

April 10, 2020

ELECTRONICALLY VIA APEX

Department of Planning and Zoning
Attention: Kaliah Lewis
301 King Street, Room 2100
Alexandria, Virginia 22314

**RE: 4661 Kenmore Avenue
Administrative Special Use Permit**

Dear Ms. Lewis:

On behalf of the Applicant, HSRE-CAMP MED ALEXANDRIA LAND, LLC, and consistent with my office's discussions with your team, I hereby submit the following: (1) Administrative Special Use Permit New Use Application; (2) Administrative New Use Supplement; (3) Request for Waiver of Floorplan; and (4) Site plan.

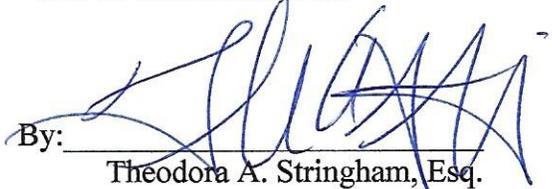
Consistent with my discussions with Patrick Silva, the applicable application fee will be forwarded via mail next week. I will email you once the check is placed in the mail to your offices given the current remote status.

In the event that I can provide you with additional information, please contact me at (703) 745-1849 or tstringham@offitkurman.com.

Thank you.

Respectfully Submitted,

OFFIT KURMAN, P.C.

By: 
Theodora A. Stringham, Esq.
Attorney for Applicant



Administrative Special Use Permit Application

Department of Planning & Zoning
301 King Street, Room 2100, Alexandria, Virginia 22314
Phone: 703.746.4666 | www.alexandriava.gov/planning

PROPERTY LOCATION: 4661 Kenmore Avenue, Alexandria, VA 22304

ZONE: OCH

TAX MAP REFERENCE: 020.03-01-02

APPLICANT'S INFORMATION:

Applicant: HRSE-CAMPMED ALEXANDRIA LAND, LLC

Business/Trade Name: HRSE-CAMPMED ALEXANDRIA LAND, LLC

Address: C/O ALTUS GROUP, PO BOX 92129, Southlake, Texas 76092

Phone: (703) 745-1849

Email: tstringham@offitkurman.com

PROPOSED USE:

Animal Care with Overnight Accommodations

Auto Trailer Rental or Sales

Catering Operation

Child and Elder Care Homes

Day Care Center

Health and Athletic Club

Light Assembly, Service, and Craft

Light Auto Repair

Live Theater

Massage Establishment

Outdoor Dining (Other than King Street Outdoor Dining Area)

Outdoor Food and Crafts Market

Outdoor Garden Center

Outdoor Display

Public School Trailers

Restaurant

✓ Valet Parking

Vehicle Parking or Storage for More Than 20 Vehicles

PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 4661 Kenmore Avenue (property address), for the purposes of operating a valet parking lot (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: See Enclosed Owner Consent to File Phone:

Address: Email:

Signature: Date:

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.

See attached.

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.

B. Please give the number of:

91 Parking spaces on-site

Parking spaces off-site

If the required parking will be located off-site, where will it be located?

Parking will be completely on-site.

6. Please provide information regarding loading and unloading for the use:

A. How many loading spaces are available for the use?

0

B. Where are off-street loading spaces located?

Not applicable

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

Not applicable

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

Not applicable

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:

No hazardous materials will be handled, stored, or generated on the property.

8. What is the square footage the use will be occupying?

35,000 square feet

APPLICANT'S SIGNATURE

Please read and initial each statement:

TS 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.

TS THE UNDERSIGNED, hereby attest 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.

