

EXHIBIT NO. 1

5
11-12-05

Docket Item #4
SPECIAL USE PERMIT #2005-0106

Planning Commission Meeting
November 1, 2005

ISSUE: Consideration of a request for a special use permit to expand an existing child care center.

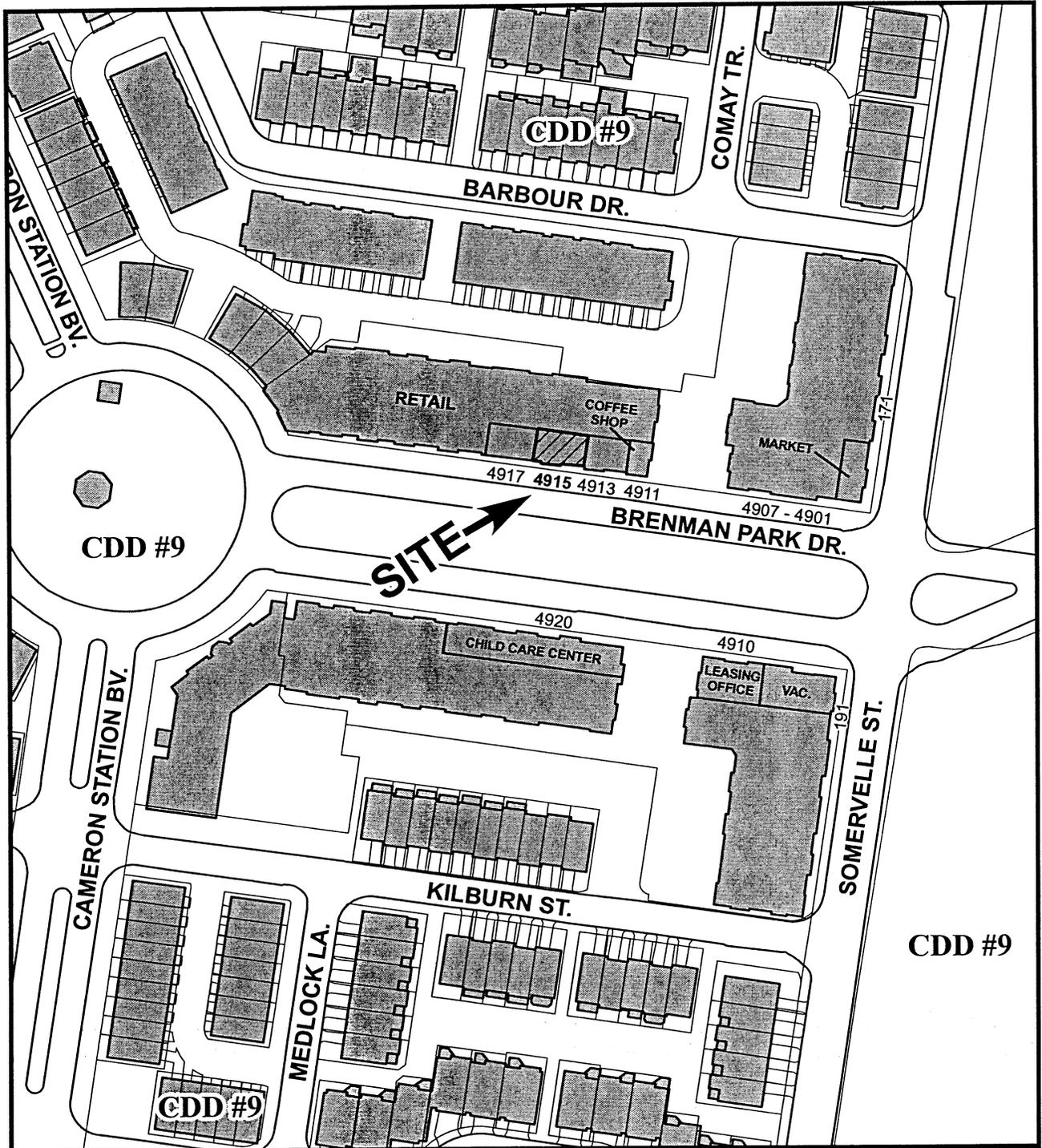
APPLICANT: Bright Start Learning Center
By Kerri Chase

LOCATION: 4920 and 4915 Brenman Park Drive
(Parcel Address: 4951 Brenman Park Drive)

ZONE: CDD-9/Coordinated Development District

PLANNING COMMISSION ACTION, NOVEMBER 1, 2005: By unanimous consent, the Planning Commission recommended approval of the request.

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



SUP #2005-0106

11/01/05



I. DISCUSSION

REQUEST

The applicant, Bright Start Learning Center, by Kerri Chase, requests special use permit approval to expand the child care center located at 4920 Brenman Park Drive to a space located across the street at 4915 Brenman Park Drive.

SITE DESCRIPTION

The subject property is part of one lot of record with approximately 200 feet of frontage on Somervelle Street, and approximately 470 feet of frontage on Brenman Park Drive. The site is developed with two four-story buildings consisting of ground floor retail and personal service space and three floors of residential space above, as anticipated by the approved plan for Cameron Station Phase I. The child care center located at 4920 Brenman Park Drive, proposes to expand to occupy a location at 4915 Brenman Park Drive, an 1,100 square foot space, currently occupied by a rental office. The Cameron Perks coffee shop is located immediately to the east of the space. The total floor area of the two spaces to be used for child care will be 6,448 square feet.

BACKGROUND

On September 21, 2004, City Council approved SUP#2004-0069 for the operation of a child care center at 4920 Brenman Park Drive.

On September 28, 2005, staff visited the existing child care center to determine if the business was in compliance with the conditions of its special use permit. Staff found that the applicant was not posting public transportation information, and was not providing employee training on the conditions of the SUP, as required in Conditions #6 and #7. The applicant corrected the violations in a matter of days.

