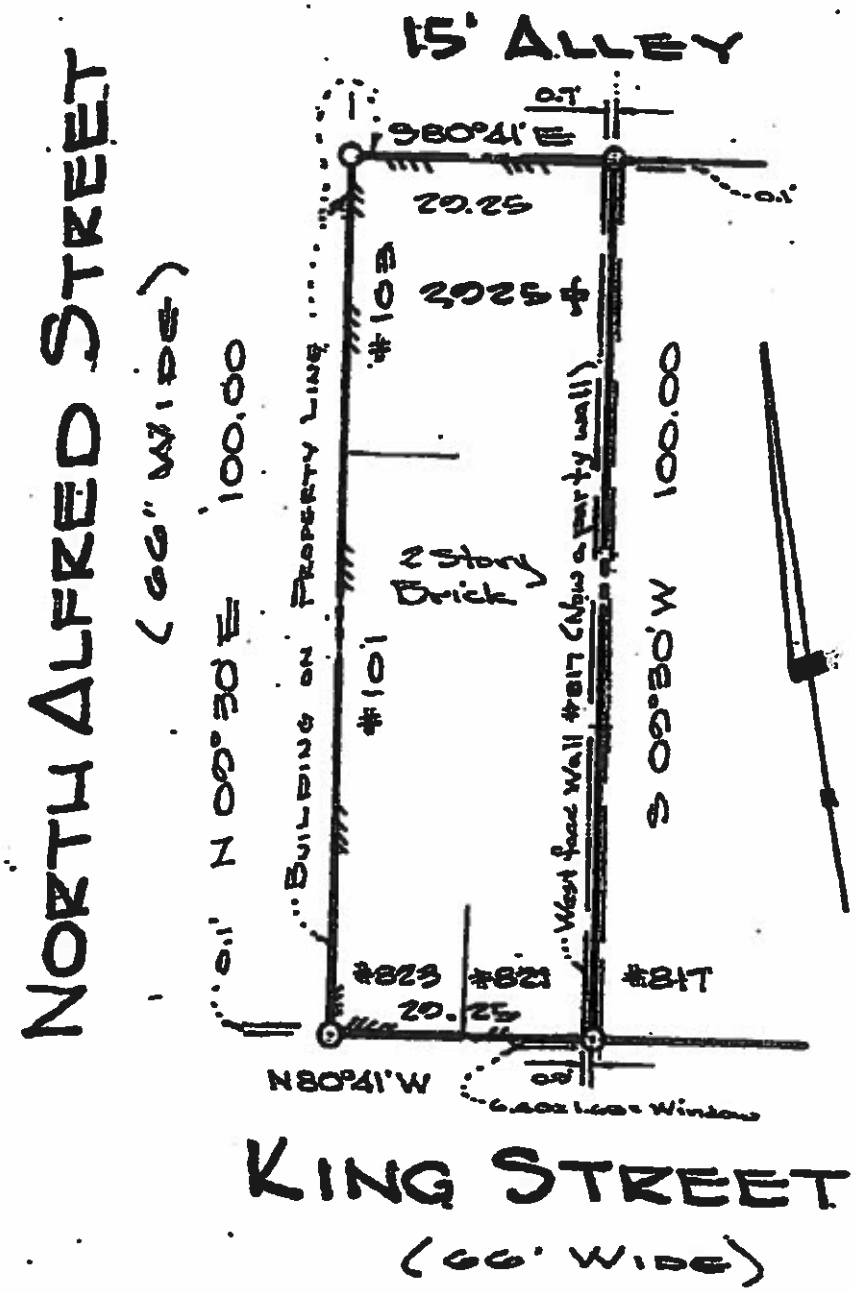


Map data ©2016 Google 100 ft

103 N Alfred St

Alexandria, VA 22314

Google Maps



Note: City of Alexandria Survey office states that this Lot is within HUD Zone "C", an area of minimal flood hazard. PM

* RE-CERTIFIED CORRECT
8/14/97
Peter R. Moran

BUILDING LOCATION
821-23 KING STREET ASSOC
ALEXANDRIA, VIRGINIA
SCALE: 1" = 20' DEC. 18, 1986 *

Notes:

(1) No title report was furnished.

(2) Electric connections, drains, Window Wells, Sills, and awning supports, etc. encroach on City Property.

