



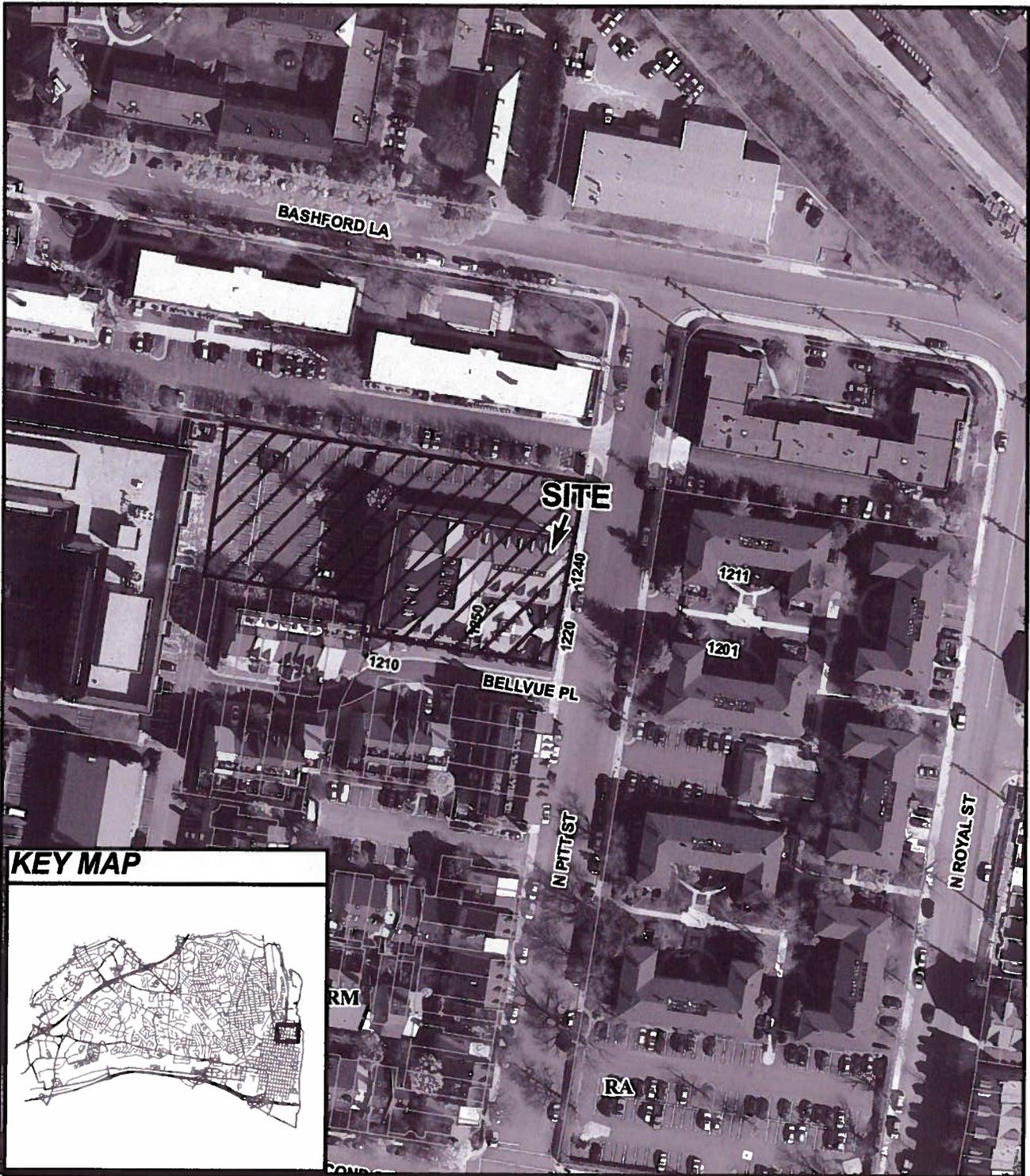
**DOCKET ITEM #5**  
**Special Use Permit #2012-0025**  
**1220, 1240 and 1250 North Pitt Street – Teeter Toddlers**

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<b>Application</b>	<b>General Data</b>	
Consideration of a request to operate an amusement enterprise.	<b>Planning Commission Hearing:</b>	June 5, 2012
	<b>City Council Hearing:</b>	June 16, 2012
<b>Address:</b> 1220, 1240 and 1250 North Pitt Street	<b>Zone:</b>	OC / Office Commercial
<b>Applicant:</b> Elaine E. Gordon DBA Teeter Toddler's Playgroup, LLC	<b>Small Area Plan:</b>	Old Town North

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

**Staff Reviewers:** Nathan Randall [nathan.randall@alexandriava.gov](mailto:nathan.randall@alexandriava.gov)



**KEY MAP**



**SUP #2012-0025**

**6/5/2012**



## I. DISCUSSION

The applicant, Elaine E. Gordon d/b/a Teeter Toddler's Playgroup LLC, requests Special Use Permit approval to operate an amusement enterprise at 1220, 1240 and 1250 North Pitt Street.

### SITE DESCRIPTION

The subject site is three lots of record, all of which are a part of the Pitt Street Center office building. The combined site has 148 feet of frontage on North Pitt Street, a depth of 290 feet, and a combined lot area of approximately 44,100 square feet (1.01 acres). The properties are improved with one three-story office building, in which several business and professional offices are located, and surface parking lot.



The surrounding area is primarily comprised by residential townhouses and apartments, which are located to the north, south and east.

The Parkway office building is located immediately to the west facing Abingdon Street and the George Washington Memorial Parkway. The GenOn power generation facility, which is slated to close, is located about a block away on Bashford Lane.

### BACKGROUND

Site Plan #84-0039 was originally approved with a proffered rezoning for the construction of four office buildings on the site, but only the subject building was actually built. The remaining land was developed with the Pitt Street Station townhouse project in the mid-1990s. City Council approved a Special Use Permit for a commercial school in this building in 1999 which has since closed.

### PROPOSAL

The applicant proposes to operate an indoor playgroup business for young children (ages six months to three years) and their parents, which is considered to be an amusement enterprise use, in an approximately 2,600 square-foot tenant space on the lower level of the building. Children's activities will include singing, book reading, arts and crafts, musical instruments, indoor games, and free play. Up to 30 children and their parents would be present at the site at any one time in either a morning play session or an afternoon session. Each session is approximately three hours long. Snacks will be provided for children. Additional elements of the applicant's proposal are as follows:

Hours of Operation: 8:30 a.m. – 5:30 p.m. Monday – Friday

Number of Attendees: Up to 30 children, plus parents, at any one time

- Number of Employees: Three employees per session
- Alcohol: No alcohol will be served
- Live Entertainment: No live entertainment will be offered
- Noise: Noise levels will be minimally heard since business is on the lower level and is the only occupant of the floor. Children will be supervised by parents/caregivers.
- Trash/Litter: Office paper, plastic/paper wrappers and other trash and recyclables will be collected once each week

### PARKING

According to Section 8-200(A)(13) of the Zoning Ordinance, an amusement enterprise use requires one off-street parking space for every 200 square feet of space. An amusement enterprise business with 2,600 square feet of space is therefore required to provide 13 off-street parking spaces. The applicant exceeds this parking requirement with the provision of 15 off-street parking spaces, five of which are located on-site. The remaining 10 parking spaces are located at the Parkway office building on the immediately adjacent parcel to the west.

