



SUP # 2017-0080

# Administrative Special Use Permit Application

PROPERTY LOCATION: 261 S. Van Dorn St. Alexandria VA

ZONE: \_\_\_\_\_ TAX MAP REFERENCE: \_\_\_\_\_

### APPLICANT'S INFORMATION:

Applicant: Phil J. Chong Business/Trade Name: The Club

Address: 4720 Pickett Road, Fairfax, VA 22032

Phone: 703 395-5524

Email: SKION1@hotmail.com

### PROPOSED USE:


- Day Care Center
- Light Auto Repair
- Overnight Pet Boarding
- Outdoor Garden Center
- Catering Business
- Valet Parking


- 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.

PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 261 S. Van Dorn St. Alexandria.  
(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: Robert J. Adkins Phone 301-347-3666

Address: 7200 Wisconsin Ave. Suite 400 Bethesda, MD Email: radkins@edens.com

Signature:  Date: 5.31.17

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.

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:

Fast Food Restaurant

3. Please describe the proposed hours of operation:

Days	Hours
Daily	

Or give hours for each day of the week

Monday	11:00 AM - 10 PM
Tuesday	11:00 AM - 10 PM
Wednesday	11 AM - 10 PM
Thursday	11 AM - 10 PM
Friday	11 AM - 10 PM
Saturday	11 AM - 10 PM
Sunday	11 AM - 10 PM

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).

40

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

2

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

10 Standard and compact spaces  
 1 Handicapped accessible spaces  
 Other

B. Please give the number of:

Parking spaces on-site 10

Parking spaces off-site N/A

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?

1

B. Where are off-street loading spaces located?

~~N/A~~ Backside building

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

YES.

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

2-3 times per 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:

N/A

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APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: CPS 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: CPS 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.

Phil J. Chong

Print Name of Applicant or Representative



Signature

1-29-17  
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: 571-216-4080

Email: Helen@aidesigns.com

Fax: \_\_\_\_\_

SUP: 2017-0080

### OUTDOOR DINING

Zoning Ordinance Section 11-513(M)

**Qualify for Administrative Review?**

- Is the proposed outdoor dining accessory to an approved indoor restaurant?  Yes  No
- Will the hours for outdoor dining be the same as those approved for the indoor restaurant?  Yes  No
- Will the outdoor dining have 20 seats or fewer?  Yes  No
- Will live entertainment be prohibited from the outdoor seating area?  Yes  No
- Will advertising be excluded from the outdoor seating area?  Yes  No
- Will an employee be assigned to the outdoor dining area to make sure it is cleared and washed at the close of each business day?  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. A layout plan must be reviewed and approved for the outdoor dining.  
 Note: This process does not apply to businesses within the King Street Retail Overlay. Please speak to P&Z staff about a different administrative process for outdoor dining.

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

**PART OF APPROVED INDOOR RESTAURANT**

Outdoor dining must be connected to an approved indoor restaurant.

What restaurant is the outdoor dining connected to?

THE CLUB

**HOURS**

The hours of operation for the outdoor dining must be the same as permitted for the indoor restaurant, unless there is a neighborhood standard for a different time. In the NR (Ariandria), Mount Vernon Avenue Overlay and West Old Town neighborhood areas, outdoor dining shall be closed and cleared of all customers by 10pm Sunday through Thursday and by 11pm Friday and Saturday.

What are the proposed hours for the outdoor dining?

SAME AS INDOOR BUSINESS HOUR.

**LOCATION ON PRIVATE PROPERTY**

Outdoor dining, including seats, planters, wait stations and barriers, must be located on private property unless authorized by an encroachment ordinance.

Will the outdoor dining be located only on private property? YES

What steps will you take to ensure that components, such as planters and barriers, do not encroach onto the public sidewalk?

**NUMBER OF SEATS**

Only 20 seats may be located at outdoor tables in front of the restaurant.

How many seats will be included in the outdoor seating?

46.

**ALCOHOL SERVICE**

Alcohol service, to the extent allowed for indoor dining, is permitted; no off-premise alcohol sales are permitted.

Is on-premise alcohol service proposed?

