



**Administrative Special Use Permit
Child and Elder Care Home
Prescreening Checklist**

To qualify for the administrative special use permit review process, you must be able to meet the following standards:

- Must be located in a residential zone.
- Must be able to obtain all required state, federal and local licenses and certificates prior to operation.
- For child care, must have between six to nine children, including children aged 12 or under that reside in the home.
- There must be an area that is large enough to pick up and drop off the children without interfering with other cars and pedestrians. The pick-up/drop off area must be shown on a site plan as a part of this application.
- If the nearest park or playground is more than 500 feet from the location of the child care home, a sufficient play area must be provided.

If your business cannot meet the standards above, please speak with Planning and Zoning staff about the full hearing SUP process.

In addition to the use-specific standards listed above, all uses must follow additional general standards. To review the general standards, [click here](#) or contact Planning and Zoning staff for assistance (703)-746-4666.

SUP # _____



Administrative Special Use Permit Application

Please type or print legibly

PROPERTY LOCATION: 4514 venable,ave,Alexandria,VA,22304

ZONE: _____

TAX MAP REFERENCE: _____

APPLICANT'S INFORMATION:

Applicant: soniya Ashraf Business/Trade Name: Day care

Address: 4514 venable ave, Alexandria, va,22304

Phone: 571-501-1297

Email: soniyaashraf1991@GMAIL.COM

PROPOSED USE:

- Animal Care Facility with Overnight Boarding
- Automobile and Trailer Rental and Sales
- Catering Business
- Day Care
- Health and Athletic Club
- Light Auto Repair
- Live Theater
- Massage Establishment
- Motor Vehicle Storage/Parking for 20 or more Vehicles
- Outdoor Dining (exclude King Street Retail Overlay)
- Outdoor Display
- Outdoor Food and Crafts Market Center
- Outdoor Garden Center
- Restaurant
- Valet Parking

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: Soniya Ashraf

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.

SUP # _____

Worksheet for specific use from Checklist and Worksheet package.

Other materials, as required by specific use (see Guide to Administrative SUPs Checklist & Worksheets).

PROPERTY OWNER'S AUTHORIZATION	
As the property owner, I hereby grant the applicant use of <u>4514 venable ave,alexandria,va,22304</u>	
(property address), for the purposes of operating a <u>Day Care</u> (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: <u>Soniy Ashraf</u>	Phone: <u>571-501-1297</u>
Address: <u>4514 venable ave,alexandria,va,22304</u>	Email: <u>soniyaashraf1991@gmail.com</u>
Signature: <u>Soniy Ashraf</u>	Date: <u>07-09-19</u>

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.

Soniy Ashraf

Md Yousuf Mia

4514 venable ave,alexandria,va,22304 100%

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:

The applicant is requested special use permit for home day care for 9 children.

Applicant currently approved for city care provider .

3. Please describe the proposed hours of operation:

Days	Hours
Daily	

Or give hours for each day of the week

Monday	7am-6pm
Tuesday	7am-6pm
Wednesday	7am-6pm
Thursday	7am-6pm
Friday	7am-6pm
Saturday	closed
Sunday	closed

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).

~~N/A~~ - Requesting for 9 kids - Monday to Friday - 7am - 6pm

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

~~N/A~~ - 1 employ will be working

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

1 Standard and compact spaces
 0 Handicapped accessible spaces
 Other (Street Parking available in the neighborhood)

SUP # _____

- B. Please give the number of:
Parking spaces on-site ¹ _____
Parking spaces off-site _____

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? Spaces are in front of home and my driveway
- _____
- C. During what hours of the day do you expect loading/unloading operations to occur? parents will drop-off children between , parents will pick-up children between
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate? 9 times daily

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

APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: S/A 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: S/A 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.

Soniya Ashraf

Print Name of Applicant or Representative

Soniya Ashraf
Signature

07-09-10
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: _____



APPLICATION - SUPPLEMENTAL

CHILD CARE

This Supplemental information is to be filed by applicants requesting special use permit approval of a child care home or child care center. All applicants must submit a plot plan of the property, showing play areas and parking, and an interior floor plan. If a play area that is not owned or leased by the operator is to be used by the children, written permission from the owner must be obtained and a copy submitted with this application.

CHILD CARE HOMES

Applicants requesting special use permit approval of a child care home for six to nine children within a home shall complete this section.