### ZONING/MASTER PLAN DESIGNATION

The subject property is located in the OC / Office Commercial zone. Section 4-803(A) of the Zoning Ordinance allows an amusement enterprise in the OC zone only with a Special Use Permit.

The proposed use is consistent with the Old Town North Small Area Plan chapter of the Master Plan which designates the property for commercial use.

## **II. STAFF ANALYSIS**

Staff does not object to the applicant's request. Although residential uses are located in close proximity, the proposal does not represent a more typical amusement enterprise use such as a movie theater or other entertainment venue. The use is oriented toward children and will be small, with a maximum attendance of 30 children. The hours of operation are limited to typical business hours of 8:30 a.m. to 5:30 p.m. Monday through Friday. Other than children's snacks, no other food service is expected and no alcohol will be served. Perhaps most significant of all, the activities planned at the site, such as singing and arts and crafts, are indoors and are low-intensity. The use, which shares some similarities to a day care center except that parents will accompany children to the site, therefore presents a very low potential for impacts on the surrounding neighborhood.

Parking was an initial point of concern for staff given that the applicant originally proposed only five off-street parking spaces in connection with the use. However, the applicant has agreed to

provide 10 additional parking spaces at the Parkway Center office building located immediately next-door, bringing the total number of parking spaces available for customers and employees to 15. Staff believes that this number of parking spaces is appropriate here and has required it in Condition #15. Some additional parking beyond the Zoning Ordinance requirement means less likelihood of impacts on residential streets, although some parents will bring more than one child and some portion of customers will walk to the site from nearby residential areas.

Staff has also heard concern from a resident at the adjacent Pitt Street Station townhouse community that customers might attempt to park along Bellvue Place, a private street, which could impact residential parking and block driveways. In response to this concern, Condition #17 has been included in this report to specifically prohibit the business's staff or customers from parking in this location.

In conclusion, staff believes that this use is appropriate in this location and will be a positive addition to the increasing need for child-oriented uses in the City. Subject to the conditions contained in Section III of this report, staff recommends approval of the Special Use Permit request.

### 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 corporation in which the applicant has a controlling interest. (P&Z)
2. The maximum number of attendees at the site at any one time shall be 30. (P&Z)
3. The hours of operation at the business shall be limited to between 8:30 a.m. and 5:30 p.m. Monday through Friday. (P&Z)
4. The applicant shall post the hours of operation at the entrance of the business. (P&Z)
5. No live entertainment shall be allowed at the amusement enterprise. (P&Z)
6. No alcohol consumption shall be permitted at the amusement enterprise. (P&Z)
7. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all SUP provisions and requirements. (P&Z)
8. Kitchen equipment shall not be cleaned outside, nor shall any cooking residue be washed into the streets, alleys or storm sewers. (T&ES)
9. The applicant shall control cooking odors, smoke and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation &

Environmental Services. (T&ES)

10. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
11. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
12. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
13. All waste products including but not limited to organic compounds (solvents), shall be disposed of in accordance with all local, state and federal ordinances or regulations and not be discharged to the sanitary or storm sewers or be discharged onto the ground. (T&ES)
14. The applicant shall require its employees who drive to use off-street parking and/or provide employees who use mass transit with subsidized bus and rail fare media. The applicant shall also post DASH and Metrobus schedules on-site for employees. (T&ES)
15. The applicant shall maintain an up-to-date parking agreement which provides at least 15 parking spaces for customers and employees to the satisfaction of the Directors of Planning and Zoning and Transportation and Environmental Services. (P&Z)(T&ES)
16. The applicant shall post information on its website and on a sign at the front of the business directing patrons to the location of off-street parking to the satisfaction of the Director of Planning and Zoning. (P&Z)
17. The applicant shall prohibit customers and staff from parking on Bellevue Place at all times. (P&Z)
18. The applicant shall contact the Community Relations Unit of the Alexandria Police Department at 703-746-1920 regarding a security survey for the business and a robbery readiness program for all employees. (P&Z)
19. The Director of Planning and Zoning shall review the Special Use Permit after it has been operational for one year, and shall docket the matter for consideration by the Planning Commission and City Council if: (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the Director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c) the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

**STAFF:** Barbara Ross, Deputy Director, Department of Planning and Zoning;  
Nathan Randall, Urban Planner.

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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:

- R-1 All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line.(T&ES)
- R-2 Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-3 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
- R-4 The applicant shall require its employees who drive to use off-street parking and/or provide employees who use mass transit with subsidized bus and rail fare media. The applicant shall also post DASH and Metrobus schedules on-site for employees. (T&ES)
- R-5 The applicant shall maintain an up-to-date parking agreement in order to comply with the Zoning Ordinance parking requirements to the satisfaction of the Directors of Planning and Zoning and Transportation and Environmental Services. (T&ES)
- 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. (T&ES)
- C-2 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99).

In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of City Council approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov), for information about completing this form. (T&ES)

##### Code Enforcement:

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Ken Granata, Acting Plan Review Supervisor at [ken.granata@alexandriava.gov](mailto:ken.granata@alexandriava.gov) or 703-746-4193.

- C-1 The proposed use is a change in use group classification; a new Certificate of Occupancy is required.
- C-2 Building and trades permits are required for this project. Six sets of *construction documents* prepared by a licensed architect or professional engineer shall accompany the permit application. Construction documents shall fully detail the construction as well as layout and schematics of the mechanical, electrical, and plumbing systems shall accompany the permit application(s).
- C-3 Prior to the application for new Certificate of Occupancy, the applicant shall submit a building permit for a change of use. The 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. The applicant shall include a building code analysis with the following building code data on the plans: a) use group; b) number of stories; c) type of construction; d) floor area per floor; e) fire protection plan f) total occupancy load g) means of egress h) accessibility requirements
- C-4 Alteration to a building/structure shall comply with the Uniform Statewide Building Code (USBC).
- C-5 Any proposed future alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-6 Before a building permit can be issued on any proposed future alterations, a certification is required from the owner or owner's agent that the building has been inspected by a licensed asbestos inspector for the presence of asbestos.
- C-7 Required exits, parking, and accessibility within the building for persons with disabilities must comply with USBC Chapter 11. Handicapped accessible bathrooms shall also be provided.
- C-8 Toilet Rooms for Persons with Disabilities:
  - (a) Water closet heights must comply with USBC 1109.2.2
  - (b) Door hardware must comply with USBC 1109.13
- C-9 Electrical wiring methods and other electrical requirements must comply with NFPA 70, 2008.

