

EXHIBIT NO. 1 11
5-12-01

Docket Item #12
SPECIAL USE PERMIT #2001-0009

Planning Commission Meeting
May 1, 2001

ISSUE: Consideration of a request for a special use permit for a parking reduction for a church.

APPLICANT: Greater Shiloh Baptist Church
by Diane Alvin

LOCATION: 2762 Duke Street

ZONE: CG/Commercial General

PLANNING COMMISSION ACTION, MAY 1, 2001: On a motion by Mr. Gaines, seconded by Mr. Dunn, the Planning Commission voted to recommend approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations.

Reason: The Planning Commission agreed with the staff analysis as set forth in the Director of Planning and Zoning's memo dated April 25, 2001.

Speakers:

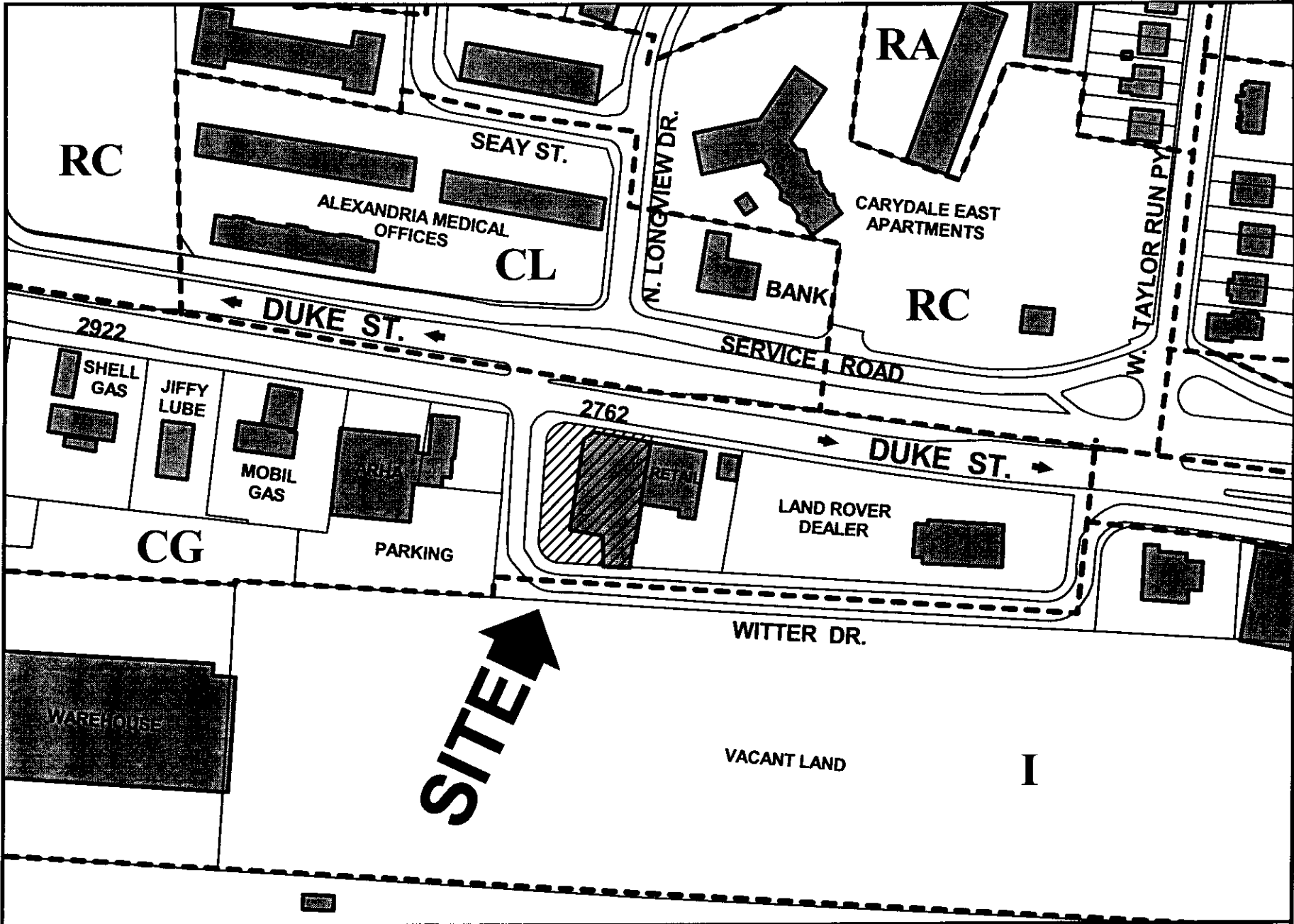
Greg Riegler, attorney representing the applicant, stated that the Church met with staff to discuss the issues identified by staff in the report and worked to respond to those concerns by limiting the number of persons in the sanctuary, the time that evening activities begin, and providing a plan for shuttle service between the church and the off-site parking lot. He stated that the applicant was agreeable to all of the conditions, including the new conditions, proposed by staff.

Dr. Tom Bailey, pastor of the Greater Shiloh Baptist Church, stated that the Church has been in existence for five years and currently has 238 members. He stated that the Church looked forward to operating in the City and that church members currently participate in a variety of ministries and other outreach programs in the City.

No one spoke in opposition to the applicant's request.

PLANNING COMMISSION ACTION, APRIL 3, 2001: By unanimous consent, the Planning Commission deferred the request.

Reason: The applicant requested the deferral.



SUP #2001-0009

05/01/01



SUMMARY

The applicant requests a reduction of off-street parking to allow it to relocate its existing church from the Charles Barrett Elementary School to this site. The applicant seeks to provide fewer spaces than the zoning ordinance requires and to allow the majority of spaces to be located at off-site lots. Planning and Transportation and Environmental Services staff originally recommended denial of the applicant's request because it was concerned about the location and number of parking spaces proposed for use by the church and that the demand for parking generated by the church will exceed the number of proposed parking spaces.

This case was deferred from the April docket in order for the applicant to address staff's concerns regarding the amount and location of parking being provided for this new church establishment. Based on the additional material submitted by the applicant and revisions it has made to its application, staff now recommends that the special use permit be approved, with additional conditions.

STAFF RECOMMENDATION:

Staff recommends **approval** of the request 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)
2. This parking reduction shall be granted subject to the following requirements:
 - A minimum of 18 on-site parking spaces shall be maintained;
 - A minimum of 183 off-site parking spaces shall be provided on Sundays and weekday evenings;
 - A minimum of 80 off-site parking spaces shall be maintained on Saturdays; and
 - The applicant shall submit a copy of the agreements by which it provides off-site parking annually to the Director of Planning and Zoning. (P&Z)

3. The applicant shall post signs inside the building indicating the location of all off-street parking, inform its congregants about the off-site parking and the shuttle service between the parking lot and the church, and shall encourage them to use the off-street parking. (P&Z)
4. The applicant shall store the shuttle vehicles in the parking lot located behind the building when not in use. (P&Z)
5. No loading or unloading of shuttle vehicles shall occur on the public right-of-way. (P&Z)
6. The applicant shall encourage its congregants and staff to use mass transit when traveling to and from the church, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of car pooling opportunities. (P&Z)
7. The applicant shall submit a landscaping plan to include, at a minimum, the following elements: two street trees along Duke Street in front of the church, shrubs in the landscaping bed adjacent to the building and in front of the existing handicap ramp, at least two street trees along Witter Street, and a screen parking hedge to buffer the on-site parking spaces to the satisfaction of the Director of Planning and Zoning. The applicant shall submit the plan within 60 days of approval and shall install the landscaping during the next planting season. The applicant shall be responsible for maintaining the landscaping in good condition. (P&Z)
8. The applicant shall repair the on-site parking lots and maintain them in good condition. (P&Z)
9. No freestanding sign shall be installed on the Duke Street frontage. A pedestrian-oriented, ground-mounted (monument) sign of approximately 21 square feet may be installed on Witter Drive to the satisfaction of the Director of Planning and Zoning. (P&Z)
10. The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department for a security survey for the building to be completed before the applicant renovates the building. (Police)
11. No amplified sound shall be audible at the property lines. (P&Z)

12. The applicant shall provide an off duty police officer to direct traffic, control parking, and to prohibit standing vehicles on the public right-of-way. (P&Z)
13. 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, (b) the director has received a request from any person to docket the permit for review, 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)
14. The applicant shall take steps to ensure that there is no stopping, standing, loading, unloading or parking on Duke Street. (P&Z)
15. Maximum occupancy of the Greater Shiloh Baptist Church shall not exceed 380 persons at any one time. In the event the amount of parking available for use by the church should increase or decrease from that which exists at the time of this approval, the maximum occupancy of the church shall be adjusted upward or downward, provided that in no event shall more than 500 persons be permitted on the site at any one time. (P&Z)
16. All evening activities occurring at the Greater Shiloh Baptist Church shall not commence prior to 7:00 p.m. (P&Z)

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

DISCUSSION:

1. The applicant, Greater Shiloh Baptist Church by Diane Alvan, requests special use permit approval for a reduction of off-street parking for a church located at 2762 Duke Street.
2. The subject property is one lot of record with approximately 106 feet of frontage on Duke Street, approximately 120 feet of frontage on Witter Drive and a total lot area of approximately 20,314 square feet. The site is developed with a one story building. Vehicular access to the property is from Witter Drive.

To the north of the site across Duke Street is the East Carydale Apartments and the Alexandria Medical and Professional Plaza. To the east is an upholstery shop. To the west is the offices of the Alexandria Redevelopment and Housing Authority (ARHA).

3. On June 17, 1995, City Council granted Special Use Permit #95-0082 to the Center For Employment Training for the operation of a commercial school to provide job training and employment assistance for use by persons who receive support through the Alexandria Aid to Families with Dependent Children (AFDC) as well as participants in the City's Job Training Partnership Act (JTPA) with a reduction of off-street parking. The school sought a reduction to allow only 18 parking spaces where a minimum of 150 spaces was required. It justified its request by stating that given the limited income of its students and its experiences with other centers it operated, it expected few students to drive to the center. The center is currently in the process of relocating its operations elsewhere and seeks to sell the property.
4. The applicant, Greater Shiloh Baptist Church, is the contract purchaser of the property and has filed a special use permit for a reduction of off-street parking in order to relocate its church to this location. A church is a permitted use in this zone. The special use permit requirement is triggered because the applicant proposes to provide 18 off-street parking where a minimum of 100 spaces is required and to provide additional off-site parking spaces within 300 feet. The church currently meets on Sundays at the Charles Barrett Elementary School at 1115 Martha Custis Drive.
5. According to the application materials, worship services will be held on Sundays with a maximum attendance of 500 persons. Baptisms, meetings, seminars, Bible classes, prayer vigils, and planning meetings will be held weekday evenings from 6:00 p.m. to 11:00 p.m. The applicant expects 50 people to attend these activities. Similar activities and services will be held on Saturday, between the hours of 10:00 a.m. to 6:00 p.m., with not more than 50 people on-site at any one time. During the day between 9:00 a.m. and 5:00 p.m., the applicant expects between four and six staff persons to be on site as part of the church office.

6. Pursuant to Section 8-200(A)(10) of the zoning ordinance, a minimum of one space for each five seats in the sanctuary is required. In this case, the applicant proposes a sanctuary that will seat 500 people; therefore, the technical requirement is 100 parking spaces. The applicant seeks a parking reduction to provide 18 off-street parking spaces and to provide additional spaces off-site.
7. As justification for its request, the applicant submitted a parking study dated February 25, 2001, and two agreements for parking spaces within 300 feet of the subject property. On Sundays and during weekday evenings, the applicant has secured a total of 183 off-site parking spaces. Of this number, 168 spaces are located to the north of the site across Duke Street at the Alexandria Medical and Professional Plaza. The remaining 15 off-site spaces are located at the ARHA property directly across Witter Drive from the subject property (see attached plan). On Saturdays, it has secured a total of 80 off-site parking spaces from only the Alexandria Medical and Professional Plaza. As a technical matter, with these agreements the applicant will comply with the minimum parking requirements for Sundays and weekday evenings. However, it will not comply with the minimum requirement on Saturdays.

The information contained in the applicant's parking study indicates that the off-site parking on weekdays is not available until after 7:00 p.m. and that the applicant understands this limitation. In addition, although the application materials indicate that the Saturday hours of operation as 10:00 a.m. to 6:00 p.m., the applicant may actually operate as early as 8:00 a.m. and as late as 10:00 p.m., as reflected in the church calendar.

According to the parking study, first time visitors to the church will be directed to park either on-site or across the street at the ARHA lot. In order to provide safe access from the off-site parking spaces at the medical office plaza across Duke Street to the church, the applicant proposes to operate up to four van shuttles both before and after services on Sundays.

The shuttle drivers will contact volunteers who will be stationed in the parking lot to coordinate the shuttle service. The shuttle will be used during Saturday and evening services as needs dictate.

8. In response to staff concerns, the applicant submitted additional parking information and agreed to limit its seating capacity as explained in the analysis below.
9. Zoning: The subject property is located in the CG zone. Section 4-402(E) of the zoning ordinance allows a church in the CG zone as a permitted use. Sections 8-100 and 8-200 (C)(4) of the zoning ordinance allow a parking reduction for the number of off-street spaces and location of off-site parking spaces only with a special use permit.

10. Master Plan: The proposed use is consistent with the Taylor Run/Duke Street small area plan chapter of the Master Plan which designates the property for commercial general uses.

STAFF ANALYSIS:

Staff initially recommended denial of this parking reduction case because (1) the applicant's own parking study showed a need for more parking than was being provided; (2) there was insufficient detail submitted to understand the proposed shuttle service to get patrons to and from the off site parking lots; and (3) the availability of parking in future years is uncertain. The applicant has submitted an addendum to its parking study, a detailed explanation of its plan for shuttling patrons to and from the off site parking lots, an additional letter regarding the large parking lot across the street, and a letter from its attorney proposing additional conditions. The information in these submissions convinces staff that the church operation, even with significant off site parking, can work successfully.

Number of parking spaces

The applicant has proposed a total of 201 parking spaces on Sundays and during weekday evenings. Of this number, 168 parking spaces are located at the medical office plaza to the north of the site across Duke Street. On Saturdays, it proposes to provide a total of 98 spaces, 80 off-site parking spaces at the medical office plaza and 18 on-site. As a technical matter, with these agreements the applicant will comply with the minimum parking requirements for Sundays and weekday evenings. However, it will not comply with the minimum requirement on Saturdays. In addition, as a practical matter, the applicant's own study shows that many more parking spaces will be needed to accommodate the demand that will be generated by 500 congregants.

In response to staff's concerns, the applicant has agreed to limit the number of patrons in the sanctuary. By agreeing to Condition #15 which lowers the number of seats from 500 to 380, the applicant is able to show that there are sufficient total spaces available to match what its parking demand is, based on actual, current experience (see additional parking information from Wells & Associates dated April 12, 2001). In addition, the applicant is willing to limit the time that its evening activities begin to 7:00 p.m., so they are coordinated with the availability of the spaces across the street. In these two ways, the applicant has addressed staff's issue with the number of spaces available.

Location of parking spaces

The majority of the off-site spaces to be used by church are located across Duke Street, beyond a service drive that runs parallel to Duke Street, and at a significantly higher grade than both Duke Street and the church property. The width of Duke Street in this location is approximately 90 feet and consists of two east-bound and two west-bound travel lanes separated by a median. There is no

pedestrian crosswalk provided in this area; the nearest crosswalks are located between 700 and 790 feet from the parking lot, at Roth Street to the west and Taylor Run Parkway to the east. The distance between the parking lot and the church will likely deter persons attending the church from using the parking. Persons who do use the parking and are able to negotiate the service drive will likely attempt to cross Duke Street, a dangerous undertaking, rather than walk to a crosswalk to safely cross the street. The applicant is proposing a shuttle service to ferry drivers who park across Duke Street to the church.

In order to demonstrate to staff that the applicant's proposed shuttle was workable and would in fact encourage church goers to use the off-site parking, the applicant has submitted a detailed plan for a shuttle service, including a diagram showing the direction of cars and shuttles (see memorandum to staff prepared by Wells & Associates dated April 17, 2001). The applicant has also committed to having church members serve as monitors to assist cars dropping off parishioners, directing them to the off site lot, to have shuttle service available continuously, and to have an active communication system among shuttle buses and the church. With this arrangement, and the thought involved in designing the program, staff believes that the system for using off site parking can work. Staff remains concerned about the potential for church vehicles stopping on Duke Street in front of the church to load or unload passengers, thereby interfering with through traffic, and has included an additional condition to make the point clearer.

The applicant suggests that it is willing to contribute to the cost of creating a pedestrian crosswalk across Duke Street; however, staff believes that a pedestrian crossing at this location is dangerous and has told the applicant that it would oppose any suggestion to create one in the future. The applicant also refers to the potential of parking on Seay Street and Longview Drive north of Duke Street; staff is not considering it as part of the application.

Uncertainty of parking agreements

The applicant's current agreements for parking do not guarantee its right to use the parking spaces beyond one year (see attached agreements). The uncertainty of the church's ability to use the parking spaces in the future concerns staff because there are few additional opportunities for off-street parking in this area.

The applicant has submitted additional letters from the Alexandria Medical and Professional Plaza property on which it will locate most of its off site parking. While strongly worded, and somewhat convincing as to the current owner's intent to make this a long term arrangement, there still remains the possibility of changes in the future whereby the church will be unable to rent the off site spaces required to serve its congregation. Staff and the applicant have discussed the fact that if the SUP request is approved, the approval will be legally linked to the provision of off site parking. The applicant understands that if that parking for any reason is not available in the future, the church will be forced to find alternative arrangements or stop its activities.

Site Improvements/Miscellaneous Conditions

Staff has included conditions requiring the applicant to provide annual documentation of its agreements for off-site parking, to post signs indicating the location of off-street parking, and to encourage its congregants and staff to use public transportation when traveling to and from the church by requiring him to post information regarding DASH and Metro routes, the location where fare passes for transit are sold, and advertising of car pooling activities. Staff has also included a condition requiring the applicant to submit a landscaping plan that includes the provision of street trees, hedges and other plantings to improve the appearance of the property. Consistent with its efforts to improve the streetscape of Duke Street, and in anticipation of design guidelines for Duke Street, staff has included a condition prohibiting the installation of a free standing sign on Duke Street but allowing a ground-mounted (monument) sign of approximately 21 square feet on Witter Drive. Staff also recommends a review of the special use permit one year after approval so that if there are parking problems, additional conditions may be imposed or the approval may be revoked.

With these understandings, and conditions proposed by the applicant and staff, staff recommends approval of the special use permit.

STAFF: Eileen P. Fogarty, Director, Department of Planning and Zoning;
Barbara Ross, Deputy Director;
Kathleen Beeton, Urban Planner.

CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- C-1 Applicant must comply with the City of Alexandria Noise Control Code, Chapter 11, Section 5, which sets the maximum permissible noise level as measured at the property line.
- F-1 There is no on-street parking available on Witter Drive.
- R-2 Recommend denial based on traffic and safety concerns related to the discharging of passengers on Duke Street and the duration of the parking agreements. If City Council chooses to approve this application, T&ES recommends a review of this operation within 12 months of approval of an occupancy permit for the church use.
- R-3 Provide proof of an agreement for the off-site parking.

Code Enforcement:

- C-1 Alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-2 A fire prevention code permit is required for the proposed operation. An egress plan showing fixture location, aisles and exit doors shall be submitted for review with the permit application.
- C-3 Alterations to the existing structure and/or installation and/or altering of equipment therein requires a building permit. Four sets of plans, bearing the signature and seal of a design professional registered in the Commonwealth of Virginia, must accompany the written application. The plans must include all dimensions, construction alterations details, kitchen equipment, electrical, plumbing, and mechanical layouts and schematics.
- C-4 The proposed use of this building represents a change of use requires compliance with current code requirements for structural strength, fire protection, exit facilities, handicapped accessibility or sanitary provisions.

- C-5 This structure contains mixed use groups and is subject to the mixed use and occupancy requirements of VUSBC 313.0.
- C-6 Required exits, parking, and accessibility for persons with disabilities must be provided to the building.
- C-7 The following code requirements apply where food preparation results in the development of grease laden vapors:
 - (a) All cooking surfaces, kitchen exhaust systems, grease removal devices and hoods are required to be protected with an approved automatic fire suppression system.
 - (b) A grease interceptor is required where there is drainage from fixtures and equipment with grease-laden waste located in food preparation areas of restaurants. Food waste grinders can not discharge to the building drainage system through a grease interceptor.
- C-8 A rodent control plan shall be submitted to this office for review and approval. This plan shall include the following components:
 - (a) Trash storage, control and removal measures.
 - (b) Foodstuff storage
 - (c) Rodent baiting
- C-9 The floor of a place of assembly is required to support a live load of 100psf.
- C-10 A fire suppression system and a fire alarm system is required for the facility.

Health Department:

- F-1 This department has no objection to a parking reduction at this facility. If this facility is used as a catering operation as stated in the narrative description section of the SUP application, it will be required to have an Alexandria Health Department Permit. If the meals are for internal functions only, the Health Department will not be involved unless requested by the church.
- C-1 An Alexandria Health Department Permit is required for all regulated facilities.

- C-2 Five sets of plans are to 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 Handling Establishments. There is a \$135.00 fee for plans review of food facilities.
- C-3 Permits must be obtained prior to operation.
- C-4 This facility must comply with the Alexandria City Code, Title 11, Chapter 10, Smoking Prohibitions.
- C-5 Certified Food Mangers must be on duty during all hours of operation.
- C-6 Provide a menu or list of foods to be handled at this facility to the Health Department prior to opening.

