



# APPLICATION SPECIAL USE PERMIT

## ADMINISTRATIVE CHANGE OF OWNERSHIP OR MINOR AMENDMENT

Change of Ownership       Minor Amendment

[must use black ink or type]

PROPERTY LOCATION: 3846 King Street  
TAX MAP REFERENCE: 021.02-01-01 ZONE: RA

### APPLICANT

Name: Northern Virginia Waldorf Initiative, Inc  
Address: 3846 King Street, Alexandria, VA 22302

### PROPERTY OWNER

Name: Fairlington Presbyterian Church  
Address: 3846 King Street, Alexandria, VA 22302

SITE USE: Day Care Center & Private Academic School

Business Name: Current: Potomac Crescent Waldorf School Proposed (if changing):

THE UNDERSIGNED hereby applies for a Special Use Permit for **Change in Ownership**, in accordance with the provisions of Article XI, Division A, Section 11-503 (5)(f) of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

THE UNDERSIGNED, having read and received a copy of the special use permit, hereby agrees to comply with all conditions of the current special use permit, including all other applicable City codes and ordinances.

THE UNDERSIGNED hereby applies for a Special Use Permit for **Minor Amendment**, in accordance with the provisions of Article XI, Division A, Section 11-509 and 11-511 of the 1992 Zoning Ordinance of City of Alexandria, Virginia.

THE UNDERSIGNED, having obtained permission from the property owner, hereby requests this special use permit. The undersigned also attests that all of the information herein required to be furnished by the applicant are true, correct and accurate to the best of his/her knowledge and belief.

Marilyn Noguera, Board of Directors Chair

Print Name of Applicant or Agent

3846 King Street

Mailing/Street Address

Alexandria, VA 22302

City and State

Zip Code

Marilyn Noguera

Signature

703-486-1309

Telephone #

Fax #

noqueramarilyn@yahoo.com

Email address

July 28, 2016

Date

### DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: \_\_\_\_\_

Fee Paid: \$ \_\_\_\_\_

Legal advertisement: \_\_\_\_\_

ACTION - PLANNING COMMISSION \_\_\_\_\_

ACTION - CITY COUNCIL: \_\_\_\_\_



Northern Virginia Waldorf Initiative  
Special Use Permit Minor Amendment Application  
Supplemental Information

2.

The Northern Virginia Waldorf Initiative operates a combined childcare and private academic school, based on the Waldorf Education philosophy, in a 3,785 square foot space in the Fairlington Presbyterian Church. Sixty-six students from pre-school age to the fifth grade level are accommodated in six classrooms located on the first floor of the education wing. The pre-school classes consist of a parent-child class that meets two days a week and the early childhood class that meets three days a week on alternating days in a shared classroom. The Waldorf school students use the playground on Monday through Friday. In addition to daycare and classroom instruction, the Northern Virginia Waldorf Initiative schedules evening meetings with parents, faculty and the board of directors in the Fellowship Hall located on the second floor of the education wing. Two festivals a year are scheduled at the site for school families as well as the general public.

Hours of Operation: 7 am – 6 pm, Monday – Friday (school)  
7 pm – 9pm, Five times a month (school-related meetings)  
9 am – 4pm, Twice a year (festivals)

Child Ages: 2.5 years to 12 years old

Number of Children: 13 students in daycare  
53 students in school  
66 students total

Staff: Approximately 12 staff members

Play area: One play area currently on-site

Noise: Minimal noise while children are indoors. A parking lot and tree border buffers potential noise for adjacent residences during outdoor play times.

Trash/Litter: Typical trash such as office and food waste resulting in 1.5 trash containers of refuse a week. Trash is collected during the church's weekly pick up.

Parking: The Northern Virginia Waldorf Initiative has 12 allotted parking spaces in the 117-space church lot; and has permission to use any available parking beyond the twelve allotted spaces.



Northern Virginia Waldorf Initiative  
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3.

The proposal presented in SUP #2015-0010 was for six classrooms with a capacity of seventy-eight students. Five classrooms were to be located on the first floor of the education wing and fifth graders would be based in one classroom on the lower level of the sanctuary wing.

The construction plan was modified to have six classrooms with a capacity of sixty-six students on the first floor of the education wing.

The Northern Virginia Waldorf Initiative proposes to add an early childhood class that meets five days a week, and to use Classroom #8 on Level 2 of the education wing as a grades classroom.

The proposal does not change the nature of the activity, the number of patrons, the number of employees, hours, parking use, noise level, or trash.

The proposed number of children does not exceed the approved number in the SUP, which is twenty-four students in daycare and fifty-four students in school (seventy-eight total students). The proposed seven classrooms have a capacity for twenty-two students in daycare and fifty-two students in school (seventy-four total students).

4. Is the use currently open for business?  Yes  No

If the use is closed, provide the date closed. \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
month day year

5. Describe any proposed changes to the conditions of the special use permit:

N/A

6. Are the hours of operation proposed to change?  Yes  No

If yes, list the current hours and proposed hours:

Current Hours:

7am - 6pm M-F (school)  
7pm - 9pm Five times a month  
9am - 4pm TWICE a year (festivals)

Proposed Hours:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Will the number of employees remain the same?  Yes  No

If no, list the current number of employees and the proposed number.

