

EXHIBIT NO. 1

6  
6-21-05

Docket Item #6  
SPECIAL USE PERMIT #2005-0031

Planning Commission Meeting  
June 7, 2005

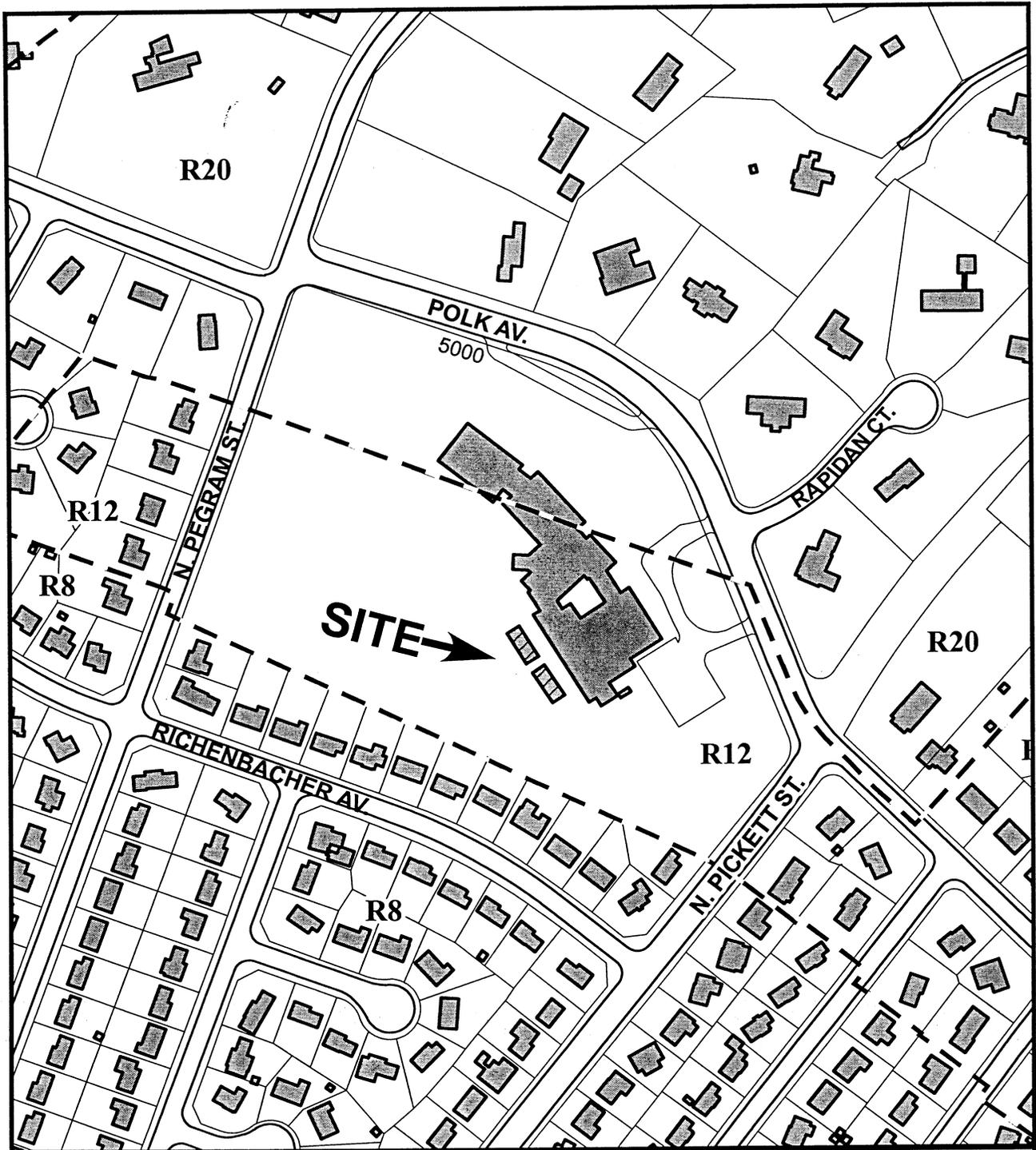
- ISSUE:** Consideration of a request for a special use permit to extend the use of an existing temporary classroom trailer James Polk Elementary School.
- APPLICANT:** Alexandria City Public Schools  
by Mark Krause
- LOCATION:** 5000 Polk Avenue  
James Polk Elementary School
- ZONE:** R12 and R20/Residential

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**PLANNING COMMISSION ACTION, JUNE 7, 2005:** By unanimous consent, the Planning Commission recommended approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations.

Reason: The Planning Commission agreed with the staff analysis.

**STAFF RECOMMENDATION:** Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the recommended conditions found in Section III of this report.