Police Department:

- R-1 Security survey prior to renovation.

APPLICATION for SPECIAL USE PERMIT # 2001-0009

[must use black ink or type]

PROPERTY LOCATION: 2702 DUKE STREET, ALEXANDRIA 22314

TAX MAP REFERENCE: 62.03-4-5 ZONE: C-9

APPLICANT Name: GREATER SHILOH BAPTIST CHURCH

Address: P.O. BOX 25553 ALEXANDRIA, VA 22313-5553

PROPERTY OWNER Name: CENTER FOR EMPLOYMENT TRAINING

Address: 2702 DUKE ST., ALEXANDRIA, VA 22314-4511

PROPOSED USE: CHURCH / PLACE OF WORSHIP

Parking reduction

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.

GREATER SHILOH BAPTIST CHURCH
c/o DAVID ALVIN, CHURCH TRUSTEES
Print Name of Applicant or Agent

David M. Alvin
Signature

4700 LILLIAN DRIVE
Mailing/Street Address

703-971-2434 703-660-8831
Telephone # Fax #

ALEXANDRIA, VA 22310
City and State Zip Code

JANUARY 23, 2001
Date

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.

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

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

2. Submit a floor plan and a plot plan with parking layout of the proposed use. One copy of the plan is required for plans that are 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.

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)

GREATER SHILOH BAPTIST CHURCH PROPOSES TO
CONVERT THE EXISTING 2-STORY, 20,000 SQ. FT.
BUILDING IN TWO PHASES FOR USE AS A
CHURCH WITH 6 CLASSROOMS, OFFICES,
FELLOWSHIP HALL AND CATERING KITCHEN.
THE PROPOSED SEATING CAPACITY IS 500
PERSONS AS ILLUSTRATED. SERVICES WILL
BE CONDUCTED MONDAY THROUGH FRIDAY (25 TO
50 PERSONS) 6PM TO 11PM; SATURDAY (50
PERSONS) 10AM TO 6PM; AND SUNDAY (500
PERSONS/SERVICES) 8AM TO 3PM. STAFF
(4 PERSONS) WILL ATTEND OFFICE FUNCTIONS
WEEKDAYS 9AM TO 5PM. OFF-SITE PARKING
FOR SERVICES IS REQUESTED. THE BUILDING
IS CLIMATE-CONTROLLED WITH NO OPERABLE
WINDOWS. NO OPEN OUTSIDE ACTIVITIES WILL
BE HELD, THEREFORE NO NOISE TO THE
NEIGHBORS WILL BE BROADCAST.

USE CHARACTERISTICS

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

- a new use requiring a special use permit,
- a development special use permit,
- an expansion or change to an existing use without a special use permit,
- expansion or change to an existing use with a special use permit,

other. Please describe: OFF-SITE PARKING APPROVAL

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).

500 PERSONS PER SERVICE SUNDAYS 8AM TO 3PM.

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

4 TO 10 STAFF WEEKDAYS 8AM TO 5PM

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

Day:

MONDAY THROUGH FRIDAY
MONDAY THROUGH FRIDAY
SATURDAY
SUNDAY (3 SERVICES)

Hours:

8AM TO 5PM (OFFICE)
6PM TO 11PM (50 PERSONS)
10AM TO 6PM (50 PERSONS)
8AM TO 3PM (500 MAX/SERVICE)

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

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

ROOFTOP HVAC EQUIPMENT WILL NOT EXCEED EXISTING NOISE LEVELS.

B. How will the noise from patrons be controlled?

FULLY-ENCLOSED CLIMATE-CONTROLLED
BUILDING WITHOUT OPERABLE WINDOWS.

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

NONE

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?

DUMPSTER PLACED AT EXISTING LOADING
APRON. NOMINAL TRASH GENERATED.

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

3-5 CU. YARD / WEEK ANTICIPATED MAX.

C. How often will trash be collected?

ONCE WEEKLY (MONDAY)

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

WE WILL POST PROPERTY & PROVIDE STAFF
MAINTENANCE ON A DAILY BASIS

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

Yes. No.

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

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

Yes. No.

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

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

N/A

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?

100 SPACES

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

93 Standard spaces

_____ Compact spaces

7 Handicapped accessible spaces.

_____ Other.

C. Where is required parking located? ^(1B) on-site ⁽⁰²⁾ off-site (check one)

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

OFFICE DEVELOPMENT DIRECTLY ACROSS DULE STREET

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.

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? ONE

B. How many loading spaces are available for the use? ONE / ON-SITE

C. Where are off-street loading facilities located? AT REAR LOADING DOCK

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

SATURDAY 12NOON TO 5PM

MONDAY 12NOON TO 5PM

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

ONCE PER WEEK

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?

NO IMPROVEMENT REQUIRED

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?

20,000 sq. ft. (existing) + 0 sq. ft. (addition if any) = 20,000 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: _____

PARKING REDUCTION SUPPLEMENTAL APPLICATION

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

1. Describe the requested parking reduction. (e.g. number of spaces, stacked parking, size, off-site location)
EXISTING SPACES ON SITE = 18. CHURCH USE 500 SEATS REQUIRE 100 SPACES. REQUEST APPROVAL TO UTILIZE 82 SPACES OFF SITE AS ILLUSTRATED IN THIS APPLICATION

2. Provide a statement of justification for the proposed parking reduction.
PROPERTY OWNERS, OFF SITE, AGREE TO ALLOW DESIGNATED SPACES (BREACH) FOR CHURCH USE EVENINGS & WEEKENDS. CHURCH WILL PROVIDE SHUTTLE BUS TRANSPORT ACROSS DIKE STREET.

3. Why is it not feasible to provide the required parking?
EXISTING BUILDING ON CORNER LOT WITH NO ADJACENT LAND AVAILABLE.

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

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

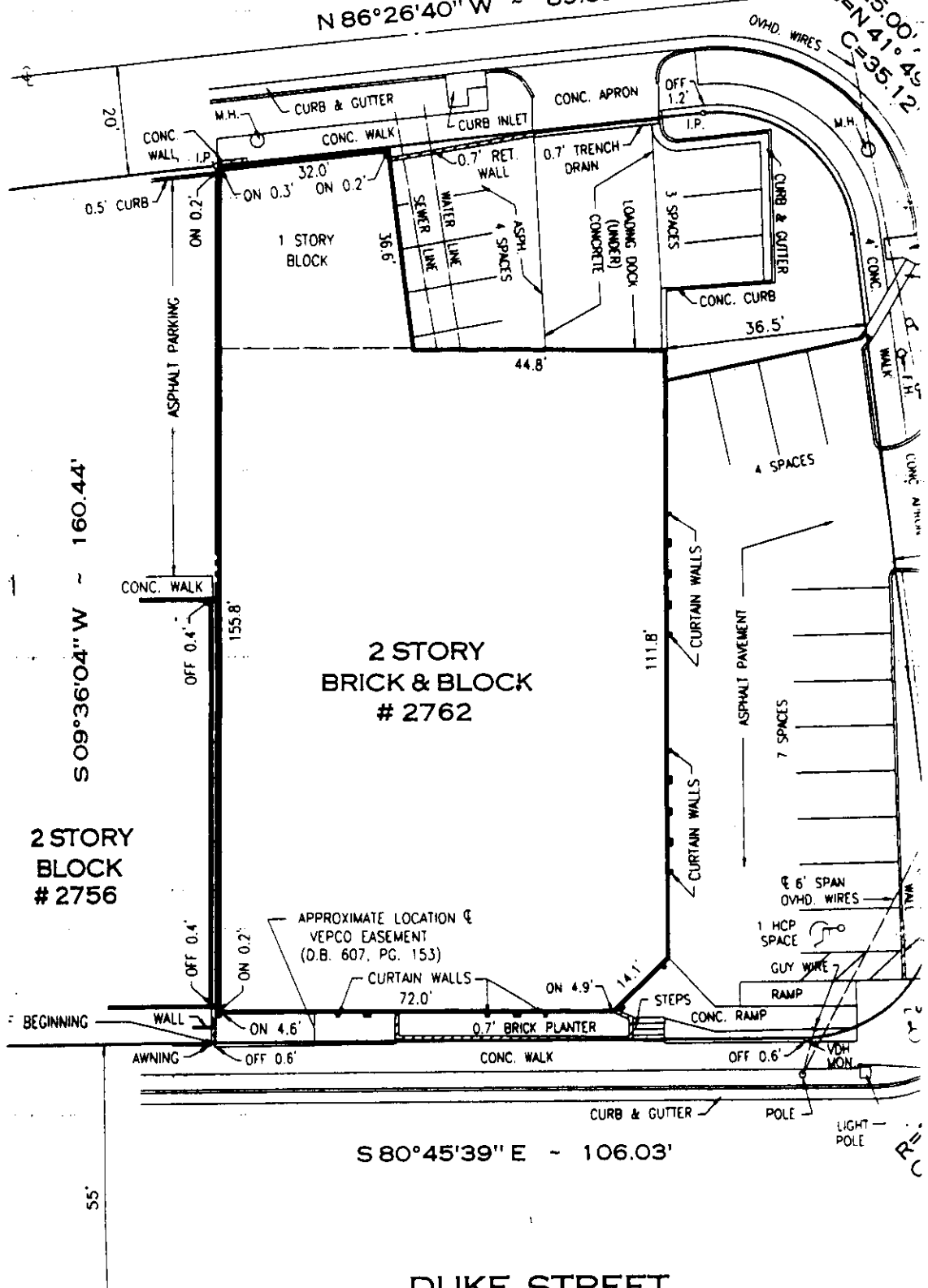
6. The applicant must also demonstrate that the reduction in parking will not have a negative impact on the surrounding neighborhood.

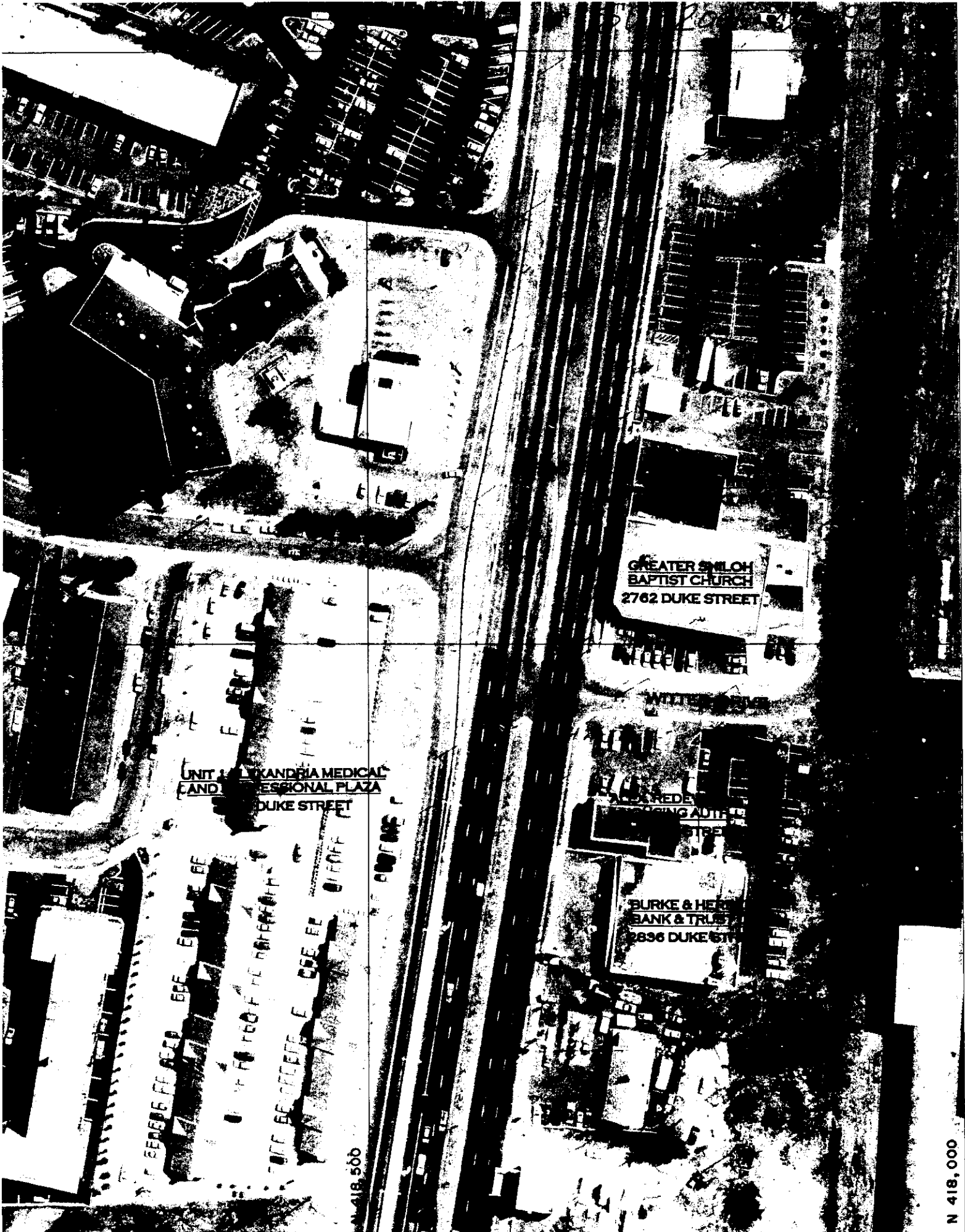
WITTER DRIVE

40' PUBLIC R/W
(FORMERLY LONGVIEW DRIVE)

N 86°26'40" W ~ 89.52'

R=25.00'
CB=N 41° 45'
C=35.12'





UNIT 100 KANDRIA MEDICAL
AND PROFESSIONAL PLAZA
DUKE STREET

GREATER SHILOH
BAPTIST CHURCH
2762 DUKE STREET

BURKE & HERB
BANK & TRUST
2836 DUKE ST

N 418,000

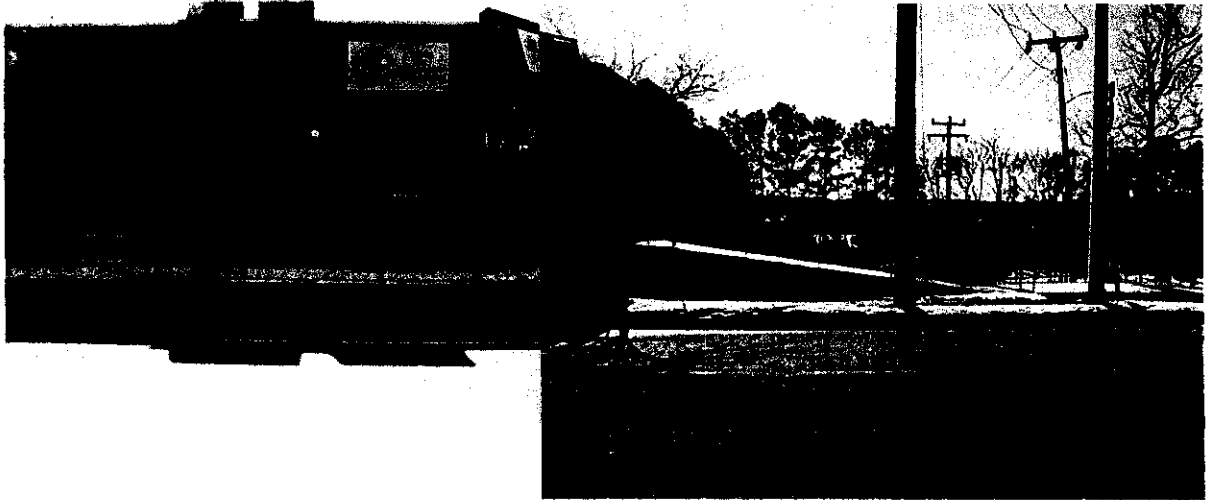
2 3 4 5 6 7 8

26

SUP 2001-0009

Sep 2001 - 0009

Picture 1: Greater Shiloh Baptist Church
Front view from Duke Street

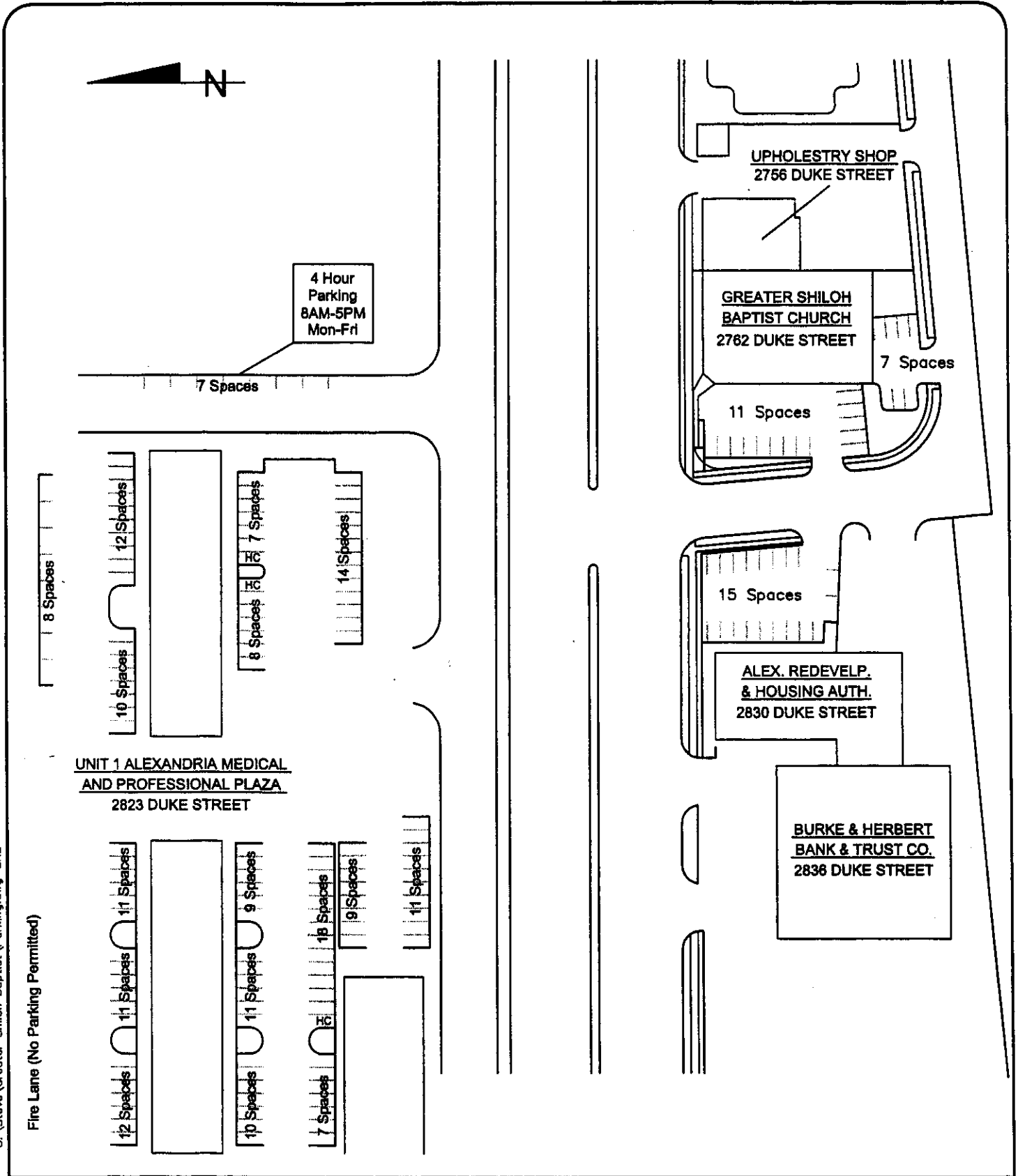


Picture 2: Alexandria Redevelopment & Housing Authority
Side view from Witter Drive



Picture 3: Alexandria Medical and Professional Plaza
View looking toward Greater Shiloh Baptist Church (Church Circled)





D:\Steve\Greater Shiloh Baptist\Parking.dwg-SRL

Figure 6
Inventory Of Available Parking Spaces

SUP 2001-0009



Alexandria Redevelopment and Housing Authority

Commissioners

Michele I. Chapman, Chairperson
 Antoine P. Cobb
 Thelma Towles

Debra E. Zusman, Vice Chairperson
 Myke W. Reid
 Ruby J. Tucker

Murray M. Bonitt
 Carlyle C. Ring, Jr.
 Curtis L. Wagner, Jr.

600 North Fairfax Street
 Alexandria, Virginia 22314

William M. Dearman, Executive Director
 (703) 549-7115
 FAX: (703) 549-8708
 TDD: (703) 538-8428
 Sec. 8 FAX: (703) 584-8378

January 19, 2001

Greater Shiloh Baptist Church
 Trustee Ministry
 P.O. Box 25553
 Alexandria, VA 22313

Attn.: Dianne Alvin ..

Dear Ms. Alvin:

On behalf of the Alexandria Redevelopment and Housing Authority this will serve to authorize the use of the 15 parking spaces located at our facility at 2834 Duke Street, Alexandria, Virginia for Church purposes on Sundays, and evenings.

This grant of permission shall continue until withdrawn in writing by this office. It is our pleasure to be of service in this regard.

Sincerely,

William M. Dearman
 Chief Executive Officer

WMD/yb.