Print Name of Applicant or Representative Theodora A. Stringham, Agent for Applicant

Signature 

Date 4-10-2020

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: 8000 Towers Crescent Drive, Suite 1400, Alexandria, VA

Phone: (703) 745-1849

Email: tstringham@offitkurman.com

Fax: (703) 745-1835

**AFFIDAVIT OF OWNERSHIP INTEREST
SPECIAL USE PERMIT APPLICATION
4661 KENMORE AVENUE, ALEXANDRIA, VA
TAX MAP REFERENCE: 020.03-01-02**

Name:	Address:	Percent Ownership:
HSRE-CAPMED ALEXANDRIA LAND, LLC (Title Owner)	c/o Altus Group, PO Box 92129, Southlake, Texas 76092	100%
HSRE CAPMED, LLC	444 W. Lake Street, Suite 2100 Chicago, Illinois 60606	100% owner of Title Owner
HSRE CAPMED REIT*	444 W. Lake Street, Suite 2100 Chicago, Illinois 60606	100% owner of HSRE CAPMED, LLC
Stephen M. Gordon	444 W. Lake Street, Suite 2100 Chicago, Illinois 60606	Trustee to HSRE CAPMED REIT
Christopher N. Merrill	444 W. Lake Street, Suite 2100 Chicago, Illinois 60606	Trustee to HSRE CAPMED REIT

*HSRE CPAMED REIT is a real estate investment vehicle

**BUSINESS OR FINANCIAL RELATIONSHIPS
SPECIAL USE PERMIT APPLICATION
4661 KENMORE AVENUE, ALEXANDRIA, VA
TAX MAP REFERENCE: 020.03-01-02**

ENTITY OR OWNER:	RELATIONSHIP TO DISCLOSE AS DEFINED BY SECTION 11-350 OF THE ZONING ORDINANCE:
HSRE-CAPMED ALEXANDRIA LAND, LLC	NONE
HSRE CAPMED, LLC	NONE
HSRE CAPMED REIT	NONE
Stephen M. Gordon, Trustee	NONE
Christopher N. Merrill, Trustee	NONE

HARRISON STREET | *Real Estate Capital*

**PROPERTY OWNER AUTHORIZATION TO FILE
SPECIAL USE PERMIT APPLICATION
4661 KENMORE AVENUE, ALEXANDRIA, VA
TAX MAP REFERENCE: 020.03-01-02**

On behalf of the Owner of Record, **HSRE-CAPMED Alexandria Land, LLC, a Delaware limited liability company, VA qualified**, I authorize the law firm of Offit Kurman, PC (the "Applicant") to file an application for a special use permit to allow for a parking use at the property known as 4661 Kenmore Avenue, Alexandria, Virginia (the "Property"), as further described in this application. I am authorized to sign on behalf of the Owner and affix my signature to the following:

OWNER CONSENT:

HSRE-CAPMED ALEXANDRIA LAND, LLC

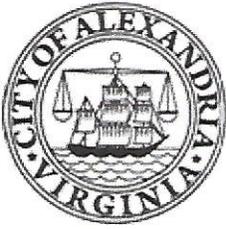
BY: 

Name: Ronald miles

Title: Authorized Signatory

1/27/2020

Date



Department of Planning & Zoning
Administrative Special Use Permit New Use Checklist

Application form

Application fee *(Being sent separately via mail).*

Supplemental Worksheet for the following uses:

- Catering Operation
- Child or Elder Care Home
- Day care Center
- Light Automobile Repair, Auto & Trailer Rental or Sales, Vehicle Parking or Storage
- Live Theater
- Outdoor Dining
- Outdoor Display
- Outdoor Food and Crafts Market
- Outdoor Garden Center
- Restaurant
- Valet Parking

Interior floor plan

Include labels to indicate the use of the space (doors, windows, seats, tables, counters, equipment)

N/A

Contextual site image

Show subject site, on-site parking area, surrounding buildings, cross streets

If applicable

Outdoor plan for outdoor uses

N/A



Department of Planning & Zoning
Administrative Special Use Permit New Use
Valet Parking Supplemental

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

VALET PARKING PLAN

Please provide a copy of the plan with your application.