Health:

- F-1 An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual or location to another.

- F-2 Plans shall be submitted to the Health Department through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction. There is a \$200.00 plan review fee payable to the City of Alexandria.
- F-3 Plans shall comply with Alexandria City Code, Title 11, Chapter 2, The Food and Food Handling Code of the City of Alexandria. Plans shall include a menu of food items to be offered for service at the facility and specification sheets for all equipment used in the facility.
- F-4 A Certified Food Manager shall be on-duty during all operating hours.
- F-5 The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.

Parks and Recreation:

- F-1 No comment

Police Department:

- F-1 No comments received



# APPLICATION

## SPECIAL USE PERMIT

**SPECIAL USE PERMIT #** 2012-0025

1220 + 1250

**PROPERTY LOCATION:** 1240 N. Pitt Street, Alexandria, VA

**TAX MAP REFERENCE:** 045.03.01.28 **ZONE:** Office Comm.

**APPLICANT:** 045.03-01-26 / 045.03-01-27

Name: Elaine E. Gordon d/b/a Teeter Toddler's Playgroup, LLC

Address: 1000 Brightseat Rd., Apt. 336, Landover, MD 20775

**PROPOSED USE:** A cooperative toddler playgroup for ages 6 mos.-3 yrs. old that offers a developmentally age appropriate program.

**THE UNDERSIGNED**, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 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 staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.

**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 IV, Section 4-1404(D)(7) 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 Director of Planning and Zoning on this application will be binding on the applicant unless those materials or representations are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

Elaine E. Gordon  
Print Name of Applicant or Agent  
1000 Brightseat Rd., Apt. 336  
Mailing/Street Address  
Landover, MD 20775  
City and State Zip Code

Elaine E. Gordon 3/24/12  
Signature Date  
202/403-1665   
Telephone # Fax #  
egordon.lifechange@gmail.com  
Email address

**ACTION-PLANNING COMMISSION:** \_\_\_\_\_  
**ACTION-CITY COUNCIL:** \_\_\_\_\_



**PROPERTY OWNER'S AUTHORIZATION**

As the property owner of \_\_\_\_\_, I hereby  
(Property Address)  
grant the applicant authorization to apply for the \_\_\_\_\_ use as  
(use)  
described in this application.

Name: \_\_\_\_\_ Phone \_\_\_\_\_  
Please Print  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- 1. Floor Plan and Plot Plan. As a part of this application, the applicant is required to submit a floor plan and plot or site plan with the parking layout of the proposed use. The SUP application checklist lists the requirements of the floor and site plans. The Planning Director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver.

Required floor plan and plot/site plan attached.  
 Requesting a waiver. See attached written request.

- 2. The applicant is the (check one):  
 Owner  
 Contract Purchaser  
 Lessee or  
 Other: \_\_\_\_\_ of the subject property.

State the name, address and percent of ownership of any person or entity owning an interest in the applicant or owner, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent.

Elaine E. Gador - own 100% interest  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SUP # 2012-0025

**PROPERTY OWNER'S AUTHORIZATION**

As the property owner of 1240 N. Pitt St. Alexandria VA 22314, I hereby  
(Property Address)  
grant the applicant authorization to apply for the 4 muse ment Enterprise use as  
(use)  
described in this application.

Name: Heather Dean  
Please Print

Phone: 703-518-1224

Address: 1250 N. Pitt St. Alex. VA 22314

Email: hdean@pta-org

Signature: Heather S. Dean

Date: 3/26/12

1. Floor Plan and Plot Plan. As a part of this application, the applicant is required to submit a floor plan and plot or site plan with the parking layout of the proposed use. The SUP application checklist lists the requirements of the floor and site plans. The Planning Director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver.

Required floor plan and plot/site plan attached.

Requesting a waiver. See attached written request.

2. The applicant is the (check one):

Owner

Contract Purchaser

Lessee or

Other: \_\_\_\_\_ of the subject property.

State the name, address and percent of ownership of any person or entity owning an interest in the applicant or owner, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OWNERSHIP AND DISCLOSURE STATEMENT**

Use additional sheets if necessary

**1. Applicant.** 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 term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. Elaine E. Gordon Teeter Toddlers Playgroup LLC	1000 Brightseat Rd. Ste 334 Landover, MD 20785	100%
2.		
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1240 N. Pitt Street, Alexandria, VA 22314-5600 (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. PTA	1240 N. PITT STREET Alexandria, VA	100%
2.		
3.		

**3. Business or Financial Relationships.** Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity below and "None" in the corresponding fields)**

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. none	none	none
2.		
3.		

**NOTE:** Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

3/24/12

Elaine E. Gordon

*Elaine E. Gordon*

Date

Printed Name

Signature



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**National PTA Board of Directors  
2011-2013**

<b>NAME</b>	<b>POSITION</b>
Acerra, Robert P.O. Box 91 Oakhurst, NJ 07755	Board Member Youth Involvement Committee- Chair
Allen, Scott 15850 SE 47 <sup>th</sup> Street Bellevue, WA 98006-3265	Board Member Resolutions Committee, Board Liaison
Bay, Laura P.O. Box 181 Tracyton, WA 98393	National Secretary/Treasurer Endowment Fund Trustees-Chair Finance Committee-Chair Convention/General Arrangements Committee
Borrello, Vito 201 Shady Grove Drive East Amherst, NY 14051-2704	Board Member Resource Development Committee
Castorena, Noel 2721 N. 7 <sup>th</sup> Avenue Phoenix, AZ 85007	Board Member Youth Involvement Committee
Cox, Nancy 120 Hunters Trail Longwood, FL 32779-3052	Board Member Convention/General Arrangements- Chair
Cushman, Leslie Chair, District Directors 738 Osco Pkwy Woodstock, GA 30188-3239	Board Member Finance Committee
Daniels, C. André 68 Bentwood Drive Westampton, NJ 08060	Board Member Resource Development Committee
Fujioka, Dr. Jo Ann Ota 540 South Forest Street, Unit K Denver, CO 80246-8164	Board Member Committee on Diversity
Hatrck, Edgar Loudoun County Public Schools 21000 Education Court Ashburn, VA 20148	Board Member
Herndon, Ron 3417 NE 7 <sup>th</sup> Portland, OR 97212	Board Member