PROPOSAL

The applicant proposes to expand the existing child care center to a location across the street. The applicant does not propose to increase the number of children approved to be cared for, which is 135. The applicant proposes to relocate its 3 to 5 year olds from the existing space to the new space to provide adequate room for current and future needs of the children and staff. According to the applicant, the physical space in the existing center has been somewhat of a constraint. The new space will be divided into two classrooms. No other changes are proposed.

PARKING

According to Section 8-200(A)(11) of the Zoning Ordinance, a child care center is required to provide two parking spaces for every classroom. The expansion of the child care center will add two classrooms, for a requirement of four spaces.

The number of parking spaces for the commercial space within Phase I and III of Cameron Station was determined at the approval of each phase and calculated in accordance with the zoning ordinance through two ratios: (1) the parking ratio for the retail space is 1.2 spaces for every 210 square feet of floor area, and (2) the parking ratio for the personal service spaces is 1 space for every 400 square feet of floor area. Based on the floor area proposed for these uses, a total of 41 parking spaces has been provided for the commercial spaces within Phase I and a total of 47 spaces has been provided for the commercial spaces within Phase III, consistent with zoning ordinance requirements. Brenman Park Drive has been designed to accommodate short term public parking on both sides of the street and around the large median.

In an effort to distribute the dedicated parking spaces evenly among uses that were not included in the initial parking calculation for 'retail' or 'personal services', such as for restaurants and child care centers, and in order to maintain sufficient parking for a variety of future uses, staff conducted a parking analysis and found that the size of the tenant space and the equal application of both retail and personal services ratio are reasonable approaches for the calculation and allocation of parking spaces. In the subject case, the applicant is proposing to occupy 1,100 square feet, which, if halved for purposes of allocating spaces from the amount provided, would require 1.4 parking spaces for a personal services use ($550 \text{ sf}/400 = 1.4$) and 3 spaces for a retail use ($550 \text{ sf}/210 \times 1.2 = 3$), for a total of 5. The number of spaces required for the child care center space (4) is one space lower than the number of spaces required by the retail and personal services parking ratio (5). Therefore, staff finds that the technical parking requirement is met and exceeded in accordance with both the zoning ordinance and the Cameron Station development plan.

As a practical matter, according to the applicant, approximately two-thirds of the children of the center are Cameron Station residents, who may walk to the center. In addition, the applicant is not proposing to increase the number of children already approved in the prior SUP, therefore, not increasing the expected parking impact.

ZONING/MASTER PLAN DESIGNATION

The subject property is referenced in the Landmark/Van Dorn Small Area Plan chapter of the Master Plan which designates the property for CDD-9 uses. The CDD-9/Coordinated Development District zone permits residential, retail, open space and public school uses. The Development Special Use Permits (DSUP) regulating Cameron Station list a number of additional uses, such as professional offices, permitted to occupy commercial space under certain conditions. The most recent amendment, DSUP#2004-0027, added day care centers (and other uses determined to be appropriate for the Cameron Station Town Center) in the definition of commercial/permitted uses.

II. STAFF ANALYSIS

Staff does not object to the proposed expansion of the child care center. The existing operation provides a service to area residents, and staff is not aware of any issues at the current center. Staff finds that the child care center is an appropriate commercial and community serving use that compliments the Cameron Station Town Center. The Office of Early Childhood Development is supportive of the expansion.

Although the child care center is a positive use in the community, staff is concerned about the amount of retail space being dedicated to a single use. The commercial spaces of Cameron Station were envisioned to provide a variety of neighborhood-serving retail and personal service uses. However, with at least two-thirds of the children at the center being from the Cameron Station neighborhood, there is an evident need for this commercial use in the community.

Staff does not anticipate that the expanded child care center will create a nuisance for existing residents as it operates solely within the building. The only outdoor activity will be associated with the short walk to Ben Brenman Park where the children have supervised activities. Those walks will occur only during day time hours.

Regarding parking, staff is not aware of issues associated with parking at the current operation, and the operation complies with the number of spaces allotted for the building area per the original development plan. In addition, the applicant is not proposing an increase in the number of children, therefore, not increasing the actual demand for parking.

Staff has retained the standard conditions and a condition requiring a review of the child care center one year after approval. Staff has added a condition recommended by the Office of Early Childhood Development regarding interior improvements for the new tenant space. With these conditions, 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. The special use permit shall be granted to the applicant only or to any business or entity in which the applicant has a controlling interest. (P&Z) (SUP#2004-0069)
2. The hours of operation shall be limited to between 7:00 A.M. and 8:00 P.M., Monday through Friday, and to between 5:00 P.M. and 10:00 P.M. on Saturdays twice per month. (P&Z) (SUP#2004-0069)

3. The maximum number of children permitted at the child care facility at any one time shall be 135, subject to approval of the Licensing Division of the Virginia Department of Social Services. (P&Z) (OECD) (SUP#2004-0069)
4. **CONDITION DELETED BY STAFF:** ~~This special use permit will not be valid until and unless the City Council approves DSUP # 2004-0026, which allows a day care center at Cameron Station. (P&Z)~~
5. The applicant shall comply with all other department's recommendations, and the licensing and registration requirements and other limitations of local and state regulations. (P&Z) (SUP#2004-0069)
6. The applicant shall encourage its employees to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of carpooling opportunities. (P&Z) (SUP#2004-0069)
7. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all special use permit provisions and requirements. (P&Z) (SUP#2004-0069)
8. **CONDITION AMENDED BY STAFF:** The applicant is to contact the Crime Prevention Unit of the Alexandria Police Department at 703-838-4520 regarding a security survey for the preschool, a robbery awareness program for employees (including any new employees at 4915), and regarding safety programs available through the department for the children. This is to be completed prior to the 4915 location is open opening for business. (Police) (SUP#2004-0069)
9. All loudspeakers shall be prohibited from the exterior of the building and no amplified sound shall be audible at the property line. (T&ES) (SUP#2004-0069)
10. **CONDITION RETAINED BY STAFF:** The Director of Planning and Zoning shall review the special use permit one year after 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 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 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)

11. **CONDITION ADDED BY STAFF:** The applicant shall implement the following interior improvements at the 4951 Brenman Park Drive space, prior to opening:
- Install a second toilet for children to accommodate the proposed number of children for the site.
 - Designate a staff/kitchen area for teacher workspace and lunch/snack preparation.
 - Install an appropriate size refrigerator to accommodate the program.
 - Ensure phone lines are installed to facilitate communication between the two sites.
 - Install a security device on the main entrance door to ensure safety of children.
 - Designate a person to "oversee" the preschool program to ensure consistent supervision for the off site center.
 - Install blinds similar to the main site program for privacy and nap time. (OECD)

STAFF: Eileen Fogarty, Director, Department of Planning and Zoning;
Richard Josephson, Deputy Director;
Valerie Peterson, Urban Planner.