C: Jeffery Bennett, Director of Finance and Adm.
 Marye Ish, Director of Housing Operations
 Archie Morris, Director of Social Services
 Gary Gallahan, Director Facilities Management



An Equal Opportunity Employer
 Equal Housing Opportunity



SUP 2001-0009

Property Management Associates, Inc.
1600 Prince Street #109
Alexandria, Virginia 22314
703-549-3370 Fax 836-8755

February 26, 2001

Greater Shiloh Baptist Church
P. O. Box 25553
Alexandria, Virginia 22313

Dear Staff,

It is the consent of the Board of Directors of Alexandria Medical and Professional Plaza to grant to your organization, the right to use the parking lot of the Alexandria Medical and Professional Plaza. We will grant to you a 1 year agreement renewable each year by mutual consent. The terms will be as outlined on the attached document subject to review of our attorney.

We are looking forward to having you as neighbors.

Sincerely,



Alice Fitzgerald
Managing Agent for
Alexandria Medical and Professional Plaza.

SUP 2001-0009

02-26-01

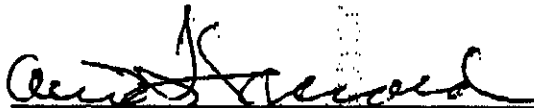
Terms of agreement for the right of Greater Shiloh Baptist Church to use the parking lot at Alexandria Medical and Professional Plaza will be as follows:

Use of the parking lot shall be restricted to the following hour: After 7:00 PM week days and no more than 80 cars on Saturday unless cleared with the management office prior to needed time. All cars will be removed from the lot no later than 5:00 AM.

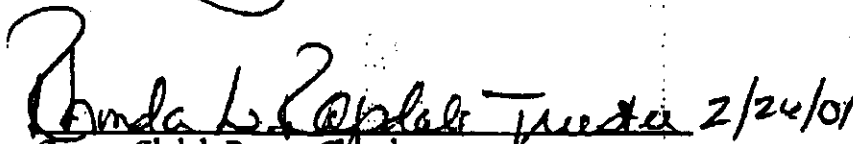
Greater Shiloh Baptist Church will pay to the Alexandria Medical and Professional Plaza reserve fund the sum of \$400. Per month for the purpose of maintaining the parking lot. They also agree to pay 25% of the cost of snow removal and parking lot cleaning as billed.

Greater Shiloh Baptist Church will carry insurance covering their use of this lot and holding AMPP harmless for liability.

The above terms are an outline and are not to be construed as a contract. A contract will be entered into on a yearly basis after review of both sides attorneys and mutual agreement of terms.



Alice Fitzgerald, managing agent for AMPP



Linda L. Roberts, Trustee 2/24/01
Greater Shiloh Baptist Church

McGuireWoods LLP
1750 Tysons Boulevard
Suite 1800
McLean, VA 22102-4215
Phone: 703.712.5000
Fax: 703.712.5050
www.mcguirewoods.com

Gregory A. Riegler
Direct: 703.712.5360

McGUIREWOODS

#15. SUP 2001-0009
P.C. of 4-1-d

griegler@mcguirewoods.com
Direct Fax: 703.712.5218

March 29, 2001

The Honorable Kerry J. Donley, Mayor of the City of Alexandria
Members of the Alexandria City Council
Chairman and Members of the Alexandria City Planning Commission
c/o Kathleen Beeton, Urban Planner
City of Alexandria
Department of Planning and Zoning
Suite 2100, City Hall
301 King Street
Alexandria, VA 22314

Re: Deferral of Pending Special Use Permit No. 2001-0009,
Greater Shiloh Baptist Church

Dear Kathleen:

As a follow-up to our discussions on the above-described topic and on behalf of the Applicant, this is to respectfully request the Planning Commission public hearing be deferred from its presently scheduled date of April 3, 2001, to the May 1, 2001, date. In the last 24 hours, my firm has been asked to assist the church in resolving the issues raised in the staff report. Having reviewed the staff report, we are optimistic that the issues can be addressed and narrowed considerably.

Please call me upon receipt if you have any questions or require any additional information.

Sincerely yours,



Gregory A. Riegler

GAR/jww

cc: Dennis Turner, Greater Shiloh Baptist Church

\\REA\56436.1

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 13, 2001

TO: CHAIRMAN AND MEMBERS OF THE PLANNING COMMISSION

FROM: EILEEN P. FOGARTY, DIRECTOR, PLANNING AND ZONING *Eileen Fogarty / 18h*

SUBJECT: SUP #2001-0009
GREATER SHILOH BAPTIST CHURCH
2762 DUKE STREET

This case was deferred from the April 3 to the May 1 Planning Commission hearing at the request of the applicant so that it could address the concerns identified in the staff report.

Staff has met with the applicant, discussed staff's concerns, and has just received the attached information from the applicant which includes a supplemental parking study. Staff is reviewing this information and will be prepared to respond to it at the May 1 hearing. The staff report that follows is unchanged from last month.

SUP 2001-0009

McGuireWoods LLP
1750 Tysons Boulevard
Suite 1800
McLean, VA 22102-4215
Phone: 703.712.5000
Fax: 703.712.5050
www.mcguirewoods.com

Gregory A. Riegler
Direct: 703.712.5360

McGUIREWOODS

griegler@mcguirewoods.com
Direct Fax: 703.712.5218

April 17, 2001

VIA TELECOPY and HAND-DELIVERY

Ms. Barbara Ross
Deputy Director
City of Alexandria
Department of Planning and Zoning
Suite 2100, City Hall
301 King Street
Alexandria, VA 22314

Ms. Kathleen Beeton
Urban Planner
City of Alexandria
Department of Planning and Zoning
Suite 2100, City Hall
301 King Street
Alexandria, VA 22314

Re: Greater Shiloh Baptist Church, SUP No. 2001-0009

Dear Ms. Ross and Ms. Beeton:

On behalf of the Greater Shiloh Baptist Church, please accept our thanks and appreciation for taking the time to meet with us last Friday to review issues associated with the Church's pending Special Use Permit. The Greater Shiloh Baptist Church is committed to responding affirmatively to all of the concerns raised in the initial staff report for the Special Use Permit. Sent to you under separate cover, were 28 copies of recent addenda to the parking and traffic analysis prepared by the firm of Wells & Associates, LLC, and originally submitted on February 25, 2001. This addenda elaborates on the actual parking demand, and is the basis for a number of new commitments the church is prepared to make above those conditions contained in the initial staff report.

The additional commitments offered by the church represent a level of regulation well above that associated with the proposed development conditions contained in the original staff report. However, of equal importance, the conditions and commitments the church is offering are realistic based on existing and projected attendance and will ensure that the Greater Shiloh Baptist Church can provide the Alexandria community with the benefits and outreach of a thriving and vibrant religious organization without creating undue burdens or unsafe conditions on City streets. As we briefly discussed and all agreed, any reuse of the property at 2762 Duke Street will inevitably require approval of an off-site parking arrangement. When compared to other uses that could

also be located on the property, under current zoning, the Church use provides the practical benefit of generating all of its traffic outside of commuter peak hours.

A summary of the issues and resolutions offered by the church is as follows:

ISSUE: Confirming the Number of Parking Spaces Required. As we understand it, staff is concerned that the number of available spaces corresponds to parking demand generated by Church, as well as meets minimum Ordinance requirements.

Resolution: The updated analysis performed by Wells & Associates indicates that based on historical vehicle occupancy rates for the Shiloh Baptist Church approximately 265 spaces are required in connection with the 500 seat sanctuary on Sunday. The 500-seat sanctuary is intended to account for optimistic future growth. At present, regular church attendance is typically around 150 persons on Sundays. The Church currently has agreements in place to use a minimum of 82 off-site spaces on Saturday and 183 off-site spaces on Sundays. This more than accounts for all current membership and provides very reasonable and substantial opportunities for future growth.

The Church acknowledges, however, that the current available parking supply would not accommodate 500 persons on site at any one time, and we agree that it is logical and practical to limit the occupancy of the building to a number that properly corresponds with the available parking. Accordingly, the church proposes, and will accept, the following development condition:

- Maximum occupancy of the Greater Shiloh Baptist Church shall not exceed 380 persons at any one time. In the event the amount of parking available for use by the church should increase or decrease from that which exists at the time of this approval, the maximum occupancy of the church shall be adjusted upward or downward, provided that in no event shall more than 500 persons be permitted on the site at any one time.

ISSUE: Longevity of Parking Arrangement: As we understand it, staff wants assurance that the off-site arrangements are available for the reasonable foreseeable future.

Resolution: The church understand and agrees with the staff concern. The church is undertaking a tremendous economic investment in acquiring and rehabilitating the existing building, and would not be investing these funds without having tremendous comfort regarding the long-term availability of the parking to serve the use. Confirming the availability of parking was the first objective in pursuing the acquisition of the subject

property. All off-site parking providers have expressed nothing but solid support for the church. At our request, agents for the owner of the Alexandria Medical and Professional Plaza, which provides the majority of the off-site parking, have revised their letter of permission to more clearly state that any provisions for periodic review of the agreement are not intended to be a year-to-year evaluation regarding a possible revocation of the parking rights, but rather are intended to ensure that appropriate monies are collected for ongoing maintenance. The development condition described above will ensure that the occupancy of the building always corresponds to the available parking.

ISSUE: Timing of Evening Activities. The staff concern is one of ensuring that weekday evening use of the church facilities would not conflict with peak hour traffic on Duke Street.

Resolution: All evening activities at the church will commence after 7:00 p.m. In an effort to resolve any remaining concerns, the church will agree to the following development condition:

- All evening activities occurring at the Greater Shiloh Baptist Church Monday through Friday shall not commence prior to 7:00 p.m.

ISSUE: Logistics of Proposed Shuttle Bus Service. The staff has acknowledged that a shuttle bus service is a potentially appropriate means to transport parishioners from the principle parking area to the church provided the shuttle is properly managed and coordinated.

Resolution: The proposed shuttle service will be based on a "kiss and park" arrangement. Drivers will drop off passengers at the Church, and then be directed to park in the allocated off-site spaces. Wells & Associates has prepared a graphic depiction (attached) of the general route of the shuttle bus, and the availability for reasonable drop-off and pick-up area on the church property. To ensure the shuttle functions efficiently, Shiloh Baptist Church envisions having up to a 13-person security team, with two-way communication, set up to monitor stacking and unloading of worshipers, ensure efficient movements between the church and off-site parking areas, and, of equal importance, discourage any temptation for pedestrians to contemplate crossing Duke Street. The specific methodology for the operation of this shuttle service is discussed in more detail in the attached memorandum prepared by Wells & Associates. The Church is in agreement with the general approach and exhibits describing the shuttle service being conditioned as part of the Special Permit approval.

Ms. Kathleen Beeton, Urban Planner
April 17, 2001
Page 4

To our knowledge, the commitments and information described herein respond fully to staff concerns. Thank you again for taking the time to meet with us. Please call me on receipt if you have any questions.

Sincerely yours,

A handwritten signature in black ink, consisting of a large, stylized 'G' followed by 'A. Riegler'.

Gregory A. Riegler

GAR/jpm

cc: Dennis Turner, Greater Shiloh Baptist Church (w/attach.)
Robin Antonucci, Wells & Associates (w/attach.)
Molly E. Harbin, Land Use Planner (w/attach.)

\\REA\58085.1

Property Management Associates, Inc.
1600 Prince Street #109
Alexandria, Virginia 22314
703-549-3370 Fax 836-8755

April 14, 2001


Dennis Turner
Greater Shiloh Baptist Church
1501 Princess Street
Alexandria, Virginia 22314

Dear Mr Turner,

This letter is intended to clarify my earlier Feb. 26 2001 letter concerning the terms and conditions under which the Alexandria Medical and Professional Plaza will allow your organization to use the existing parking lot at the Alexandria Medical and Professional Plaza. As I understand it, in connection with the review of your pending Special Use Permit, City Planning staff has raised issues concerning the duration of the parking arrangements outlined in my Feb 26, 2001 letter. The Alexandria Medical and Professional Plaza fully supports your efforts to secure the approvals necessary to develop your property with a church. We are equally pleased to work with you to make our parking lot available as it is virtually unused on Saturdays, Sundays and evenings. The reference to a one-year agreement in my original letter was not to suggest any skepticism as to your use or suggest that we would intend to revoke the approval after one year. Rather, it is our intention that the terms of the Agreement would simply be reviewed annually to ensure that the payments are sufficient to cover any additional maintenance costs resulting from the church's use of the parking area.

We look forward to a long and productive relationship with Greater Shiloh Baptist Church.

Sincerely,


Alice Fitzgerald, Managing Agent for
Alexandria Medical and Professional Plaza

AF/ko

cc: Gregory A Riegle, Esquire - McGuireWood

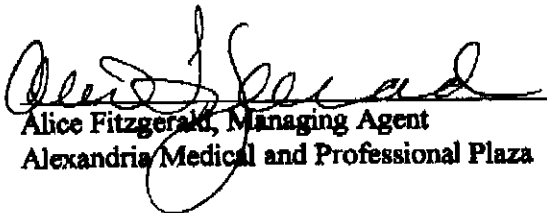
Property Management Associates, Inc.
1600 Prince Street #109
Alexandria, Virginia 22314
703-549-3379 Fax 730-836-8755

Shiloh Baptist Church

Terms of agreement for the Greater Shiloh Baptist Church to use the parking lot at Alexandria Medical and Professional Plaza (AMPP) will be as follows:

1. Use of the parking lot shall be restricted to the following days/hours: 7:00pm on weekdays and no more than 82 cars on Saturday unless cleared with the management office prior to the needed time. All cars attributable to Greater Shiloh Baptist Church will be removed from the lot no later 5:00 AM.
2. Greater Shiloh Baptist Church will pay to the AMPP reserve fund the sum of \$400 per month for the purpose of maintaining the parking lot. Greater Shiloh Baptist Church agrees to pay 25% of the cost of snow removal and parking lot cleaning as billed.
3. Greater Shiloh Baptist Church will carry insurance covering their use of the lot in a commercially reasonable amount which insurance shall further hold AMPP harmless from liability.

The above terms are considered to be an outline and are not considered to be a contract. A contract will be entered into upon approval of the necessary Special Use Permit by the City of Alexandria, review by both parties and a mutual agreement of terms.


Alice Fitzgerald, Managing Agent
Alexandria Medical and Professional Plaza

Greater Shiloh Baptist Church



WELLS & ASSOCIATES, LLC

TRAFFIC, TRANSPORTATION, and PARKING CONSULTANTS

MEMORANDUM

VIA FACSIMILE: 703/838-6393 (Four (4) pages plus appendices)

TO: Barbara Ross, Deputy Director
Kathleen Beeton, Urban Planner
City of Alexandria
Department of Planning and Zoning

FROM: Robin L. Antonucci
Daniel L. Lovas

SUBJECT: Greater Shiloh Baptist Church
Alexandria, Virginia

DATE: April 17, 2001

INTRODUCTION

The purpose of this memorandum is to provide the City with the specifics of a coordinated shuttle service, as proposed by the Greater Shiloh Baptist Church. The church's objective for the shuttle service is to provide for the safe and efficient arrival and departure of worshipers to the Duke Street facility during Sunday service hours.

Based on the current and projected demand of Greater Shiloh Baptist Church, and the facilities at the proposed Duke Street location, the church will employ a total of three (3) vans to ferry drivers to/from the 168-space Alexandria Medical and Professional Plaza (AMPP) located on the north side of Duke Street the church entrance on Witter Drive.

PARKING AND TRAFFIC CIRCULATION

Overview

On Friday, April 13, 2001, representatives of Greater Shiloh Baptist Church met with you to discuss staff's concerns regarding the proposed shuttle operation(s). The most significant concerns

identified by Alexandria Parking and Transportation staff were as follows:

- The method by which worshipers will be loaded/unloaded at the church.
- The proposed shuttle routes.
- The ability for the shuttle service to operate simultaneously with other church traffic.

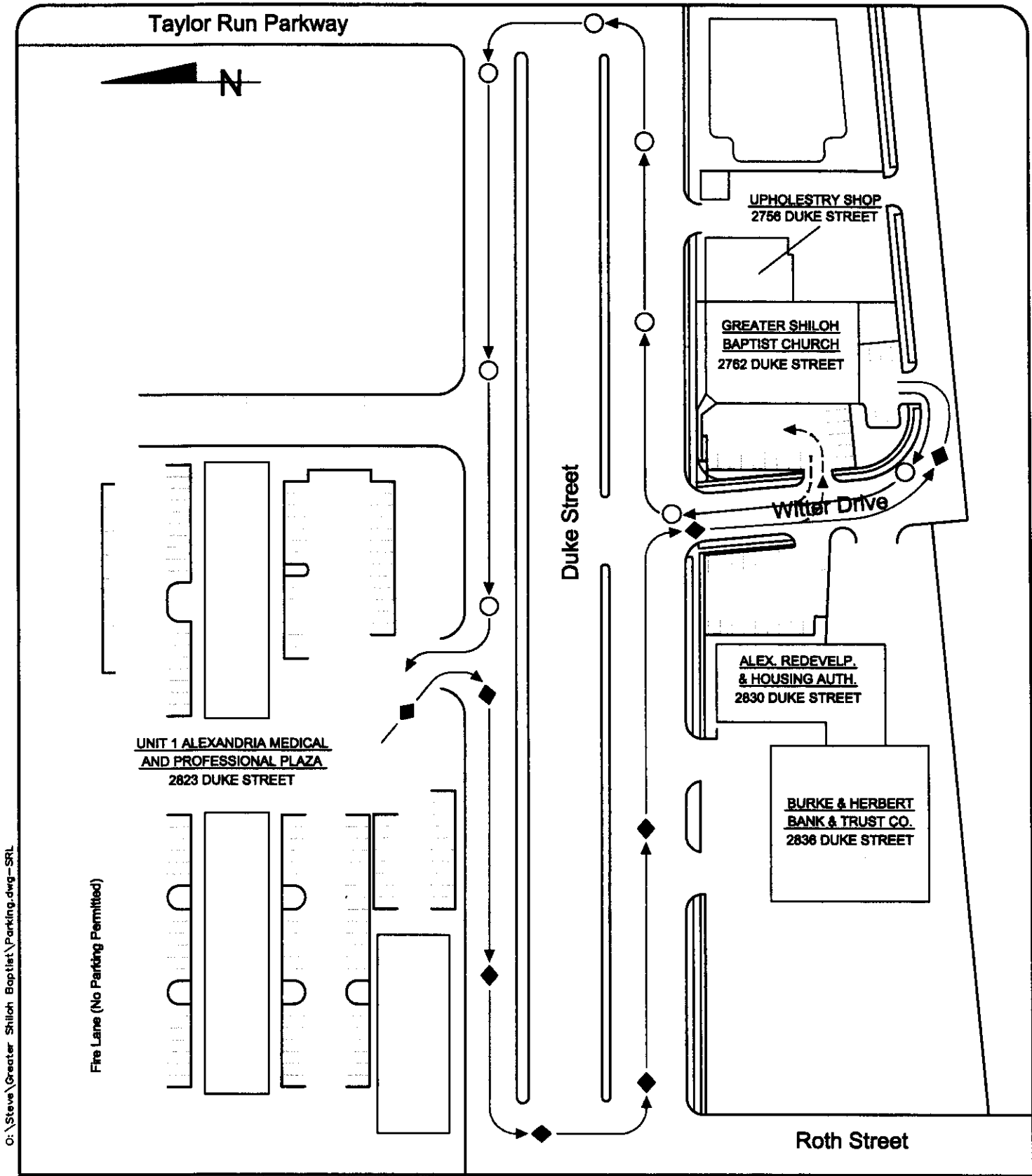
These concerns will be addressed in subsequent sections of this memorandum. Previous staff concerns regarding Saturday parking demands at the AMPP, as well as projected parking demands upon full occupancy of the church have been addressed in submissions forwarded to you under separate cover.

Shuttle Service

The church will employ three (3) vans to shuttle church member-drivers to/from the satellite lot to the main sanctuary on Witter Drive. The shuttle service, as proposed, is intended to function as a "kiss-n-park arrangement". That is, vehicles will arrive at the church facility on Witter Drive and discharge passengers. Volunteers will then direct drivers to the AMPP parking lot located opposite the church on Duke Street. Once parked, drivers will board one (1) of three (3) shuttles and be ferried back to the church. The proposed shuttle route is depicted on Figure 1.

These vans will operate during the main pre-service arrival period which generally occurs from 9:15 AM to 11:15 AM, and a post-service discharge period generally between 1:15 PM and 2:15 PM (see Appendix A). Shuttle operators will be linked, via two-way radios to security personnel stationed both on-site and in each of the two (2) off-site lots. Church security will work in unison with the shuttle operators through the use of these radios to ensure minimal overlap in shuttle arrival/departure from the sanctuary, as well as to discourage drivers from walking across Duke Street.

In addition, to the three (3) vans used to shuttle member-drivers, the church owns and operates one (1) passenger van used to shuttle worshipers to/from their homes or the nearest Metro station (King Street). Utilization of this service is provided on-demand via reservations made on the church's information line.



C:\Steve\Greater Shiloh Baptist\Parking.dwg-SRL

Figure 1
Church Shuttle Routes

- Route From Church To Parking
- ◆— Route From Parking To Church

Facility Geometrics and Operation

The existing building to be occupied by Greater Shiloh Baptist Church provides for direct lot access to/from Witter Drive only; **no direct access** is currently provided, **nor anticipated** on Duke Street. Vehicles will be directed by on-site security personnel to discharge passengers in either of the two (2) on-site lots. The only vehicles allowed to park in the on-site lots will be the pastor, staff, and those worshipers requiring handicaps spaces. This arrangement will serve to virtually eliminate conflicts between vehicles desiring to park on-site and those discharging passengers.

Minimal stacking is expected to occur on the church grounds or along the Witter Drive frontage, given the ability for security to facilitate the movement of vehicles close to the church. The close proximity of the satellite parking lot(s) allows security personnel to coordinate the movement of the shuttles through visible observation and radio use.