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**National PTA Board of Directors  
2011-2013**

NAME	POSITION
Pipkin, Dr. Robert 20802 N. Gray Hawk Drive Scottsdale, AZ 85255	Board Member Membership Committee Organizational Effectiveness/Accountability Committee
Sevier, Shannon CMR 415 Box 3225 APO AE 09114	Board Member Legislative Committee
Strauss, Debra 401 Ela Road Inverness, IL 60067	Board Member Bylaws and Policy Committee- Chair
Sultz, Denise 9311 W 81st Terrace Overland Park, KS 66204	Board Member Field Service Committee
Thornton, Otha 3056 Montclair Circle, SE Smyrna, GA 30080	National President-Elect Board Member Finance Committee Convention/ General Arrangements Committee Resource Development Committee
Waugh, Sophia 33231 Canyon Quail Trail Road Agua Dulce, CA 91390-4681	Board Member Finance Committee

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?

n/a

**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.

**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. The description should fully discuss the nature of the activity. (Attach additional sheets if necessary.)

Teeter Toddler's Playgroup, LLC ("TTP") is a cooperative organization playgroup targeting the population of toddlers between the ages of 6 mos. - 3 yrs. old. TTP will thrive on the participation of all its members - children, parents, caregivers and staff, alike. TTP offers a welcoming and dynamic place for small children to play, while it introduces them to new toys, activities, languages, friends, and the beginning exposure to a social environment that promotes sharing and necessary interaction with other children their age. TTP's concept includes the participation of parents and/or care providers to play alongside their children and take an active role in their daily fun and development, while witnessing their growing confidence in group settings. TTP also offers a remarkable resource to parents and caregivers seeking advice and companionship. TTP provides developmentally age appropriate activities in a clean, safe, stimulating, nurturing and fun environment. The program is a diverse mixture of activities that are tailored to the needs of the various developmental stages of the children it serves. Typical activities include singing, book reading, arts and crafts, free play, musical instruments, indoor games, sensory experiences, and the discipline exposure to eating snacks in an organized manner. By targeting this age demographic, TTP's goal is to assist families by offering the following: stimulating play areas; assist in fostering early social skills; encourage children to be creative and explore new surroundings, promote the exposure to other languages, and provide a safe and nurturing area for parents and/or caregivers to form companionships and gain child-related educational tools, and a source of socialization for the parent/caregiver, as well.

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**USE CHARACTERISTICS**

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

- a new use requiring a 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: \_\_\_\_\_

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).

(30) toddlers, (30) parents/or caregivers for each program  
8:30 A.M. - 12:30 P.M., Monday - Friday; Afternoon program 2:30 P.M. - 5:30 P.M., Monday - Friday

B. How many employees, staff and other personnel do you expect?

Specify time period (i.e., day, hour, or shift).

3 employees for each program

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

Day:	Hours:
<u>Monday</u>	<u>8:30 AM - 12:30 PM; AND 2:30 PM - 5:30 PM</u>
<u>Tuesday</u>	<u>Same hours</u>
<u>Wednesday</u>	<u>Same hours</u>
<u>Thursday and Friday</u>	<u>Same hours</u>

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

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

Noise levels will be minimally heard because we will be housed on the  
lower level and we are the only occupants on this floor.

B. How will the noise be controlled?

Parents/caregivers will monitor and supervise children, however, it's a  
playgroup and children are encouraged to enjoy themselves.

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

We do not anticipate unnecessary odors; diaper changing will be contained in  
one area with odor concealing methods used to minimize the exposure to odors.  
 \_\_\_\_\_  
 \_\_\_\_\_

**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? (i.e. office paper, food wrappers)  
Normal office paper, plastic/paper wrappers generated from snacks  
 \_\_\_\_\_

B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)  
Approximately 60 bags/day  
 \_\_\_\_\_

C. How often will trash be collected?  
Once/wk for trash/recyclables  
 \_\_\_\_\_  
 \_\_\_\_\_

D. How will you prevent littering on the property, streets and nearby properties?  
By providing sufficient trash receptacles and trash disposal habits will be  
practiced as part of our program.  
 \_\_\_\_\_  
 \_\_\_\_\_

**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:

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

Each child is accompanied by an adult, and is no threat to the safety of the  
residents. Also, the building's safety has been already approved by the city  
officials and we will reinforce safety measures by providing exit & emergency plans.

**ALCOHOL SALES**

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

Yes       No

If yes, describe existing (if applicable) and proposed alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales.

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**PARKING AND ACCESS REQUIREMENTS**

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

- 5 Standard spaces
- Compact spaces
- 2 Handicapped accessible spaces.
- Other.

Planning and Zoning Staff Only

Required number of spaces for use per Zoning Ordinance Section 8-200A \_\_\_\_\_

Does the application meet the requirement?  
 Yes  No

B. Where is required parking located? (check one)

- on-site
- off-site

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

---

**PLEASE NOTE:** 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.

C. 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.

Parking reduction requested; see attached supplemental form

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

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

Planning and Zoning Staff Only

Required number of loading spaces for use per Zoning Ordinance Section 8-200 \_\_\_\_\_

Does the application meet the requirement?  
 Yes  No

B. Where are off-street loading facilities located? n/a

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

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

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 and will not impact traffic flow.

**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?

2,616 sq. ft. (existing) + \_\_\_\_\_ sq. ft. (addition if any) = 2,616 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: Pitt Street Centre 3

other. Please describe: \_\_\_\_\_

**End of Application**



Grubb & Ellis Company

1825 Eye Street, NW, Suite 450

Washington, DC 20006

March 22, 2012

202.312.5400 main

Mr. Scott W. Elkins

202.312.5450 fax

Managing Member

[www.grubb-ellis.com](http://www.grubb-ellis.com)

Elkins Lane Realty Advisors, LLC

Weichert Commercial

121 North Pitt Street

Alexandria, VA 22314

**RE: LEASE PROPOSAL FOR TEETER-TODDLER'S PLAY GROUP, LLC AT  
1240 NORTH PITT STREET, ALEXANDRIA, VIRGINIA**

Dear Scott:

On behalf of National Parent Teacher Association (herein after referred to as "Landlord"), we appreciate the interest of your client, Teeter-Toddler's Play Group, LLC (herein after referred to as "Tenant"), in its interest in leasing space at 1240 North Pitt Street, Alexandria, Virginia (herein after referred to as "Building"). This document is a list of proposed deal points that shall become part of an eventual Lease Document; however, the parties shall not be bound by any agreement until both agree to and sign a formal written lease (herein after referred to as "Lease").

**PREMISES:** The Premises will consist of approximately 2,616 rentable square feet of office space located on the Lower Level of the Building, as outlined on Exhibit A, attached hereto.