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:

- R-1 All loudspeakers shall be prohibited from the exterior of the building and no amplified noise shall be audible at the property line.
- 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.

Code Enforcement:

- C-1 The current use is classified as M, Mercantile; the proposed use is E, Educational. Change of use, in whole or in part, will require a certificate of use and occupancy (USBC 119.4) and compliance with USBC 119.2. 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-2 Prior to the application for new Certificate of Occupancy, the applicant shall submit a building permit for a change of use. Drawings prepared by a licensed architect or professional engineer shall accompany the permit application. These plans shall show provide existing conditions, construction type data, and a plot plan. In addition, these plans shall show proposed conditions and provide data by the design professional which details how the proposed use will comply with the current edition of the Virginia Uniform Statewide Building Code for the new use in the area of structural strength, means of egress, passive and active fire protection, heating and ventilating systems, handicapped accessibility and plumbing facilities.
- C-3 A Certificate of Use of Occupancy is required prior to opening (USBC 119.1).
- C-4 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-5 Alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).

- C-6 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-7 Required exits, parking, and facilities shall be accessible for persons with disabilities.
- C-8 An additional fire prevention code permit is required for the proposed operation at the separate address. An egress plan showing fixture location, aisles and exit doors shall be submitted for review with the permit application.
- C-9 This structure contains mixed use groups and is subject to the mixed use and occupancy requirements of USBC 302.3

Health Department:

- F-1 This facility is currently operating as Bright Start Learning Center under an Alexandria Health permit, issued to Bright Start Learning Center, LLC.
- C-1 An Alexandria Health Department Permit is required for all regulated facilities.
- C-2 Five sets of plans must be submitted to and approved by this department prior to construction. Plans must comply with the Alexandria City Code, Title 11, Chapter 2, Food and Food Establishments. There is a \$135.00 fee for review of plans for food facilities.
- C-3 Approval must be obtained prior to use of the modified areas.
- C-4 The facility must comply with the Alexandria City Code, Title 11, Chapter 10, Smoking Prohibitions.
- C-5 Certified Food Managers must be on duty during all hours of operation.

Police Department:

The Police Department understands that the Child Care Center is already established -and is up and running however, because the proposed edition is not adjoined to the existing classrooms but they are in a whole different building, the Police Department has the following recommendations:

- R-1 The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703-838-4520 regarding a security survey for the new addition to the child care center. This is to be completed prior to the child care classrooms opening for business.
- R-2 If the employees that are going to work in the addition are new employees, the applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703-838-4520 regarding a robbery awareness program for those employees.
- R-3 The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703-838-4520 regarding safety programs available through the department for the children.
- F-1 The Police Department has no objections to the addition of the classrooms.

Human Services:

- F-1 Bright Start Learning Center has proposed to use a separate site for their preschool program. The site is currently occupied by another vendor and will required come construction. Overall based on the projected enrollment for the preschool program the space seems more than adequate and will provide a good learning environment for the children. One question that has risen is whether or not there will need to be a secondary exit as there currently is only one exit. This issue will be visited by the fire inspector. The Bright Start program seems committed to high quality care and giving its children ample space to learn and grow.
- R-1 Install a second toilet for children to accommodate the proposed number of children for the site
- R-2 Designate a staff/kitchen area for teacher workspace and lunch/snack preparation.
- R-3 Install an appropriate size refrigerator to accommodate the program.
- R-4 Ensure phone lines are installed to facilitate communication between the two sites.
- R-5 Install a security device on the main entrance door to ensure safety of children.
- R-6 Designate a person to "oversee" the preschool program to ensure consistent supervision for the off site center.
- R-7 Install blinds similar to the main site program for privacy and nap time.

APPLICATION for SPECIAL USE PERMIT # 2005-006

(must use black ink or type)

PROPERTY LOCATION: Main Street Retail, Bldg. #2, Brenman Park Drive, Cameron Station, Alexandria, Virginia

TAX MAP REFERENCE: 58.04-OC-00 ZONE: CDD #9

APPLICANT Name: Bright Start Learning Center, LLC a Virginia limited liability company

Address: 4920 Brenman Park Drive, Alexandria, Virginia 22304

PROPERTY OWNER Name: Main Street Retail, L.C.

Address: 8614 Westwood Center Drive, Suite 900, Vienna, Virginia 22182

PROPOSED USE: Day Care Center

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.

Terri Chase for Bright Start Learning Center
Print Name of Applicant or Agent

Terri Chase
Signature

4920 Brenman Park Dr.
Mailing/Street Address

Alexandria VA 22304
City and State Zip Code

Telephone # (703) 370-8414 Fax # (703) 997-0487
(702) 974-1642 Date 8/23/05

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

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

ACTION - PLANNING COMMISSION: _____

ACTION - CITY COUNCIL: _____

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.

The applicant, Bright Start Learning Center, LLC, is a Virginia limited liability company. Kerri Chase, who resides at 5232 Brawner Place, Alexandria, Virginia, 22304, owns a 100% interest in Bright Start Learning Center, LLC.

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? **Not applicable**

- 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 8½" 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.