Current Number of Employees:

12

Proposed Number of Employees:

\_\_\_\_\_

8. Will there be any renovations or new equipment for the business? \_\_\_\_\_ Yes  No

If yes, describe the type of renovations and/or list any new equipment proposed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Are you proposing changes in the sales or service of alcoholic beverages? \_\_\_\_\_ Yes  No

If yes, describe proposed changes:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Is off-street parking provided for your employees?  Yes  No

If yes, how many spaces, and where are they located?

12 parking spaces in the church parking lot

11. Is off-street parking provided for your customers?  Yes  No

If yes, how many spaces, and where are they located?

any available parking in the 117-space church lot

12. Is there a proposed increase in the number of seats or patrons served?  Yes  No

If yes, describe the current number of seats or patrons served and the proposed number of seats and patrons served. For restaurants, list the number of seats by type (i.e. bar stools, seats at tables, etc.)

Current:

70

Proposed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

13. Are physical changes to the structure or interior space requested?  Yes  No

If yes, attach drawings showing existing and proposed layouts. In both cases, include the floor area devoted to uses, i.e. storage area, customer service area, and/or office spaces.

14. Is there a proposed increase in the building area devoted to the business?  Yes  No

If yes, describe the existing amount of building area and the proposed amount of building area.

Current:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. The applicant is the (check one)  Property owner  Lessee

other, please describe: \_\_\_\_\_

16. The applicant is the (check one)  Current business owner  Prospective business owner

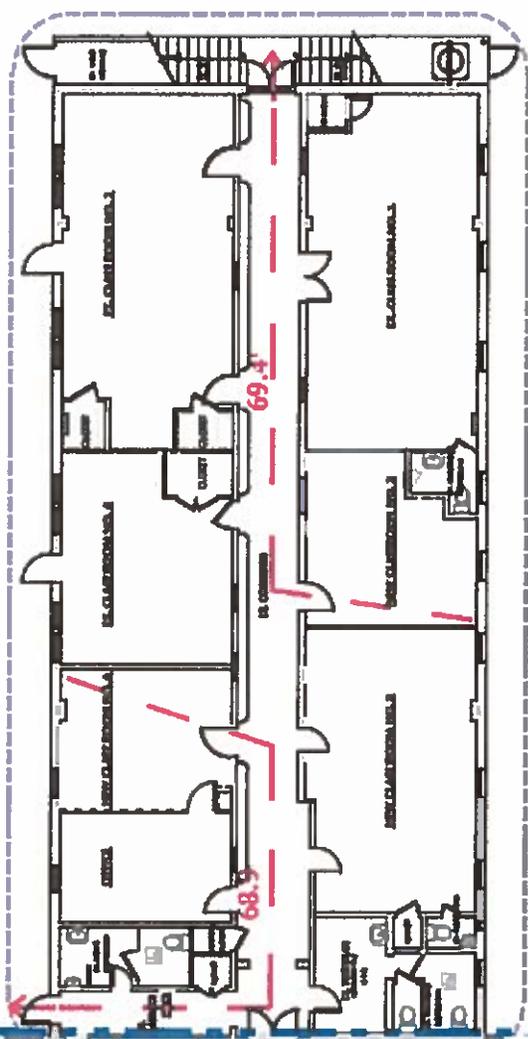
other, please describe: \_\_\_\_\_

17. Each application shall contain a clear and concise statement identifying the applicant, including the name and address of each person owning an interest in the applicant and the extent of such ownership interest. If the applicant, or one of such persons holding an ownership interest in the applicant is a corporation, each person owning an interest in excess of ten percent (3%) in the corporation and the extent of interest shall be identified by name and address.

For the purpose of this section, the term "ownership interest" shall include any legal or equitable interest held in the subject real estate at the time of the application. If a nonprofit corporation, the name of the registered agent must be provided.

**Please provide ownership information here:**

Northern Virginia Waldorf Initiative is a 501(c)(3) nonprofit organization chartered to operate a Waldorf school in Northern Virginia. Northern Virginia Waldorf Initiative does business as the Potomac Crescent Waldorf School, and is governed by a board of directors. No member of the board, staff, or faculty possesses any legal or equitable interest in the Northern Virginia Waldorf Initiative. Its registered agent is Lawrence Rudolph, 3609 N. Abingdon St, Arlington, VA 22207.



GENERAL NOTE:  
 IN CASE OF VARIATIONS BETWEEN  
 EXISTING PLANS @ 1/8" & 1/4"  
 1/4" SCALE PLAN TAKE PRECEDENCE

SEE A.2.B  
 FOR NEW  
 WORK

A-J USE GROUP    E USE GROUP  
 EX. BLDG. IS  
 NON-SEPARATED  
 MIXED USE.

NOT in  
 SCOPE



GENERAL NOTE:  
 IN CASE OF VARIATIONS BETWEEN  
 EXISTING PLANS & THIS PLAN,  
 THIS SCALE PLAN TAKES PRECEDENCE

SEE A 4.0  
 FOR NEW  
 WORK

