

Docket Item #2
SPECIAL USE PERMIT #2003-0026

Planning Commission Meeting
June 3, 2003

ISSUE: Consideration of a request for a special use permit to operate a child care center with a parking reduction.

APPLICANT: Almost Home Family Child Development Center
by Zadie Hudson

LOCATION: 2 East Glebe Road

ZONE: CL/Commercial Low

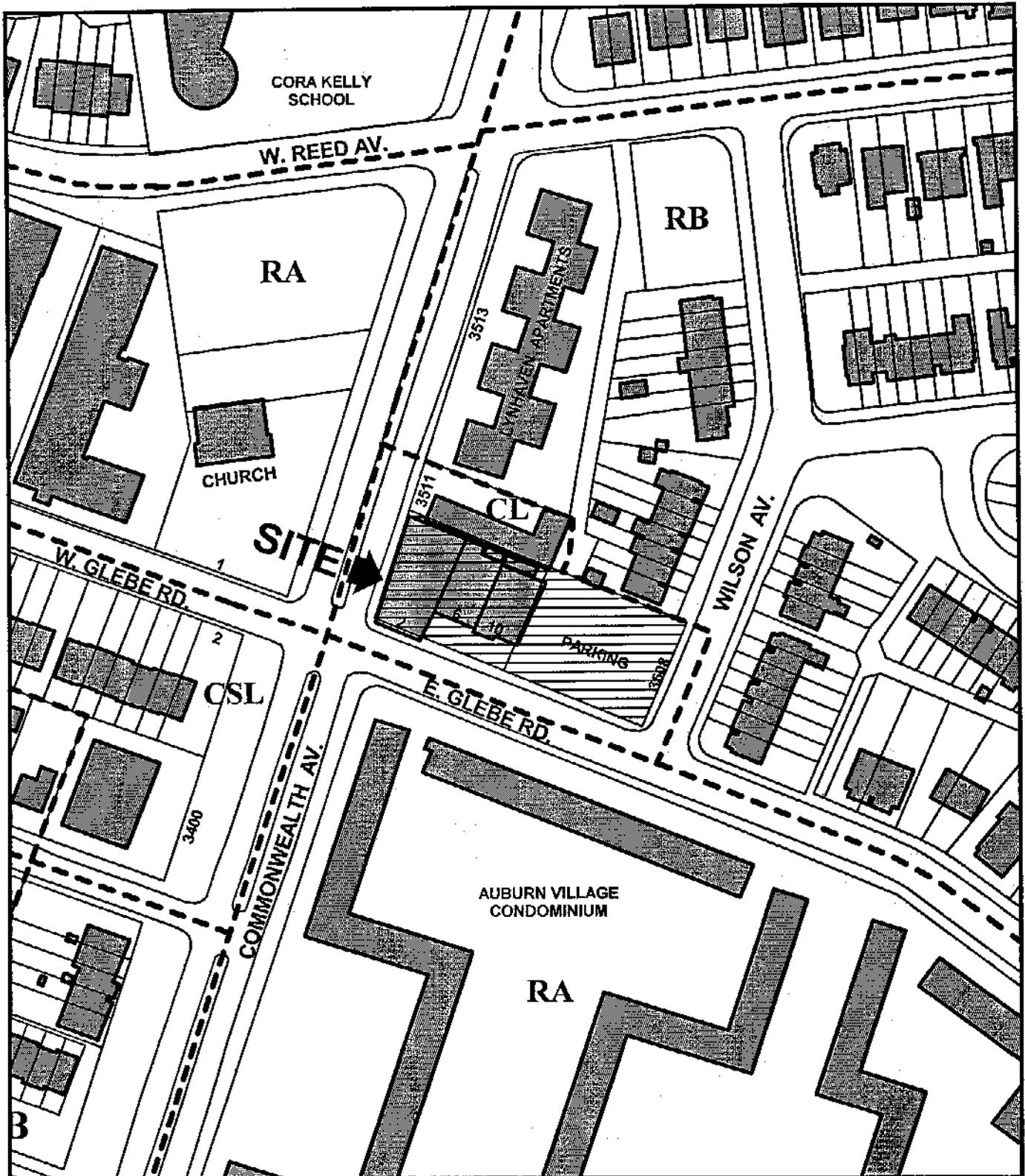
PLANNING COMMISSION ACTION, JUNE 3, 2003: On a motion by Mr. Komoroske, seconded by Mr. Leibach, the Planning Commission voted to recommend approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations and to amend Condition #3. The motion carried on a vote of 7 to 0.

Reason: The Planning Commission generally agreed with the staff analysis but reduced the number of children allowed for the day care from 100 to 80.

Speakers:

Alvin Smuzynski representing the Wesley Housing Development Corporation, owner of the adjacent residential complex, requested a reduction in the number of children and staff permitted for the proposed child care business in an effort to reduce related parking demand from staff and parents and to reduce the usage of the nearby play ground.

Zadie Hudson, applicant, agreed to reduce the number of children permitted for the child care center from 100 to 80 children.



SUP #2003-0026

06/03/03



STAFF RECOMMENDATION:

Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the following conditions:

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. All pick-up and delivery of children by automotive vehicles shall be done from within the off-street parking lot located at 2 East Glebe Road and from the public street parking lane that is located on Commonwealth Avenue adjacent to the subject building, as identified on the attached plan. No pick-up or drop-off of children shall occur directly from the East Glebe Road public right-of-way. An adult shall be required to escort children either into or out of the center for pick-up or delivery. (P&Z) (T&ES)
3. **CONDITION AMENDED BY PLANNING COMMISSION:** No more than ~~100~~ 80 children are permitted to attend the child care center. (P&Z) (PC)
4. The applicant shall obtain all licenses required by the Virginia State Department of Social Services, Division of Licensing Programs. (P&Z)
5. The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department regarding a security survey for the child care center and safety programs available through the department for the children. The security survey is to be completed prior to the opening of the child care facility. (Police)
6. The hours of operation shall be limited to 7:00 a.m. to 6:00 p.m. Monday through Friday. (P&Z)
7. The existing chain link fence that is located on the property adjacent to Wilson Avenue shall be repaired or replaced to the satisfaction of the Department of Planning and Zoning. (P&Z)
8. Portions of the asphalt parking lot shall be repaired to the satisfaction of the Director of T&ES. (T&ES)
9. If the Commonwealth Avenue loading dock door is permanently closed, the applicant shall removed the existing driveway apron and replace with city standard sidewalk and curb/gutter. (T&ES)