CONCLUSIONS

Parking shuttles will operate during the pre-service arrival period occurring from 9:15 AM to 11:15 AM and a post-service discharging period from 1:30 PM to 2:15 PM, outside the normal peak hours associated with Duke Street. Restrictions on the church's parking lot will ensure an expedient and coordinated operation of vehicles on site. Visible observation and two-way radio use will allow church security to facilitate the smooth operation of church traffic and parking shuttles, minimizing potential impacts to Witter Drive.

APPENDIX A

Parking Plan for Greater Shiloh Baptist Church

PARKING PLAN FOR THE GREATER SHILOH BAPTIST CHURCH
2762 Duke Street

ALEXANDRIA PARKING REGULATIONS AND AVAILABLE CAPACITY

1 - The regulations for the city of Alexandria indicates that there are 5 persons per parking space. The GSBC has been approved for a seating capacity of 215. To accommodate for this amount of worshipers, the Church must account for 43 parking spaces ($215/5=43$). Eighteen (18) of the 43 spaces are immediately adjacent to the property. The remaining 25 spaces come from parking agreements with local merchants in the area. (Examples will be provided at your request.)

PARKING SHUTTLE SERVICE

2 - The church will use a "kiss and park" arrangement. Worshipers who are driving will drop off their passengers at the church and then park in the spots made available through the local merchants. The 9-passenger church van will shuttle the worshipers who were driving back to the church from their parking spots; additional volunteer transportation will also be utilized. Since only the drivers will need to be shuttled, this maximizes the use of the shuttle and minimizes the number of shuttle runs.

SPORADIC CHURCH PASSENGER FLOW

- 3 -
- Between 9 and 9:15, some will arrive to open and to make ready the church for worship.
 - Between 9:15 and 9:45 Sunday school teachers/participants will arrive.
 - Between 10:30 and 11:15 "kiss and park" worshipers will arrive.
 - Between 1:00 and 2:00 worshipers will depart, with the drivers' being shuttled by the van.

CAPACITY OF DUKE STREET

4 - The typical design capacity for an arterial street is between 400 and 600 passenger cars/lane/hour. Taking a middle figure, Duke Street's 2 lanes can handle 1000 passenger cars per hour and 5000 passenger cars per 5 hours. All of the traffic associated with the church is estimated to be 126 passenger car trips spread over a 5-hour period.
[$126 = 18*2$ (round trip travel for spaces adjacent to the church) + $25*2$ (round trip travel for parking spaces not adjacent to the church) + $20*2$ (round trip shuttle runs)]

CONCLUSION

Adequate parking spaces to accommodate the 215-seat sanctuary have been provided through adjacent parking and through parking arrangements with nearby businesses. This amount of traffic, 126 passenger car trips over a 5- hour period, will not significantly impact the traffic flow on Duke Street, which has a capacity of 5000 passenger cars per 5 hours. The proactive arrangement of shuttle services/parking spaces through local businesses to accommodate Alexandria's parking requirements and the natural arrangement of the arrival time of worshipers make this a win-win situation for both the city and the church. We thank you in advance for approving the parking plan for 2762 Duke Street.

City of Alexandria, Virginia

MEMORANDUM

DATE: APRIL 25, 2001

TO: THE CHAIRMAN AND MEMBERS OF THE PLANNING COMMISSION

FROM: EILEEN FOGARTY, DIRECTOR *Eileen Fogarty /pr*
PLANNING AND ZONING

SUBJECT: GREATER SHILOH BAPTIST CHURCH
2762 DUKE STREET
SUP #2001-0009
DOCKET ITEM # 12

This case was deferred from the April docket in order for the applicant to address staff's concerns regarding the amount and location of parking being provided for this new church establishment. Based on the additional material submitted by the applicant, staff now recommends that the special use permit be approved, with additional conditions.

Staff initially recommended denial of this parking reduction case because (1) the applicant's own parking study showed a need for more parking than was being provided; (2) there was insufficient detail submitted to understand the proposed shuttle service to get patrons to and from the off site parking lots; and (3) the availability of parking in future years is uncertain (see staff report). The applicant has submitted an addendum to its parking study, a detailed explanation of its plan for shuttling patrons to and from the off site parking lots, an additional letter regarding the large parking lot across the street, and a letter from its attorney proposing additional conditions. The information in these submissions, previously sent the Planning Commission, convinces staff that the church operation, even with significant off site parking, can work successfully.

First, the applicant is willing to limit the number of patrons in the sanctuary. By agreeing to a condition which lowers the number of seats from 500 to 380, the applicant is able to show that there are sufficient total spaces available to match what its parking demand is, based on actual, current experience. In addition, the applicant is willing to limit the time that its evening activities begin to 7:00 p.m., so they are coordinated with the availability of the spaces across the street. In these two ways, the applicant has addressed staff's issue with the number of spaces available.

As to the location of the off site parking, the applicant has submitted a detailed plan for a shuttle service, including a diagram showing the direction of cars and shuttles. The applicant has also committed to having church members serve as monitors to assist cars dropping off parishioners, directing them to the off site lot, to have shuttle service available continuously, and to have an active communication system among shuttle buses and the church. With this arrangement, and the thought involved in designing the program, staff believes that the system for using off site parking can work. Staff remains concerned about the potential for church vehicles stopping on Duke Street in front of the church to load or unload passengers, thereby interfering with through traffic, and has included an additional condition to make the point clearer.

The applicant suggests that it is willing to contribute to the cost of creating a pedestrian crosswalk across Duke Street; however, staff believes that a pedestrian crossing at this location is dangerous and has told the applicant that it would oppose any suggestion to create one in the future. The applicant also refers to the potential of parking on Seay Street and Longview Drive north of Duke Street; staff is not considering it as part of the application.

Finally, the applicant has submitted additional letters from the Alexandria Medical and Professional Plaza property on which it will locate most of its off site parking. While strongly worded, and somewhat convincing as to the current owners intent to make this a long term arrangement, there still remains the possibility of changes in the future whereby the church will be unable to rent the off site spaces required to serve its congregation. Staff and the applicant have discussed the fact that if the SUP request is approved, the approval will be legally linked to the provision of off site parking. The applicant understands that if that parking for any reason is not available in the future, the church will be forced to find alternative arrangements or stop its activities.

With these understandings, and the following additional conditions proposed by the applicant and staff, staff recommends approval of the special use permit.

NEW CONDITIONS PROPOSED BY STAFF:

14. The applicant shall take steps to ensure that there is no stopping, standing, loading, unloading or parking on Duke Street. (P&Z)

15. Maximum occupancy of the Greater Shiloh Baptist Church shall not exceed 380 persons at any one time. In the event the amount of parking available for use by the church should increase or decrease from that which exists at the time of this approval, the maximum occupancy of the church shall be adjusted upward or downward, provided that in no event shall more than 500 persons be permitted on the site at any one time. (Proposed by the applicant) (P&Z)

16. All evening activities occurring at the Greater Shiloh Baptist Church Monday through Friday shall not commence prior to 7:00 p.m. (Proposed by the applicant) (P&Z)

SUP #2001-0009

2762 Duke St

11
5-12-01



WELLS & ASSOCIATES, LLC

TRAFFIC, TRANSPORTATION, and PARKING CONSULTANTS

MEMORANDUM

TO: Gregory A. Riegler
McGuire Woods

FROM: Robin L. Antonucci
Daniel Lovas

SUBJECT: Greater Shiloh Baptist Church
SUP #2001-0009

DATE: April 12, 2001

The purpose of this memorandum is to respond to certain specific transportation/parking issues identified in the staff report prepared by the City of Alexandria Department of Planning and Zoning regarding Special Use Permit application 2001-0009 (See Appendix A).

As stated in the staff report, Planning and Transportation and Environmental Services are concerned about the number, location and long-term availability of the off-site parking spaces proposed by the applicants, Greater Shiloh Baptist Church. The following items, as reflected in the City's report, are identified and addressed individually below:

Number of Parking Spaces: The applicant has proposed a total of 201 parking spaces on Sundays and during weekday evenings. Of this number, 168 parking spaces are located at the medical office plaza to the north of the site across Duke Street. On Saturdays, it proposes to provide a total of 98 spaces, 80 off-site parking spaces at the medical office plaza and 18 on-site. As a technical matter, with these agreements, the applicant will comply with the minimum parking requirements for Sundays and weekday evenings. However it will not comply with the minimum requirements on Saturdays."

The agreement between the Alexandria Medical and Professional Plaza and Greater Shiloh Baptist Church, dated February 26, 2001, provides for the use of 168 spaces on Sundays and weekdays after 7:00 PM. On Saturday, a total of 80 spaces are available at the

Medical and Professional Plaza. The applicant is currently working with the management of the Plaza to amend the parking agreement to secure the right to utilize a total of 82 spaces on Saturday; thereby meeting the Ordinance required 100 spaces.

Although not specifically requested by staff, Wells & Associates conducted additional Saturday parking demand counts at both the Alexandria Medical and Professional Plaza, and Redevelopment and Housing Authority on Saturday, April 7, 2001, and recorded in 30-minute intervals. The results of these counts are presented on Tables 1 and 2.

As shown on Tables 1 and 2, during the time of peak Saturday demand (10:00 AM), 143 spaces (or 77 percent of the available off-site supply) would potentially be available for use by the church.

"As a practical matter, the applicant's own study shows that many more parking spaces will be needed to accommodate the demand that will be generated by 500 congregants. The applicant's parking study indicates that during Sunday services, 82 parking spaces were occupied by 142 church members. Based on that ratio, if 500 persons attended church services, as the applicant expects, a minimum of 287 parking spaces will be necessary to accommodate the demand or 86 more spaces on Sundays and weekday evenings than the applicant is able to provide. Staff recommends against granting a parking reduction when the applicant's own study indicates that its real demand for parking spaces will exceed the total number it may provide."

The 500 seat sanctuary proposed by Greater Shiloh Baptist Church is intended to accommodate not only the existing church membership of 238, but projected future growth. Although parking demand counts were conducted initially only on one Sunday, due to submission due dates, attendance records supplied by the church reflect an average attendance of 150 (See Table 3).

Additional parking demand counts were conducted on Sunday, April 8, 2001 at Charles Barrett Elementary School, between the hours of 7:00 AM and 3:00 PM and recorded in 30-minute intervals. The results of these counts are summarized on Table 4.

Table 1
 Alexandria Medical & Professional Plaza
 Parking Spaces Occupied/Vacant, by 30-Minutes
 Saturday, April 7, 2001

Time	Occupied Spaces	%Total Occupied	%Total Vacant
7:00 AM	5	3%	97%
7:30 AM	10	6%	94%
8:00 AM	16	10%	90%
8:30 AM	19	11%	89%
9:00 AM	32	19%	81%
9:30 AM	33	20%	80%
10:00 AM	36	21%	79%
10:30 AM	32	19%	81%
11:00 AM	31	18%	82%
11:30 AM	31	18%	82%
12:00 PM	32	19%	81%
12:30 PM	26	15%	85%
1:00 PM	17	10%	90%
1:30 PM	15	9%	91%
2:00 PM	18	11%	89%
2:30 PM	20	12%	88%
3:00 PM	14	8%	92%

Note: Total number of available spaces = 168.

Table 2
 Alexandria Redevelopment & Housing Authority
 Representative Hour Accumulations by Percentage of Peak Hour
 Saturday, April 7, 2001

Time	Occupied Spaces	%Total Occupied	%Total Vacant
7:00 AM	4	27%	73%
7:30 AM	4	27%	73%
8:00 AM	4	27%	73%
8:30 AM	4	27%	73%
9:00 AM	4	27%	73%
9:30 AM	4	27%	73%
10:00 AM	4	27%	73%
10:30 AM	4	27%	73%
11:00 AM	4	27%	73%
11:30 AM	4	27%	73%
12:00 PM	4	27%	73%
12:30 PM	4	27%	73%
1:00 PM	4	27%	73%
1:30 PM	4	27%	73%
2:00 PM	4	27%	73%
2:30 PM	4	27%	73%
3:00 PM	4	27%	73%

Note: Total number of available spaces = 15.

Table 3
 Greater Shiloh Baptist Church (Charles Barrett)
 Attendance Per Sunday Service

Date	Members Attending	Parked Vehicles
January 7, 2001	176	93
January 14, 2001	147	
January 21, 2001	114	
January 28, 2001	170	
February 4, 2001	157	
February 11, 2001	137	
February 18, 2001	142	82
April 8, 2001	153	64
Average(s)	150	80

Table 4
 Greater Shiloh Baptist Church (Charles Barrett)
 Representative Hour Accumulations by Percentage of Peak Hour
 Sunday, April 8, 2001

Time	Occupied Spaces	%Total Occupied	%Total Vacant
7:00 AM	0	0	100%
7:30 AM	0	0	100%
8:00 AM	1	1%	99%
8:30 AM	2	2%	98%
9:00 AM	5	6%	94%
9:30 AM	12	14%	86%
10:00 AM	20	23%	77%
10:30 AM	34	39%	61%
11:00 AM	48	55%	45%
11:30 AM	64	74%	26%
12:00 PM	64	74%	26%
12:30 PM	63	72%	28%
1:00 PM	63	72%	28%
1:30 PM	63	72%	28%
2:00 PM	0	0%	100%
2:30 PM	0	0%	100%
3:00 PM	0	0%	100%

Note: Total number of available spaces = 87.

As shown on Table 4, a peak of 64 spaces were occupied between 11:30 AM and noon, at the existing church facility. Attendance on that day numbered 153 parishioners. This equates to an parking demand of 1 space per 2.39 members (or .42 spaces per member). Applying this rate to the projected future membership of 500 generates a demand for 210 parking spaces. Currently a total of 201 on and off-site spaces are available to serve the church.

Utilizing the data reflected on Table 3, average Sunday parking demand is equivalent to of 1 space per 1.88 members (or .53 spaces per member). Applying this average demand rate to projected future membership generates a potential demand for 265 parking spaces.

In addition to the 201 on and off-site spaces available to serve the church; curb parking is available along both Long View Drive and Seay Street. Although these spaces were not included in the parking analysis their use is unrestricted on Saturdays and Sundays. The total number of spaces available on Long View Drive and Seay Street is fifteen (15).

Based on the demand data contained both herein, and in the February 25, 2001 report, the church can easily accommodate parking for 380 members, without consideration of the 15 curbside parking spaces, and 407, with consideration of the curbside spaces. A condition whereby the church would not exceed 407 members without the provision of additional spaces could be imposed by the City.

Location of parking spaces. The majority of off-site spaces to be used by the church are located across Duke Street...The width of Duke Street at this location is approximately 90 feet and consists of two east-bound and two west-bound travel lanes separated by a median. There is no pedestrian crosswalk provided in this area; the nearest crosswalks are located between 700 and 790 feet from the parking lot at Roth Street to the west and Taylor Run Parkway to the east...Although the applicant proposes to provide a shuttle service between the parking lot and the church, it is unclear how often the shuttle will run and where unloading of passengers will occur once the shuttles arrive at the church property."

The proposed new church-facility is located in the southeast quadrant of the Witter Drive/Duke Street intersection. Although no crosswalks currently exist at this location, the applicant would agree to provide a crosswalk and accompanying signage in the intersection vicinity. The specific location of both the crosswalk and advance warning signs would be coordinated with Transportation and Environmental Services staff.

As indicated in the initial parking analysis, the shuttle service operates "on-demand" and drivers are in continuous contact with volunteers located both on-site and within the off-site lots located on Witter Drive and Duke Street. In addition, the Church has provided a more detailed summary of the shuttle service as it is projected to operate. The details of this service are included as Appendix B.

"Uncertainty of parking agreements. The applicant's current agreements for parking do not guarantee its right to use the parking spaces beyond one year."

It is our understanding that the applicant is currently seeking modifications to the current agreements to address staff concerns.

I trust that the information contained herein is helpful in responding to staff's concerns. If you require any additional information or assistance, please contact me or Daniel Lovas at 703/917-6620.

cc: Dennis Turner, Greater Shiloh Baptist Church
Jack Kelso, Kelso & Easter

APPENDIX A
Staff Report SUP# 2001-0009

File
Shiloh

Docket Item # **15**
SPECIAL USE PERMIT #2001-0009

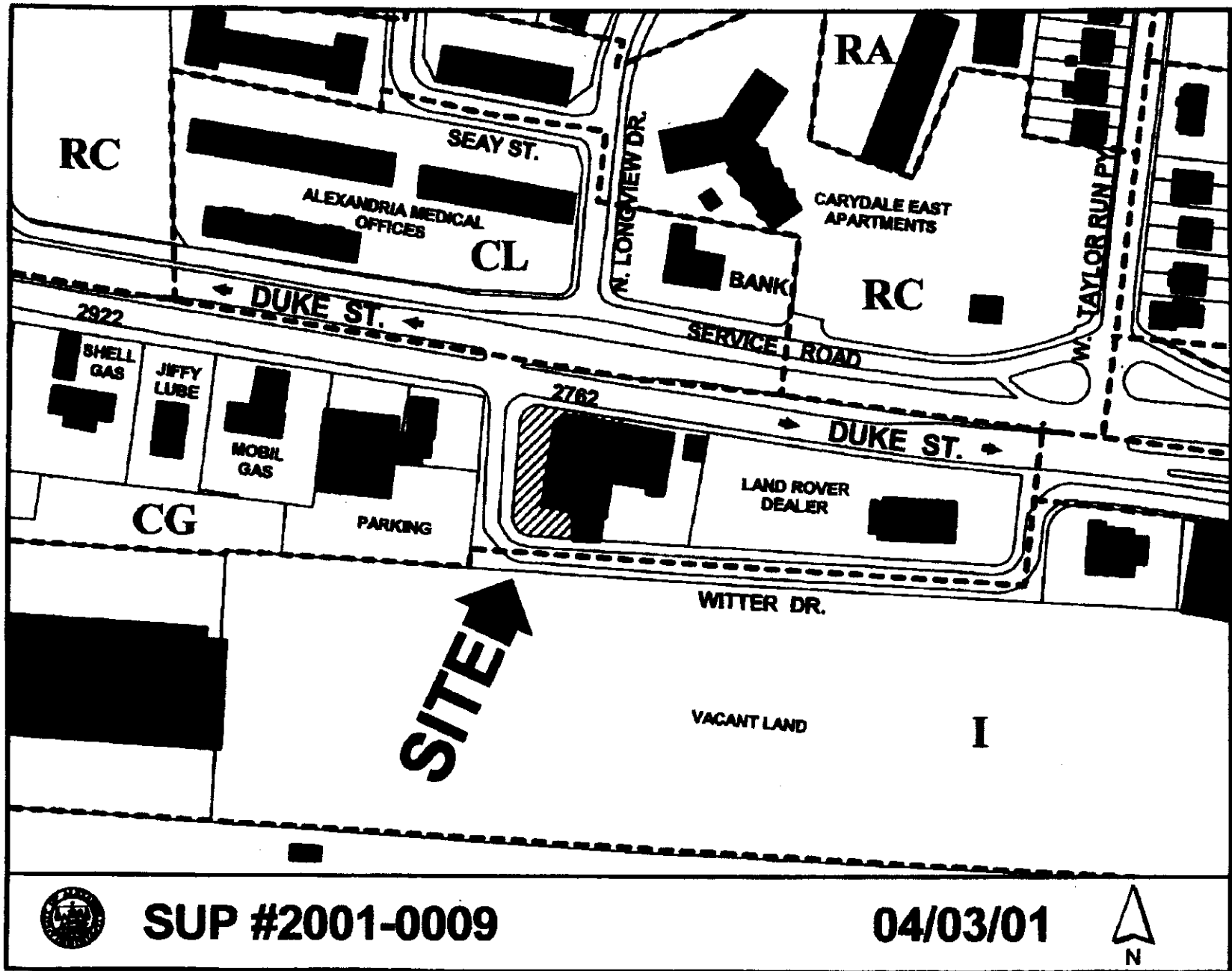
Planning Commission Meeting
April 3, 2001

ISSUE: Consideration of a request for a special use permit for a parking reduction for a church.

APPLICANT: Greater Shiloh Baptist Church
by Diane Alvin

LOCATION: 2762 Duke Street

ZONE: CG/Commercial General



SUP #2001-0009

04/03/01



SUMMARY

The applicant requests a reduction of off-street parking to allow it to relocate its existing church from the Charles Barrett Elementary School to this site. The applicant seeks to provide fewer spaces than the zoning ordinance requires and to allow the majority of spaces to be located at off-site lots. Staff is concerned about the location and number of parking spaces proposed for use by the church and that the demand for parking generated by the church will exceed the number of proposed parking spaces.

