City of Alexandria, Virginia  
Department of Planning & Zoning

SPECIAL USE PERMIT CERTIFICATE

Article XI, Division A, Section 11-510 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia requires that you display this Special Use Permit in a conspicuous and publicly accessible place. A copy of the list of conditions associated with the special use permit shall be kept on the premises and made available for examination by the public upon request.

Special Use Permit #2021-00026

Approved by Planning and Zoning: April 8, 2021

Permission is hereby granted to: Leanne McRoberts

to use the premises located at: 2391 Dove

for the following purpose: see attached report

It is the responsibility of the Special Use Permit holder to adhere to the conditions approved by City Council. The Department of Planning and Zoning will periodically inspect the property to identify compliance with the approved conditions. If any condition is in violation, the permit holder will be cited and issued a ticket. The first violation carries a monetary fine. Continued violations will cause staff to docket the special use permit for review by City Council for possible revocation.

April 8, 2021 Karl Moritz (by T. LaColla)

Date Karl Moritz, Director

Department of Planning and Zoning
DATE: April 8, 2021

TO: Tony LaColla, Division Chief, Land Use Services
    Department of Planning and Zoning

FROM: Anna Kohlbrenner, Planner
      Department of Planning and Zoning

SUBJECT: Special Use Permit #2021-00026
          Administrative Review for a Special Use Permit for a New Use
          Site Use: Animal Care with Overnight Accommodations
          Applicant: Leanne McRoberts
          Location: 2391 Dove
          Zone: OCM (50)/Office Commercial Medium (50)

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Request
The applicant, Leanne McRoberts, proposes an animal care facility with overnight accommodations. The animal care facility will be for cats only, offering both long-term and short-term boarding, grooming and spa options. The applicant anticipates serving five to six customers daily and would operate with three employees. The hours of operation will be 9 a.m. to 5 p.m., Monday through Friday and 9 a.m. to 12 p.m., Saturday and Sunday. There will be six parking spaces on site.

Parking
Section 8-200(A)(16) requires 0.25 spaces per 1,000 square feet of floor area. The proposed use would occupy approximately 2,213 square feet of floor area and would need to provide a minimum of one space. The applicant will provide six parking spaces on site, meeting parking requirements.

Community Outreach
Public notice was provided through eNews, via the City’s website, and by posting a placard at the site. Staff has not received any comments or concerns related to the request.

Staff Action
Staff supports the applicants request to operate an animal care facility with overnight accommodations at 2391 Dove Street. This small-scale animal care facility is not expected to produce neighborhood impacts and conditions have been added to ensure compatibility with neighboring businesses.

Staff hereby approves the Special Use Permit request.
ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: April 8, 2021
Action: Approved

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Tony LaColla, Division Chief

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

CONDITIONS OF SPECIAL USE PERMIT #2021-00026
The new owner is responsible for ensuring compliance with all applicable codes and ordinances and ensuring that the following conditions are adhered to at all times. Violation of any of the SUP conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The special use permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)

2. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all SUP provisions and requirements. (P&Z)

3. The Director of Planning and Zoning shall review the special use permit after it has been operational for one year, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the director has received a request from any person to docket the permit for review, as the result of a complaint that rises to the level of a violation of the permit conditions or (c) the director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

4. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape, invasion by animals, or leaking. No trash or debris shall be allowed to accumulate outside of those containers. Outdoor containers shall be maintained to the satisfaction of the Directors of P&Z and T&ES, including replacing damaged lids and repairing/replacing damaged dumpsters. (P&Z) (T&ES)
5. The applicant shall control animal odors and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES)

6. All waste products including but not limited to animal waste and organic compounds (solvents and cleaners) shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES)

7. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)

8. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)

9. The applicant shall require its employees who drive to use off-street parking. (T&ES)

10. The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)

11. The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)

12. The applicant shall encourage patrons to park off-street through the provision of information about nearby garages or lots in the business’ advertising and website. (T&ES)
CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

C-1 The use must comply with the city's noise ordinance.  No amplified sound shall be audible at the property line. (T&ES)

R-1 Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape, invasion by animals, or leaking. No trash or debris shall be allowed to accumulate outside of those containers. Outdoor containers shall be maintained to the satisfaction of the Directors of P&Z and T&ES, including replacing damaged lids and repairing/replacing damaged dumpsters. (P&Z) (T&ES)

R-2 The applicant shall control animal odors and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES)

R-3 All waste products including but not limited to animal waste and organic compounds (solvents and cleaners) shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES)

R-4 Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)

R-5 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)

R-7 The applicant shall require its employees who drive to use off-street parking. (T&ES)

R-8 The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)

R-9 The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
R-10 The applicant shall encourage patrons to park off-street through the provision of information about nearby garages or lots in the business’ advertising and website. (T&ES)

Code Enforcement:

C-1 A building permit and plan review are required for proposed use.

C-2 The applicant shall comply with the City of Alexandria’s Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP approval. Contact the City’s Recycling Program Coordinator at (703) 746-4410, or via e-mail at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)

C-3 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)

C-4 Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)

Health Department:
No comments received.

Parks and Recreation:
No comments received.

Police Department:
No comments received.

Fire:
No comments.
STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2021-00026. The undersigned also hereby agrees to obtain all applicable licenses and permits required for an animal care facility with overnight accommodations at 2391 Dove Street.

[Signature]

Applicant – Signature

[Date]

Applicant – Printed

[Date]