10. The applicant shall prepare an informational flier for parents and post notices within the building that (a) identify the parking areas for the child care facility for parents, (b) that identify walkways for parents and children, (c) that mandate that children must be escorted by an adult to and from the child care center at all times, and (d) that inform clients that no child pick-up or drop-off of children shall occur directly from East Glebe Road. (P&Z) (T&ES)
11. The applicant shall install two street trees in the Commonwealth Avenue median, near the subject building within three years of approval, to the satisfaction of the City Landscape Architect. (RP and CA)
12. The applicant shall use cones or another method to identify walkways for parents and children to and from the child care facility to the satisfaction of the Office of Early Childhood Development. (P&Z)
13. The applicant shall require its employees who drive to work to use off-street parking. (P&Z)
14. The low brick wall currently located at the East Glebe Road entrance to the 2 East Glebe Road commercial tenant space shall be removed. (P&Z)
15. No loudspeakers will be installed exterior of the building and no amplified sound shall be audible at the property line. (T&ES)
16. The Director of Planning and Zoning shall review the special use permit one year from approval 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, (b) the director has received a request from any person to docket the permit for review as a result of a complaint that rises to the level of a violation, 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)

Staff Note: In accordance with section 11-506(c) of the zoning ordinance, construction or operation shall be commenced and diligently and substantially pursued within 18 months of the date of granting of a special use permit by City Council or the special use permit shall become void.

This special use permit shall not be effective unless and until the applicant has obtained the required state license and met all requirements of all governmental authorities.

DISCUSSION:

1. The applicant, Mrs. Zadie Hudson, requests special use permit approval for the operation of a child care center located at 2 East Glebe Road, with a parking reduction.
2. The subject property includes two lots of record that front Glebe Road, Commonwealth Avenue, and Wilson Avenue. The subject building occupies one lot at the corner of Glebe Road and Commonwealth Avenue, and the building's parking area is located on an adjacent lot at the corner of Glebe Road and Wilson Avenue. The two lots occupy approximately 251 feet on Glebe Road, 95 feet on Commonwealth Avenue, and 100 feet on Wilson Avenue. The site is developed with a 9,000 square foot commercial building that has three tenant spaces, and a surface parking lot. Two of these spaces are currently occupied by a restaurant, Chez Andrez, and a dry cleaners, and the third space is the proposed child care facility space.

The adjacent uses along Glebe Road, Commonwealth Avenue and Wilson Avenue are primarily residential. A church is located directly across Commonwealth Avenue to the west, and the Cora Kelly Recreation Center is one block away.

3. The applicant requests approval to operate a child care facility in a 4,500 square foot tenant space located at 2 East Glebe Road, and requests a parking reduction of two parking spaces. The applicant currently operates a child care facility at 218 East Monroe Avenue, but would like a larger space for her business and believes that the proposed move to the 2 East Glebe Road location will accommodate her plans. The applicant also operates a child care facility at 1515 Mount Vernon Avenue. She will maintain that facility in addition to the new one.
4. The proposed child care center will have a maximum of 100 children, approximately 16 to 20 employees on staff, and will operate from 7:00 a.m. to 6:00 p.m Monday through Friday. The children will range from infant to pre-school (six years old) age.
5. The applicant intends to use the fenced Lynhaven playground located on East Reed Street, near the intersection with Commonwealth Avenue for the children at the child care center. The Office of Early Childhood Development reviewed the subject application and states that "several pieces of equipment have holes and other defects that could present a safety hazard to young children", but that "there are other centers and community members who utilize this playground on a regular basis in its present condition". The City Landscape Architect has also notified staff that the playground is scheduled for renovation work in 2004.
6. The Office of Early Childhood Development suggested that a barrier from the parking lot to the sidewalk, possibly plants or a small fence, would give the appearance of a physical barrier to pedestrians and motorists and enhance safety for children who must walk through this area of the parking lot to enter the center. The OECD wants to emphasize to the

applicant that the applicant and the parents of the children need to closely monitor the safety of the children as they move from vehicles to the center's entry since it will be a busy parking lot and since the adjacent streets, Glebe Road and Commonwealth Avenue, are major and busy corridors.

Staff discussed the matter further with the applicant and agreed that orange cones with a rope connecting them could be used in the parking lot to identify walkways to and from the sidewalk. Unfortunately, there is no room in the parking lot or within the sidewalk area to add permanent landscaping and still allow for the existing drive aisles and parking spaces. Additionally, it is important to note that the cones mentioned above may only be used on private property, within the parking lot and not on the public sidewalks.

7. Section 8-200 of the zoning ordinance requires two parking spaces for each classroom for the child care facility. The applicant proposes four classrooms and is required to provide 8 parking spaces.

The parking requirement for the two existing businesses, a restaurant and dry cleaners, is a total of 33 spaces. The restaurant is required to provide 33 spaces, and the dry cleaners is not required to provide any under the zoning ordinance (Section 8-200(F)) due to the fact that the use and building existed before parking requirements were established. The total parking provided is 39 spaces.

Restaurant	33
<u>New Child Care</u>	<u>8</u>
Total Required	41 spaces
<u>Total Provided</u>	<u>39 spaces (on-site)</u>
Parking Reduction Request	2 spaces

The applicant has requested a parking reduction of two parking spaces. The applicant has said that the child care center will operate at different times from the restaurant, and does not believe that there will be an overlap of parking demand between her child care center and the restaurant.

The applicant has also stated that the majority of her staff members at her current facility take public transit or are delivered to the site by family members. She said that she expects this to be the case for the proposed site and expects that very few, approximately four to six, staff members will drive to the center and park each day. Please see her attached letter. The applicant has also obtained permission from her landlord (at 2 East Glebe Road) to use an adjacent lot (3511 Commonwealth Avenue), which her landlord also owns, for additional staff parking. The parking spaces will be tandem or stacked parking spaces and so cannot

count towards the applicant's parking requirement. The landlord estimates that the applicant will be able to fit six cars at 3511 Commonwealth Avenue. Please see the attached letter.

8. The approximate drop off and pick up times for parents and children are as follows:

Drop Off: 7:00 a.m. to 9:30 a.m.
Pick Up: 3:00 p.m. to 6:00 p.m.