1. Is the proposed facility the principal residence of the operator? Yes No
2. Is the operator registered with the City of Alexandria Office of Early Childhood Development to provide child care in the home? Yes No
3. How many children, including resident children, will be cared for? 9
4. How many children reside in the home? 1
5. How old are the children? (List the ages of all children to be cared for)
 Resident: 4 Years
 Non-resident: 2 kids (both 3 years)
6. A minimum of 75 square feet of outdoor play area on the lot must be provided for each child above age two.
 Play area required:
 Number of children above age two: 3 x 75 square feet = 225 square feet
 Play area provided: 5000 square feet
7. If the lot does not have room for on-site play area, is the child care home within 500 feet of a park or playground available for the children to play in? Yes No
 If yes, please describe the park's play area:

CHILD CARE HOMES and CHILD CARE CENTERS

Applicants for both child care homes and child care centers (day care center, day nursery and nursery schools) shall complete this section.

1. How many employees will staff the child care facility, including the operator?

How many staff members will be on the job at any one time? _____

2. Where will staff and visiting parents park? Driveway or on the street
parking

3. Please describe how and where parents will drop off and pick up children. A site plan detailing where the pickup & drop off area will be & how many cars will fit in the area at any moment is also required.

Children will be dropped off early in the morning at different
time (street parking is available or my driveway, parking for 2 cars at
the same time). Pick up will be at the same location.

4. At what time will children usually be dropped-off and picked-up?

Drop-off 7am - 9am Pick-up 4pm - 6pm

5. What type of outdoor play equipment is proposed for the child care facility, if any? Where will it be located on the property?

I have a big backyard with playground equipment.

6. Are play areas on the property fenced? Yes No
If no, do you plan to fence any portion of the property? Yes No

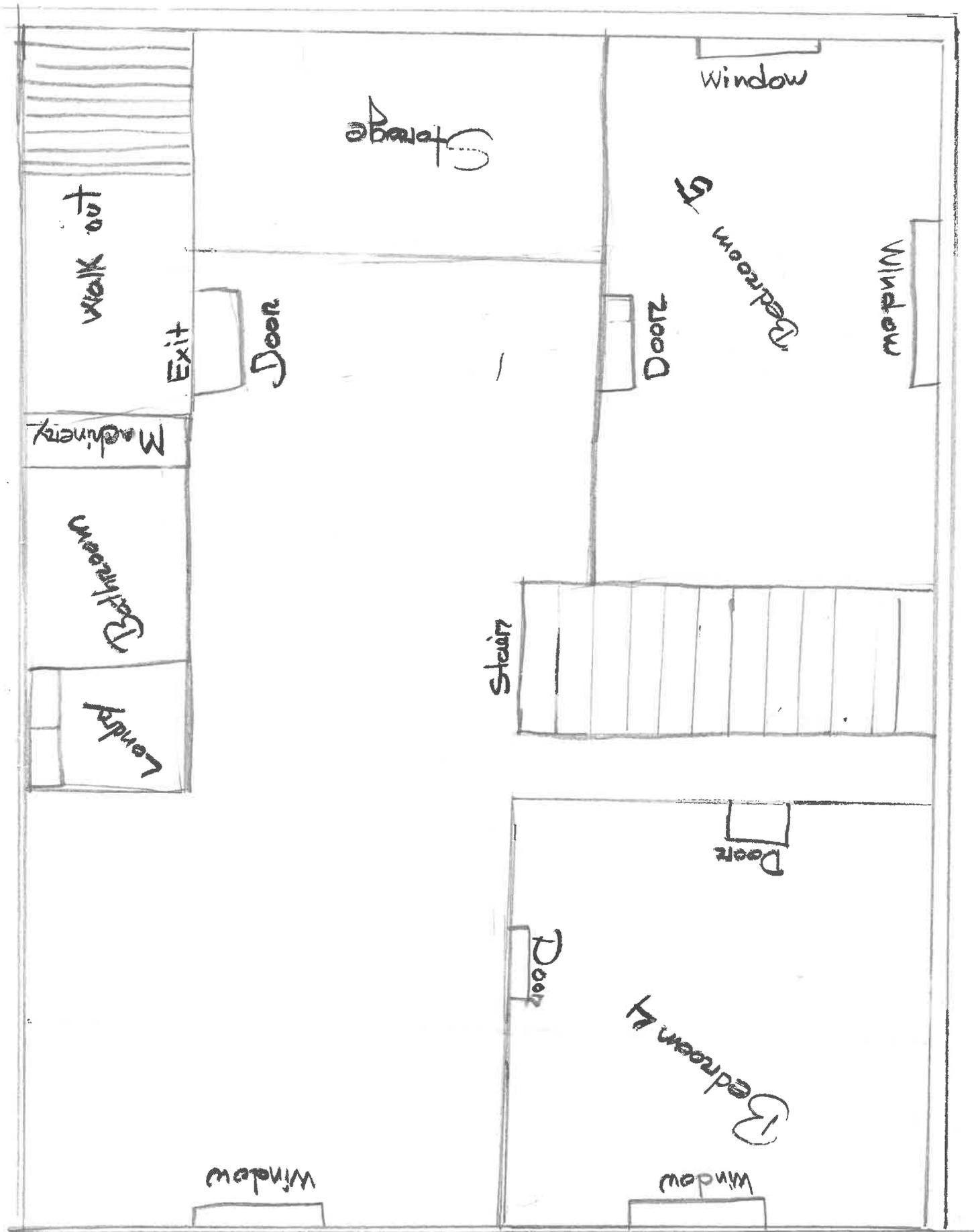
Please describe the existing or proposed fence.