A detailed plan must be submitted showing and explaining all components of the valet parking, including at least the following:

- (a) The location of the drop off area as well as the location for the parked vehicles to be stored;**
- (b) The proposed days and hours of operation of the valet parking plan;**
- (c) The number of spaces available at the vehicle storage site, which must be of sufficient capacity for the use or uses from which vehicles will be valeted;**
- (d) Adequate assurance that the owner and operator of the vehicle storage site is agreeable to the proposed valet plan;**
- (e) The size and design of the drop off site and identification of any on street parking spaces that will be lost during the period that the valet parking plan is in effect, such spaces to be kept to a minimum;**
- (f) Demonstration that the location of the drop off site will not interfere with traffic, remaining parking, bus stops, or transit passengers or pedestrians;**
- (g) The proposed graphics for the drop off site, including signage and uniformed staff, with sufficient visibility but designed to be compatible with the streetscape as determined by the director;**
- (h) The proposed number of attendants, which must be sufficient to adequately staff the operation; and**
- (i) If the proposed valet plan includes more than one business, the identity of the party or entity responsible for compliance with the approved valet parking plan.**

LOCATION OF STORED VEHICLES

Vehicles may not be parked or temporarily stored by an attendant on streets or sidewalks.

Where will the parked vehicles be stored?

SHARED PARKING PROGRAM

No structures are permitted in conjunction with a valet parking program, unless associated with a shared parking program among several businesses, and only after the design is reviewed for comment by the Old and Historic Alexandria District Board of Architectural Review. Please review Section 11-513 (N) of the Zoning Ordinance for more detail.

Are any structures proposed as part of the valet parking program?

If so, please include a detailed description and plan for the structure with your application. Attach a separate sheet, if necessary.

Is the program part of a shared parking program with other businesses?

If so, please describe the program and identify the other businesses to be included. Attach a separate sheet.

**REQUEST FOR WAIVER OF FLOOR PLANS
ADMINISTRATIVE SPECIAL USE PERMIT APPLICATION
4661 KENMORE AVENUE, ALEXANDRIA, VA
TAX MAP REFERENCE: 020.03-01-02**

The Applicant requests a waiver of the floor plan requirement with this Administrative Special Use Permit application (the "SUP application") on the grounds that no physical structure or building is intended to remain on the Property. The owner has requested, and the City has approved, a demolition permit for the existing structure currently shown on the enclosed site plan. Future plans for the Property are as a parking use only with open space. No building will remain on the Property as part of this SUP application. Therefore, floor plans of the existing building are not germane to this request.