The applicant notes that some parents will have multiple children at the center, which reduces the number of cars arriving at the center, and that most of the children are picked up by 5:45 p.m. The method for dropping off and picking up children is that parents must take their children into the center to sign them in during the morning and must also go into the center to sign out the children and pick them up at the end of the day. The applicant stated that for those parents who drive, which is the majority, the pick up and drop off process takes about five to 10 minutes from parking to leaving.

9. Zoning: The subject property is located in the CL/Commercial Low zone. Section 4-100 of the zoning ordinance allows a day nursery (also known as a child care facility) in the CL zone only with a special use permit.
10. Master Plan: The proposed use is consistent with the Potomac West chapter of the Master Plan which designates the property for commercial use.

STAFF ANALYSIS:

Staff supports the operation of a child care facility at 2 East Glebe Road. The proposed business will occupy a vacant tenant space and provide a community oriented service. Staff also supports the applicant's request for a parking reduction of two parking spaces. Staff believes that the three different businesses on site can adequately share the parking if the child care center's staff parking is managed well. Staff identifies its concerns with parking demand on the site and children safety and makes recommendations regarding site improvements below.

Parking

Staff supports the parking reduction because the three uses, the existing dry cleaners and restaurant and the proposed child care facility, are likely to share the existing parking without creating an overflow demand for parking within the adjacent residential neighborhoods. The most intensive users of the parking will be the child care center and the restaurant. The dry cleaners is a small personal service use that is not likely to have many patrons on-site at the same time. These heaviest users, the restaurant and child care center, will have different peak activity times and so are able to share the existing parking. Additionally, the applicant has proposed two options for having parents drop off and pick up their children. (Please see the attached diagram.) Staff believes this will facilitate the safety of children entering and exiting the center as well as helping to mitigate the parking demand and any traffic congestion.

The child care facility will have it's highest parking demand in the mornings and evenings when the children are dropped off and picked up by their parents.

Morning Drop-Off: The restaurant is closed during the child care facility's morning drop-off period, from 7:00 a.m. to 9:30 a.m., so the 39 parking spaces on-site should be sufficient for the child care facility and the dry cleaners in the morning. Additionally, parents may either park in the parking lot or in the two-hour reserved parking along Commonwealth Avenue. Please see attached diagram.

Evening Pick Up: The restaurant opens at 5:00 p.m. for dinner. Parents begin picking their children up at 3:00 p.m. and continue through 6:00 p.m. The applicant has stated that parents at her current facilities usually have picked up their children by 5:45 p.m. The child care facility will close at 6:00 p.m. before the restaurant's evening dinner service becomes very busy.

Staff is most concerned about the availability of parking during the day due to the fact that the applicant will have 20 employees on the same shift, 9:00 a.m. to 4:00 p.m. There are 10 employees on the morning and evening shifts, 7:00 a.m to 9:00 a.m. and 4:00 p.m. to 6:00 p.m. The applicant

has assured staff that the her employees do not regularly drive themselves to her two current facilities. Instead, her employees are either delivered by family members or take public transit to work.

Additionally, the applicant has an agreement to use an adjacent lot (3511 Commonwealth Avenue) for staff parking for up to six cars. The adjacent site has a one-story multi-garage building with a paved driveway/parking area. The lot is not striped and access to the garages must still be maintained, however, there does appear to be room for at least four or five stacked cars and garage access. Staff believes that staff parking can be managed well at the site if the applicant uses both the parking lot and adjacent stacked parking for staff parking, and basically ensures that staff are not monopolizing parking in the parking lot or using on-street parking. Staff does not want the employees to occupy on-street parking in the adjacent residential neighborhoods and has included a condition that requires employees who drive to work to use off-street parking.

Children Safety

Staff is concerned about getting children safely from the parking lot to the child care center. The applicant has proposed two options (attached). Staff actually supports both options. Option A designates four parking spaces near the entrance of the child care center for drop off and pick up periods. The applicant has said she will agreed to use cones with ropes to create a visual path for parents and children. Option B allows parents to park next to the sidewalk on Commonwealth Avenue and have children exit a vehicle directly to the sidewalk and then progress along the sidewalk into the building.

Staff does believe that having two entrances, both the Option A and B entryways, will help facilitate safe travel into and out of the child care center since children will not have to walk around the center at the corner of Commonwealth Avenue and Glebe Road to gain entry. Staff, however, does not intend to make this a requirement in order to allow the applicant flexibility in developing her site.

Staff also recommends that the low wall at the Glebe Road entry door be removed to facilitate access to the child care center. The low wall currently requires visitors to step off of the sidewalk, into the parking lot, around the wall, and into the building. Staff also recommends that all children be escorted by an adult into and out of the child care center. Staff lastly recommends that the applicant be required to provide each parent a map of the site that shows approved parking areas (the on-site parking lot and adjacent Commonwealth Avenue parking lane) and walkway routes to and from the child care center, and clearly indicates that parents need to take great care in transporting children in and out of the facility due to the busy parking lot and busy adjacent roads. The applicant shall use the same map or flier to inform clients that no child pick-up or drop-off of children shall occur directly from East Glebe Road.

Site Improvements

Staff also recommends that the applicant improve the site by repairing or replacing the on-site chain link fence. The existing fence is partially rusted and broken. Staff also recommends that the applicant repair the asphalt parking lot. There are pot holes in a few sections of the parking lot. Additionally, if the applicant chooses to permanently close the Commonwealth Avenue loading dock door, meaning either remove loading door completely or install a pedestrian door, staff recommends that the applicant remove the existing driveway apron and replace it with city standard sidewalk and curb/gutter. Staff also recommends the addition of two street trees in the Commonwealth Avenue median, near the subject building.

Staff recommends approval subject to a one year review of the child care center and the other recommended conditions.

STAFF: Eileen Fogarty, Director, Department of Planning and Zoning;
Barbara Ross, Deputy Director;
Mary Hashemi, Urban Planner.

CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- C-1 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.
- F-1 T&ES believes this facility will have a negligible impact on available on-street parking, and supports the applicant's request for a parking reduction.
- R-1 No loudspeakers will be installed exterior of the building and no amplified sound shall be audible at the property line.
- R-2 Applicant shall make repairs to the portions of the asphalt parking lot to the satisfaction of the Director of T&ES.
- R-3 Applicant shall inform clients that no child pick-up or drop-off of children shall occur along the East Glebe Road side of the facility. Clients shall use the existing parking lot and Commonwealth Avenue parking lane.
- R-4 If the Commonwealth Avenue loading dock door is permanently closed, the applicant shall removed the existing driveway apron and replace with city standard sidewalk and curb/gutter.