The backyard of my house is completely fenced, there are
two door for access, the fenced is located around all the play
area.

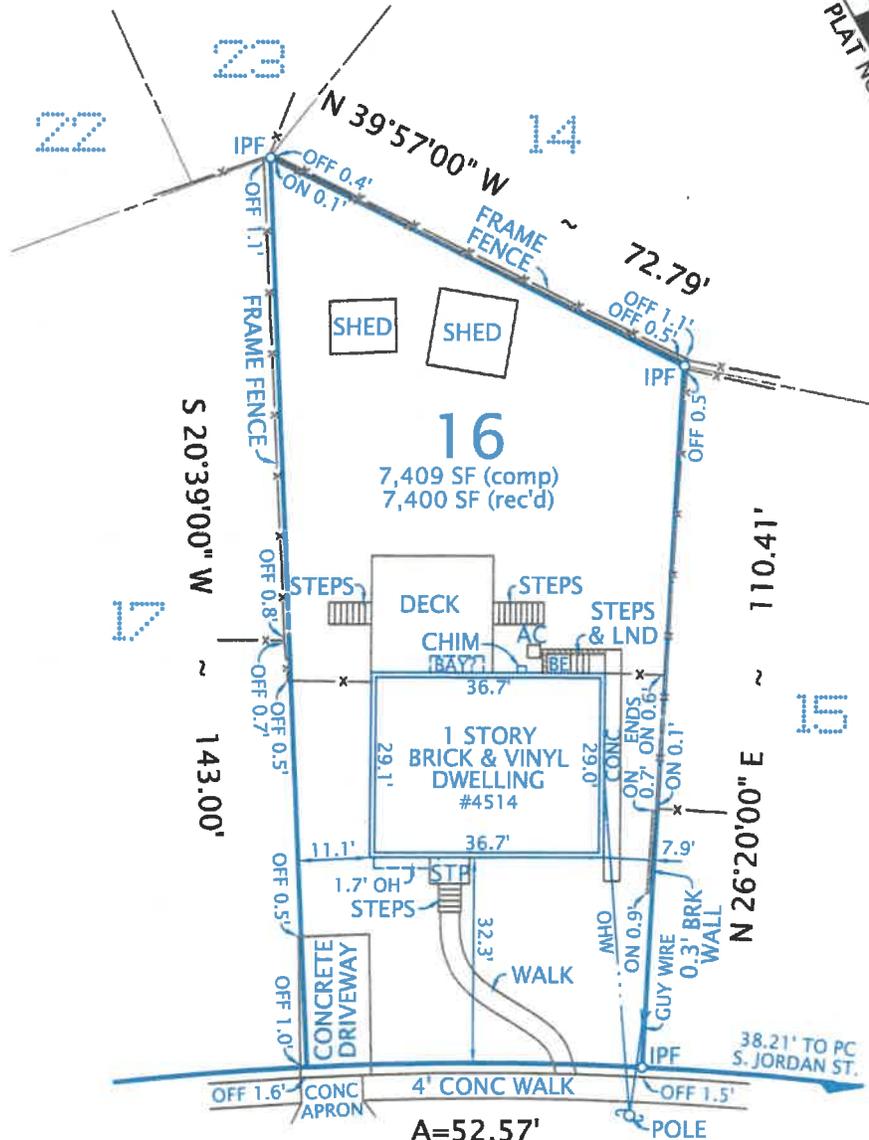
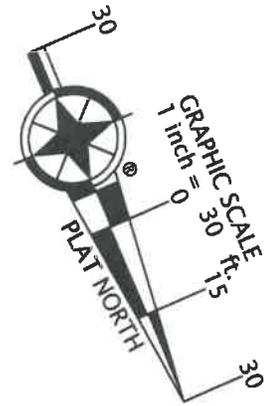
#1



#(2)



NOTES: 1. FENCES ARE CHAIN LINK UNLESS NOTED.



A=52.57'
R=529.99'

VENABLE AVENUE

50' WIDE

PLAT

SHOWING HOUSE LOCATION ON
LOT 16, BLOCK 5, SECTION ONE

TARTLETON

(DEED BOOK 423, PAGE 95)

CITY OF ALEXANDRIA, VIRGINIA

SCALE: 1" = 30'

APRIL 11 2019

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