



SUP # 2011-0037

Administrative Special Use Permit Application

Please type or print legibly

PROPERTY LOCATION: Del Ray United Methodist Church, 100 E. Windsor Ave

ZONE: R2-5 TAX MAP REFERENCE: 034.04-02-01

APPLICANT'S INFORMATION:

Applicant: J. Page Turney Sarah E. Fondriest Business/Trade Name: The Del Ray Montessori

Address: 434 N. Armistead St #101 Alexandria, VA 22312

Phone: 571-217-8803 (Sarah Fondriest) Email: delraymontessori@
703-965-4220 (Page Turney) thedelraymontessori

PROPOSED USE:

- Day Care Center
- Light Auto Repair
- Overnight Pet Boarding
- Outdoor Garden Center
- Catering Business
- Valet Parking
- Restaurant
- Outdoor Dining (exclude King Street Retail Ov
- Live Theater
- Outdoor Food and Crafts Market Center
- Outdoor Display
- Massage Establishment

Please read and sign after the statement:

I have read and understand the general standards and the requirements for the use for which I am applying and have attached the Worksheet for the use.

Signature: [Signature]

Please submit the following with this application form:

Site Plan At a minimum, show and label the subject property, surrounding buildings, and streets. Show, label and give dimensions for all parking spaces, entrances and exits, and trees and shrubbery.

Floor Plan At a minimum, show and label all interior features inside and outside seats, tables, counters, equipment, etc. as appropriate to the use. Show, label and give dimensions for all entrance and exit doors and windows, rooms/areas, staircases, elevators and bathrooms.

Worksheet for specific use from Checklist and Worksheet package.

Other materials, as required by specific use (see Guide to Administrative SUPs Checklist & Worksheets).

SUP # 2011-0037

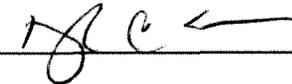
PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 100 E. WINDSOR AVE
(property address), for the purposes of operating a CHILD CARE CENTER (use)
business as described in this application.

I also grant permission to the City of Alexandria to visit, inspect, photograph and post placard notice on my property.

Name: DOUGLAS SMITH (TRUSTEE CHAIR) Phone 703 549 2088

Address: 100 E WINDSOR AVE Email: OFFICE@DOLBYLMC.ORG

Signature:  Date: 5/18/11

1. 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 and the percent of ownership.

If property owner or applicant is being represented by an authorized agent such as an attorney, realtor, or other person for which there is some form of compensation, does this agent or the business in which the agent is employed have a business license to operate in the City of Alexandria, Virginia?

- Yes. Provide proof of current City business license
- No. The agent shall obtain a business license prior to filing application, if required by the City Code.

USE CHARACTERISTICS

2. Please give a brief statement describing the use:

We will be providing child care through a Montessori-based preschool.

3. Please describe the proposed hours of operation:

Days M-F	Hours 7:30-5:30
Daily	

Or give hours for each day of the week

Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

4. 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).

We expect 21 pupils

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

Two full time employees (8:00-4:00); one part-time employee (11⁰⁰)

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

<u>162</u>	Standard and compact spaces
<u>3</u>	Handicapped accessible spaces
<u> </u>	Other

- B. Please give the number of:
Parking spaces on-site 19
Parking spaces off-site none

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

n/a

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

- A. How many loading spaces are available for the use? 0
- B. Where are off-street loading spaces located? In the church parking / as shown on the site plan.
Approximately 50%-75% of the families will walk.
- C. During what hours of the day do you expect loading/unloading operations occur? 8:15-8:30 a.m., 3:00-3:15 pm
- D. How frequently are loading/unloading operations expected to occur, per day or week, as appropriate? M-F twice a day

7. If any hazardous materials or organic compounds (for example paint, ink, lacquer thin cleaning or degreasing solvent), as defined by the state or federal government, be handled, stored, or generated on the property, provide the name, monthly quantity, and specific disposal method below:

n/a

APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: SB 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.

Initial: SEF 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.

Sarah E. Fondriest
Print Name of Applicant or Representative

[Handwritten Signature]
Signature

Date May 24, 2011

If this application is being filed by someone other than the business owner (such as an agent or attorney), please provide the information below:

Representative's Address: _____

Phone: _____

Email: _____

Fax: _____

DAY CARE IN A CHURCH OR SCHOOL BUILDING

Zoning Ordinance Section 11-513(D)

Qualify for Administrative Review?

SUP 2011-0037

Will the day care be located in any one of the residential zones? Yes ___ No

Will the day care be located in a church or school building? Yes ___ No

If yes to all questions, the business qualifies for administrative review. If no to any question, speak to P&Z staff about the full SUP process.

Note: City staff will need to determine if the proposed location provides adequate drop off and pick up, and if there is an adequate buffer between the day care and near-by residents.

WORKSHEET – Answer each question. Attach a separate sheet of paper if necessary.

DROP OFF AREA

There must be an area that is large enough to pick up and drop off the children without interfering with other cars and pedestrians.

Where will the pick-up/drop-off area be located? In the parking lot. 50 to 75% of the families will be walking their children to school.

How many cars will fit in the area at one time? 17-21

The pick up/drop off area must be shown on the site plan which is part of the application.

PROTECTION FOR NEARBY HOMES

The location must be far enough away from nearby homes and apartments so they will not be affected by the operations of the day care facility.

Where in the church or school building will the day care be located? (i.e. basement, upper floors, west side of the building) It will be on the North side of the building, on the 2nd floor, overlooking the playground.

How large an area is proposed for day care's operations? 756 sq. feet

What steps will be taken to buffer the day care from nearby residences (ex. shrubbery, fencing, etc.)? _____

Fencing and shrubbery already exist to buffer any noise from the childcare center.

The location of the child care in relation to nearby homes and apartments must be shown on the site plan which is part of the application.

Complete the Administrative Special Use Permit Application on the following pages.