Code Enforcement:

- C-1 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-2 Alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-3 Construction permits are required for this project. Plans shall accompany the permit application that fully detail the construction as well as layouts and schematics of the mechanical, electrical, and plumbing systems.

- C-4 The current use is classified as B; the proposed use is I-2. Change of use, in whole or in part, will require a certificate of use and occupancy (USBC115.4) and compliance with USBC 118.2. including but not limited to: limitations of exit travel distance, emergency and exit lighting, a manual fire alarm system, and accessibility for persons with disabilities.
- C-5 When a change of use requires a greater degree of structural strength, fire protection, exit facilities or sanitary provisions, a construction permit is required (USBC ^[105.1).
- C-6 This structure contains mixed use groups and is subject to the mixed use and occupancy requirements of USBC ^[313.0.
- C-7 A Certificate of occupancy shall be obtained prior to any occupancy of the building or portion thereof, in accordance with USBC 118.0.
- C-8 A fire prevention code permit is required for the proposed operation. An egress plan showing fixture location, aisles and exit doors shall be submitted for review with the permit application.
- C-9 Smoke detectors shall be provided in all sleeping areas.
- C-10 Fire extinguishers shall be provided at this facility.

Health Department:

- C-1 An Alexandria Health Department Permit is required for all regulated facilities. Permits are not transferable.
- C-2 A Certified Food Manager must be on duty during all hours of operation.
- C-3 Permits must be obtained prior to operation.
- C-4 Five sets of plans must be submitted to and approved by this department prior to construction.
- C-5 This facility must meet state and city Social Services requirements for air and floor space, toilet facilities, separate isolation room for sick children, lighting, temperature, storage for cots, clothing. Other items may be required by state or city codes.

- C-6 If food preparation or food handling is done on the premises, five sets of plans of the food handling areas are to be submitted to the Health department for approval.
- C-7 This facility must meet commercial standards (13 or more). Plans must comply with Alexandria City Code, Title 11, Chapter 2, Food and Food Establishments. A \$135.00 fee is required for review of plans for food facilities.

Police Department:

- R-1 The applicant is to contact the Crime Prevention Unit of the Alexandria Police Department at 703-838-4520 regarding a security survey for the child care center. This is to be completed prior to the child care home opening for business.
- R-2 The applicant is to contact the Crime Prevention Unit of the Alexandria Police Department at 703-838-4520 regarding safety programs available through the department for the children.

Human Services (Social Services):

- R-1 The Office for Early Childhood Development (OECD) accompanied representatives of Almost Home Family Child Development Center to 2 East Glebe Road. OECD reviewed the floor plans and surveyed the area around the building. After an inspection of the premises, OECD staff determined that this location has the potential to serve as an appropriate site for a childcare facility, once renovations are complete.
- R-2 Almost Home Family Child Development Center has designated the East Reed Street playground, which is operated by the City's Recreation Department, as their outdoor play area. Several pieces of equipment have holes and other defects that could present a safety hazard to young children. There are other centers and community members who utilize this playground on a regular basis in its present condition.
- R-3 After surveying the pick-up and drop-off area, OECD suggested to the director of the proposed center that she determined who would be responsible for creating a barrier from the parking lot to the sidewalk. Plants or a small fence in this area would give the appearance of a physical barrier to pedestrians and motorists and enhance safety for children who must walk through this area of the parking lot to enter the center.

APPLICATION for SPECIAL USE PERMIT # 2003-0026

[must use black ink or type]

PROPERTY LOCATION: 2 EAST GLEBE ROAD ALEX. VA 22305 MH

TAX MAP REFERENCE: _____ ZONE: _____

APPLICANT Name: MRS. ZADIE HUDSON

Address: 1515 MT. VERNON AVE. ALEX. VA 22301

PROPERTY OWNER Name: MR. L. MATRAT & MR. STEVEN LECUREUX

Address: 10 EAST GLEBE ROAD ALEX. VA 22305

PROPOSED USE: CHILD CARE CENTER - BIRTH - SCHOOL AGE

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.

THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article XI, Section 11-301(B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

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 Planning Commission or City Council in the course of public hearings 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.

Mrs. Zadie Hudson
MRS. ZADIE M. HUDSON
Print Name of Applicant or Agent

Zadie M. Hudson
Signature

1515 MT. VERNON AVE.
Mailing/Street Address

703-837-9211 703-837-9233
Telephone # Fax #

ALEXANDRIA, VA 22301
City and State Zip Code

3-18-03
Date

=====**DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY**=====

Application Received: _____ Date & Fee Paid: _____ \$ _____

ACTION - PLANNING COMMISSION: _____

ACTION - CITY COUNCIL: _____

H

All applicants must complete this form. Supplemental forms are required for child care facilities, restaurants, automobile oriented uses and freestanding signs requiring special use permit approval.

1. The applicant is (check one) the 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, unless the entity is a corporation or partnership in which case identify each owner of more than ten percent.

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.

2. Submit a floor plan and a plot plan with parking layout of the proposed use. One copy of the plan is required for plans that are 8 1/2" x 14" or smaller. Twenty-four copies are required for larger plans or if the plans cannot be easily reproduced. The planning director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver. This requirement does not apply if a Site Plan Package is required.

NARRATIVE DESCRIPTION

3. The applicant shall describe below the nature of the request in detail so that the Planning Commission and City Council can understand the nature of the operation and the use, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. (Attach additional sheets if necessary)

THIS REQUEST IS TO OPERATE A CHILD CARE CENTER AT 2 EAST
GLEBE ROAD. THIS SITE WIL TAKE THE PLACE OF MY CURRENT

PRE-SCHOOL LOCATED AT 218 EAST MONROE AVE. THIS CENTER HAS
BEEN IN OPERATION FOR THE LAST EIGHT YEARS. I NEED A
LARGER FACILITY IN ORDER TO ACCOMMODATE INFANTS, TODDLERS,
AND PRE SCHOOL CHILDREN ALL AT ONE SITE. I PROPOSE TO

HAVE A TOTAL OF BETWEEN (75) TO (100) CHILDREN, WITH *stuff of*
AT LEAST (16) to (20) HOURS OF OPERATION WILL BE FROM
7:00 A.M. TO 6:00 P.M. PARKING FOR PARENT'S WILL BE PROVIDED
ON SITE. I AM IN THE PROCESS OF SPEAKING WITH THE CHURCH
BOARD AT "FREEDOM WAY" CHURCH TO USE SOME OF THEIR PARKING

SPACES FOR THE STAFF. A LOT OF THE STAFF TAKE PUBLIC
TRANSPORATION, SO I DO NOT ANTICIPATE THE PARKING FOR THE
STAFF TO BE AN ISSUE. I DO NOT ANTICIPATE THAT THE NOISE
LEVEL WILL BE ABOVE THAT OF NORMAL FOR CHILDREN PLAYING.