STAFF RECOMMENDATION:

Staff recommends **denial** of the request. If Council approves the request, 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)
2. This parking reduction shall be granted subject to the following requirements:
 - A minimum of 18 on-site parking spaces shall be maintained;
 - A minimum of 183 off-site parking spaces shall be provided on Sundays and weekday evenings;
 - A minimum of 80 off-site parking spaces shall be maintained on Saturdays; and
 - The applicant shall submit a copy of the agreements by which it provides off-site parking annually to the Director of Planning and Zoning. (P&Z)
3. The applicant shall post signs inside the building indicating the location of all off-street parking, inform its congregants about the off-site parking and the shuttle service between the parking lot and the church, and shall encourage them to use the off-street parking. (P&Z)
4. The applicant shall store the shuttle vehicles in the parking lot located behind the building when not in use. (P&Z)

5. No loading or unloading of shuttle vehicles shall occur on the public right-of-way. (P&Z)
6. The applicant shall encourage its congregants and staff to use mass transit when traveling to and from the church, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of car pooling opportunities. (P&Z)
7. The applicant shall submit a landscaping plan to include, at a minimum, the following elements: two street trees along Duke Street in front of the church, shrubs in the landscaping bed adjacent to the building and in front of the existing handicap ramp, at least two street trees along Witter Street, and a screen parking hedge to buffer the on-site parking spaces to the satisfaction of the Director of Planning and Zoning. The applicant shall submit the plan within 60 days of approval and shall install the landscaping during the next planting season. The applicant shall be responsible for maintaining the landscaping in good condition. (P&Z)
8. The applicant shall repair the on-site parking lots and maintain them in good condition. (P&Z)
9. No freestanding sign shall be installed on the Duke Street frontage. A pedestrian-oriented, ground-mounted (monument) sign of approximately 21 square feet may be installed on Witter Drive to the satisfaction of the Director of Planning and Zoning. (P&Z)
10. The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department for a security survey for the building to be completed before the applicant renovates the building. (Police)
11. No amplified sound shall be audible at the property lines. (P&Z)
12. The applicant shall provide an off duty police officer to direct traffic, control parking, and to prohibit standing vehicles on the public right-of-way. (P&Z)

13. 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, (b) the director has received a request from any person to docket the permit for review, or (c) the director has determined that there are problems with the operation of the use and that new or revised conditions are needed.
(P&Z)

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

DISCUSSION:

1. The applicant, Greater Shiloh Baptist Church by Diane Alvan, requests special use permit approval for a reduction of off-street parking for a church located at 2762 Duke Street.
2. The subject property is one lot of record with approximately 106 feet of frontage on Duke Street, approximately 120 feet of frontage on Witter Drive and a total lot area of approximately 20,314 square feet. The site is developed with a one story building. Vehicular access to the property is from Witter Drive.

To the north of the site across Duke Street is the East Carydale Apartments and the Alexandria Medical and Professional Plaza. To the east is an upholstery shop. To the west is the offices of the Alexandria Redevelopment and Housing Authority (ARHA).

3. On June 17, 1995, City Council granted Special Use Permit #95-0082 to the Center For Employment Training for the operation of a commercial school to provide job training and employment assistance for use by persons who receive support through the Alexandria Aid to Families with Dependent Children (AFDC) as well as participants in the City's Job Training Partnership Act (JTPA) with a reduction of off-street parking. The school sought a reduction to allow only 18 parking spaces where a minimum of 150 spaces was required. It justified its request by stating that given the limited income of its students and its experiences with other centers it operated, it expected few students to drive to the center. The center is currently in the process of relocating its operations elsewhere and seeks to sell the property.
4. The applicant, Greater Shiloh Baptist Church, is the contract purchaser of the property and has filed a special use permit for a reduction of off-street parking in order to relocate its church to this location. A church is a permitted use in this zone. The special use permit requirement is triggered because the applicant proposes to provide 18 off-street parking where a minimum of 100 spaces is required and to provide additional off-site parking spaces within 300 feet. The church currently meets on Sundays at the Charles Barrett Elementary School at 1115 Martha Custis Drive.
5. According to the application materials, worship services will be held on Sundays with a maximum attendance of 500 persons. Baptisms, meetings, seminars, Bible classes, prayer vigils, and planning meetings will be held weekday evenings from 6:00 p.m. to 11:00 p.m. The applicant expects 50 people to attend these activities. Similar activities and services will be held on Saturday, between the hours of 10:00 a.m. to 6:00 p.m., with not more than 50 people on-site at any one time. During the day between 9:00 a.m. and 5:00 p.m., the applicant expects between four and six staff persons to be on site as part of the church office.

6. Pursuant to Section 8-200(A)(10) of the zoning ordinance, a minimum of one space for each five seats in the sanctuary is required. In this case, the applicant proposes a sanctuary that will seat 500 people; therefore, the technical requirement is 100 parking spaces. The applicant seeks a parking reduction to provide 18 off-street parking spaces and to provide additional spaces off-site.
7. As justification for its request, the applicant has submitted a parking study and two agreements for parking spaces within 300 feet of the subject property. On Sundays and during weekday evenings, the applicant has secured a total of 183 off-site parking spaces. Of this number, 168 spaces are located to the north of the site across Duke Street at the Alexandria Medical and Professional Plaza. The remaining 15 off-site spaces are located at the ARHA property directly across Witter Drive from the subject property (see attached plan). On Saturdays, it has secured a total of 80 off-site parking spaces from only the Alexandria Medical and Professional Plaza. As a technical matter, with these agreements the applicant will comply with the minimum parking requirements for Sundays and weekday evenings. However, it will not comply with the minimum requirement on Saturdays.

The information contained in the applicant's parking study indicates that the off-site parking on weekdays is not available until after 7:00 p.m. and that the applicant understands this limitation. In addition, although the application materials indicate that the Saturday hours of operation as 10:00 a.m. to 6:00 p.m., the applicant may actually operate as early as 8:00 a.m. and as late as 10:00 p.m., as reflected in the church calendar.

8. According to the parking study, the church currently has 238 members. On Sunday, February 18, 2001, when parking demand for the church was surveyed at the School, a total of 142 members attended the service. The applicant's study indicates at peak between 12:30 p.m. and 1:00 p.m., 82 of the 87 available parking spaces were full. A study of the two off-site lots on Duke Street at that time indicated that 97-98 percent of the 168 available parking spaces were vacant at the professional medical plaza, and that 87 percent of the 15 available parking spaces were vacant at the ARHA lot. No studies were conducted of either lot on Saturdays or during week day evenings. The applicant's study did provide documentation of weekday parking conditions at both lots and found that at 7:00 p.m., 93 percent of the parking spaces on each lot were vacant.
9. According to the parking study, first time visitors to the church will be directed to park either on-site or across the street at the ARHA lot. In order to provide safe access from the off-site parking spaces at the medical office plaza across Duke Street to the church, the applicant proposes to operate up to four van shuttles both before and after services on Sundays.

The shuttle drivers will contact volunteers who will be stationed in the parking lot to coordinate the shuttle service. The shuttle will be used during Saturday and evening services as needs dictate. In response to questioning by staff, the applicant has advised us that the shuttles will be parked on-site when not in use.

10. **Zoning:** The subject property is located in the CG zone. Section 4-402(E) of the zoning ordinance allows a church in the CG zone as a permitted use. Sections 8-100 and 8-200 (C)(4) of the zoning ordinance allow a parking reduction for the number of off-street spaces and location of off-site parking spaces only with a special use permit.
11. **Master Plan:** The proposed use is consistent with the Taylor Run/Duke Street small area plan chapter of the Master Plan which designates the property for commercial general uses.

STAFF ANALYSIS:

Planning and Transportation and Environmental Services staff are very concerned about the number and location of the off-site parking spaces the applicant proposes to provide and the uncertainty of the applicant's agreements. Staff therefore recommends denial of the request for a reduction of off-street parking for 2762 Duke Street. Staff cannot support the creation of a new church in a place where there is insufficient and uncertain parking.

Number of parking spaces

The applicant has proposed a total of 201 parking spaces on Sundays and during weekday evenings. Of this number, 168 parking spaces are located at the medical office plaza to the north of the site across Duke Street. On Saturdays, it proposes to provide a total of 98 spaces, 80 off-site parking spaces at the medical office plaza and 18 on-site. As a technical matter, with these agreements the applicant will comply with the minimum parking requirements for Sundays and weekday evenings. However, it will not comply with the minimum requirement on Saturdays.

As a practical matter, the applicant's own study shows that many more parking spaces will be needed to accommodate the demand that will be generated by 500 congregants. The applicant's parking study indicates that during Sunday services, 82 parking spaces were occupied by 142 church members. Based on that ratio, if 500 persons attended church services, as the applicant expects, a minimum of 287 parking spaces will be necessary to accommodate the demand, or 86 more spaces on Sundays and weekday evenings than the applicant is able to provide. Staff recommends against granting a parking reduction when the applicant's own study indicates that its real demand for parking spaces will exceed the total number it may provide.

Location of parking spaces

The majority of the off-site spaces to be used by church are located across Duke Street, beyond a service drive that runs parallel to Duke Street, and at a significantly higher grade than both Duke Street and the church property. The width of Duke Street in this location is approximately 90 feet and consists of two east-bound and two west-bound travel lanes separated by a median. There is no pedestrian crosswalk provided in this area; the nearest crosswalks are located between 700 and 790 feet from the parking lot, at Roth Street to the west and Taylor Run Parkway to the east. The distance between the parking lot and the church will likely deter persons attending the church from using the parking. Persons who do use the parking and are able to negotiate the service drive will likely attempt to cross Duke Street, a dangerous undertaking, rather than walk to a crosswalk to safely cross the street.

Although the applicant proposes to provide shuttle service between the parking lot and the church, it is unclear how often the shuttle will run and where unloading of passengers will occur once the shuttles arrive at the church property. If four shuttles are running at any one time, staff believes that there is insufficient room on the site to accommodate the unloading of passengers, the parking of passenger vehicles on the site, and the stacking of shuttles waiting to unload passengers. In addition, staff is concerned about the possibility of shuttle and personal vehicles stopping on Duke Street to discharge passengers in front of the building. No parking is permitted in this area of Duke Street and staff are concerned that the unloading of vehicles in a travel lane will create both safety and capacity issues.

Uncertainty of parking agreements

The applicant's current agreements for parking do not guarantee its right to use the parking spaces beyond one year (see attached agreements). The uncertainty of the church's ability to use the parking spaces in the future concerns staff because there are few additional opportunities for off-street parking in this area. The only other off-street parking area that may be of sufficient size and in close proximity to the church is the large Burke and Herbert parking lot that abuts the ARHA property to the south. However, in response to questioning by staff, the applicant advised us that it has been unable to secure an arrangement with the bank for the use of its parking lot. With regard to the possibility of on-street parking on one or both sides of Witter Drive, T&ES staff advise us that the street is not wide enough to accommodate parking on one or both sides of the street and emergency vehicle access past the parking.

Staff recommends denial of the parking reduction because the applicant cannot satisfy, on or off the site, the demand for parking that will be generated by its use. In addition, the location of the parking spaces will deter churchgoers from parking in the lot when traveling to and from the church. Finally, there is little opportunity for off-street parking beyond the arrangements secured by the applicant which concerns staff because the majority of the off-street parking provided by the applicant relies on these agreements.

SUP #2001-0009
2762 Duke Street

If Council approves the special use permit, staff has included conditions requiring the applicant to provide annual documentation of its agreements for off-site parking, to post signs indicating the location of off-street parking, and to encourage its congregants and staff to use public transportation when traveling to and from the church by requiring him to post information regarding DASH and Metro routes, the location where fare passes for transit are sold, and advertising of car pooling activities. Staff has also included a condition requiring the applicant to submit a landscaping plan that includes the provision of street trees, hedges and other plantings to improve the appearance of the property. Consistent with its efforts to improve the streetscape of Duke Street, and in anticipation of design guidelines for Duke Street, staff has included a condition prohibiting the installation of a free standing sign on Duke Street but allowing a ground-mounted (monument) sign of approximately 21 square feet on Witter Drive. Staff also recommends a review of the special use permit one year after approval so that if there are parking problems, additional conditions may be imposed or the approval may be revoked.

Even with those conditions, staff has serious reservations about the ability of the church to make the parking arrangements work now and in the future. It therefore recommends denial of the special use permit.

STAFF: Eileen P. Fogarty, Director, Department of Planning and Zoning;
Barbara Ross, Deputy Director;
Kathleen Beeton, Urban Planner.

CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- C-1 Applicant must comply with the City of Alexandria Noise Control Code, Chapter 11, Section 5, which sets the maximum permissible noise level as measured at the property line.
- F-1 There is no on-street parking available on Witter Drive.
- R-2 Recommend denial based on traffic and safety concerns related to the discharging of passengers on Duke Street and the duration of the parking agreements. If City Council chooses to approve this application, T&ES recommends a review of this operation within 12 months of approval of an occupancy permit for the church use.
- R-3 Provide proof of an agreement for the off-site parking.

Code Enforcement:

- C-1 Alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-2 A fire prevention code permit is required for the proposed operation. An egress plan showing fixture location, aisles and exit doors shall be submitted for review with the permit application.
- C-3 Alterations to the existing structure and/or installation and/or altering of equipment therein requires a building permit. Four sets of plans, bearing the signature and seal of a design professional registered in the Commonwealth of Virginia, must accompany the written application. The plans must include all dimensions, construction alterations details, kitchen equipment, electrical, plumbing, and mechanical layouts and schematics.
- C-4 The proposed use of this building represents a change of use requires compliance with current code requirements for structural strength, fire protection, exit facilities, handicapped accessibility or sanitary provisions.

- C-5 This structure contains mixed use groups and is subject to the mixed use and occupancy requirements of VUSBC 313.0.
- C-6 Required exits, parking, and accessibility for persons with disabilities must be provided to the building.
- C-7 The following code requirements apply where food preparation results in the development of grease laden vapors:
 - (a) All cooking surfaces, kitchen exhaust systems, grease removal devices and hoods are required to be protected with an approved automatic fire suppression system.
 - (b) A grease interceptor is required where there is drainage from fixtures and equipment with grease-laden waste located in food preparation areas of restaurants. Food waste grinders can not discharge to the building drainage system through a grease interceptor.
- C-8 A rodent control plan shall be submitted to this office for review and approval. This plan shall include the following components:
 - (a) Trash storage, control and removal measures.
 - (b) Foodstuff storage
 - (c) Rodent baiting
- C-9 The floor of a place of assembly is required to support a live load of 100psf.
- C-10 A fire suppression system and a fire alarm system is required for the facility.

Health Department:

- F-1 This department has no objection to a parking reduction at this facility. If this facility is used as a catering operation as stated in the narrative description section of the SUP application, it will be required to have an Alexandria Health Department Permit. If the meals are for internal functions only, the Health Department will not be involved unless requested by the church.
- C-1 An Alexandria Health Department Permit is required for all regulated facilities.

SUP #2001-0009
2762 Duke Street

- C-2 Five sets of plans are to 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 Handling Establishments. There is a \$135.00 fee for plans review of food facilities.
- C-3 Permits must be obtained prior to operation.
- C-4 This facility must comply with the Alexandria City Code, Title 11, Chapter 10, Smoking Prohibitions.
- C-5 Certified Food Mangers must be on duty during all hours of operation.
- C-6 Provide a menu or list of foods to be handled at this facility to the Health Department prior to opening.

Police Department:

- R-1 Security survey prior to renovation.

**Attachments are not included, but are available at
the Department of Planning and Zoning.**

APPENDIX B
Shuttle Service Details

PARKING PLAN FOR THE GREATER SHILOH BAPTIST CHURCH

2762 Duke Street

ALEXANDRIA PARKING REGULATIONS AND AVAILABLE CAPACITY

The regulations for the city of Alexandria indicates that there are 5 persons per parking space. The GSBC has been approved for a seating capacity of 215. To accommodate for this amount of worshipers, the Church must account for 43 parking spaces ($215/5=43$). Eighteen (18) of the 43 spaces are immediately adjacent to the property. The remaining 25 spaces come from parking agreements with local merchants in the area. (Examples will be provided at your request.)

PARKING SHUTTLE SERVICE

The church will use a "kiss and park" arrangement. Worshipers who are driving will drop off their passengers at the church and then park in the spots made available through the local merchants. The ~~9~~⁵-passenger church van will shuttle the worshipers who were driving back to the church from their parking spots; additional volunteer transportation will also be utilized. Since only the drivers will need to be shuttled, this maximizes the use of the shuttle and minimizes the number of shuttle runs.

SPORADIC CHURCH PASSENGER FLOW

- Between 9 and 9:15, some will arrive to open and to make ready the church for worship.
- Between 9:15 and 9:45 Sunday school teachers/participants will arrive.
- Between 10:30 and 11:15 "kiss and park" worshipers will arrive.
- Between 1:00 and 2:00 worshipers will depart, with the drivers' being shuttled by the van.

CAPACITY OF DUKE STREET

The typical design capacity for an arterial street is between 400 and 600 passenger cars/lane/hour. Taking a middle figure, Duke Street's 2 lanes can handle 1000 passenger cars per hour and 5000 passenger cars per 5 hours. All of the traffic associated with the church is estimated to be 126 passenger car trips spread over a 5-hour period.

[$126 = 18*2$ (round trip travel for spaces adjacent to the church) + $25*2$ (round trip travel for parking spaces not adjacent to the church) + $20*2$ (round trip shuttle runs)]

CONCLUSION

Adequate parking spaces to accommodate the 215-seat sanctuary have been provided through adjacent parking and through parking arrangements with nearby businesses. This amount of traffic, 126 passenger car trips over a 5-hour period, will not significantly impact the traffic flow on Duke Street, which has a capacity of 5000 passenger cars per 5 hours. The proactive arrangement of shuttle services/parking spaces through local businesses to accommodate Alexandria's parking requirements and the natural arrangement of the arrival time of worshipers make this a win-win situation for both the city and the church. We thank you in advance for approving the parking plan for 2762 Duke Street.

**GREATER SHILOH BAPTIST CHURCH
PARKING ANALYSIS
CITY OF ALEXANDRIA, VIRGINIA**

Prepared For:
Greater Shiloh Baptist Church

Prepared By:
Wells & Associates, LLC

February 25, 2001

**GREATER SHILOH BAPTIST CHURCH
PARKING ANALYSIS
CITY OF ALEXANDRIA, VIRGINIA**

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**GREATER SHILOH BAPTIST CHURCH
PARKING ANALYSIS
CITY OF ALEXANDRIA, VIRGINIA**

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GREATER SHILOH BAPTIST CHURCH
PARKING ANALYSIS
CITY OF ALEXANDRIA, VIRGINIA

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Appendix Title

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- B Letter to Ms. Diane Alvin, Greater Shiloh Baptist Church
- C GSBC Activity Calendar
- D Parking Accumulation Counts - Sunday
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- F Parking Agreements
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INTRODUCTION

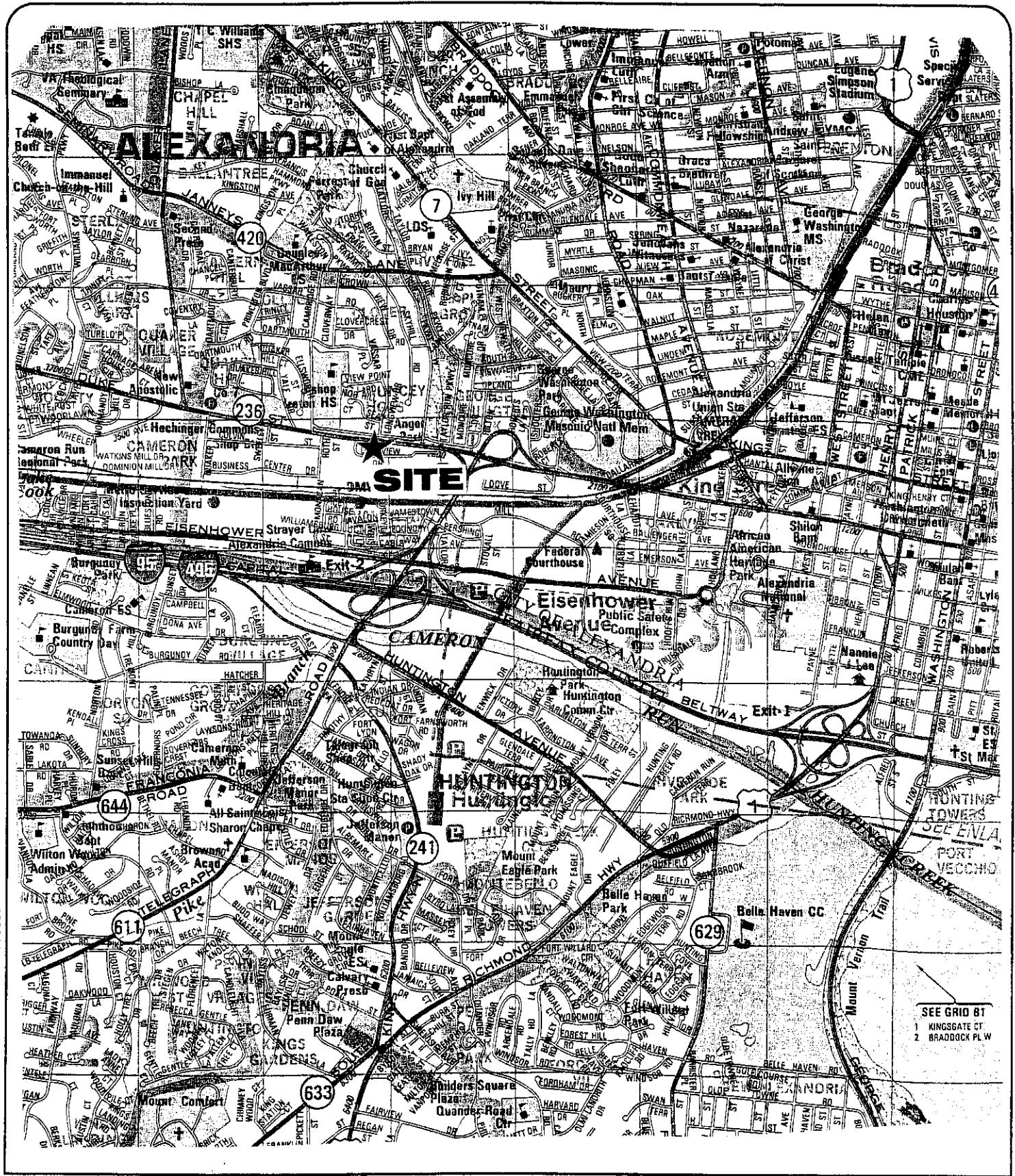
This report presents the results of a comprehensive parking study of Greater Shiloh Baptist Church located in the City of Alexandria, Virginia. The church currently meets on Sundays at the Charles Barrett school located at 1115 Martha Custis Drive in the City of Alexandria.