**LEASE TERM:** Five (5) years and Two (2) months.

**LEASE COMMENCEMENT:** The Lease Commencement Date shall be July 1, 2012.

**RENT COMMENCEMENT:** The Rent Commencement Date shall be September 1, 2012.

**BASE RENT:** The Base Rent shall be Nineteen and 50/100 Dollars (\$19.50) per square foot, full service.

**ANNUAL ESCALATION:** Commencing upon the first anniversary of the Lease Commencement Date and each anniversary thereafter, the Base Rent shall escalate by three percent (3.0%) over the prior year's rent.

**OPERATING EXPENSES**

**& REAL STATE TAXES:** Commencing upon the first anniversary of the Lease Commencement Date and each anniversary thereafter, Tenant shall pay its pro-rata share of Operating Expenses and Real Estate Taxes increases over a calendar 2012 Base Year.

**TENANT IMPROVEMENT**

**ALLOWANCE:** Tenant shall accept the Premises in their "as-is" condition. Landlord shall remove two (2) walls as shown in Exhibit A. Landlord shall install new Building Standard Paint & Carpet throughout the demised Premises (color(s) to be chosen by Tenant). Landlord shall also install new refrigerator and dishwasher within existing pantry.

**OPTION TO RENEW:** Tenant shall have the option to renew this Lease for one (1) additional period of five (5) years (the "Extension Term"). Notice of Tenants intent to exercise this Option to Renew shall be given no later than twelve (12) months prior to the expiration of the Lease Term. The terms of the Extension Term shall be at the then fair market value for both rental rate and any concessions given to tenants in the Old Town Alexandria submarket.

**SECURITY DEPOSIT:** Tenant shall provide Landlord with its current year-to-date and its past two (2) fiscal years of financial statements (audited if available) so that Landlord may determine the security deposit. In no event shall the security deposit be less than one (1) month of Base Rent. In addition, Tenant shall provide Landlord with the first (1<sup>st</sup>) month's Base Rent due upon execution and delivery of

the Lease to Landlord.

**BROKERAGE:** Landlord understands that Tenant is being represented by Elkins Lane Realty Advisors-Weichert Commercial, and Landlord is being represented by its leasing agent, Grubb & Ellis Company. Landlord shall enter into a separate written agreement with said broker regarding the payment of a fair market leasing commission in connection the lease.

**SPECIAL USE PERMIT**

**CONTINGENCY:** The Lease shall be contingent upon Tenant successfully obtaining a special use permit (amusement enterprise) from the City of Alexandria on or about June 16<sup>th</sup> so that it can lawfully operate its business. In the event that Tenant is not able to obtain the special use permit and cannot enter into the lease then it shall reimburse Landlord for its reasonable attorney costs for drafting and negotiating the Lease.

**NON-BINDING AND**

**CONTINGENCIES:** Notwithstanding anything contained herein, this letter shall not constitute a lease between Landlord and Tenant. Until a binding lease agreement is mutually executed by the parties, neither Landlord nor Tenant shall have any obligations to each other. Lastly, the terms of this proposal are contingent upon the review of Tenant's financial statements.

Please convey to your client the owner's interest in having Teeter-Toddler Play Group, LLC as the next valued tenant of 1240 North Pitt Street. This proposal shall be valid for two (2) weeks from the date of this letter. We look forward to working with you further and hope we will be able to arrive at a successful conclusion

Sincerely,

**GRUBB & ELLIS COMPANY**

*Nancy A. Brown*

*David K. Hobbs*

Gregg A. Brown

Darryl K. Hoffman

Vice President

Associate

**APPROVED AND ACCEPTED:**

**Tenant: Teeter-Toddler's Play Group, LLC**

Sign: Elaine E. Gordon

Title: CEO

Date: March 24, 2012

**EXHIBIT A**

Premises



Grubb & Ellis Company  
1825 Eye Street, NW, Suite 450  
Washington, DC 20006

March 22, 2012

Mr. Scott W. Elkins  
Managing Member  
Elkins Lane Realty Advisors, LLC  
Weichert Commercial  
121 North Pitt Street  
Alexandria, VA 22314

202.312.5400 main  
202.312.5450 fax  
www.grubb-ellis.com

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**NON-BINDING AND**

**CONTINGENCIES:**

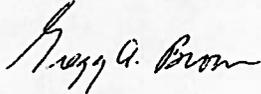
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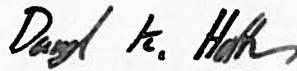
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Sincerely,