**SUP #2005-0031**

**06/07/05**



## I. DISCUSSION

### REQUEST

The applicant, Alexandria City Public Schools by Mark Krause, requests special use permit approval for the continued use of two existing classroom trailers located at James Polk Elementary School, 5000 Polk Avenue until August 31, 2009.

### SITE DESCRIPTION

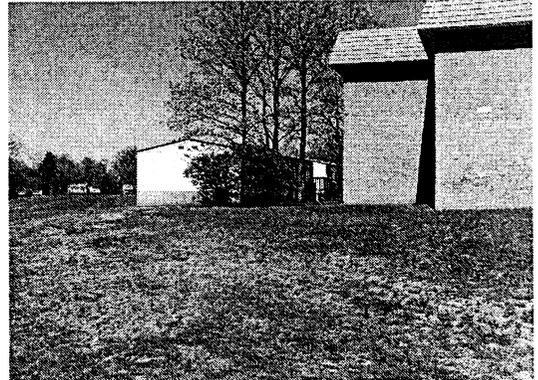
The subject property is one lot of record with approximately 622 feet of frontage on Polk Avenue, and a total lot area of 13.5 acres. The site is developed with an elementary school building, outdoor play areas and parking lot. The school is surrounded by single family residential uses. Access to the property is from Polk Avenue.

### BACKGROUND

On May 15, 1999, City Council granted Special Use Permit #99-0031 for the use of one temporary classroom trailer. The trailer is located behind the school building on a grassed knoll facing the play area.

On June 17, 2000, City Council granted Special Use Permit #2000-0063 for the continued use of one temporary classroom trailer and one additional temporary classroom trailer. The two trailers are located in the same area as the original trailer.

On March 14, 2005, staff visited the subject property and determined the school was in compliance with the conditions of its special use permit.



### PROJECT DESCRIPTION

The applicant is requesting approval to allow the two existing temporary classroom trailers to remain in their present location until August 31, 2009. The applicant indicates that funding for a classroom addition to replace the trailer has been delayed due to funding limitations. Construction of the addition is anticipated to be completed by the summer of 2009.

### ZONING/MASTER PLAN DESIGNATION

The subject property is located in the R-12 and R-20/Single family residential zones which permit public schools. Section 7-1101-1(C) of the Zoning Ordinance allows a classroom trailer zone only with a special use permit.

The proposed use is consistent with the Seminary Hill/Strawberry Hill Small Area Plan chapter of the Master Plan, which designates the property for institutional use.

## II. STAFF ANALYSIS

The applicant cites funding limitations for a classroom addition as the reason for the need to continue the temporary classroom trailers. The School Board's FY06 budget shows funding for the addition to be completed by the summer of 2009. Staff is not aware of any problems associated with the continued use of the temporary classroom space. Staff recommends approval of the special use permit.

## III. RECOMMENDED CONDITIONS

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

1. **CONDITION AMENDED BY STAFF:** 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) ~~(SUP99-0031)~~
2. **CONDITION AMENDED BY STAFF:** The special use permit is valid until August 31, 2009 ~~July 1, 2005~~, by which time all trailers must be removed. (P&Z) ~~(SUP2000-0063)~~
3. Condition deleted. (P&Z) (SUP2000-0063)
4. The applicant shall contact the crime prevention Unit of the Alexandria Police Department for a security survey for the classrooms. (Police) (SUP#99-0031)

**STAFF:** Eileen Fogarty, Director, Department of Planning and Zoning;  
Richard Josephson, Deputy Director;  
Mary Christesen, Planning Technician.

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**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.

**IV. CITY DEPARTMENT COMMENTS**

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

Transportation & Environmental Services:

F-1 No comments.

Code Enforcement:

F-1 No comments.

Health Department:

F-1 No comments.

Police Department:

F-1 No objections.

# Special Use Permit Application # 2005-0031

(must use black ink or type)

James K. Polk Elementary School, 5000 Polk Avenue

Property Location 39.01-01-01 Zone R12/R20

Tax Map Reference Alexandria City Public Schools Zone Same

Applicant's Name Alexandria City Public Schools Property Owner's Name Same

Address 2000 N. Beauregard Street  
Alexandria, VA 22304 Address 2000 N. Beauregard Street  
Alexandria, VA 22304

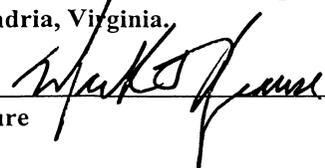
Proposed Use Portable Classroom Building - Extension of SUP# 2000-0063

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 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 provide and specifically including all surveys, drawings, etc., required to be furnished by the application are true, correct and accurate to the best of their knowledge and belief. The application 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 representation 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.