The church proposes to purchase an existing 20,000 gross square foot (GSF) building at 2762 Duke Street (see Figure 1). In conjunction with the purchase, the Church proposes to renovate the existing structure to provide sanctuary seating for up to 500 members, as well as supporting classroom and fellowship facilities. The parking facilities located on-site provide spaces for only 18 cars; necessitating the filing of a special use permit with the City for a reduction in the on-site parking required (see Appendix A).

As requested by City staff in correspondence to Ms. Diane Alvin, trustee for Greater Shiloh Baptist Church, dated January 31, 2001, a parking study was deemed necessary in order to assist the City in analyzing the parking impacts associated with the proposed church use (see Appendix B). Specifically, staff requested the following information be provided:

1. An inventory of reasonably proximate public off-site parking,
2. Calculation of the turnover rates of parking spaces,
3. Parking deficits for a worse case scenario, and
4. Identification of mitigation strategies designed to offset any potential impacts associated with the parking reduction.

The scope of this analysis was based on the issues identified above, and as further clarified by Ms. Kathleen Beeton of the Department of Planning and Zoning.



ADC Permitted Use Number: 20296397

Figure 1
Site Location Map



The following tasks were undertaken as part of this study and included:

1. An inventory of the existing parking supply at the various parking lots/fields which shall be utilized by the church upon their relocation.
2. A survey of current weekday and Sunday parking demands as measured at both the existing church facility and the off-site lots which would serve the proposed new Duke Street facility.
3. An estimate of parking demand for the project based on information published by the Institute of Transportation Engineers (ITE) and the Urban Land Institute.
4. An estimate of the parking demand for the existing/new facility based on the requirements of the City of Alexandria Zoning Ordinance.
5. Development of a parking management plan which identifies the location and number of on and off-site parking, the availability of on-street parking, and any other methods of mitigation.

Sources of data for this study include the Greater Shiloh Baptist Church; the conceptual plan prepared by Kelso & Easter; the City of Alexandria Department of Planning and Zoning; the Institute of Transportation Engineers (ITE); the Urban Land Institute (ULI); and the files and library of Wells & Associates.

BACKGROUND

The Greater Shiloh Baptist Church is an existing congregation of 238 current members, within the City of Alexandria's religious community. Church services are currently held at the Charles Barrett Elementary School on Sundays with arrivals beginning at 7:00 AM and concluding no later than 1:30 PM. Sunday school classes are held between the hours of 9:30 and 11:00 AM; followed by the worship service which concludes at approximately 1:00 PM.

During the week, the church hosts a number of smaller individualized activities such as baptisms, bible studies, prayer vigils, and planning activities. The clear majority of these activities occur outside the traditional peak hours associated with the surrounding commercial/office uses. A copy of the church's 2001 activities calender is included as Appendix C to this report.

City of Alexandria Ordinance Requirements

The City of Alexandria Zoning Ordinance requires that churches provide parking at the following rate:

"Churches: one space for each five seats in the principal auditorium or one space for each ten classroom seats, whichever is greater."

Based on the strict application of the Ordinance, Greater Shiloh Baptist Church should provide a total of 100 off-street parking spaces. Given the limited off-street parking associated with the Duke Street site, the Church is requesting approval of a special use permit in order to secure off-site parking in order to meet the requirements of the Ordinance.

The Ordinance requires the following:

"For all other uses, including, but not limited to churches, private and fraternal-clubs, private and public schools and social service buildings, such required off-street parking shall be located on the same lot as the main building or on

a lot immediately contiguous to the main building lot; except that off-street parking may be permitted within 300 feet with a special use permit."

The Church has met this requirement by securing permission to utilize a total of 178 off-site spaces, located at two (2) nearby parking facilities on Sundays, and weeknights. A total of 98 spaces will be available for use on Saturdays (80 spaces in the Alexandria Medical & Professional Plaza; 18 on-site). Both of the off-site facilities are located within 300 feet of the church as set forth by the Zoning Ordinance.

According to the Ordinance, the 300 foot distance would be measured "from the nearest corner of the lot containing the structure to the nearest usable portion of the lot used for parking." Both facilities are well within the 300 foot distance requirement as measured by the Ordinance.

Inventory of Existing Parking Supply

The church proposes to relocate to 2762 Duke Street, just east of Witter Drive. The church proposes to utilize a total of 82 off-site spaces from two (2) nearby office buildings. The locations of each of the parking facilities to be owned/utilized by the church are summarized on Table 1.

Greater Shiloh Baptist Church (2762 Duke Street)

On-site parking is provided in two (2) areas on the property; a seven (7) space lot located on the south side of the building and an eleven (11) space lot located on the west side of the property (see Figure 2). A single handicapped space is located in the eleven space lot. Access to both lots is provided via driveway connections to Witter Drive. On-site access between the two (2) parking areas is not available. No access to the site is permitted on Duke Street.

Table 1
 Greater Shiloh Baptist Church
 Parking Supply Inventory

Facility	Total Spaces	Handicapped Spaces	Other
Church Lot	18	1	17
Alexandria Medical & Professional Plaza	168	3	165
Alexandria Redevelopment & Housing Authority	<u>15</u>	<u>0</u>	<u>15</u>
Total	201	4	197

ADC Permitted Use Number: 20296397

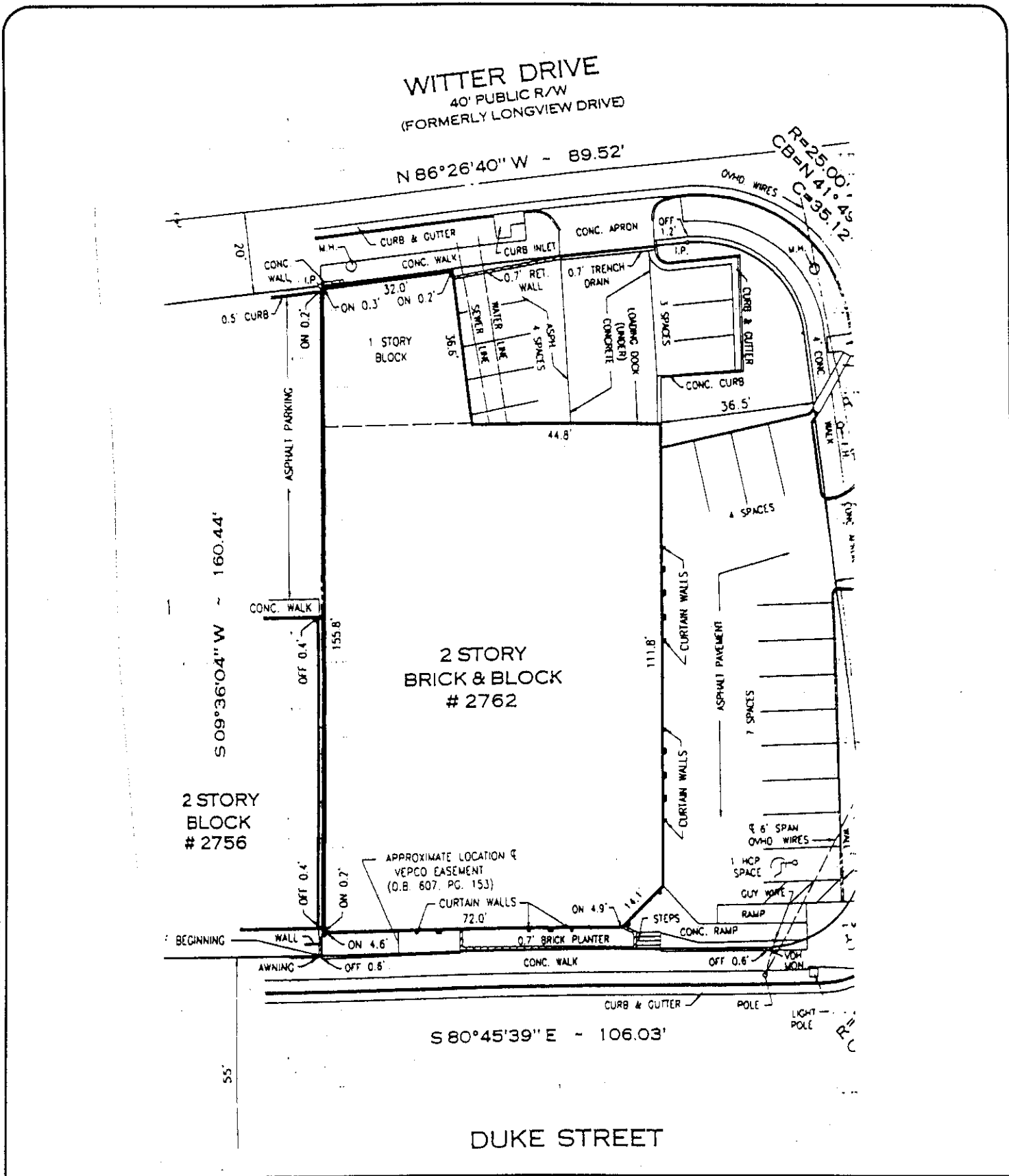


Figure 2
Site Plan Reduction



Alexandria Redevelopment & Housing Authority (2830 Duke Street)

The parking lot serving the Alexandria Redevelopment & Housing Authority is located on the west side of Witter Drive. The lot consists of a total of 15 parking spaces, and is accessed via a full movement driveway on Witter Drive, opposite the entrance to the new church.

Alexandria Medical and Professional Plaza (2823 Duke Street)

The parking lot serving the Alexandria Medical and Professional Plaza is located on the north side of Duke Street. The lot consists of a total of 168 parking spaces, including three (3) handicapped spaces. Access to the lot is provided via Long View Drive, with service drive connections provided to the east and west along the site's frontage.

Curb Parking

Curb parking is permitted along Long View Drive and Seay Street. Spaces along the east side of Long View Drive are posted and restricted to four-hour limits Monday through Friday between 8:00 AM and 5:00 PM. In the interests of conservatism, the availability of these spaces was not accounted for in the analysis.

ANALYSIS

Sunday Parking Occupancy - Actual Demand

Wells & Associates conducted parking occupancy counts on Sunday, February 18, 2001 between the hours of 7:00 AM and 1:00 PM at the site of the existing church, Charles Barrett Elementary School, as well as the other two (2) lots listed above. The number of occupied spaces in each lot were counted and recorded every 30 minutes beginning at 7:00 AM. Counts were not taken after 1:00 PM because the service generally is concluded by that time. A second unrelated church uses the school for services beginning at 2:00 PM. In order to not confuse traffic associated with either use at the school site, the last count was conducted at 1:00 PM.

The results of the lot surveys are shown in Tables 2, 3 and 4 and Figure 3. The number of spaces occupied and/or vacant at each site were recorded in 30-minute intervals (see Appendix D).

Table 2 shows that a peak of 82 spaces were occupied between 12:30 and 1:00 PM at the existing church facility. Total attendance at the church service was 142 members. The total maximum number of spaces occupied at the other two (2) lots for the same time period was seven (7) spaces. A minimum of 176 spaces within the two lots would therefore be available for use by the church as shown on Tables 3 and 4.

A parking facility is considered "full" when approximately 90 percent or more of the all spaces are occupied. Some empty spaces are needed, even in "full" facilities, to accommodate parking maneuvers, and to avoid long searches for empty spaces, particularly in large facilities.

As shown on Tables 3 and 4, during the time of peak parking demand, 176 spaces (or 96 percent of the available off-site supply) would be available for use by Greater Shiloh Baptist Church. Tables 3 and 4 further show that between 12:30 and 1:00 PM, the times where church demand is the greatest, these other lots were on average only eight (8) percent occupied.

Table 2
 Greater Shiloh Baptist Church (Charles Barrett)
 Parking Spaces Occupied, by 30-Minutes
 Sunday, February 18, 2001

Time	Occupied Spaces	% Total Occupied	% Total Vacant
7:00 AM	0	0	100%
7:30 AM	3	3%	97%
8:00 AM	3	3%	97%
8:30 AM	3	3%	97%
9:00 AM	5	6%	94%
9:30 AM	7	8%	92%
10:00 AM	19	22%	78%
10:30 AM	28	32%	68%
11:00 AM	54	62%	38%
11:30 AM	62	71%	29%
12:00 PM	77	89%	11%
12:30 PM	82	94%	6%
1:00 PM	82	94%	6%

Note: Total number of available spaces = 87.

Table 3
 Alexandria Medical & Professional Plaza
 Parking Spaces Occupied, by 30-Minutes
 Sunday, February 18, 2001

Time	Occupied Spaces	% Total Occupied	% Total Vacant
7:00 AM	1	1%	99%
7:30 AM	1	1%	99%
8:00 AM	2	1%	99%
8:30 AM	2	1%	99%
9:00 AM	4	2%	98%
9:30 AM	3	2%	98%
10:00 AM	2	1%	99%
10:30 AM	2	1%	99%
11:00 AM	2	1%	99%
11:30 AM	3	2%	98%
12:00 PM	3	2%	98%
12:30 PM	5	3%	97%
1:00 PM	4	2%	98%
1:30 PM	2	1%	99%

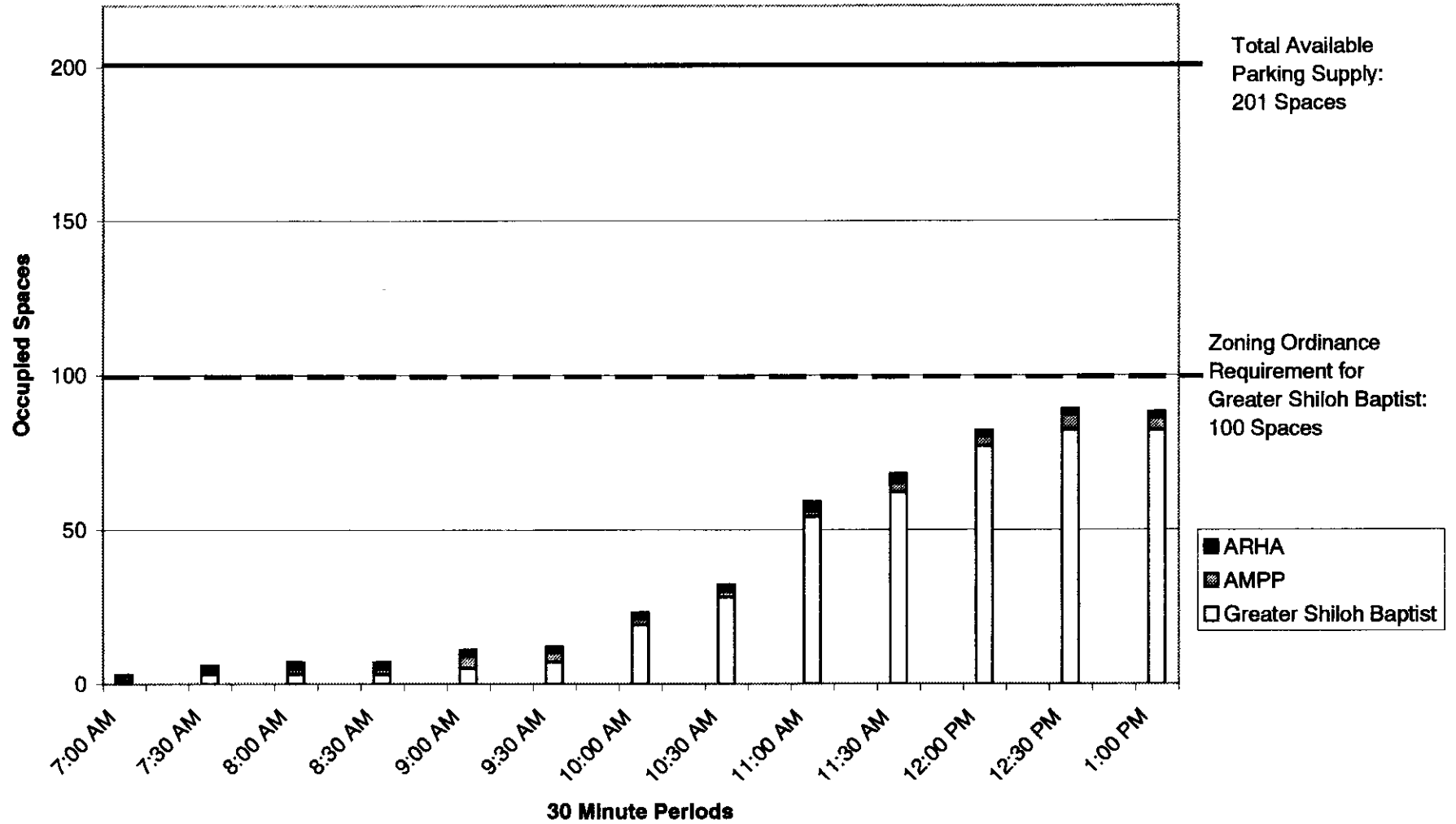
Note: Total number of available spaces = 168

Table 4
 Alexandria Redevelopment & Housing Authority
 Parking Spaces Occupied, by 30-Minutes
 Sunday, February 18, 2001

Time	Occupied Spaces	% Total Occupied	% Total Vacant
7:00 AM	2	13%	87%
7:30 AM	2	13%	87%
8:00 AM	2	13%	87%
8:30 AM	2	13%	87%
9:00 AM	2	13%	87%
9:30 AM	2	13%	87%
10:00 AM	2	13%	87%
10:30 AM	2	13%	87%
11:00 AM	3	20%	80%
11:30 AM	3	20%	80%
12:00 PM	2	13%	87%
12:30 PM	2	13%	87%
1:00 PM	2	13%	87%
1:30 PM	2	13%	87%

Note: Total available spaces = 15.

Figure 3
Greater Shiloh Baptist Church
Observed Parking Demands (Sunday)



Weekday Parking Occupancy - Actual Demand

In order to measure the adequacy of parking during the typical weekday in the area surrounding the proposed new church site, Wells & Associates conducted parking occupancy counts on Wednesday, February 21, 2001 between the hours of 6:30 AM and 6:00 PM. The number of occupied spaces in each lot were counted and recorded every 30 minutes beginning at 6:30 AM. Counts were not taken after 6:00 PM because the demand associated with the surrounding office uses decreases sharply after 6:00 PM. The results of these counts are detailed in Appendix E and summarized on Tables 5 and 6.

In order to insure that the parking demand associated with those lots serving the office uses is reflective of "typical" conditions, Wells & Associates contacted the managers of those facilities to ascertain relative occupancy levels. The Alexandria Medical & Professional Plaza, as well as the Alexandria Redevelopment and Housing Authority, are considered fully occupied.

No seasonal variation was applied to the aforementioned office uses, because the parking demand for offices uses, according to the Urban Land Institute (ULI), does not typically fluctuate significantly by the season of the year.

Given the church's lack of a consolidated facility for weekday activities, and that few, if any, weekday activities occur prior to 6:30 PM (see Appendix C) an assessment of church weekday demand coincident with the offices uses was not included. In addition, the agreements with both the Alexandria Medical & Professional Plaza, as well as the Alexandria Redevelopment & Housing Authority, preclude the use of these lots by the church generally before 7:00 PM on weekdays (see Appendix F).

As shown on Table 5, a peak of 127 spaces were occupied at 1:00 PM on Wednesday, February 21, 2001 at the Alexandria Medical & Professional Plaza. A minimum of 41 spaces were available on-site at this time. Similarly, peak occupancy of the Alexandria Redevelopment & Housing Authority occurred at 9:00 AM and 4:00 PM when eight (8) (or 53 percent) of the provided 15 spaces were occupied (see Table 6).

Table 5
 Alexandria Medical & Professional Plaza
 Parking Spaces Occupied, by 30-Minutes
 Wednesday, February 21, 2001

Time	Occupied Spaces	% Total Occupied	% Total Vacant
6:30 AM	2	1%	99%
7:00 AM	2	1%	99%
7:30 AM	2	1%	99%
8:00 AM	14	8%	92%
8:30 AM	24	14%	86%
9:00 AM	44	26%	74%
9:30 AM	61	36%	64%
10:00 AM	67	40%	60%
10:30 AM	74	44%	56%
11:00 AM	78	46%	54%
11:30 AM	96	57%	43%
12:00 PM	106	63%	37%
12:30 PM	113	67%	33%
1:00 PM	127	76%	24%
1:30 PM	100	60%	40%
2:00 PM	112	67%	33%
2:30 PM	108	64%	36%
3:00 PM	116	69%	31%
3:30 PM	120	71%	29%
4:00 PM	120	71%	29%
4:30 PM	107	64%	36%
5:00 PM	76	45%	55%
5:30 PM	37	22%	78%
6:00 PM	24	14%	86%
6:30 PM	23	14%	86%

Note: Total number of available spaces = 168.

Table 6
 Alexandria Redevelopment & Housing Authority
 Parking Spaces Occupied, by 30-Minutes
 Wednesday, February 21, 2001

Time	Occupied Spaces	% Total Occupied	% Total Vacant
6:30 AM	1	7%	93%
7:00 AM	1	7%	93%
7:30 AM	2	13%	87%
8:00 AM	7	47%	53%
8:30 AM	7	47%	53%
9:00 AM	8	53%	47%
9:30 AM	7	47%	53%
10:00 AM	5	33%	67%
10:30 AM	4	27%	73%
11:00 AM	4	27%	73%
11:30 AM	5	33%	67%
12:00 PM	5	33%	67%
12:30 PM	5	33%	67%
1:00 PM	3	20%	80%
1:30 PM	4	27%	73%
2:00 PM	5	33%	67%
2:30 PM	5	33%	67%
3:00 PM	5	33%	67%
3:30 PM	6	40%	60%
4:00 PM	8	53%	47%
4:30 PM	7	47%	53%
5:00 PM	5	33%	67%
5:30 PM	5	33%	67%
6:00 PM	5	33%	67%
6:30 PM	2	13%	87%

Note: Total available spaces = 15.