PETER R. MORAN
CERTIFIED LAND SURVEYOR
VIENNA, VIRGINIA

PETER R. MORAN
Certificate No.

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RESTAURANTS

Zoning Ordinance Section 11-513(L)

Qualify for Administrative Review?

Will the restaurant have 100 indoor seats or fewer? ☐ Yes ☑ No

Will the restaurant be located outside of Old Town (CD and KR zones)? ☐ Yes ☑ No

If delivery service will be offered, does the restaurant have 40 seats or more? ☐ Yes ☑ No

Will wait service be provided at preset tables with printed menus and non-disposable tableware (not applicable to coffee/ice cream shops)? ☐ Yes ☑ No

If alcohol service will be offered, will it be on premise alcohol service only (alcohol will not be carried out of the restaurant)? ☐ Yes ☑ No

Will the restaurant open at or later than 5:00 am? ☑ Yes ☐ No

Will the restaurant close at or before midnight? ☑ Yes ☐ No

If yes to all questions, the business qualifies for administrative review. Complete the questions below and the Administrative SUP Application form. If no to any question, speak to Planning & Zoning staff about the process for consideration by Planning Commission and City Council.

***See Zoning Ordinance Section 2-190.3 for coffee or ice cream shop definition.**

Note: Hours for restaurant operations are different in the Mount Vernon Overlay and NR (Arlandria) zones. Planning & Zoning staff can provide more information.

WORKSHEET – Answer each question. Attach a separate sheet of paper if necessary.

SEATS

The restaurant may not include more than 100 indoor seats.

How many indoor seats are proposed? 16

ALCOHOL

Full alcohol service, consistent with a valid ABC license is permitted. No off-premise alcohol sales are permitted.

Within the Mount Vernon Avenue Overlay zone, the NR zone (Arlandria) and the West Old town neighborhood areas, alcohol may only be served at tables.

Within the West Old Town neighborhood (bounded by Cameron, North West, Wythe and North Columbus Streets), no alcohol shall be served before 11 am or after 10 pm daily.

Contact ABC for information about obtaining an ABC license (703/313-4432)

Will the restaurant offer alcohol service? ☐ Yes ☑ No

DELIVERY SERVICE

If you have at least 40 seats, you may include delivery service. Only one delivery vehicle is allowed and there must be a dedicated parking place for it which is not on the public street. No delivery of alcoholic beverages is permitted.

Is delivery service proposed? ☐ Yes ☑ No

Where will the delivery vehicle be parked?

HOURS

The hours of operation may be similar to other restaurants in the area, but must close by 12:00 midnight and may not open before 5:00 a.m. Meals ordered before the closing hour may be served, but no new patrons may be admitted after the closing hour, and all patrons must leave by one hour after the closing hour. The hours of operation as well as the location of all off street parking must be posted at the entrance to the restaurant.

HOURS IN MOUNT VERNON OVERLAY OR NR ZONE (Arlandria) AREAS

Within the Mount Vernon Avenue Overlay zone and the NR zone (Arlandria) areas, hours are limited to from 6:00 a.m. to 11:00 p.m., Sunday through Thursday, and from 6:00 a.m. to midnight, Friday and Saturday, although the closing hour for indoor seating may be extended until midnight four times a year for special events.

What hours are proposed?

7:30 a.m - 10:00 p.m.

DELIVERIES TO THE RESTAURANT

Deliveries to the restaurant may only take place between 7:00 a.m. and 11:00 p.m.

What days will deliveries occur?

M-F

Where will deliveries to the restaurant occur?

Directly in front in a designated loading zone

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SOLID WASTE AND RECYCLING

The applicant must provide storage space for solid waste and recyclable materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines," or to the satisfaction of the Director of Transportation & Environmental Services. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: www.alexandriava.gov or contact the City's Solid Waste Division at 703-519-3486 ext.132.

Where will the waste and recycling containers be located?

adjacent to the space in the alley (no change to existing operation)

CONTROLLING ODORS AND SMOKE

The applicant must control odors and smoke from the property to prevent them from becoming a nuisance to neighboring properties, as determined by the Department of Transportation and Environmental Services.

What equipment is included in the building to help control odors and smoke?

typical restaurant hood vented through the roof

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