Mark F. Krause  
Print Name of Applicant or Agent

  
Signature

2000 N. Beauregard Street

(703) 824-6686  
Telephone Number

Alexandria, VA 22311  
Mailing Address

3/14/05  
Date

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

Date Application Filed: \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_

Legal Advertisement: \_\_\_\_\_ Property Placard: \_\_\_\_\_

Planning Commission Action: \_\_\_\_\_

City Council Action: \_\_\_\_\_

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.

\_\_\_\_\_  
N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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.

2. Submit a map showing the locating of the property in question as well as all property within 300 feet of the boundaries of the property for which this special use permit is sought, including as to all property identified, the following information:
- A. existing uses
  - B. existing zoning
  - C. land use designation contained in the master plan

Staff may waive this requirement if the information is easily obtainable.

3. 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 81/2" x 14" or smaller. Twenty-four copies are required for a larger plans or if the plan submission upon receipt of a written request which adequately justifies waiver. This requirement does not apply if a Site Plan Package is required.

NARRATIVE DESCRIPTION

- 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)**

In May 1999, the Planning Commission and the City Council approved SUP# 99-0031 for one trailer consisting of two classrooms at James K. Polk Elementary School for a period of one year. It was anticipated that the fall 2000 opening of Tucker Elementary School would alleviate the need for this trailer.

However, the citywide student population continued to increase. In June, 2000 the School Board requested a five year extension on the existing trailer plus the addition of a second trailer for a five year period. This request was approved by the Planning Commission and City Council as Special Use Permit #2000-0063.

The School Board Approved FY06 Capital Improvement budget includes funding for a classroom addition to replace the trailer classrooms at this site. However, due to City funding restrictions, this project cannot be completed until summer 2009.

The School Board requests an extension of this Special Use Permit to allow the existing trailer classrooms to remain on site until the completion of the construction project in 2009.

**USE CHARACTERISTICS**

5. The proposed special 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,
- an expansion or change to an existing use with a special use permit,
- other. Please describe: Extension of SUP #2000-0063 to allow two (2) existing Portable Classroom Buildings to remain on site.

6. 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).

15 students per room (Five rooms total)

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

One (1) teacher per room (Five rooms total)

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

<b>Day:</b>	<b>Hours:</b>
<u>Monday - Friday</u>	<u>8:30 A.M. - 3:30 P.M.</u>
<u>Saturday - Sunday</u>	<u>None</u>
_____	_____
_____	_____

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

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

Minimal noise from HVAC equipment

B. How will the noise from patrons be controlled?

Students are supervised by teachers at all times.

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

NONE

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

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

Paper Trash

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

Average for classroom use

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C. How often will trash be collected?

Daily by school custodians

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

Students are supervised by teachers at all times.

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11. 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:

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

Yes.  No. If yes, provide the name, monthly quantity, and specific disposal method below:

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

Students are supervised by teachers during the school hours.  
After school hours custodial staff and school security will patrol area.

**ALCOHOL SALES**

14. 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 proposed changes in that aspect of the operation.

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**PARKING AND ACCESS REQUIREMENTS**

15. Please provide information regarding the availability of off-street parking:

A. How many parking spaces are required for the proposed use pursuant to section 8-200 (A) of the zoning ordinance?

One (1) per classroom

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

<u>30</u>	Standard spaces
<u>          </u>	Compact spaces
<u>1</u>	Handicapped accessible spaces.
<u>          </u>	Other.

C. Where is required parking located?  on-site  off-site. (Check one)

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

\_\_\_\_\_

Pursuant to section 8-200 © of the zoning ordinance, commercial and industrial uses may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit.

D. If a reduction in the required parking is requested, pursuant to section 8-100 (A) (4) or (5) of the zoning ordinance, complete the PARKING REDUCTION SUPPLEMENTAL APPLICATION.

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

A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance? None

B. How many loading space are available for the use? One

C. Where are off-street loading facilities located? Rear of school

\_\_\_\_\_

\_\_\_\_\_

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

N/A

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

N/A

17. 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?

Access is adequate

**SITE CHARACTERISTICS**

18. Will the proposed uses be located in an existing building ?  Yes.  No.  
Do you propose construct an additional to the building?  Yes.  No.

How large will the addition be? \_\_\_\_\_ Square feet.