**GRUBB & ELLIS COMPANY**



Gregg A. Brown  
Vice President



Darryl K. Hoffman  
Associate

**APPROVED AND ACCEPTED:**

**Tenant: Teeter-Toddler's Play Group, LLC**

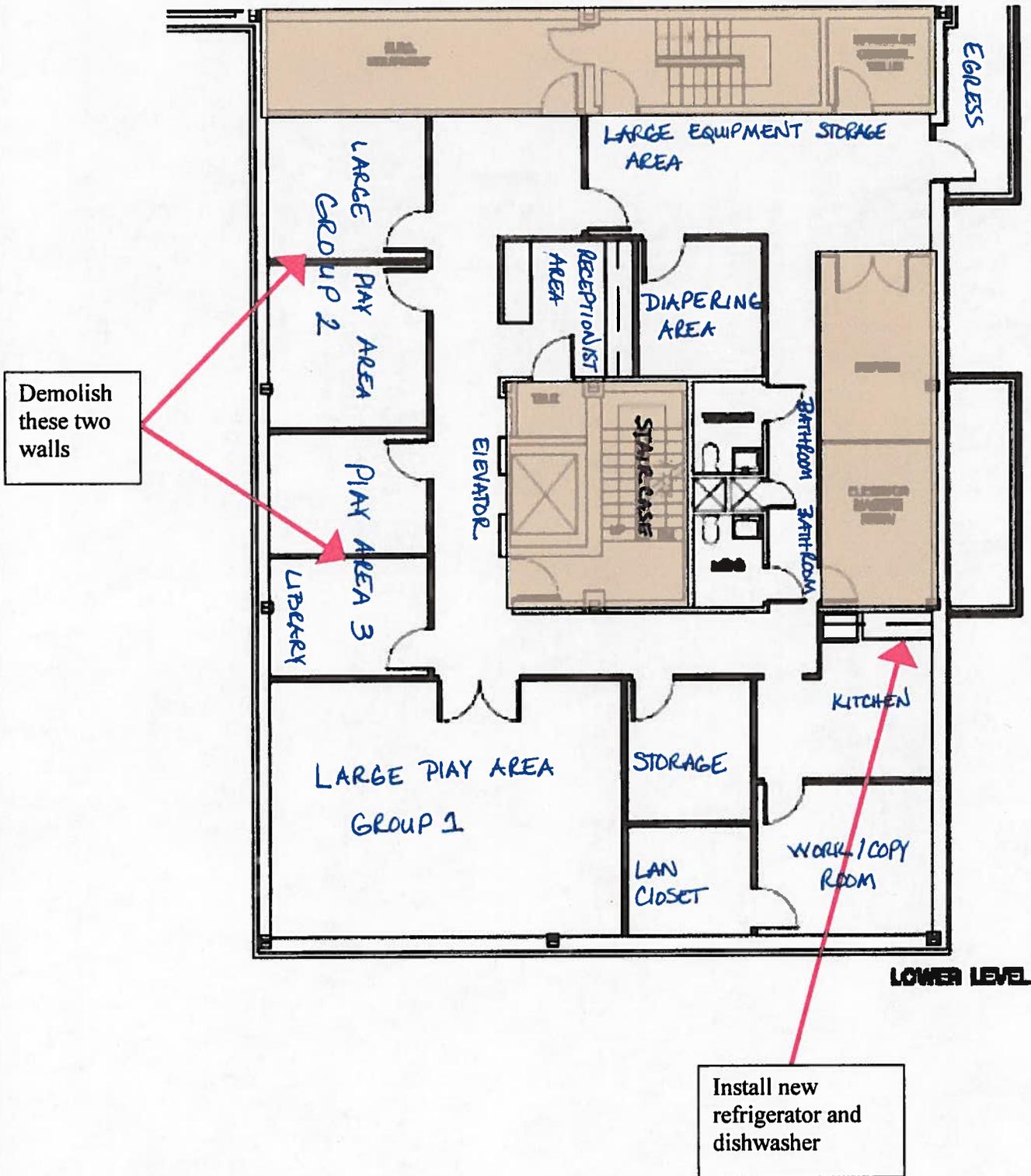
Sign: Elaine E. Gordon

Title: CEO

Date: March 24, 2012

EXHIBIT A

Premises



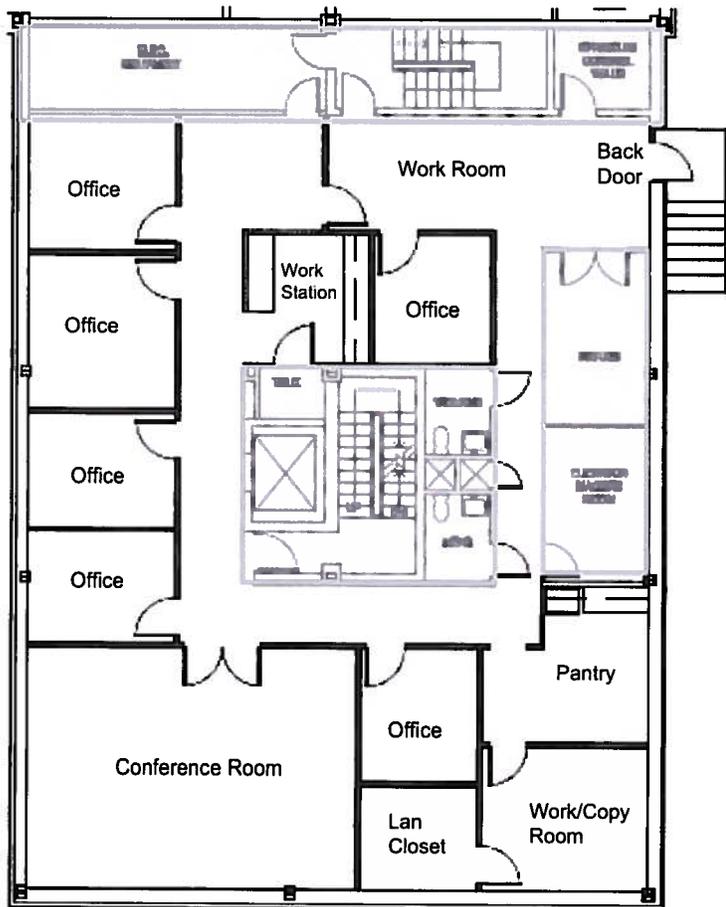
# PITT STREET CENTRE 3

FOR LEASE

OLD TOWN ALEXANDRIA, VA

**1240 N. PITT STREET**

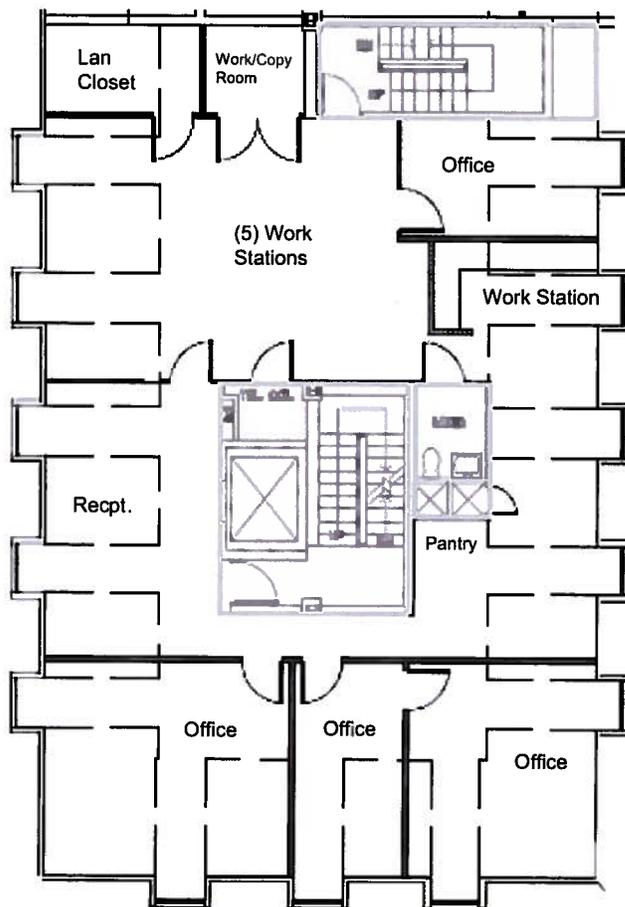
**Lower Level**  
2,616 SF



N. Pitt Street

- 6 – Offices
- 1 – Work Station
- Conference Room
- 7 Seats Total
- \*373 SF per seat

**Suite 400**  
2,212 SF



N. Pitt Street

- 4 – Windowed Offices
- 6 – Work Stations
- Reception
- Pantry
- 11 Seats Total
- \*201 SF per seat

Views

For more information please contact:

**Gregg A. Brown**  
Vice President  
202.312.5757

gregg.brown@grubb-ellis.com

**Darryl K. Hoffman**  
Associate  
202.312.5763

darryl.hoffman@grubb-ellis.com

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1825 Eye Street NW | Suite 450 | Washington DC 20006 | p 202.312.5400 | f 202.312.5450 | www.grubb-ellis.com



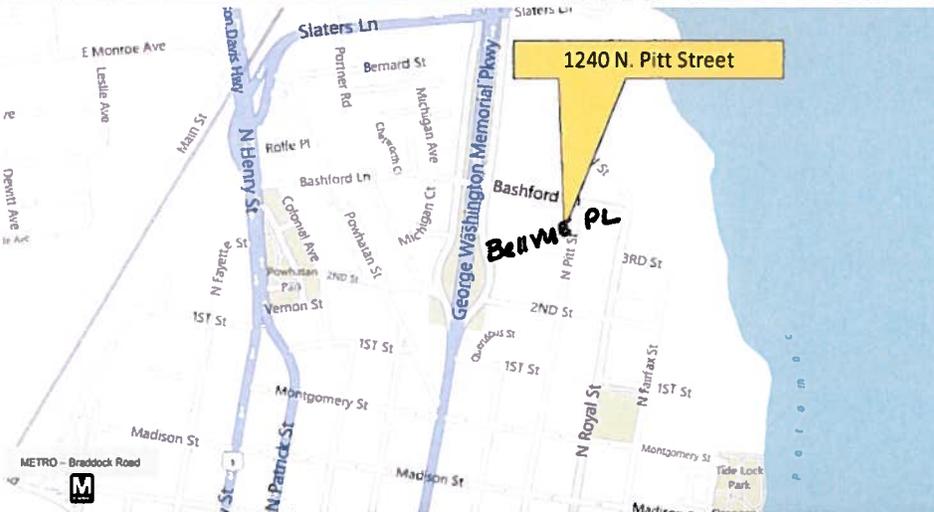
The information contained herein was obtained from sources believed reliable; however, Grubb & Ellis Company makes no guarantees, warranties or representations as to the completeness or accuracy thereof. The presentation of this property is submitted subject to errors, omissions, change of price or conditions prior to sale or lease, or withdrawal without notice.

# PITT STREET CENTRE 3

OLD TOWN ALEXANDRIA, VA

FOR LEASE

1240 N. PITT STREET



## Lower Level

- 2,616 RSF
- Individual floor
- \$19.50 PSF, Full Service
- Office intensive
- Separate exterior entrance

## Suite 400

- 2,122 RSF
- Individual floor – River Views
- \$28.50 PSF, Full Service
- Office intensive
- 3 sides of glass – operable windows

## Amenities

- Owner occupied building
- Surface parking
- Walking distance to hotels and retail amenities
- 1 mile from Braddock Road Metro Station (Blue / Yellow lines)
- 3 miles from Ronald Reagan Washington National Airport

For more information please contact:

**Gregg A. Brown**

*Vice President*

202.312.5757

gregg.brown@grubb-ellis.com

**Darryl K. Hoffman**

*Associate*

202.312.5763

darryl.hoffman@grubb-ellis.com

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**Julie Fuerth**

---

**From:** Elaine Gordon <egordon.lifechange@gmail.com>  
**Sent:** Monday, March 26, 2012 4:55 PM  
**To:** Nathan Randall  
**Cc:** Julie Fuerth  
**Subject:** SUP - Teeter Toddler's Playgroup, LLC/Elaine Gordon

Hello Mr. Randall:

I just wanted to let you know that I've had the real estate agent print me an aerial copy of the property until I receive the Site Plan from the landlord, per Julie's suggestion. (I'll drop this by your office tomorrow - it shows very dark when emailed to me.) She advised me to let you know this information, as well as to email you that the parking space allowance for the site is 5 specific spaces for our suite, 2 handicapped spaces are on the property, and there are a total of (26) surface spaces and the overflow spaces not designated by the other two occupants are, of course, available to us, as well. There is street parking with signs that state there are 2 hours allowed for parking. Also, would you please inform Julie that the PTA said the Section 3. on Page 4a (Disclosure Statement), is correct - there is no business or financial relationship in effect.

Just a note - Julie was just wonderful and helped me tremendously! She was patient and quite knowledgeable. She made the process seamless. Thank you for your assistance and I look forward to the next steps.

Sincerely,

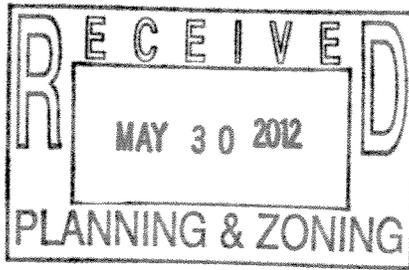
Elaine Gordon  
202.403.1665

1240 N. PITT, Alexandria, VA  
Elaine Gordon  
Teeter Toddler's Playgroup, LLC



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Docket Item No.5  
SUP#2012-0025

Gary D. Solis  
522 Bellvue Place  
Alexandria, VA 22314

30 May 2012

Planning Commission  
City of Alexandria  
City Hall  
301 King Street  
Alexandria, VA 22314

Planning Commissioners:

This is in regard to the public Consent Calendar hearing scheduled for Tuesday, June 5<sup>th</sup>, 2012. Under New Business, Ms. Elaine E. Gordon, DBA Teeter Toddlers Playgroup LLC, is applying for a special use permit (SUP) numbered 2012-0025.

I am the president of the Pitt Street Station homeowners' association, a group of twenty townhomes situated directly adjacent to the proposed special use location. The Pitt Street Station homeowners' association asks that you note on the record that we oppose granting the SUP.

At our recent annual homeowners' association meeting, we discussed this issue and unanimously agreed that an amusement enterprise such as Teeter Toddlers Playgroup would, in our opinion, present a continuing significant parking problem, would create a potential danger to the physical well-being of any children involved, to their parents/caregivers, and to Pitt Street Station homeowners, and would raise issues of liability for the City of Alexandria and for the Homeowners' Association, not to mention Teeter Toddlers Playgroup.

The SUP notes that the Teeter Toddlers' entryway is directly across an open patio from a four-step stairway entrance to the patio. Years of experience has demonstrated that individuals wishing to enter the patio usually pull up to the curb immediately opposite the four-step stairway to gain entry to the patio. Sometimes they park with their car or truck engine turned off, sometimes they idle the engine while they enter the patio and then the building to conduct their business. This "parking place" is located on Bellvue Place, a private, narrow, one-block-long street maintained by the Pitt Street Homeowners' Association, not the City of Alexandria. The "parking place" is also within ten feet of one of the nine city-mandated signs on Bellvue Place warning that there is no parking on the street because it is a city-designated fire lane. Worse, the parking place is directly in line with two residents' garages on the opposite side of Bellvue Place.