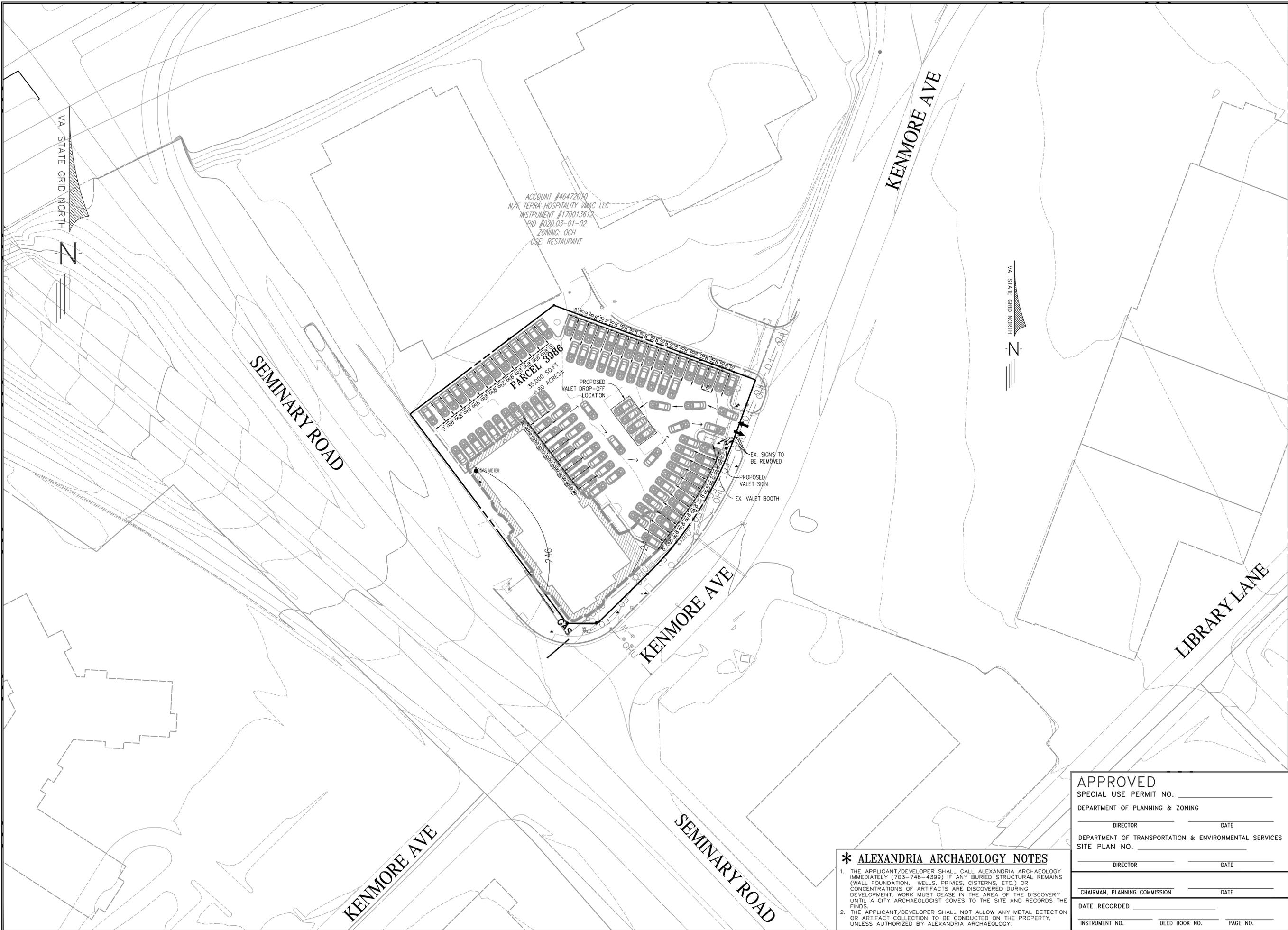
Respectfully Submitted,

OFFIT KURMAN, P.C.

By: 
Theodora A. Stringham, Esq.
Attorney for Applicant

4813-6731-6409, v. 1

Urban, Ltd. - J:\0085\4661 Kenmore Ave\B-Engineering\Site Plan\Correspondence\4661 Kenmore-Valet Parking Plan\2990-09-EX-OPENSPACE.dwg [VALET PARKING PLAN] March 23, 2020 - 4:14pm agorobachieski



ACCOUNT #46472010
N/K TERRA HOSPITALITY YMAC LLC
INSTRUMENT #170013612
PID #020.03-01-02
ZONING: OCH
USE: RESTAURANT

35,000 SQ. FT.
0.80 ACRES ±
PARCEL 3986

PROPOSED VALET DROP-OFF LOCATION
EX. SIGNS TO BE REMOVED
PROPOSED VALET SIGN
EX. VALET BOOTH

GAS METER

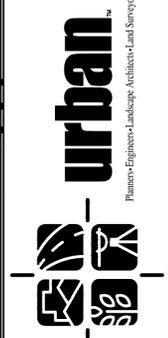
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*** ALEXANDRIA ARCHAEOLOGY NOTES**

1. THE APPLICANT/DEVELOPER SHALL CALL ALEXANDRIA ARCHAEOLOGY IMMEDIATELY (703-746-4399) IF ANY BURIED STRUCTURAL REMAINS (WALL FOUNDATION, WELLS, PRIVIES, CISTERNS, ETC.) OR CONCENTRATIONS OF ARTIFACTS ARE DISCOVERED DURING DEVELOPMENT. WORK MUST CEASE IN THE AREA OF THE DISCOVERY UNTIL A CITY ARCHAEOLOGIST COMES TO THE SITE AND RECORDS THE FINDS.
2. THE APPLICANT/DEVELOPER SHALL NOT ALLOW ANY METAL DETECTION OR ARTIFACT COLLECTION TO BE CONDUCTED ON THE PROPERTY, UNLESS AUTHORIZED BY ALEXANDRIA ARCHAEOLOGY.