19. What will the total area occupied by the proposed use be? Two units at 24' x 60'

2880 Sq. ft. (existing) + \_\_\_\_\_ Sq. ft. (addition if any) = 2880 Sq. ft. (total)

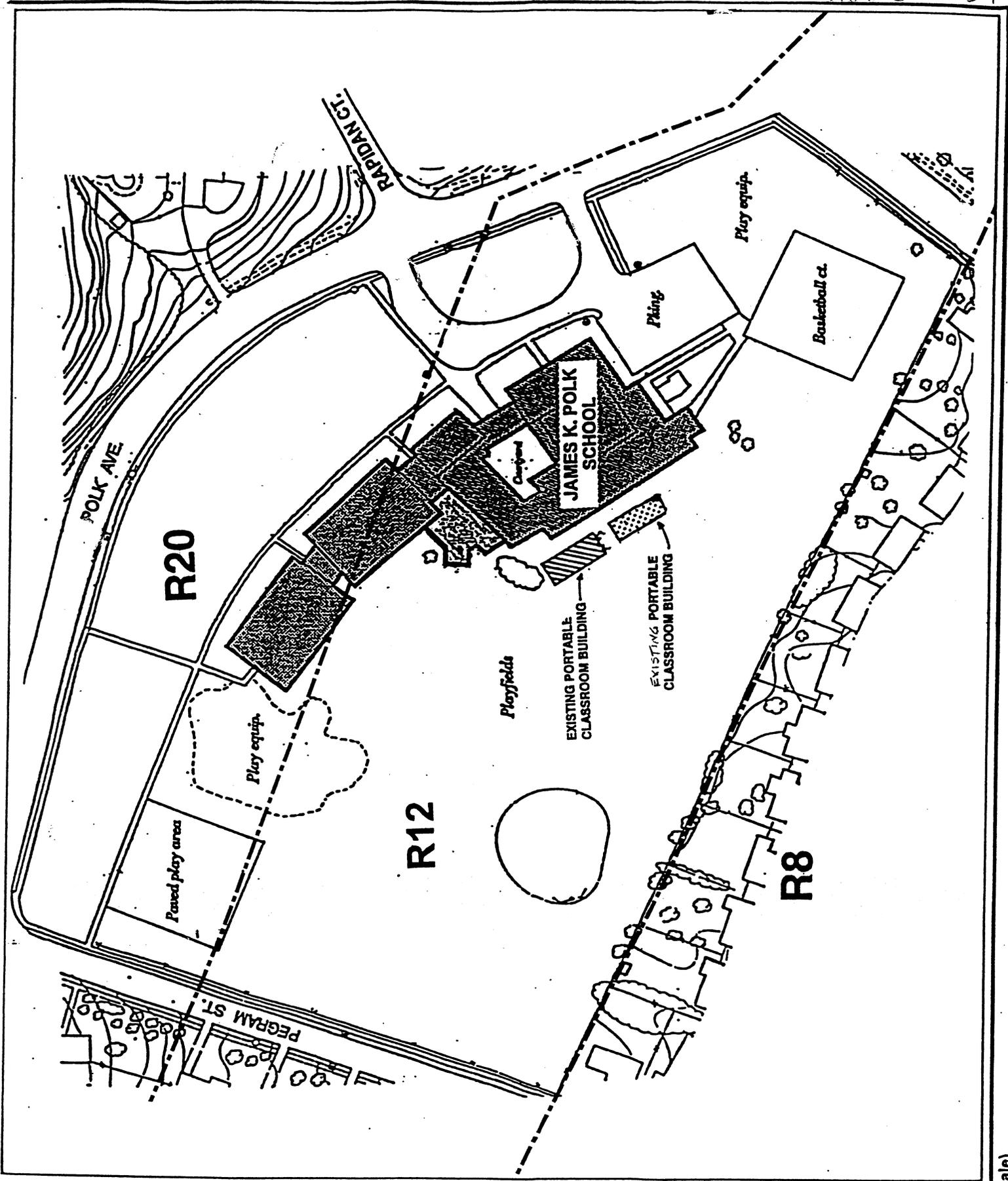
20. The proposed use is located in (check one):

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: Existing Temporary Classroom Buildings



(Not to Scale)

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# Special Use Permit Application # 2005-0031

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James K. Polk Elementary School, 5000 Polk Avenue

Property Location 39.01-01-01 Zone R12/R20

Tax Map Reference \_\_\_\_\_

Alexandria City Public Schools \_\_\_\_\_ Same \_\_\_\_\_  
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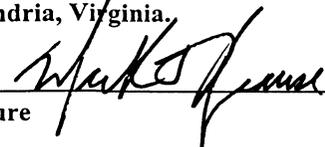
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Print Name of Applicant or Agent Signature 

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Telephone Number (703) 824-6686

Alexandria, VA 22311 \_\_\_\_\_  
Mailing Address Date 3/14/05

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Legal Advertisement: \_\_\_\_\_ Property Placard: \_\_\_\_\_

Planning Commission Action: UC recommended approval

City Council Action: 6/21/05 - CC approved the Planning Commission recommendation 6-0