Per telephone conversation with Laurie Pearson on August 22, 2005, a floor plan and plot plan will be submitted at a later date. A site plan, showing the building, the space, and the adjacent streets, is attached.

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)

Bright Start Learning Center ("Bright Start" or the "Applicant") is requesting a Special Use permit to add two additional classrooms in Main Street Retail Building # ~~4~~² to expand the physical space of its established Day Care Center in Main Street Retail Building # 4, Cameron Station, Alexandria, Virginia. The two additional classrooms will occupy approximately 1,100 square feet on ground level of Building #~~4~~² of the Main Street Condominium in the Town Center of Cameron.

Bright Start is currently a full-service child care center for children from age 6 weeks to 5 years and has a maximum capacity of 135 children. Bright Start does not intend to increase this capacity with the addition of the two classrooms in Building #2. Rather, the space is needed to provide an optimal environment for a preschool. Bright Start intends to move the older (from ages 3 to 5 years) children from Main Street Retail Building #4 to the new space in Building #2. To date, the amount of physical space in the center has been somewhat of a constraint, but Bright Start believes that the additional two classrooms will provide adequate room for current and future needs of the children and the staff.

The Virginia Licensing Division of the Virginia Department of Social Services during its permitting and regulatory review process has indicated that the addition of the classroom can be accomplished through an amendment to Bright Start's existing license.

Bright Start intends to maintain the same hours in its preschool program as it does in the main child care center – from 7:00 a.m. to ~~6:00~~^{6:30} p.m., Monday through Friday. Bright Start will serve one meal and two snacks (morning and afternoon) during the course of each day. All meals will be prepared offsite by an independent catering company.

Children's natural inclinations to learn through exploration and through play will be central to the program at Bright Start. Ben Brenman Park, a 37-acre park located one block from the proposed site, offers an excellent location for supervised outdoor recreation. The children and staff currently use Ben Brenman Park for its outdoor activities.

A structured educational environment for the older children is intended to prepare the students for kindergarten. These children will be given an ample time to play and pursue individualized activities, but they will be involved in a classroom environment in which organized activities and group skills will be significant.

Ms. Chase will continue to run the business side of Bright Start. Hired employees will fill all other positions. The number of employees will depend on the number of children that are enrolled. The expectation is for a total capacity of the Center of 135 kids, and a total of 25 teachers and one director at any given time. The Center Director will run the day-to-day operations. He or she will be involved in the management of the facility as well as the training of the staff.

Special Use Permit # 2005-0106

Ample non-metered public parking is available directly in front of the proposed site on Brenman Park Drive. It is anticipated that most of the students will come from Cameron Station and a number of them will walk with their parents to the center. Employees will be encouraged to use public transportation. A Cameron Station Owners Association ~~run~~ shuttle provides transportation from the Van Dorn Metro Station and Cameron Station.

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, **Bright Start notes, however, that while the request is for an expansion or change to the amount of physical space that the Center will occupy, Bright Start is not requesting an expansion or change to the use itself or the number of children that the Center will accommodate.**

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).

Bright Start plans to provide child care for up to 135 children in ^{eight} ~~nine~~ separate classrooms – six classrooms in Main Street Retail Building #4 (the current location) and two classrooms in Main Street Retail Building #2 (the proposed location). Bright Start currently is licensed and has a Special Use Permit to provide child care for 135 children. It is anticipated that Bright Start will provide such care to 110 children at its current location and up to 25 children in the preschool program in Main Street Retail Building #2. The full-time students will be provided care from 7:00 a.m. up to 6:30 Monday through Friday, normally, however, each child will be at the center for only a portion of this period. Part-time students will be provided care either on a half-day or 2 or 3 day per week basis.

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

Based an enrollment of 135 children, Bright Start will have 25 teachers on site during the hours of operation. The Center Director generally works from 6:45 a.m. to 3:30 p.m., Monday through Friday and the Center Administrator generally works from 10:00 a.m. to 6:45 p.m. Bright Start anticipates that with an enrollment of 25 children in the preschool program in Main Street Retail Building #2, 4 teachers will be on site during the hours of operation.

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

Day:

Monday – Friday

Hours:

7:00 a.m. to ^{6:30}~~7:30~~ 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.

There will not be any unusual noise generated by the operation of the day care center. Adults and children will be talking, singing, and playing indoors and the children will participate in short, supervised activities outside, primarily at Ben Brenman Park. Noise will be controlled by a high ratio of staff to children.

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

There will be no odors emanating from the operation of Bright Start Learning Center.

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?

Paper and food items, typical to the operation of a day care center for children ages three to five years.

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

A nominal amount of trash and garbage will be generated, approximately one small trash bag per day by each of the classrooms.

C. How often will trash be collected?

Dumpsters are located behind the building. A private contractor will collect trash twice a week. Garbage and trash will be taken to the dumpster at the end of each day and more often as necessary.

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

All children will be under adult supervision. Adults and families will be reminded of the importance of keeping the property and neighborhood clean and attractive.

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:

A minimal amount of non-toxic art supplies normally used by a child care center. All of the paint and supplies will be water solvent. We also plan to use cleansing solvent as well as detergents for the dishwasher and washing machine.

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

Bright Start Learning Center will be licensed by the Commonwealth of Virginia and will thus be under strict safety guidelines for both staff and clients.

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.

PARKING AND ACCESS REQUIREMENTS

14. 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?

Pursuant to Section 8-200(A)(11) of the zoning ordinance, which applies to day nurseries, two parking spaces are required for each classroom. Bright Start Learning Center will have a total of eight classrooms, so sixteen parking spaces are required.