A parking facility is considered "full" when approximately 90 percent or more of the all spaces are occupied. Some empty spaces are needed, even in "full" facilities, to accommodate parking maneuvers, and to avoid long searches for empty spaces, particularly in large facilities.

As shown on Figure 4, during the time period when evening church activities are most likely to occur, demand at both lots is dramatically reduced. At 6:30 PM, only 11 of the 169 spaces located at the Alexandria Medical & Professional Plaza were occupied. Similarly, occupancy at the Redevelopment Authority lot is reduced to two (2) spaces at 6:30 PM. Therefore, during the evening a minimum of 188 total spaces (both on and off-site) would be available for use by church members.

Weekday Parking Demand Based on Ordinance Requirements

As shown on Table 7, the total number of parking spaces which would be required by a strict application of the Zoning Ordinance, in order to accommodate all of the sites and uses under evaluation, would be 218. This requirement is based on information obtained from the Department of Planning & Zoning and/or recent tax records. Currently a total of 201 spaces exist (exclusive of on-street) parking.

An hourly accumulation of all the uses under evaluation was calculated based on the number of spaces required by the City Ordinance, as well as ULI hourly variations (see Appendix G). In the absence of ULI data for the proposed church use, assumptions were made based on the church's activities schedule, as well as the agreements provided in Appendix F. For purposes of this analysis, a constant demand of five (5) spaces was assumed for each of the hours between 7:00 AM and 7:00 PM.

Tables 8 and 9 provide the hourly parking accumulations for the Alexandria Medical & Professional Plaza and Alexandria Redevelopment and Housing Authority, respectively. As discussed earlier, no seasonal adjustments were applied to the projected office demands.

Figure 4
Greater Shiloh Baptist Church
Observed Parking Demands (Weekday)

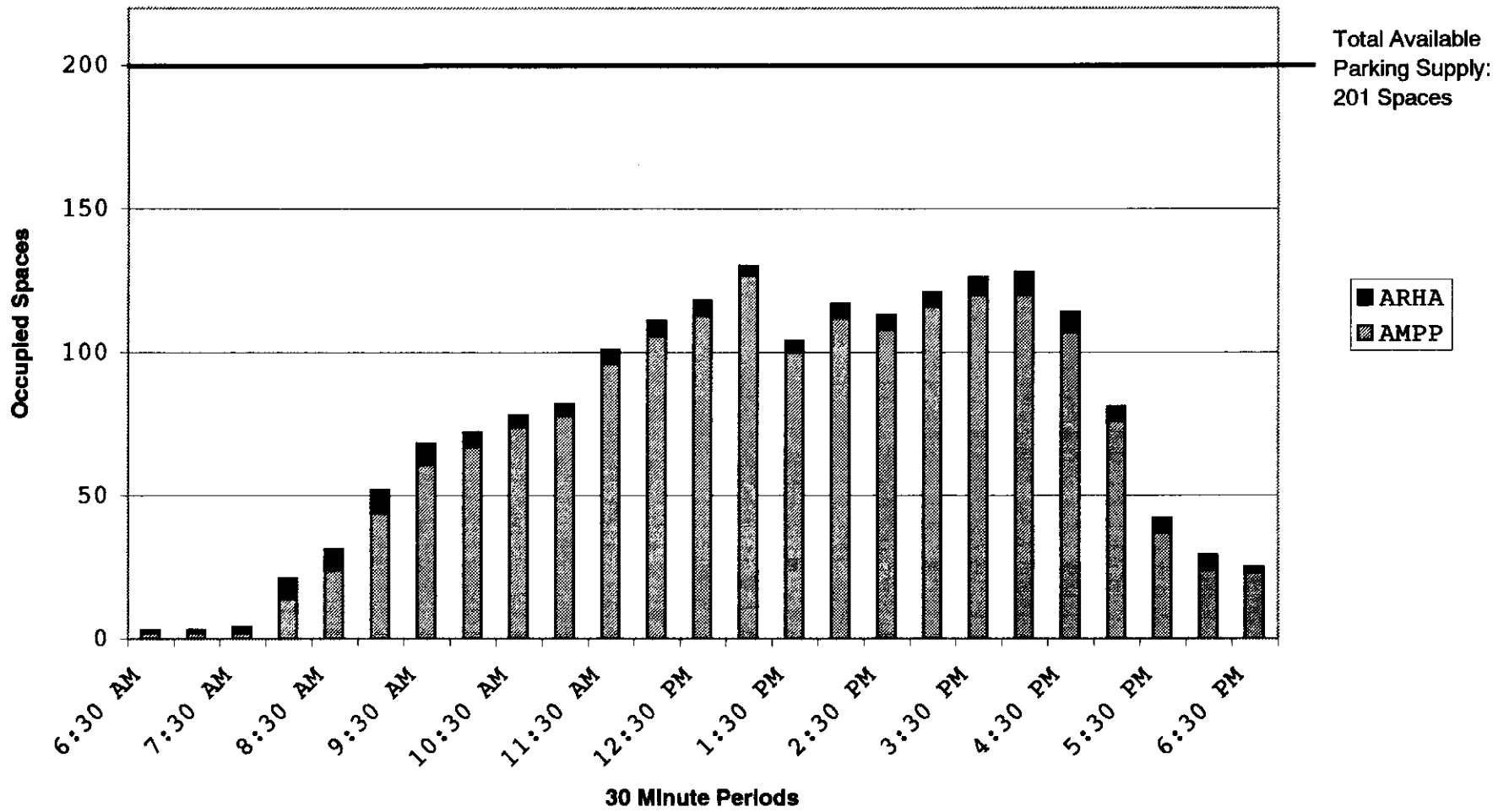


Table 7
 Parking Summary
 Zoning Ordinance Requirements

Facility	Requirement	Parking	
		Required	Provided
Greater Shiloh Baptist Church	One (1) space per five (5) seats.	100	18
Alexandria Medical & Professional Plaza	One (1) space per 450 gsf.	109	168
Alexandria Redevelopment & Housing Authority	One (1) space per 450 gsf.	<u>9</u>	<u>15</u>
Total		218	201

Note: Alexandria Medical & Professional Plaza = 49,237 GSF.
 Alexandria Redevelopment & Housing Authority = 3,720 GSF.
 Greater Shiloh Baptist Church = 500 seats.

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Table 8
 Alexandria Medical & Professional Plaza
 Representative Hour Accumulation by Percentage of Peak Hour⁽¹⁾
 Wednesday, February 21, 2001

Time	Occupied Spaces	% Total Occupied	% Total Vacant
7:00 AM	22	20%	80%
8:00 AM	69	63%	37%
9:00 AM	101	93%	7%
10:00 AM	109	100%	0%
11:00 AM	109	100%	0%
12:00 PM	98	90%	10%
1:00 PM	98	90%	10%
2:00 PM	106	97%	3%
3:00 PM	101	93%	7%
4:00 PM	84	77%	23%
5:00 PM	51	47%	53%
6:00 PM	25	23%	77%
7:00 PM	8	7%	93%

Source: (1) Shared Parking, ULI, 1984, Exhibit 28, page 47.

Note: Total Ordinance Requirement = 109 Spaces.

Table 9
 Alexandria Redevelopment & Housing Authority
 Representative Hour Accumulation by Percentage of Peak Hour⁽¹⁾
 Wednesday, February 21, 2001

Time	Occupied Spaces	% Total Occupied	% Total Vacant
7:00 AM	2	20%	80%
8:00 AM	6	63%	37%
9:00 AM	8	93%	7%
10:00 AM	9	100%	0%
11:00 AM	9	100%	0%
12:00 PM	8	90%	10%
1:00 PM	8	90%	10%
2:00 PM	9	97%	3%
3:00 PM	8	93%	7%
4:00 PM	7	77%	23%
5:00 PM	4	47%	53%
6:00 PM	2	23%	77%
7:00 PM	1	7%	93%

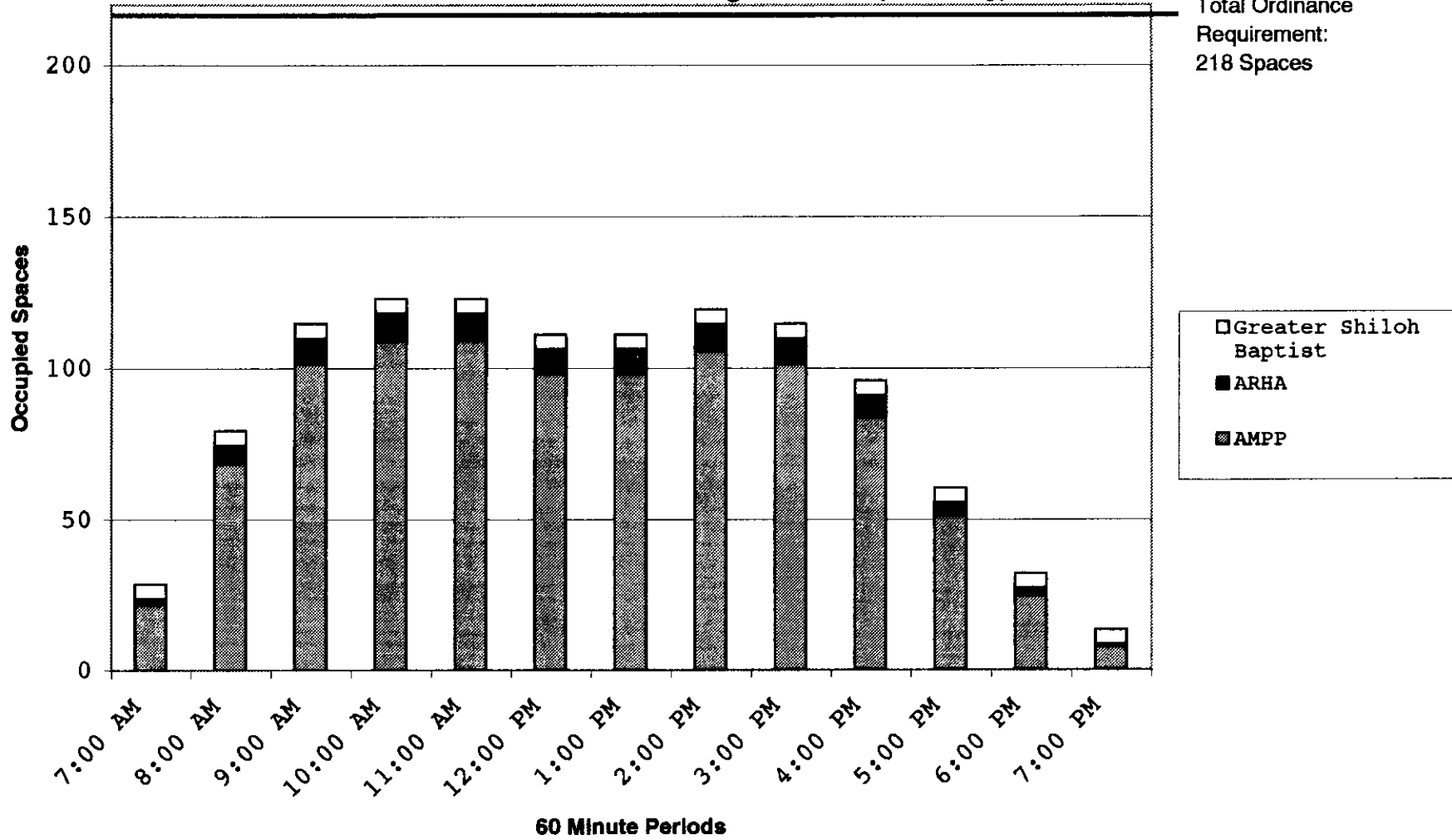
Source: (1) Shared Parking, ULI, 1984, Exhibit 28, page 47.

Note: Total Ordinance Requirement = 9 Spaces.

The peak demand estimates depicted on Tables 8 and 9 and Figure 5 were based on those requirements set forth in the City of Alexandria Zoning Ordinance, as discussed in earlier sections of this report. As shown on Figure 5, the maximum Ordinance-based demand for all the uses would occur during the period between 10:00 AM and Noon, when 118 spaces would be occupied. This amount only accounts for 59 percent of the total 201 spaces actually available for the combined uses.

Figure 5
Greater Shiloh Baptist Church
Ordinance-Based Parking Demands (Weekday)

Total Ordinance
 Requirement:
 218 Spaces



PARKING MANAGEMENT PLAN

Introduction

The applicant, Greater Shiloh Baptist Church, has secured agreements to utilize between 95 and 201 parking spaces from two (2) sites within the 300-foot limit imposed by the Zoning Ordinance. In order to insure that these spaces will be utilized to the maximum extent possible, and to mitigate any potential impacts to the surrounding street system, a parking management plan has been developed by the church.

The Greater Shiloh Baptist Church plan is intended to conform to the requirements of the Zoning Ordinance which states the following:

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

Church Hours of Operation

With the proposed relocation to the Duke Street site, the church will continue to operate in a manner consistent with its existing operations. Services are conducted on Sundays, with arrivals beginning at approximately 8:00 AM. Sunday school for members begins at 9:30 AM immediately followed by worship at 11:00 AM. As reflected in the Special Use Permit application, anticipated hours on Sundays are 8:00 AM to 3:00 PM. Both of the off-site office uses are closed on Sundays, therefore, the total number of spaces on both lots are available for us by the Church (see Appendix F).

Weekdays and Saturdays, the church hosts a number of smaller individualized activities such as baptisms, bible studies, prayer vigils, and planning activities. As shown in Appendix C, the clear majority of these activities occur outside the traditional peak hours associated with the surrounding commercial/office uses. Weekday evening hours of operations are listed as 6:00 PM to 11:00 PM Monday thru Friday. The church is aware however, that parking on the Alexandria Medical & Professional Plaza site is restricted to after 7:00 PM on Mondays thru Friday and will adhere to the terms of that agreement.

Saturday hours of operation are listed as 10:00 AM to 6:00 PM on the SUP application. However, certain select activities could continue as late as 10:00 PM, as evidenced by the church calendar. A review of the activities for calendar year 2001, reflects three (3) programs that could end as late as 10:00 PM. The majority of Saturday activities however occur between 8:00 AM and 5:00 PM. The church will modify the SUP application to extend hours of operations on Saturday to encompass all of the proposed activities; 8:00 AM to 10:00 PM. These activities are generally attended by up to 50 members.

As reflected above, the majority of church related activities occurs outside of the peak hours traditionally associated with the parking demands of office uses. In addition, traffic generated by the church, would also occur outside of traditional commuter peak hours.

Availability/Location of On and Off-site Spaces

As outlined in a previous section of the report, a total of 201 parking spaces are available to serve the church on Sundays and evening weekdays. On Saturdays, 18 on-site and 80 off-site spaces are available for use by the church. As reflected in the agreements provided in Appendix F, additional spaces can be utilized on the Alexandria Medical & Professional Plaza property with prior permission of management.

In addition to the off-site spaces associated with the Professional Plaza and Redevelopment Authority, eight (8) spaces are available along the east side of Longview Drive. These spaces are restricted to four-hours, Monday thru Friday between 8:00 AM and 5:00 PM. Figure 6 reflects the location and number of spaces available for use by the church.

Shuttle Van Service

The majority of spaces available for use by the church are located on the north side of Duke Street, opposite the new church site. The Church, in the interest of preserving the safety of members and guests, will operate a shuttle service between the lot and the Duke Street facility. Church members will be told to utilize the shuttle service in lieu of crossing Duke Street.

First time visitors will be directed to the two (2) lots located on Witter Drive (the church and Redevelopment authority lots). A total of up to four (4) vans will be used to provide transportation between the Medical & Professional Plaza lots and the church. Drivers will be in contact with volunteers stationed in the lot in order to maintain continuous service both before and after Sunday services. The shuttle service will be utilized during Saturday and evening services as needs dictate (i.e., large events that can not be accommodated within the 33 spaces located along Witter Drive).

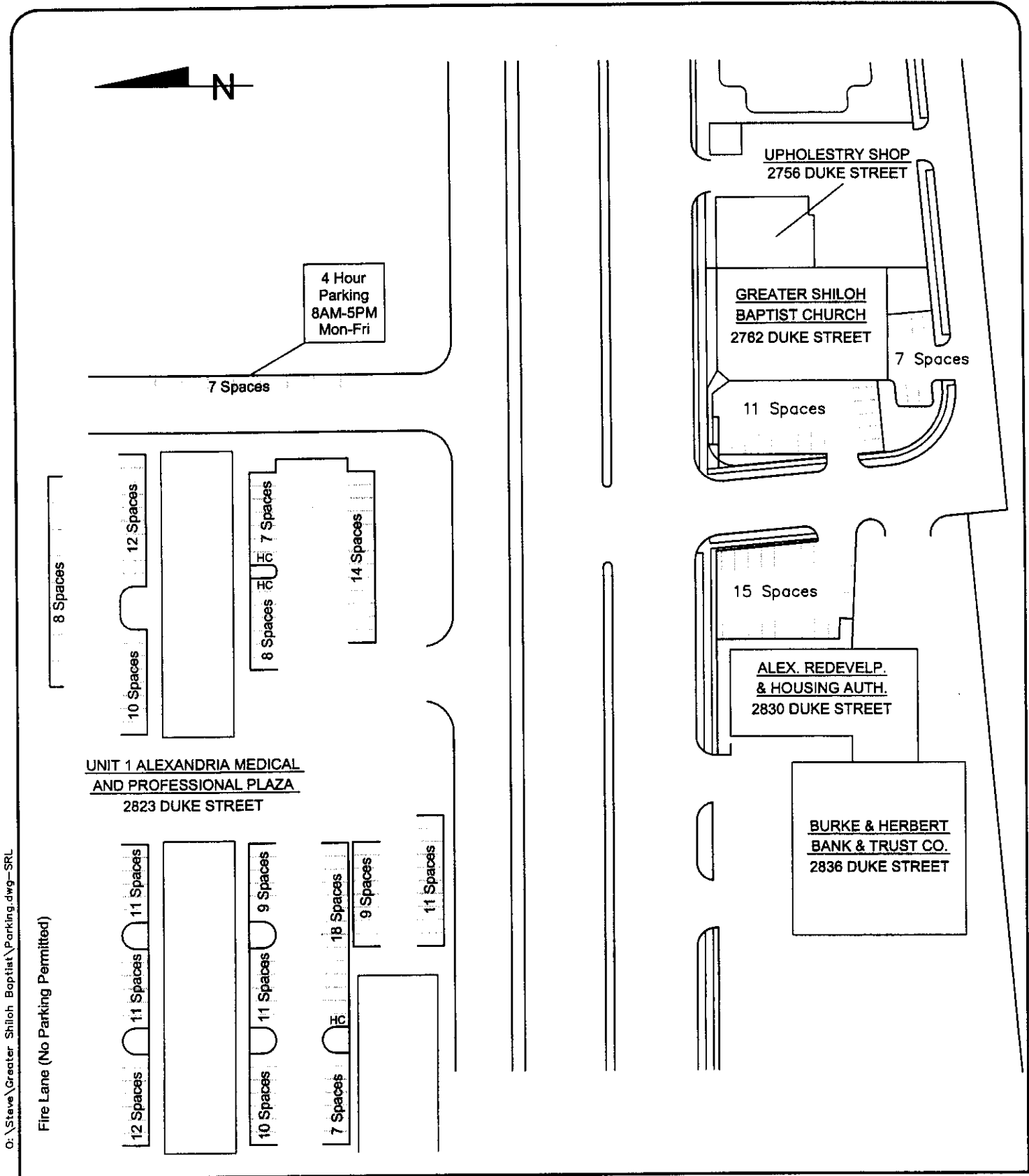


Figure 6
Inventory Of Available Parking Spaces

CONCLUSIONS

The focus of this analysis has been to provide the City with a comprehensive analysis of the parking demands associated with the relocation the Greater Shiloh Baptist Church. The results of this analysis are as follows:

1. The off-site parking facilities secured for use by the church, together with the 18 on-site spaces, adequately meets the parking demands associated with the church uses during Sundays, weekdays, and Saturdays.
2. A total of 201 on and off-site spaces will be available for use by the church on evenings after 7:00 PM, and on Sundays. On Saturdays, a minimum of 98 spaces will be available for use by the church. Spaces are located as follows:
 - a. 168 spaces at the Alexandria Medical & Professional Plaza,
 - b. 15 spaces at the Alexandria Redevelopment & Housing Authority, and
 - c. 18 on-site spaces.
3. On Sunday, a minimum of 82 spaces are currently required to meet the demands associated with the church. A total of 195 on and off-site spaces are available to meet that demand.
4. Actual weekday peak demand measured at the two (2) off-site office uses occurred at 1:00 PM at the Alexandria Medical & Professional Plaza; and at 4:00 PM at the Redevelopment and Housing Authority. Church demand for these spaces would not occur until 6:30 PM or later when the demand at both facilities is minimal.
5. The Parking Management Plan provided by the church adequately mitigates any potential impacts associated with the approval of off-site parking.