MOST ACTIVITIES WILL TAKE PLACE WITHIN THE BUILDING, AND
NOISE LEVEL'S SHOULD NOT DISTURB PEOPLE ON THE OUTSIDE

OF THE BUILDING. CHILDREN WILL BE GOING DOWN THE STREET TO
THE PLAY GROUND ON EAST REED AVE. NOISE LEVEL'S WILL NOT
BE ABOVE AVERAGE FOR CHILDREN. THE PLAY GROUND AT THIS
TIME DOES NOT MEET SAFETY REQUIREMENTS. I AM IN THE
PROCESS OF WRITTING A LETTER TO THE CITY PARKS TO HAVE
THEM BRING THIS PLAY GROUND UP TO STANDARDS. ALSO THE

BUILDING OWNER WILL BE PAINTING THE BUILDING AS WELL AS

REPAVING THE PARKING LOT.

I ALSO WILL TAKE STEPS TO ENSURE THE BUILDING WILL BE

PLEASING TO LOOK AT AND NOT TAKE AWAY FROM THE AREA WITH

THE APPROPRIATE SIGNS, ETC.

USE CHARACTERISTICS

4. The proposed special use permit request is for: *(check one)*

- a new use requiring a special use permit,
- a development special use permit,
- an expansion or change to an existing use without a special use permit,
- expansion or change to an existing use with a special use permit,
- other. Please describe: _____

5. 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).

75 - 100 CHILDREN

HOURS OF OPERATION: 7:00 A.M. TO 6:00P.M.

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

STAFF: 16 - 20

HOURS OF OPERATION: 7:00A.M. TO 6:00P.M.

6. Please describe the proposed hours and days of operation of the proposed use:

Day:

Hours:

MONDAY

7:00 A.M. - 6:00P.M.

TUESDAY

7:00A.M. - 6:00 P.M.

WEDNESDAY

7:00 A.M. - 6:00 P.M.

THURSDAY

7:00A.M. - 6:P.M.

FRIDAY

7:00 A.M. - 6:00 P.M.

7. Please describe any potential noise emanating from the proposed use:

A. Describe the noise levels anticipated from all mechanical equipment and patrons.

NORMAL NOISE LEVEL FROM CHILDREN.

NO MECHANICAL EQUIPMENT TO BE USED.

B. How will the noise from patrons be controlled?

CAREFUL MONITORING OF CHILDREN.

8. Describe any potential odors emanating from the proposed use and plans to control them:

NO POTENTIAL ODORS OTHER THAN NORMAL TRASH

ASSOCIATED WITH CHILD CARE. USE OF TRASH SERVICE TWICE A
WEEK.

9. Please provide information regarding trash and litter generated by the use:

A. What type of trash and garbage will be generated by the use?

NORMAL TRASH ASSOCIATED WITH A CHILD CARE CENTER,
PAMPERS, FOOD, EMPTY BABY JAR'S, ETC.

B. How much trash and garbage will be generated by the use?

APPROXIMATE NUMBER OF BAGS- 4 - 6 BAGS PER DAY (LARGE)
FOR A TOTAL OF 30 LARGE BAGS PER WEEK.

C. How often will trash be collected?

TWICE PER WEEK

D. How will you prevent littering on the property, streets and nearby properties?

BY INSPECTION OF TRASH AREA, AND DAILY

CLEAN UP OF AREAS.

10. Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?

Yes. No.

If yes, provide the name, monthly quantity, and specific disposal method below:

11. Will any organic compounds, for example paint, ink, lacquer thinner, or cleaning or degreasing solvent, be handled, stored, or generated on the property?

Yes. No.

If yes, provide the name, monthly quantity, and specific disposal method below:

12. What methods are proposed to ensure the safety of residents, employees and patrons?

SECURED BUILDING, ENTRANCE ONLY BY BUZZING IN ON
INTERCOM SYSTEM. PARKING LOT IS WELL LIGHTED. PARENT'S
WILL USE ON-SITE PARKING LOT.

ALCOHOL SALES

13. Will the proposed use include the sale of beer, wine, or mixed drinks?

Yes. No.

If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and identify any proposed changes in that aspect of the operation.

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

DROP OFF: 7:00A.M. TO 8:30 A.M.

PICK UP: 5:00P.M. TO 6:00P.M.

E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

MORNING & EVENING

16. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

STREET ACCESS IS ADEOUATE

SITE CHARACTERISTICS

17. Will the proposed uses be located in an existing building? Yes No

Do you propose to construct an addition to the building? Yes No

How large will the addition be? _____ square feet.

18. What will the total area occupied by the proposed use be?

4,500 sq. ft. (existing) + _____ sq. ft. (addition if any) = 4,500 sq. ft. (total)

19. The proposed use is located in: (check one)

a stand alone building a house located in a residential zone a warehouse

a shopping center. Please provide name of the center: _____

an office building. Please provide name of the building: _____

other, please describe: THREE ADJOURING BUILDINGS, A CLEANERS
AND A RESTUARANT.

CHILD CARE SUPPLEMENTAL APPLICATION

Supplemental information 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.

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? N/A
4. How many children reside in the home? N/A
5. How old are the children? (List the ages of all children to be cared for)
Resident: N/A
Non-resident: N/A
6. A minimum of 75 square feet of outdoor play area must be provided for each child above age two, on the lot.
Play area required:
Number of children above age two: _____ x 75 square feet = _____ square feet.
Play area provided: _____ 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 play area:

N/A

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.

Please note: child care homes are not permitted to display signs.

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) must complete the following section:

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

16 - 20 STAFF

How many staff members will be on the job at any one time? AT LEAST 16

9. Where will staff and visiting parents park? PARENT'S WILL PARK ON SITE.

TALKING WITH CHURCH ACROSS THE STREET "FREEDOM WAY" FOR
ADDITIONAL PARKING FOR STAFF.