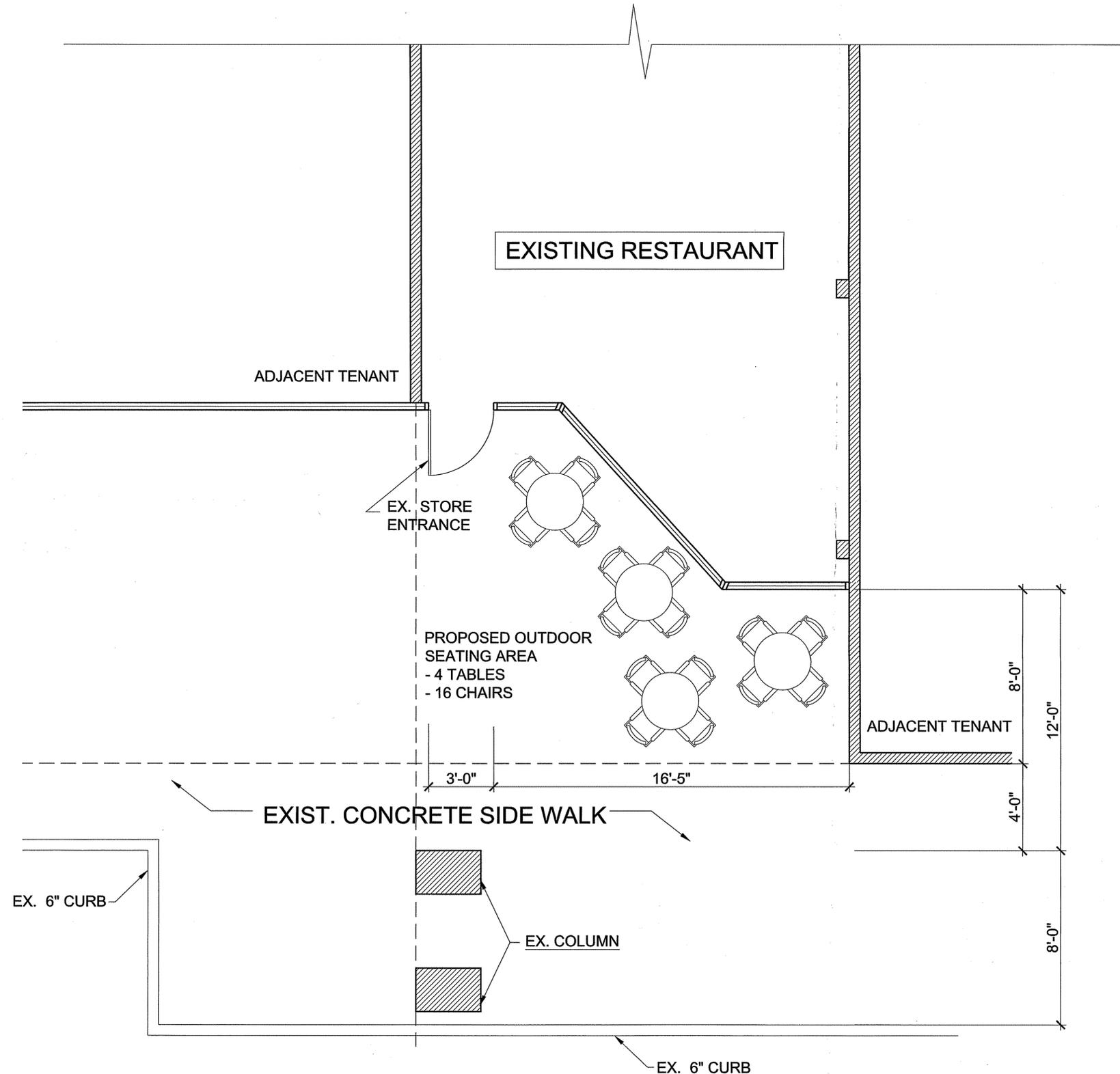
NO.

**OUTDOOR DINING PLAN**

Please submit a detailed plan with your application

A plan for layout of the outdoor dining must be submitted for review and approval by the director. The business must maintain compliance with the approved layout. Any changes to the approved layout may require further review by staff.