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

 26 Standard spaces
 Compact spaces
 Handicapped accessible spaces.
 Other.

Based on the parking analysis of the Planning and Zoning Department Staff, as set forth in the report for SUP # 2004-0016, the number of parking spaces available for a Day Care Center use within Phase III of Cameron Station (which was not included in the initial parking calculation for "retail" or "personal service" use) should be based on the size of the tenant space and the equal application of both retail and personal services ratios. In this case, the total tenant space is approximately 6,448 square feet (5,348 square feet in Building #4 and 1,100 square feet in Building #2), which, if halved for purposes of allocating spaces from the amount provided, would provide eight parking spaces for a personal services use (3,224 sq. ft. / 400) and 18 spaces for a retail use (3,224 sq. ft / 210 x 1.2 = 18), for a total of 23 spaces. Therefore, the number of parking spaces allocated to the proposed site exceeds the number of parking spaces required and no parking reduction is needed.

- 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:

On both sides of Brenman Park Drive

Pursuant to section 8-200 (C) 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.

Not Applicable

15. 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 spaces are available for the use?

None

C. Where are off-street loading facilities located?

At the rear of the building there is an area for loading and delivery access. However, the deliveries at the Center are normally done in less than 5 minutes and parking in front of the Center has been adequate.

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

Between 7:30 and 8:00 and between 11:00 and 12:00, Monday through Friday

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

Twice a day, Monday through Friday, for meal delivery and once per week for supplies.

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 to the property is adequate.

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?

6,448 sq. ft. (existing) + 0 sq. ft. (addition if any) = **6,448** 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: **A ground floor retail space in an existing condominium building.**

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?

Approximately 40 staff members are employed on a full or part time basis to support Bright Start's ^{of} the staff to child ratio during its hours of operation. Of these 40, approximately 5 staff members will be assigned to the preschool program in Main Street Retail Building #2.

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

Up to 26, depending on capacity and number of children present are at the main center at any given time. Up to 4 staff members will be present at the preschool program in Main Street Retail Building #2 at any given time.

9. Where will staff and visiting parents park?

Staff will be encouraged to use public transportation, including the Cameron Station shuttle from the Van Dorn Metro Station. Many visiting parents will come from the Cameron Station community and are anticipated to walk to the Center.

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

The majority of the families that use Bright Start Learning Center live within walking distance of the site. Many of these families walk to and from the center. Parents will drop-off and pick-up children using the main entrance of the Center on Brenman Park Drive. Drop-off and pick-up will generally take no longer than 5 minutes each.

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

Drop-off

Pick-up

Between 7:00 and 9:00

Between 4:30 and 6:30

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

The children will use the Ben Brenman Park for outdoor activities.

13. Are play areas on the property fenced? Yes No

If no, do you plan to fence any portion of the property?
Please describe the existing or proposed fence.

Yes. No

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?

Up to approximately 135 children in the Center, of these children, up to approximately 25 will be enrolled in the preschool program in Main Street Retail Building #2.

15. What age children do you anticipate caring for?

Bright Start cares for children from 6 weeks to 5 years (up to the age of eligibility for kindergarten). It is anticipated that the children in the preschool program will be from ages 3 to 5 years.

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.

Attached is a copy of the conditional license from the Virginia Department of Social Services. A renewal application was submitted on a timely basis and a renewal inspection was conducted on August 8, 2005. The Department has advised that it takes up to 60 days for it to complete its administrative process and a new license will be sent as soon as it is ready. Bright Start is operating legally under the conditional license at this time. If you have any questions, please call Sandra Dimpario of the Virginia Department of Social Services at 703-359-6725.

Commonwealth of Virginia



DEPARTMENT OF SOCIAL SERVICES

CHILD DAY CENTER CONDITIONAL LICENSE

Issued to Bright Start Learning Center, LLC

Address 4920 Brenman Park Drive, Alexandria, Virginia 22304

This license is issued in accordance with provisions of Chapter 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: 135 Children from birth through 12 years of age may be accepted for care.

This conditional license is issued to allow time for the licensee to demonstrate compliance with sections of the standards which could not be determined because the facility is not yet fully operational and because the licensee is temporarily unable to comply with the following Section(s) of Standards: Part VII - Special Provisions and Emergencies: 22 VAC 15-30-600.B.8

This license is not transferable and will be in effect from February 14, 2005 through August 13, 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