10. Please describe how and where parents will drop-off and pick-up children.

THERE WILL BE DESIGNATED PARKING SPACES FOR PARENT'S TO
DROP OFF & PICK UP ON SITE. A.M. DROP OFF BETWEEN THE HOURS
OF 7:00 A.M. & 8:30 A.M. P.M. PICK UP BETWEEN THE HOURS OF
5:00 P.M. & 6:00 P.M.

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

Drop-off

Pick-up

7:00 - 8:30 A.M.

5:00 - 6:00 P.M.

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

WE PLAN ON USING THE EXISTING PLAYGROUND ON E. REED AVE.

ALSO WE WILL USE LARGER OPEN SPACE INDOOR'S FOR LARGE

MOTOR ACTIVITIES.

13. Are play areas on the property fenced? Yes. No. ***FENCED
PLAYGROUND
If no, do you plan to fence any portion of the property? Yes. No.
Please describe the existing or proposed fence.

Child Care Centers Only

Applicants for child care centers (day care center, day nursery, and nursery schools) must complete the following section:

14. How many children will be cared for during one day? 75 - 100

15. What age children do you anticipate caring for? SIX WEEKS - SCHOOL AGE

16. Does the operation have a license from the State of Virginia for a child care facility?

Yes. No. If yes, provide a copy of the license.

Special Use Permit # 2003-0026

PARKING REDUCTION SUPPLEMENTAL APPLICATION

Supplemental information to be completed by applicants requesting special use permit approval of a reduction in the required parking pursuant to section 8-100(A)(4) or (5).

- 1. Describe the requested parking reduction. (e.g. number of spaces, stacked parking, size, off-site location)

REQUESTING ADDITIONAL OFF-STREET PARKING FOR STAFF
 LOCATED AT "FREEDOM WAY" CHURCH ACROSS THE STREET FROM
 2 EAST GLEB ROAD.

- 2. Provide a statement of justification for the proposed parking reduction.

I WILL HAVE 10 SLOT'S ON SITE FOR PARENT'S AND I DO
 WANT TO USE THESE FOR STAFF.

- 3. Why is it not feasible to provide the required parking?

I PREFERE TO USE THE ALLOCATED SPACES FOR THE
 USE OF PARENT'S WITH CHILDREN FOR THEIR SAFETY.

- 4. Will the proposed reduction reduce the number of available parking spaces below the number of existing parking spaces? Yes. No.

- 5. If the requested reduction is for more than five parking spaces, the applicant must submit a Parking Management Plan which identifies the location and number of parking spaces both on-site and off-site, the availability of on-street parking, any proposed methods of mitigating negative affects of the parking reduction.

- 6. The applicant must also demonstrate that the reduction in parking will not have a negative impact on the surrounding neighborhood.

p:\zoning\ps-appl\06-new\parking 7/96

Supplemental Application

Parking Reduction

25

Commonwealth of Virginia

DEPARTMENT OF  SOCIAL SERVICES

CHILD DAY CENTER LICENSE

Issued to Almost Home Infant Center, operated by Zadie M. Hudson

Address 1515 Mt. Vernon Avenue, Alexandria, Virginia 22301

This license is issued in accordance with provisions of Chapters 1, 17 and 18, Title 63.2, Code of Virginia as amended, the established rules and regulations of the Child Day Care Council and the specific limitations prescribed by the Commissioner of Social Services as follows:

Capacity: 38 Children from birth through 24 months of age may be accepted for care.

- An additional person beyond the requirements must accompany staff when taking children to the off site playground.

This license is not transferable and will be in effect from January 15, 2003 through January 14, 2005 unless revoked for violations of the provisions of law, or failure to comply with the limitations stated above.

ISSUING OFFICE:
Division of Licensing Programs
Fairfax Area Office
11320 Random Hills Road, Suite 200
Fairfax, Virginia 22030
Telephone: (703) 934-1505

MAURICE A. JONES

COMMISSIONER OF SOCIAL SERVICES

By Jennifer H. Nalli

Jennifer H. Nalli

Title REGIONAL LICENSING ADMINISTRATOR

REGIONAL LICENSING ADMINISTRATOR

Date February 12, 2003

February 12, 2003

LICENSE NUMBER FX, 03-101-L107

SLP 2003-0026

DEPARTMENT OF



SOCIAL SERVICES

**CHILD DAY CENTER
LICENSE**

Issued to Almost Home Family Child Development Center, operated by Zadie M. Hudson

Address 218 East Monroe Avenue, Alexandria, Virginia 22301

This license is issued in accordance with provisions of Chapter 10, Title 63.1, Code of Virginia as amended, the established rules and regulations of the Child Day Care Council and the specific limitations prescribed by the Commissioner of Social Services as follows:

Capacity: 55 Children from 18 months through 10 years of age may be accepted for care.

- The second floor is limited to 30 children over 2½ years of age.
- No more than 15 children permitted on the fenced outdoor play area at any one time.

This license is not transferable and will be in effect from August 9, 2002 through August 8, 2004 unless revoked for violations of the provisions of law, or failure to comply with the limitations stated above.

ISSUING OFFICE:
Division of Licensing, Northern Region
Fairfax Area Office
11320 Random Hills Road, Suite 200
Fairfax, Virginia 22030
Telephone: (703) 934-1505

LICENSE NUMBER FX. 02-736-L107

RAY C. GOODWIN

ACTING COMMISSIONER OF SOCIAL SERVICES

By

Jenifer H. Nalli
Jenifer H. Nalli

Title

REGIONAL LICENSING ADMINISTRATOR

Date

September 20, 2002

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SUP 2003-0026

LARSON / KOENIG ARCHITECTS, LLC

• 2107 Mount Vernon Avenue Suite 100 Alexandria, VA 22301 •
• 703-519-9592 • 703-519-9604 (fax) • swk@LKArchitects.com •

T R A N S M I T T A L

TO •	Mary Hashemi	5.9.03	• DATE
TITLE •	Urban Planner	2	• PAGES
AFFILIATION •	Department of Planning and Zoning	703 . 838 . 6393	• FAX
PROJECT •	0317 - ALMOST HOME FCDC	fax	• YR

DATE		COPIES
5.08.03 • A1.0 •	Site Plan and Entrance Options	1

REMARKS

Mary,

Attached is a site plan illustrating two alternative entrance options as we discussed Tuesday.

I'm available today if you have questions or comments.

I'm away during the next two weeks; for coordination during that time please call my partner Bob Larson @ his direct dial 703.548.1378.

Thanks.