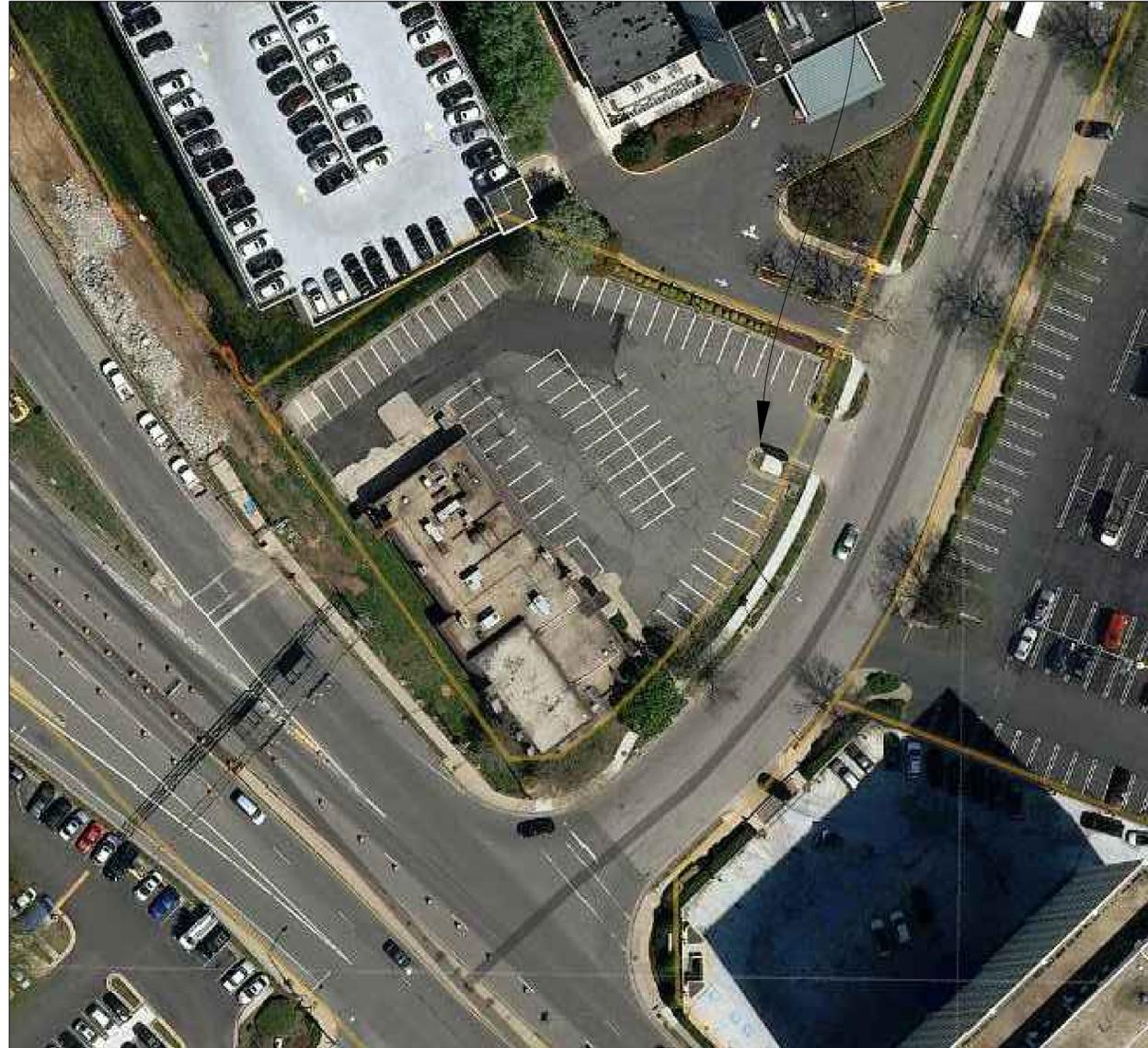
APPROVED
SPECIAL USE PERMIT NO. _____
DEPARTMENT OF PLANNING & ZONING
DIRECTOR _____ DATE _____
DEPARTMENT OF TRANSPORTATION & ENVIRONMENTAL SERVICES
SITE PLAN NO. _____
DIRECTOR _____ DATE _____
DATE RECORDED _____
CHAIRMAN, PLANNING COMMISSION _____ DATE _____
INSTRUMENT NO. _____ DEED BOOK NO. _____ PAGE NO. _____