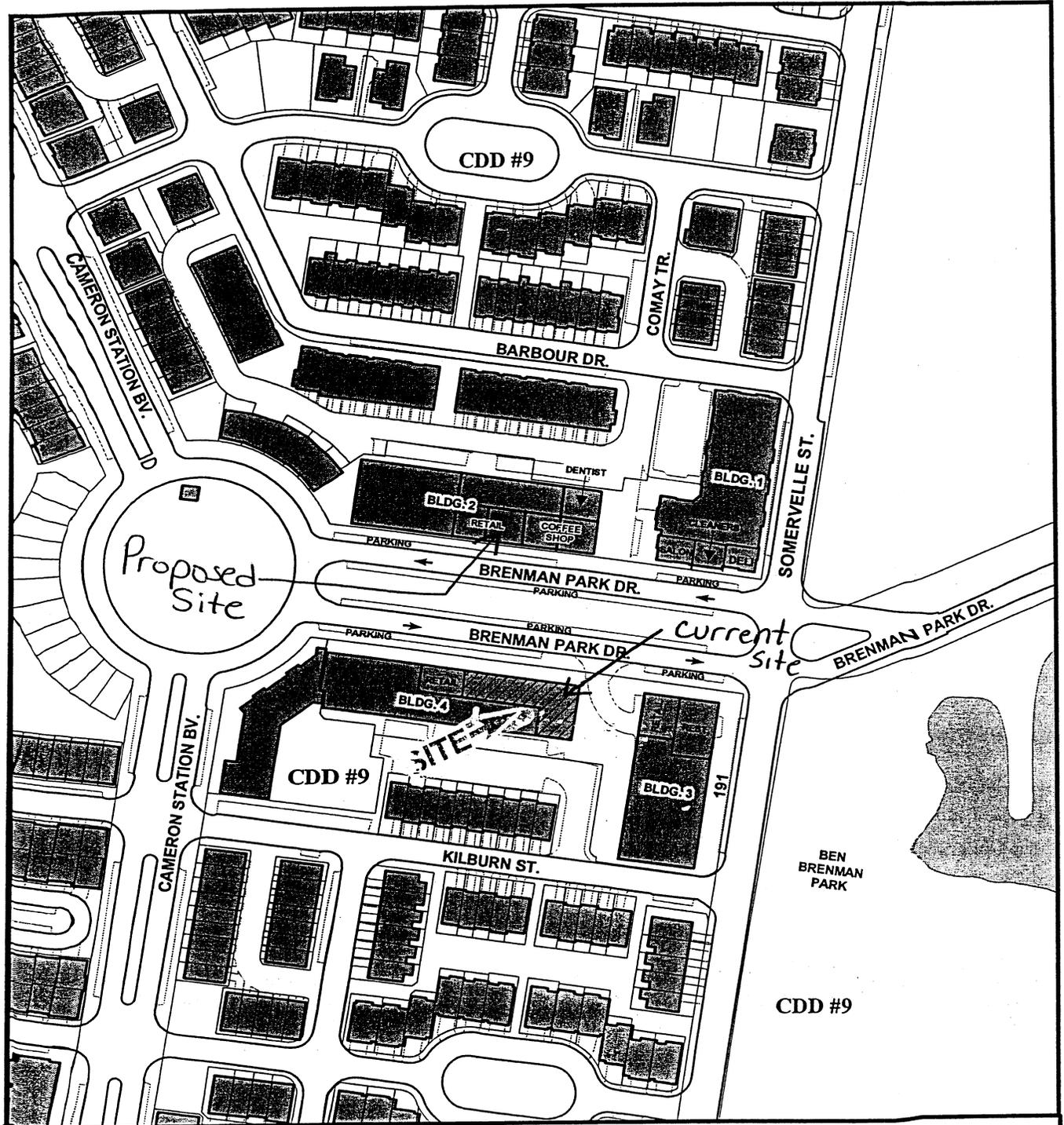
MAURICE A. JONES
COMMISSIONER OF SOCIAL SERVICES

By *James J. Parcelli*
James J. Parcelli
LICENSING ADMINISTRATOR

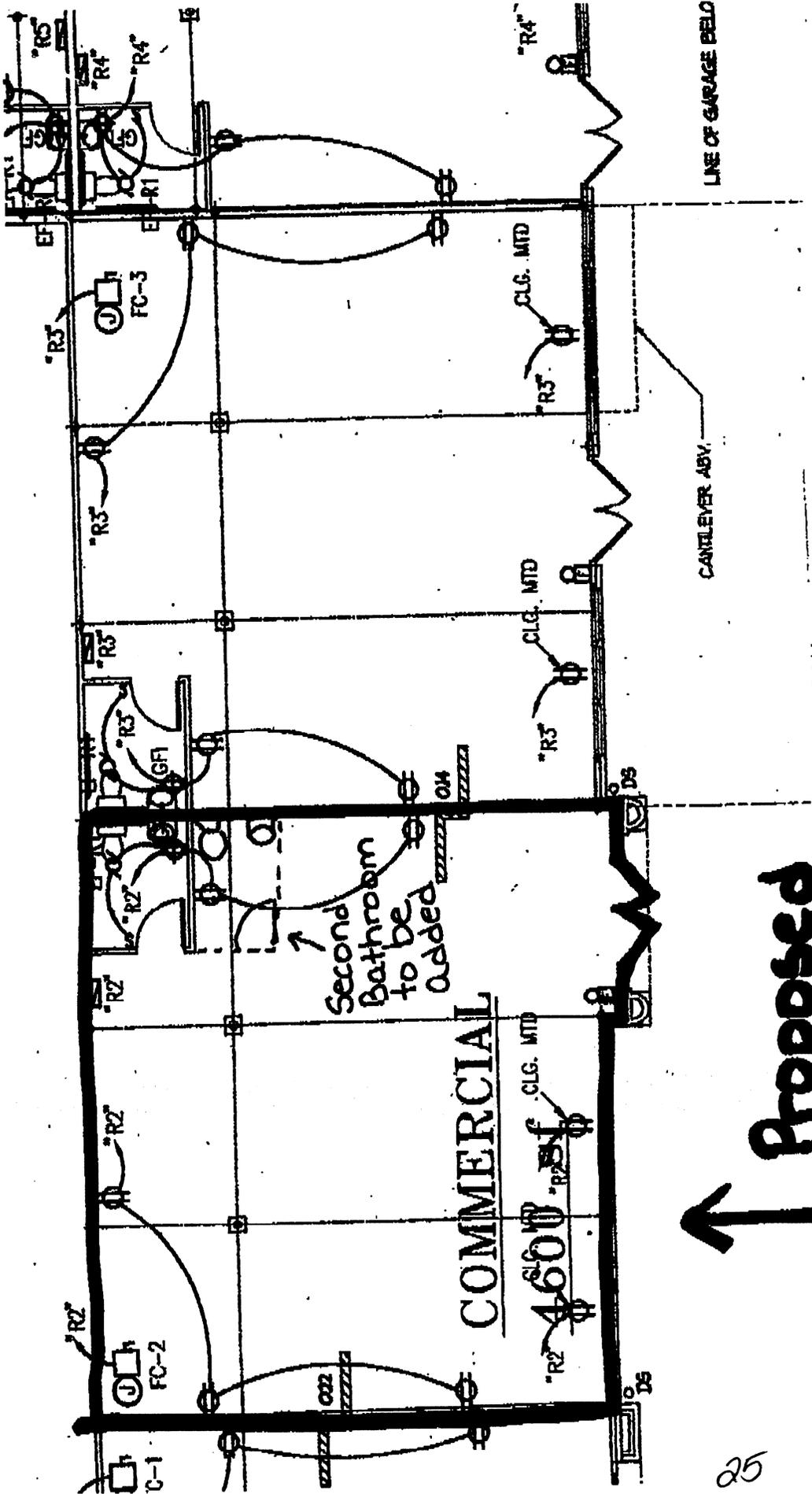
LICENSE NUMBER FX 05-098-L112 Date February 9, 2005

SUP2005-0106

SEP 2005 OLD



SUP2005-0106



↑ Proposed Space

I support the expansion of Bright Start Learning Center and look forward to having a preschool in our community.