ENTRANCE OPTION A ~ East Glebe Road

Proposed Condition

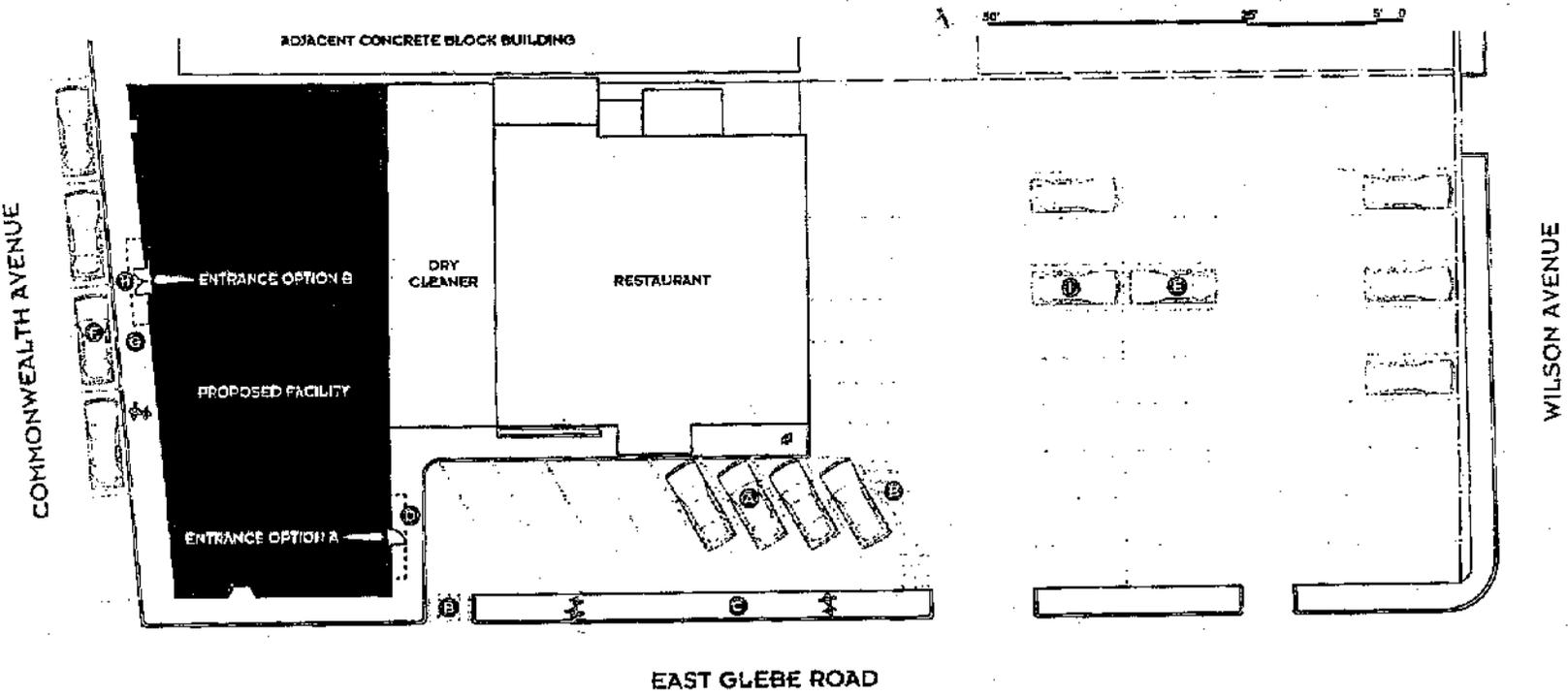
- ② Four Angled Parking Spaces dedicated for Day Care use.
- ③ Pedestrian Safety Striping and/or Cones.
- ④ Sidewalk as main accessible path for Day Care Entry.
- ⑤ Weather Protected Covering and Main Entrance for Day Care.
- ⑥ Six Parking Spaces available for Day Care use.

ENTRANCE OPTION B ~ Commonwealth Ave.

Proposed Condition

- ② Dedicated ~~parking~~ parking zone for drop off and pick up between 7:00-8:30 A.M. and 5:00-6:00 P.M.
- ③ Sidewalk as main accessible path for Day Care Entry.
- ④ Weather Protected Covering and Main Entrance for Day Care.
- ⑥ Six Parking Spaces available for Day Care use.

Existing 2 Hour Parking Lane to remain as is. MUT, P+Z



Plan referenced in Condition #2 of SUP# 2003-0026.

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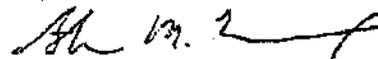
May 19, 2003

Steven M. Lecureux
10 East Glebe Road
Alexandria, VA 22305

To whom it may concern:

I, Steven M. Lecureux, am the owner of 3511 Commonwealth Avenue. I will provide six parking spaces for the sole use of Zaidie Hudson-Holmes and Almost Home Day Care Center employees and staff. If you have any questions you may reach me at (703) 549-6568 or (703) 836-1404.

Thank you



Steven M. Lecureux
owner 3511 Commonwealth Ave.

ALMOST HOME ECDC & INFANT CENTER

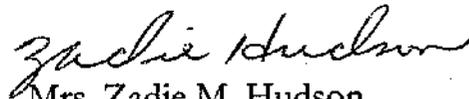
May 20, 2005

To: Director of Planning & Zoning

Dear Sir or Madam:

The purpose of this letter is in regards to my Special Use Permit (SUP) 2003-0026. I am writing this letter to address how many staff will need off site parking spaces. I anticipate that we will need only four (4) to six (6) spaces. Large portions of my staff take public transportation or their Husbands drop them off. It has been my experience operating the Pre-School and Infant Center with a staff of twenty-four (24) that I only have three (3) staff who drive. Therefore I do not foresee really an increase in the need for staff parking. If I can answer any further questions, feel free to call me at 703-837-9211.

Sincerely,

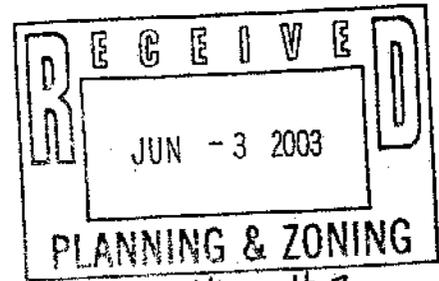

Mrs. Zaidie M. Hudson
Owner/Executive Director

218 East Monroe Ave & 1515 Mt. Vernon Ave. Alexandria, VA 22301
703-837-9211 or 703-684-8777
Fax: 703-837-9233

June 3, 2003

TO: Members of the Alexandria City Planning Commission

FROM: LaVerne Warlick, Lynhaven community resident
Recording Secretary, Lynhaven Civic Association



*Docket Item #2
SUP 2003-0026*

The Lynhaven Civic Association met last night for one of its summer sessions and was surprised to learn that plans for a proposed daycare facility for the corner of Glebe Road and Commonwealth Avenue were moving forward without proper and desirable local community input. If a community representative is unable to attend the commission hearing tonight, please consider this as one opposing voice to the proposition as well as being a representative communication voicing community concerns and opposition to the latest plans as were just unveiled last evening.