VALET PARKING PLAN
4661 KENMORE AVE
VALET PARKING PLAN
CITY OF ALEXANDRIA
ALEXANDRIA, VIRGINIA
DATE: MARCH 23, 2020
SCALE: 1" = 30'
C.I. = 2'

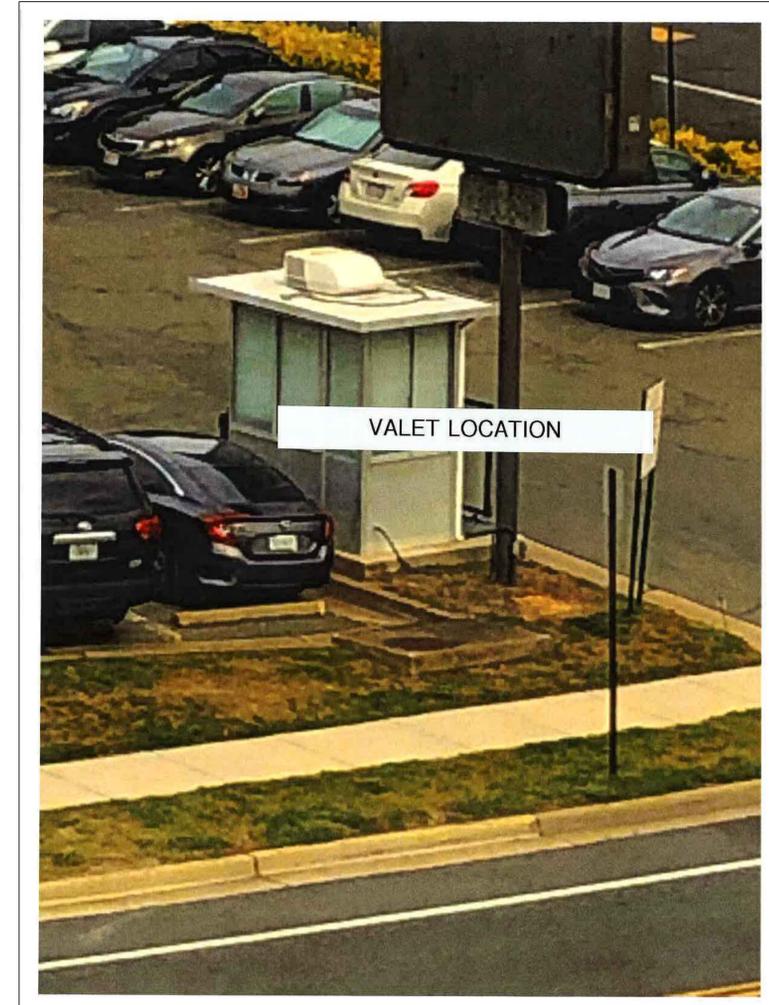


PLAN DATE	NO.	DATE	DESCRIPTION	REVISIONS

EXISTING VALET BOOTH LOCATION



EXISTING VALET BOOTH



NO.	DATE	DESCRIPTION	REVISIONS

PLAN DATE:

Urban, Ltd.
4200 TECHNOLOGY CT.
CHANTILLY, VA, 20151
TEL: 703.642.2306
FAX: 703.578.7888
www.urban-llc.com



EXISTING VALET BOOTH
4661 KENMORE AVE
VALET PARKING PLAN
CITY OF ALEXANDRIA
ALEXANDRIA, VIRGINIA

SCALE: N/A C.I.= N/A DATE: MARCH 23, 2020

SHEET
03
OF
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FILE No.
SP-12990