

DATE: September 19, 2012

TO: Barbara Ross, Deputy Director  
Department of Planning and Zoning

FROM: Nathan Randall, Planner  
Department of Planning and Zoning

SUBJECT: Special Use Permit #2012-0060  
Administrative Review for Minor Amendment  
Site Use: Single-Family Dwelling on a Substandard Lot  
Applicant: Roland Reynolds  
Location: 309 Lloyds Lane  
Zone: R-12/Single-Family Residential

---

### **Request**

Special Use Permit #2012-0060 is a minor amendment request to expand an existing single-family dwelling on a substandard lot. The applicant proposed to construct a one-story, 433 square-foot addition and 384 square foot covered deck to the rear of the existing dwelling.

### **Background**

The subject lot, which was resubdivided in 1947, measures 75 feet at the front building wall. Because the R-12 zone requires a minimum lot width of 80 feet, the lot is substandard. It remained unimproved until 1995, when City Council approved of Special Use Permit #94-0392 for construction of a new single-family dwelling on a substandard lot. Any intensification of the use or significant expansion of the building compared to what was contemplated in the 1995 requires further SUP review and approval.

Staff has not received any complaints that would require staff to docket the Special Use Permit for public hearing.

### **Community Outreach**

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. In addition, the North Ridge Citizens' Association and the Windsor Locks Homeowners Association were sent an e-mail with information about the current application. Staff has not received any comments from residents or adjacent businesses that would require staff to docket the special use permit for public hearing.

### **Staff Action**

Staff does not object to the applicant's proposal to expand his existing single-family dwelling on a substandard lot. Although the Zoning Ordinance does not anticipate the specific instance of additions to single-family dwellings on substandard lots as qualifying for minor amendment approval, and no explicit threshold criteria exist, staff concludes

that the proposal is consistent with the general threshold criteria found in Section 11-511(2)(b). The proposed changes are minor and will not change the overall character of the use as a single-family dwelling. Compared to the existing 3,900 square-foot home, the proposed addition is rather small, at only 436 square feet. The proposed addition is only one story in height and, since it is located to the rear of the existing dwelling, will not change the view of the dwelling from the street. The new rear covered porch, proposed to be located immediately next to the one-story addition, is also only one-story in height and is not fully enclosed space that can be used year-round.

In addition to eligibility requirements, staff has considered in this case whether any special lot characteristics should preclude the construction of the proposed addition. It concludes that no special concern is warranted. The lot area measures nearly twice the minimum requirement of 12,000 square feet for the R-12 zone and can easily accommodate the new addition. Although the lot is slightly narrower, at 75 feet, than the 80-foot lot width required in the R-12 zone, the proposed addition does not exceed the width of the existing dwelling.

Staff has added a new Condition #3 to this application that prohibits any future expansion, including the enclosure of the covered rear porch, unless a full Special Use Permit is approved. The proposal represents an upper limit of what staff believes can be processed as a minor amendment case. Any future additions to the dwelling would amount to a significant enough change compared to the original 1995 SUP approval and require full consideration before the Planning Commission and City Council.

Staff hereby approves the Special Use Permit request.

**ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:**

Date: September 26, 2012  
Action: Approved

---

Barbara Ross, Deputy Director

Attachments: 1) Special Use Permit Conditions  
2) City Department Comments  
3) Statement of Consent

**CONDITIONS OF SPECIAL USE PERMIT #2012-0060**

The applicant is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The proposed main two story structure of the new house shall not be set back less than 62 feet from the front property line; the proposed one story garage shall not be set back less than 55 feet of from the front property line. (P&Z)
2. **CONDITION SATISFIED AND DELETED BY STAFF:** ~~The applicant shall dedicate 10' wide public street easement along entire frontage of property. (T&ES)~~
3. **CONDITION ADDED BY STAFF:** All future requests to construct additions to the dwelling, including but not limited to the enclosure of the new rear covered porch, shall require approval of a full Special Use Permit with public hearings. (P&Z)
4. **CONDITION ADDED BY STAFF:** The applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
5. **CONDITION ADDED BY STAFF:** No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on the plan. (T&ES)

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services:

- F-1 The applicant should be aware that if the amount of land disturbance exceeds 2,500 square feet at any time during construction, work will be stopped until a plan that meets water quality, erosion and sediment control, and any other pertinent City Code requirements is submitted and approved. (T&ES)
- R-1 Applicant shall be responsible for repairs to the adjacent city right-of-way if damaged during construction activity. (T&ES)
- R-2 No permanent structure may be constructed over any existing private and/or public utility easements. It is the responsibility of the applicant to identify any and all existing easements on the plan. (T&ES)
- C-1 A GRADING PLAN showing all improvements and alterations to the site may be required prior to any land disturbing activities and must be approved by T&ES prior to issuance of a building permit. (Sec.5-6-224) (T&ES)
- C-2 An erosion and sediment control plan must be approved by T&ES prior to any land disturbing activity greater than 2500 square feet. An erosion and sediment control bond shall be posted prior to release of the grading plan. (Sec.5-6-224) (T&ES)
- C-3 If construction of the residential unit(s) result in land disturbing activity in excess of 2500 square feet, the applicant is required to comply with the provisions of Article XIII of the City's Zoning Ordinance for stormwater quality control that are current at the time of grading plan submittal. (T&ES)
- C-4 All improvements to the city right-of-way such as curbing, sidewalk, driveway aprons, etc. must be city standard design. (Sec.5-2-1) (T&ES)
- C-5 Roof, surface and sub-surface drains shall be connected to the public storm sewer system, if available, by continuous underground pipe. Where storm sewer is not available applicant must provide a design to mitigate impact of stormwater drainage onto adjacent properties and to the satisfaction of the Director of Transportation & Environmental Services. (Sec.5-6-224) (T&ES)
- C-6 All secondary utilities serving this site shall be placed underground. (Sec. 5-3-3) (T&ES)

C-7 Any work within the right-of-way requires a separate permit from T&ES. (Sec. 5-3-61) (T&ES)

C-8 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)

Code Enforcement:

F-1 No comments

Health Department:

F-1 No comments

Parks and Recreation:

F-1 No comments received

Police Department:

F-1 No comments received

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2012-0060. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the single-family dwelling at 309 Lloyds Lane.

\_\_\_\_\_  
Applicant - Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant – Printed

\_\_\_\_\_  
Date