Name	Address	Telephone Number
Amber Harris	4241 Duke St.	703-370-8414
Megan Lee	7024/1 Duke St.	703-370-8414
Tashoba Morris	8636 Dannels Lane	(708) 931-1870
Clara Moore	3012 Margot's Dr.	(301) 248-7918
Chackita Augburn	425 Balboa Ave	301-669-7108
Tamela Davis	41088 West Braddock Rd	(783) 933-2604
Shanice Nelson	255 Evans Lane	(703) 624-0272
Linda S Jones	5800 ST Gregorys Ln	703) 7809068
Samantha Henley	5207 Dover Place	703-931-0297
Elmer Jones	1001 S. Frederick St.	703-379-1218
Ginnie Webster	5264 Col Johnson Ln.	703-461-9592
Jacqueline A. Flynn	9710 Hackett Ct	703-503-8854
Kacey Gramis	225 Cameron Station Blvd	703-370-4150
Chris Porretta	5094 Donovan Dr.	703 567-9410
THOMAS ROBERTS	4951 BLENHURST ^{FF 200} PKWY	703-212-8609
Tiffany Jones	5070 Gardner Dr.	703-589-7402
Stacey Smorsel	5070 Donovan Dr.	703 567 6018
Sean Reid	5236 Bessy Pl	703.370.8185
Tricia Paxton	4904 Waple Lane	703-507-8680
MAX WEINTRAUB	425 CAMERON STAT. BLVD	703 823 8258
Kim Cantor	427 Cameron Stat	703 Jap 898
Cindy McGhee	138 Martin Lane	703-346-7160
Anna Halloran	5123 DONOVAN DR	703-798-7040
BJ Ramos Antz	5044 Grimm Dr	703-567-7150
Michael Davis	331 Helmut Lane	703.751-5266
Kristal Schow	379 Livermore La	703 823 3022
Kate Nider	5016A BARBOUR	703 751 8098

JANE ELLEN MAKARI

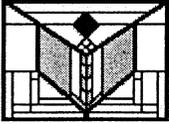
283 CSB

7/566.3192

I support the expansion of Bright Start Learning Center and look forward to having a preschool in our community.

Name	Address	Telephone Number
Barbara Peckl	5116 Shura Dr.	703 447 3848
JT Anderson	5021 Waple Ln	703 212 9444
SEAN NEWMAN	5034 GARDNER DR.	703 924 7234
MISSA WEBB	5058 Kilburn St.	703-567-1492
BRAD DEAN	557 CAMERON STATION	703 838-6805
Louise Blazar	424 S. Fayette St Alex Va	7/183 4807
Kathy Hollis	449 Cameron Stn Blvd	7/824 0349
Bobbi Graham	5074 Grammer Alex.	703-212-8525
Aya Frank	5074 Grammer Alex	7/212-8525
Karen DeGaleo	4918 Gardner Dr.	3/567-0214
Michelle Buffalo	7504 Lindberg Dr	703-566-3503
Peggy Shalin	2054 Oakum Pky	703 212 8880
Kelly Doney	493 N. Owen St.	703 751 4343
Megan Crowe	2717 Sycamore St	703-739-4474
Jan Mastko	5003 Waple Lane	703 067 3129
Donna Paul	4908 Donovon Dr	703 567 0981
Pat Hager	2304 Cameron Mills R	703 519 9137
Ch Roden	256 Maura St.	703-370 1315
Michelle Wright	5124 Knapp Pl.	7/922 4215
Brynn Beckner	217 Medlock	2/230-4327
John Williams Jr	334 Cypress View	(913) 845-3636
Anni Camardo	331 Fucci Court	703-566-0544
Morona Ippolito	483 Cameron St Alex Blvd	703 461 0148
Kim Stote	236 Cameron Station Blvd	
La Monique	4957 Breunert Park Dr	
Caroline Hester	217 Medlock	301-503-5130
Hank McPercen Wellen	100 Cameron Station Blvd	703 370-3536
Norma Birdick	214 Green Green Ct.	703-212-7267
Ann Kw	341 Helwith	370-0027
Liza J. Duncan	5257 Bessley Dr	823-4448

©



Valerie Peterson/Alex
10/31/2005 09:56 AM

To Kendra Jacobs/Alex@Alex
cc
bcc

Subject Fw: BRIGHT START LEARNING CENTER - Docket Item #4

Hi Kendra,
Please distribute this tomorrow night.
Thanks,
Valerie

PC Docket Item #4
SUP #2005-0106

----- Forwarded by Valerie Peterson/Alex on 10/31/2005 09:55 AM -----



J Bennett
<jb900@yahoo.com>
10/31/2005 09:37 AM

To "H. Stewart Dunn, Jr." <hsdunn@ipbtax.com>, Donna Fossum <fossum@rand.org>, Jesse Jennings <jssjennings@aol.com>, John Komoroske <komorosj@nasd.com>, Richard Leibach <richleibach@aol.com>, "J. Lawrence Robinson" <jlr@cpma.com>, Eric Wagner <erwagner@comcast.net>
cc Valerie Peterson <valerie.peterson@alexandriava.gov>, Rich Josephson <rich.josephson@alexandriava.gov>, Eileen Fogarty <eileen.fogarty@ci.alexandria.va.us>
Subject BRIGHT START LEARNING CENTER - Docket Item #4

Dear Planning Commissioners,

The Board of Directors of the Cameron Station Civic Association, Inc. supports this application for an SUP for Bright Start Learning Center. Our President, Mindy Lyle, is out of country and she asked me to submit this message on her behalf.