The two garages are in frequent use, often throughout the day, by the two residences, both of which have two vehicles – two of the four vehicles being large SUVs. The two signs at each end of Bellvue, noting that it is a private street are, predictably, widely ignored. There have been several incidents in which individuals walking from or around their illegally parked cars at the “parking space” next to the four-step stairway were barely missed by Bellvue residents backing out of their driveways. Small children are virtually invisible to a backing driver. Additionally, FedEx and UPS trucks frequently cut through Bellvue Place, presenting yet another hazard to Teeter Toddler children and parents.

The homeowners’ association has discussed this issue with the building’s management several times over the years. They have been cooperative and have repeatedly asked their vendors to park on the opposite of the building, to no avail. I have asked illegal parkers to move, as have other Pitt Street Station homeowners, also to no avail. “I’ll only be a second” is a usual response. Two cases I am aware of resulted in physical confrontations.

It is unreasonable to believe that parents/caregivers will not park on Bellvue Place to let their children out, or to escort them to Teeter Toddlers’ location, even if they intend to eventually park elsewhere. Because of heavy car and bus traffic, it is not feasible to double park on Pitt Street, near the patio’s other entrance. How long would it be before a small child darted into Bellvue Place or Pitt Street, endangering themselves and initiating lawsuits against the City and Bellvue homeowners?

Nor are the five dedicated parking spaces proposed in the SUP *nearly* sufficient to the number of Teeter Toddler clients envisioned. Five spaces for thirty children and their parent/caregivers in the morning and another thirty in the afternoon? Even if some were to arrive by bus, or walk, and another few managed to find on-street parking, the shortage of parking space is evident.

For these reasons, the Pitt Street Station Homeowners’ Association respectfully urges the Planning Commission to deny the special use permit requested by Ms. Gordon.

  
Gary D. Solis

STATEMENT  
OF JONATHAN R. SHEINER  
ON BEHALF OF THE  
PITT STREET STATION HOME OWNERS ASSOCIATION

PLANNING COMMISSION OF THE CITY OF  
ALEXANDRIA  
JUNE 5, 2012

REGARDING DOCKET #5; CASE # SUP 2012-0025  
ELAINE E. GORDON D/B/A TEETER TODDLER'S  
PLAYGROUP,  
1220, 1240, AND 1250 NORTH PITT STREET

Members of the Planning Commission, my name is Jonathan Sheiner. With my wife Susan White, I reside at 510 Bellvue Place.

I am here tonight speaking on behalf of the 20 households of the Pitt Street Station (PSS) Home Owners Association. The residents of PSS have the most direct interest in this application as our properties abut the buildings in question and our private street, Bellvue Place will unquestionably be affected by presence of the facility suggested by the application under consideration.

The Pitt Street Station Home Owners Association has voted at its recent annual meeting to unalterably oppose the granting of this special use permit for Ms. Gordon doing business as Teeter Toddler's Playgroup.

We believe that the use is essentially a day care center and inappropriate for the site. We believe the

facility will significantly inconvenience the residents of PSS, abuse the access easement for Bellvue Place and create unnecessary safety and liability concerns.

We appreciate the work of the planning staff and their discussion of the application. However, we cannot agree with its recommendation for approval of the permit even with the conditions recommended. There are several significant omissions we believe should be dispositive in rejecting this application.

In the site description there is a failure to describe Bellvue Place. This is a crucial omission. While the staff does recommend a condition concerning parking on Bellvue Place, we believe the Commission should be better informed of the nature of Bellvue Place, its intended use, its actual use and its likely use should this permit be granted.

Bellvue Place is a private street maintained by the PSS HOA. It is only 22.5 feet wide. No parking is allowed on any part of it from North Pitt Street on the east to the extension of St. Asaph Street at its western extension. . There are nine city-mandated signs on Bellvue Place warning that there is no parking on the street because it is a city-designated fire lane. There are 15 townhouse units facing Bellvue Place with driveways onto it. With most vehicles at 14 feet or longer the

residents need most of Bellvue Place to pull their vehicles off their driveways. There are five town house units that face N. Pitt Street, whose garages face an alley perpendicular to Bellvue Place and use Bellvue Place for access to the public roads.

1210, 1220, 1240 and 1250 N. Pitt Street each abut Bellvue Place. Each can be entered from N. Pitt Street, through a small plaza serving each building. The plaza can also be accessed from Bellvue Place. 1210 N. Pitt Street can also accessed through a door facing Bellvue Place. The sidewalk that leads to the entrances of the plaza and 1210 is owned by the PSS property owners. There is an easement for entry. The parking that is used by these buildings is on the north and west side of the structures. Those parking in these lots must walk on N. Pitt Street to the plaza or west side of the building to the sidewalk to the plaza or 1210 entrance.

Anyone parking in the Parkway Building lot and using 1220, 1240 or 1250 will either walk on Bellvue Place or through the west parking lot and onto the Bellvue Place sidewalk.

The residents of PSS are concerned because of the history of the misuse of Bellvue Place and the extraordinary concern for toddlers on Bellvue Place

especially since toddlers will be invisible to those backing out of their driveways.

To this date unauthorized vehicles come down Bellvue Place and stop to make deliveries, pick ups and drop and accept passengers using both buildings. These vehicles hinder the use of Bellvue Place by its owners. A vehicle parked on the north curb of Bellvue Place will make it impossible for exiting from the driveways across Bellvue Place.

The staff has proposed as a condition for a permit that the applicant assure that there be 15 parking spaces. If the capacity of the facility is 30 toddlers and their parents, it seems very clear that we are 15 spaces short.

Ten of the spaces offered by the applicant are in the lot adjacent to the Parkway office building. Vehicular access to this lot (which is essentially an extension of St. Asaph Street) is either from Second Street on the south or through Bellvue Place on the east from North Pitt. It is unacceptable to have the parents using the proposed facility using Bellvue Place to access the Parkway building lot.

The assumption is that some of the parents will walk with their children is not supported by the demographics of the community. There are very few

children between six months and three years in this part of North Old Town. If the expected attendance is to be realized, we can expect nearly every parent to drive their children to the site. Or, someone will dropping them off at the site, most likely on Bellvue Place because it will appear to be the safer pace to take a toddler out of a vehicle.

When children are present there will be a greater possibility of darting toddlers and the potential for tragedy, let alone liability. Bellvue Place is not a straight street. By design it has an ess curve in it. Putting the children at risk and the residents of PSS in potential liability is unacceptable.

The residents of PSS oppose the granting of this permit. We do not believe the problems we face can be resolved. But, if it is granted, the City must require a total of 30 parking spaces and that there be just not “no parking”, but, “no standing”, “no stopping”, and no drop offs and pick ups on Bellvue Place.

Thank You.