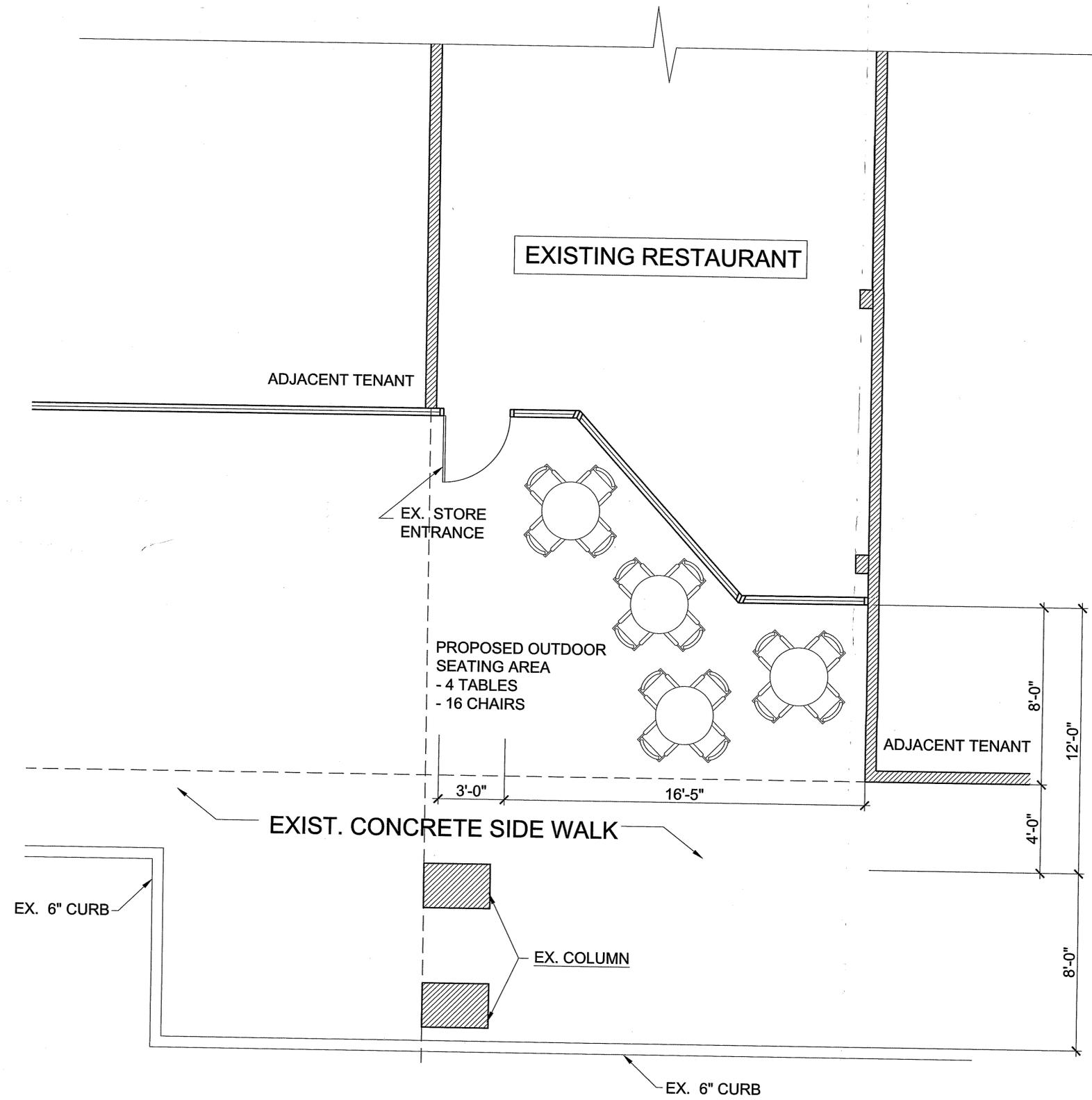
Complete the Administrative Special Use Permit Application on the following pages.



1 PROPOSED OUTDOOR SEATING PLAN  
SCALE: 3/8" = 1'-0"

Job # \_\_\_\_\_  
Date: \_\_\_\_\_ Issue: \_\_\_\_\_

Drawn: \_\_\_\_\_ Checked: \_\_\_\_\_  
Scale: \_\_\_\_\_  
Sheet Title: \_\_\_\_\_  
Sheet # \_\_\_\_\_



1 PROPOSED OUTDOOR SEATING PLAN  
SCALE: 3/8" = 1'-0"

Job #

Date: Issue:

Drawn: Checked:

Scale:

Sheet Title:

Sheet #