Our Civic Association, and others in the community, worked hard for several years to get a day care center established in our neighborhood. Cameron Station residents had long identified a day care center as one of the services most needed in the community. We have been fortunate that Kerri Chase decided to open a center in Cameron Station and to make it an entity that meets our needs. Bright Start has become a great asset to our community. Enrollment filled quickly and, in short order, demand exceeded the supply of spaces available. The proposed expansion is needed and it, too, will be at capacity in short order.

Parents have reported how difficult it is to find child care services in Alexandria. Bright Start Learning Center meets an important need for parents in the West End. We believe the City should encourage Ms. Chase to open more centers throughout the City. She and her staff should be commended for providing high quality service and knowing how to get a center up and going.

Joe Bennett
Cameron Station Civic Association, Inc.

PC Docket Item # 4
Sup 2005-0106



<Mwasfy@worldbank.org>
11/01/2005 12:35 PM

To <kendra.jacobs@alexandriava.gov>
cc
bcc
Subject Ref: SPECIAL USE PERMIT #2005-0106

This is in regard to item #4. SPECIAL USE PERMIT #2005-0106, 4920 and 4915 BRENMAN PARK DRIVE (Parcel Address 4951 Brenman Park Dr), BRIGHT START LEARNING CENTER, consideration of a request for a special use permit amendment to expand an existing child day care center; zoned CDD-9/Coordinated Development District, applicant: Bright Start Learning Center by Kerri Chase, scheduled for discussion by the Alexandria Planning Commission on November 1, 2005.

While in principle I do not object to the request, I would appreciate it if the Planning Commission would be so kind and set specific hours for the arrival and departure of the contractors who will be working on the improvements (see paragraph 11 of docket item #4) to the property in order to avoid a recurrence of the 6 a.m. noise level my neighbors and I were subjected to while the existing child day care center was being set up.

Thank you.

Regards,

Mona Wasfy
4915 Kilburn Street
Alexandria, VA 22304

APPLICATION for SPECIAL-USE PERMIT # 2005-006

5

(must use black ink or type)

PROPERTY LOCATION: Main Street Retail, Bldg. #2, Brenman Park Drive, Cameron Station, Alexandria, Virginia

TAX MAP REFERENCE: 58.04-OC-00 ZONE: CDD #9

APPLICANT Name: Bright Start Learning Center, LLC a Virginia limited liability company

Address: 4920 Brenman Park Drive, Alexandria, Virginia 22304

PROPERTY OWNER Name: Main Street Retail, L.C.

Address: 8614 Westwood Center Drive, Suite 900, Vienna, Virginia 22182

PROPOSED USE: Day Care Center

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.

Terri Chase for Bright Start Learning Center
Print Name of Applicant or Agent

Terri Chase
Signature

4920 Brenman Park Dr.
Mailing/Street Address

Alexandria VA 22304
City and State Zip Code

Telephone # (703) 370-8414 Fax # (703) 997-0487
(702) 914-1642 Date 8/23/05

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

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

ACTION - PLANNING COMMISSION: By unanimous consent recommended approval 11/01/05

ACTION - CITY COUNCIL: 11/12/05 - CC approved the PC recommendation 6-0

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.

5
11-12-05



<kchase@bright-start.org>

11/08/2005 09:51 AM

Please respond to
<kchase@bright-start.org>

<alexvamayor@aol.com>, <delpepper@aol.com>,
To <council@joycewoodson.net>, <councilmangaines@aol.com>,
<council@krupicka.com>, <macdonaldcouncil@msn.com>,
cc

cc

bcc

City of Alexandria Website Contact Us - EMail for Mayor,
Vice-Mayor and Council Members (alexvamayor@aol.com,
delpepper@aol.com, council@joycewoodson.net,
Subject councilmangaines@aol.com, council@krupicka.com,
macdonaldcouncil@msn.com, paulcsmedberg@aol.com,
rose.boyd@alexandriava.gov, jackie.henderson@alexandriava.gov,
tom.raycroft@alexandriava.gov)

**City of Alexandria Website Contact Us - EMail for Mayor,
Vice-Mayor and Council Members (alexvamayor@aol.com,
delpepper@aol.com, council@joycewoodson.net,
councilmangaines@aol.com, council@krupicka.com,
macdonaldcouncil@msn.com, paulcsmedberg@aol.com,
rose.boyd@alexandriava.gov, jackie.henderson@alexandriava.gov,
tom.raycroft@alexandriava.gov)**

Time: [Tue Nov 08, 2005 09:51:26] IP Address: [70.88.128.140]

Response requested:

First Name: Kerri
Last Name: Chase
Street Address: Bright Start Learning Center
4920 Brenman Park Drive
City: Alexandria
State: VA
Zip: 22304
Phone: 703-370-8414
Email Address: kchase@bright-start.org
Dear Mayor Eulle, Vice Mayor Pepper, and
Councilmembers,

I am writing seeking your assistance with a park
issue. I own a large daycare center in Cameron
Station and use the fenced in softball fields for the
required outdoor play area. I have been told by
the Parks and Recreation Department that we
cannot use the field as of November 11 because
it will be closed for the winter. I was not aware
that we would be denied access to the field during
the winter months and my license is contingent on

Comments:

having an outdoor play area for the children. I believe that our license requirements will be met by using a non-fenced area of Brenman Park, but we are concerned about the potential safety aspects of using a non-fenced area. Is there any way that we can work together to allow the children to continue to use the fenced area? As you can imagine, these children do no harm to the field and present no additional work (or expense) for the city. I am willing to abide by any conditions the city believes appropriate, including for example, ensuring that the field is locked after each use.

I understand that a tot lot will be built by the City in Brenman Park next year. This would serve the children very well and I would like to pledge my assistance in any way possible to see this project realized.

Please let me know at your earliest convenience whether there is a procedure for a variance or some other process that will allow our continued use of the park. I greatly appreciate your assistance. If you prefer to talk to me about this, please call me at (703) 967-1972.

Best regards,
Kerri Chase
Owner, Bright Start Learning Center.