Residents and others sharing concern about the Lynhaven community feel that, based upon the notification of anticipated action received yesterday, the proposal should be tabled.

This particular site location for a daycare business is not compatible with the best interests of the neighborhood. Residents feel there are outstanding traffic management issues, and this is a busy intersection that would only be exacerbated by the proposed installation of a daycare center, especially at the rush hour times of day for drop offs and pickups. Residents were surprised to learn about the large number of children/infants to be managed, which was markedly higher than the previous understanding of the plan. While traffic management for this type of business is a salient and overriding problem that appears to have been insufficiently addressed, other related concerns of impact not adequately allayed include:

- adjacent, realistic projections and adequate client and staff parking needs
- child safety
- overestimation as to the number of infants and children to be cared for and what is perceived to be inadequate staff numbers for that management, and
- proposed business use of the nearby children's park which exists for and is maintained by neighborhood residents for the primary use of neighborhood residential children.

Residents were unanimous in their expression that the proposal to locate that type of business at this site presents a negative impact and is detrimental to the well-being of the neighborhood community. Members of the planning commission are respectfully requested to reject any recommendation to advance the proposal.

cc: mkeogh@getf.org

Delet Item #2
SUP 2003-0026

June 3, 2003

TO: Members of the Alexandria City Planning Commission
FROM: Miles Keogh, Lynhaven resident

Commissioners,

As a resident of Lynhaven, I am troubled by the proposal for the Almost Home Family Child Development Center, Special Use Permit #2003-0026, planned for my neighborhood, and would like to see it removed from the consent calendar and tabled for future discussion.

I know I am not alone in my neighborhood in being concerned about the lack of parking available for staff, the large number of children that would be picked up and dropped off, and the resulting impacts to traffic in the Glebe Road / Mt Vernon Avenue area.

Furthermore, I have serious concerns about the safety of children being transported and dropped off in this area under these new traffic conditions. The intersection and surrounding area are simply not sufficient to handle the increase in traffic safely, especially not when coupled with contemporary traffic from Cora Kelley school.

Finally, I have concerns about the burden this additional childcare facility will put on my neighborhood's already overburdened resources, particularly with regard to our local playground. If we are to be asked to maintain the appearance and safety of this amenity, we should not be asked to maintain it on behalf of residents of other communities as well.

I ask that the proposal be considered more carefully with regard- to increased traffic and parking impacts, as well as to whether this use serves our neighborhood in the best and most appropriate manner.

Thank you for your attention.

Yours sincerely,



Miles Keogh
219 Wesmond Drive
Alexandria, VA 22305.

#2

SUP 2003-0024

Before the City of Alexandria Planning Commission

Special Use Permit #2003-0026

Comments by:

Alvin W. Smuzynski
President/CEO
Wesley Housing Development Corporation
5515 Cherokee Avenue, Suite 204
Alexandria, VA 22312

Members of the Planning Commission:

My name is Alvin Smuzynski. I am President and CEO of Wesley Housing Development Corporation, that owns Lynhaven Apartments, adjacent to the subject.

I only received the staff report on the SUP last night, at a meeting of the Lynhaven Civic Association.

I am speaking on behalf of Wesley Housing.

I believe a daycare center would be a welcome addition to the community. However, I believe the proposed use is too large for the site. I recommend that its size be limited to 60 children, with a corresponding number of staff.

It is hard to imagine how anywhere near 100 children can safely be dropped off and picked up in morning and evening hours typical for day care centers, with the small parking lot and its configuration in front of the building. If the side door along Commonwealth is used, I do not see how children can be let off on Commonwealth Avenue.

Parking is a problem in the neighborhood and this proposal will make it worse. The 16 to 20 employees are being provided up to six spaces in the parking lot, and an additional 5 to 6 spaces of stacked parking in front of the garage, and adjacent to our property. That is not enough, when added to the existing needs for parking for the restaurant and cleaners.

Up to 100 children and 20 staff is a lot of people in a 4,500 square foot building during the day. There is no adjacent play area, and using the small playground on East Reed requires a walk of a block. The playground does not have much equipment – a deliberate action to reduce previously undesirable activity occurring there. The community does not want additional equipment placed there.

This is hardly an ideal site for a large day care center. But few of those exist in close in, densely developed areas. I believe it can work and not have a negative impact on the community with a smaller scale. Fewer children and staff will alleviate concerns with drop off and pick up activity, parking, movement back and forth between play areas, and over use and crowding of playgrounds.

APPLICATION for SPECIAL USE PERMIT # 2003-0026

[must use black ink or type]

PROPERTY LOCATION: 2 EAST GLEBE ROAD ALEX. VA 22305 MH

TAX MAP REFERENCE: _____ ZONE: _____

APPLICANT Name: MRS. ZADIE HUDSON

Address: 1515 MT. VERNON AVE. ALEX. VA 22301

PROPERTY OWNER Name: MR. L. MATRAT & MR. STEVEN LECUREUX

Address: 10 EAST GLEBE ROAD ALEX. VA 22305

PROPOSED USE: CHILD CARE CENTER - BIRTH - SCHOOL AGE

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.

THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article XI, Section 11-301(B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

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 Planning Commission or City Council in the course of public hearings 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.

Mrs. Zadie Hudson

MRS. ZADIE M. HUDSON

Print Name of Applicant or Agent

Zadie M. Hudson
Signature

1515 MT. VERNON AVE.
Mailing/Street Address

703-837-9211 703-837-9233
Telephone # Fax #

ALEXANDRIA, VA 22301
City and State Zip Code

3-18-03
Date

=====DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY=====

Application Received: _____ Date & Fee Paid: _____ \$ _____

ACTION - PLANNING COMMISSION: RECOMEND APPROVAL 7 TO 0

ACTION - CITY COUNCIL: 06/14/03PH--CC approved the Planning Commission recommendation.

H