APPENDIX A

Application for Special Use Permit
(SUP #2001-009)



CITY OF ALEXANDRIA
DEPARTMENT OF PLANNING AND ZONING

RECEIPT

01/24/2001 4:52pm 002 01-7034
\$100.00 JRC001440
PLANNING AND ZONING FEES
Validation number: 018794

Applicant's Name Greater Shiloh Baptist Church Telephone Number (703) 971-2434
Mailing Address 4706 Wilbur Drive, Alex, VA 22310
Property Location 2762 Duke St, Alex, VA 22314

Account	Description	Amount Due	Amount Paid
105106-9133	APPLICATIONS/LISTS		
	<input checked="" type="checkbox"/> Special Use Permits	\$100.00	\$100.00
	<input type="checkbox"/> TMP SUP*		
	<input type="checkbox"/> Transitional SUP*		
	<input type="checkbox"/> Cluster/Co SUP		
	<input type="checkbox"/> Rezoning*		
	<input type="checkbox"/> Subdivisions		
	<input type="checkbox"/> Board of Zoning Appeals*		
	<input type="checkbox"/> Board of Architectural Review*		
	<input type="checkbox"/> Docket Mailing Lists		
	<input type="checkbox"/> Advance Docket Mailing List		
105106-9135	APPLICATIONS		
	<input type="checkbox"/> Vacations		
	<input type="checkbox"/> Encroachments		
105106-2200-000008	<input type="checkbox"/> Political Sign Bond		
105106-9056	FINES		
105106-9131	SALES		
	<input type="checkbox"/> Tax Maps*		
	<input type="checkbox"/> Copying Charges*		
	<input type="checkbox"/> Documents*		
010009-208-02	Sales Tax*		
	TOTAL	\$100.00	\$100.00

*Requires Computation by Department of Planning

For Use by Treasury Division Only

Date Received 1/23/01

Cashier Initials [Signature]

Cash Check

Number 1002

Date 1/23/01

Payer Greater Shiloh Baptist Church

[must use black ink or type]

PROPERTY LOCATION: 2702 DUKE STREET, ALEXANDRIA 22314

TAX MAP REFERENCE: 602.03-4-5 ZONE: C-9

APPLICANT Name: GREATER SHILOH BAPTIST CHURCH

Address: P.O. BOX 25553 ALEXANDRIA, VA 22313-5553

PROPERTY OWNER Name: CENTER FOR EMPLOYMENT TRAINING

Address: 2702 DUKE ST., ALEXANDRIA, VA 22314-4511

PROPOSED USE: CHURCH/PLACE OF WORSHIP

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.

GREATER SHILOH BAPTIST CHURCH
40 DIANE ALVIN, CHAIR TRUSTEES
Print Name of Applicant or Agent

[Signature]
Signature

4700 LILLIAN DRIVE
Mailing/Street Address

703.971.2434 703.660.8831
Telephone # Fax #

ALEXANDRIA, VA 22310
City and State Zip Code

JANUARY 23, 2001
Date

=====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.

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

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

2. Submit a floor plan and a plot plan with parking layout of the proposed use. One copy of the plan is required for plans that are 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.

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)

GREATER SHILOH BAPTIST CHURCH PROPOSES TO CONVERT THE EXISTING 2-STORY, 20,000 SQ. FT. BUILDING IN TWO PHASES FOR USE AS A CHURCH WITH 6 CLASSROOMS, OFFICES, FELLOWSHIP HALL AND CATERING KITCHEN. THE PROPOSED SEATING CAPACITY IS 500 PERSONS AS ILLUSTRATED. SERVICES WILL BE CONDUCTED MONDAY THROUGH FRIDAY (25 TO 50 PERSONS) 6PM TO 11PM; SATURDAY (50 PERSONS) 10AM TO 6PM; AND SUNDAY (500 PERSONS/SERVICE) 8AM TO 3PM. STAFF (4 PERSONS) WILL ATTEND OFFICE FUNCTIONS WEEKDAYS 9AM TO 5PM. OFF-SITE PARKING FOR SERVICES IS REQUESTED. THE BUILDING IS CLIMATE-CONTROLLED WITH NO OPERABLE WINDOWS. NO OPEN OUTSIDE ACTIVITIES WILL BE HELD, THEREFORE NO NOISE TO THE NEIGHBORS WILL BE BROADCAST.

USE CHARACTERISTICS

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

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

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).

500 PERSONS PER SERVICE SUNDAYS 8AM TO 3PM.

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

4 TO 10 STAFF WEEKDAYS 9AM TO 5PM

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

Day:

MONDAY THROUGH FRIDAY
MONDAY THROUGH FRIDAY
SATURDAY
SUNDAY (3 SERVICES)

Hours:

9AM TO 5PM (OFFICE)
6PM TO 11PM (50 PERSONS)
10AM TO 6PM (50 PERSONS)
8AM TO 3PM (50 MAX/SERVICE)

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

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

ROOFTOP HVAC EQUIPMENT WILL NOT EXCEED EXISTING NOISE LEVELS.

B. How will the noise from patrons be controlled?

FULLY-ENCLOSED CLIMATE-CONTROLLED BUILDING WITHOUT OPERABLE WINDOWS.

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

NONE

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?

DUMPSTER PLACED AT EXISTING LOADING APRON. NOMINAL TRASH GENERATED.

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

3-5 CU. YARD / WEEK ANTICIPATED MAX.

C. How often will trash be collected?

ONCE WEEKLY (MONDAY)

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

WE WILL POST PROPERTY & PROVIDE STAFF MAINTENANCE ON A DAILY BASIS

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

Yes. No.

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

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

Yes. No.

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

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

N/A

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?

100 SPACES

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

93 Standard spaces

_____ Compact spaces

7 Handicapped accessible spaces.

_____ Other.

C. Where is required parking located? ^(1B) on-site ⁽⁰²⁾ off-site (check one)

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

OFFICE DEVELOPMENT DIRECTLY ACROSS DULE STREET

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.

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? ONE

B. How many loading spaces are available for the use? ONE / ON SITE

C. Where are off-street loading facilities located? AT REAR LOADING DOOR

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

SATURDAY 12NOON TO 5PM

MONDAY 12NOON TO 5PM

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

ONCE PER WEEK

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?

NO IMPROVEMENT REQUIRED

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?

20,000 sq. ft. (existing) + 0 sq. ft. (addition if any) = 20,000 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: _____

CERTIFICATION OF NOTICE

- BOARD OF ZONING APPEALS
- DEVELOPMENT SPECIAL USE PERMIT
- SPECIAL USE PERMIT
- VACATION OF RIGHT-OF-WAY
- ENCROACHMENT INTO RIGHT-OF-WAY
- MASTER PLAN AMENDMENT
- REZONING REQUEST
- SUBDIVISION
- Other _____

TO: DIRECTOR OF PLANNING & ZONING
CITY OF ALEXANDRIA, VIRGINIA

Article XI, Section 11-301(A)(3), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia states:

At least five days prior to the hearing the applicant shall supply the director with:

- (a) a copy of the notice letter sent,
- (b) a copy of the list of the names and addresses of those persons to whom notice was sent,
- (c) a copy of the post office receipts for the certified or registered mail,
- (d) a certification statement that notice has been sent by certified or registered mail to those to whom notice is required to be given.

THE UNDERSIGNED HEREBY CERTIFIES that the notice to adjoining property owners (copy attached), as required pursuant to Article XI, Section 11-301(A) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia, was sent to the attached list of property owners concerning the following issue on _____ (*mailing date*).

PROPERTY ADDRESS:

2702 DUKE STREET

ISSUE DESCRIPTION:

APPROVAL FOR USE OF 82
OFF-SITE PARKING SPACES FOR
CHURCH USE ON EVENINGS,
SATURDAY & SUNDAYS

print name

signature

telephone

date

Required Attachments:

- (a) a copy of the notice letter sent,
- (b) a copy of the list of the names and addresses of those persons to whom notice was sent, and ..
- (c) a copy of the post office receipts for the certified or registered mail.

NOTICE OF PUBLIC HEARINGS

Certified Mail

Date: _____

Dear Property Owner:

You are hereby notified of the following public hearings to be held by the Alexandria Planning Commission and the Alexandria City Council on the issue described below:

ALEXANDRIA PLANNING COMMISSION

ALEXANDRIA CITY COUNCIL

Date: _____

Date: _____

7:30 P.M., City Hall
301 King Street
City Council Chambers
Alexandria, Virginia

9:30 A.M., City Hall
301 King Street
City Council Chambers
Alexandria, Virginia

ISSUE DESCRIPTION: APPROVAL FOR USE OF 82 EXISTING
OFF-SITE PARKING SPACES FOR CHURCH USE ON
EVENINGS, SATURDAYS & SUNDAYS.

PROPERTY ADDRESS: 2702 DUKE STREET, ALEXANDRIA 22314

TAX MAP REFERENCE: 62.03-4-5

As a citizen and party in interest, you are invited to attend these meetings and express your views concerning the above issue.

If you have any questions regarding the request you may call at _____.

Sincerely yours,

PARKING REDUCTION SUPPLEMENTAL APPLICATION

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

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

EXISTING SPACES ON SITE = 18. CHURCH USE 500 SEATS REQUIRE 100 SPACES. REQUEST APPROVAL TO UTILIZE 82 SPACES OFF-SITE AS ILLUSTRATED IN THIS APPLICATION

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

PROPERTY OWNERS, OFF-SITE, AGREE TO ALLOW DESIGNATED SPACES (BREACH) FOR CHURCH USE EVENINGS & WEEKENDS. CHURCH WILL PROVIDE SHUTTLE BUS TRANSPORT ACROSS DYKE STREET.

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

EXISTING BUILDINGS ON CORNER LOT WITH NO ADJACENT LAND AVAILABLE.

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

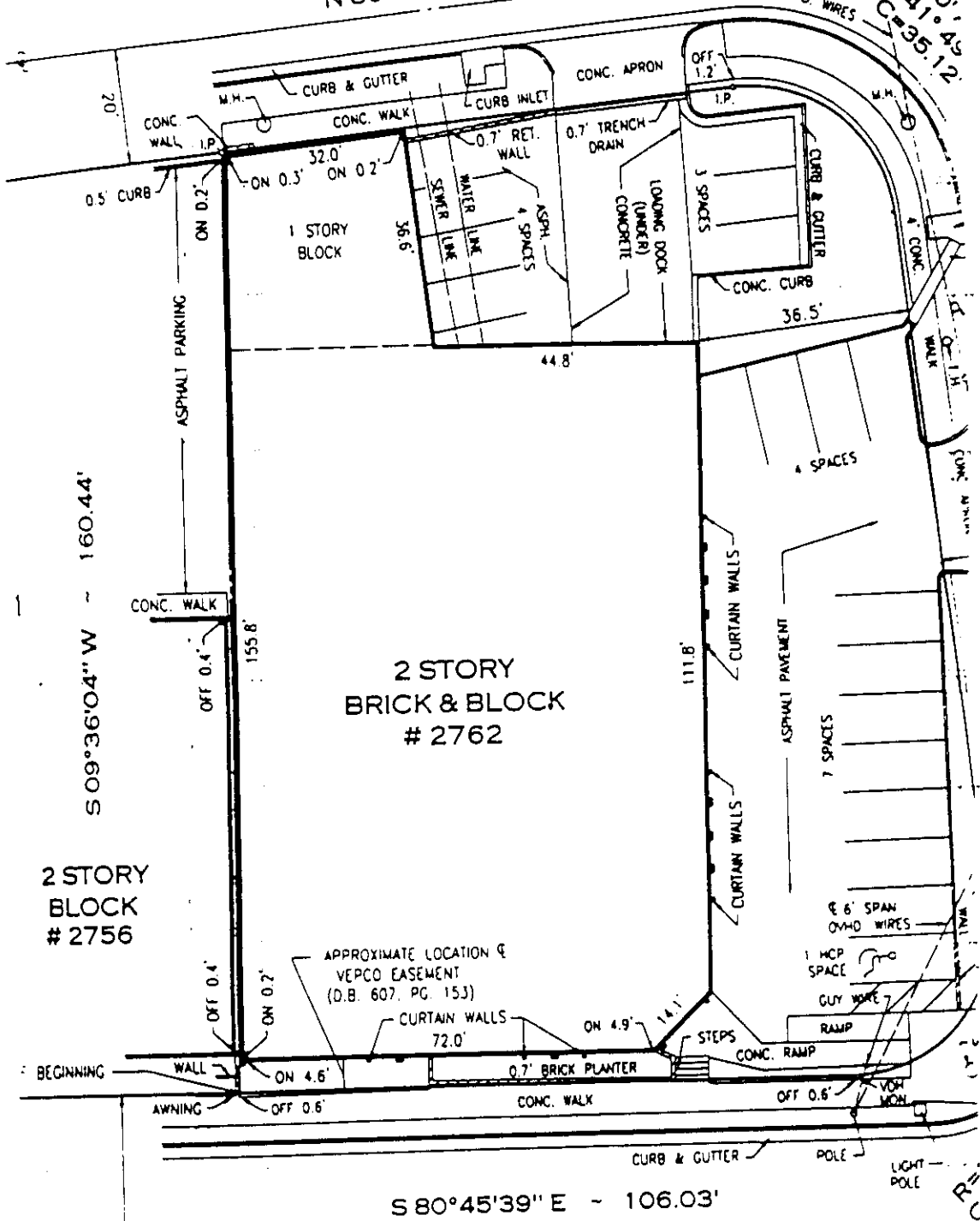
5. If the requested reduction is for more than five parking spaces, the applicant must submit a Parking Management Plan which identifies the location and number of parking spaces both on-site and off-site, the availability of on-street parking, any proposed methods of mitigating negative affects of the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

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

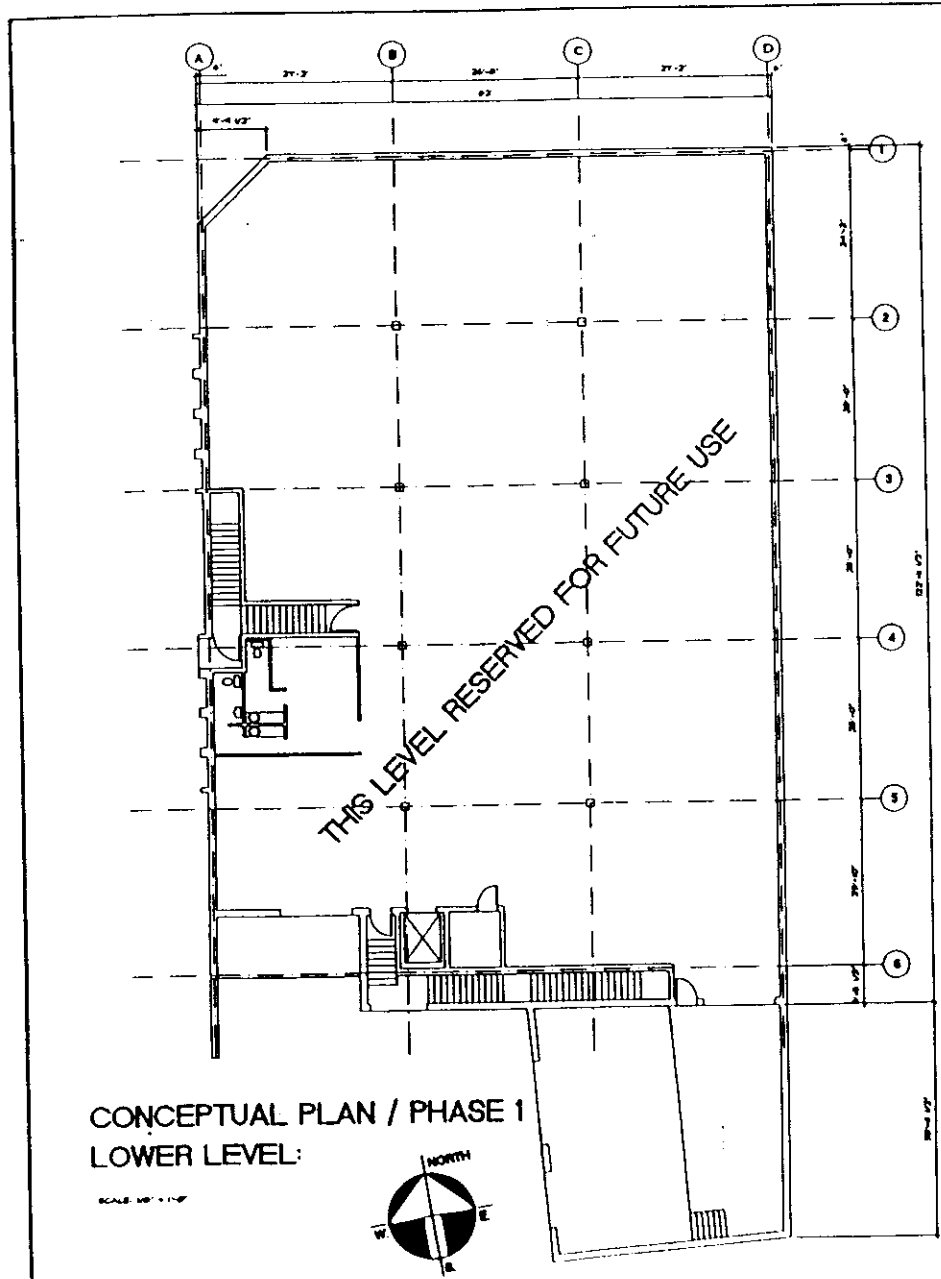
WITTER DRIVE
40' PUBLIC R/W
(FORMERLY LONGVIEW DRIVE)

N 86°26'40" W ~ 89.52'

R=25.00' 45
CB=N 41° 45
C=35.12

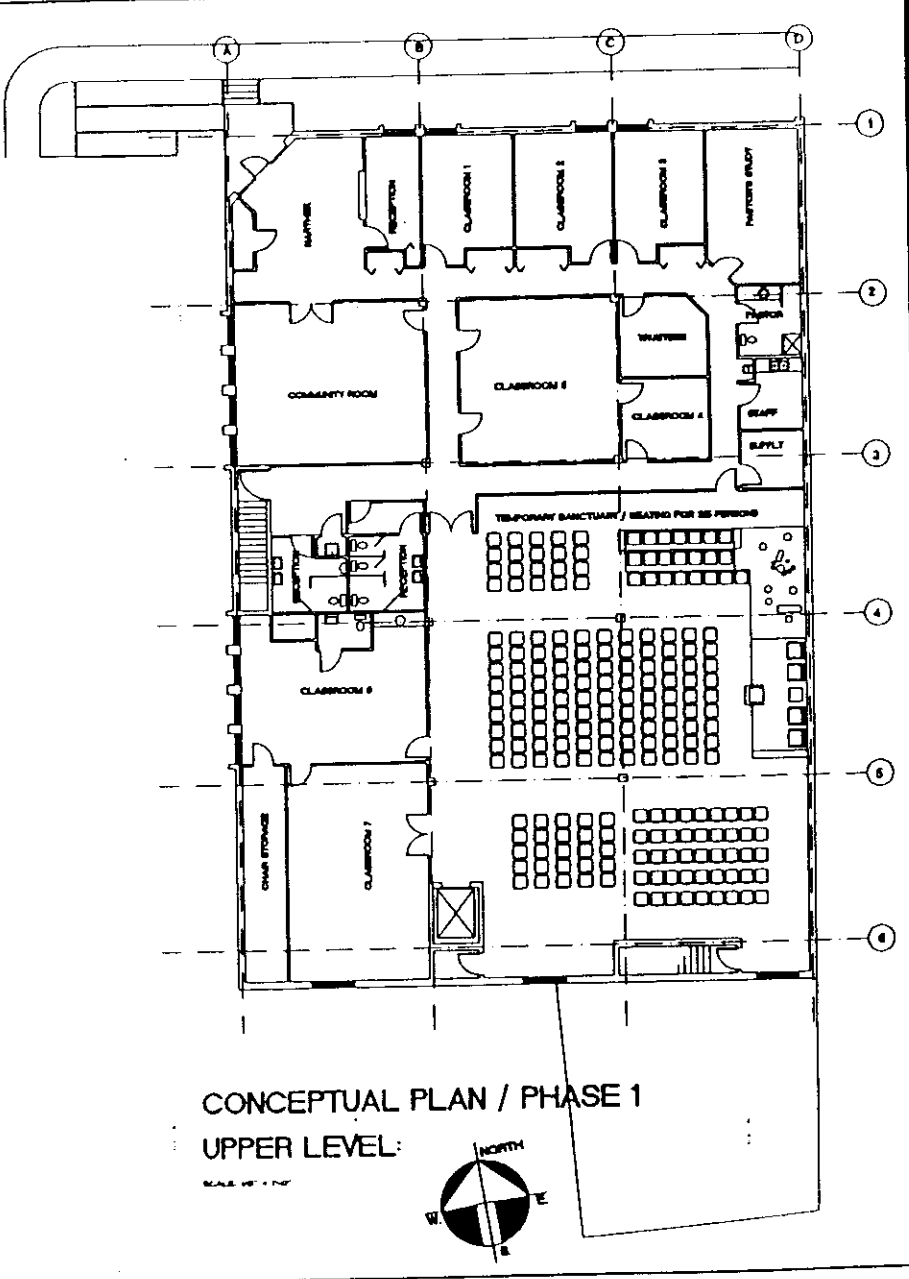


DUKE STREET



CONCEPTUAL PLAN / PHASE 1
LOWER LEVEL:

SCALE: 1/8" = 1'-0"



CONCEPTUAL PLAN / PHASE 1
UPPER LEVEL:

SCALE: 1/8" = 1'-0"



KEILSO & PASTER
ARCHITECTURE, INTERIORS, URBAN DESIGN
1000 10th Street, Suite 100, Birmingham, AL 35203
Phone: 205.333.1111 Fax: 205.333.1112

PHASE 1 OCCUPANCY
This plan is intended for use as a conceptual plan only. It is not intended to be used for construction or occupancy purposes. It is the responsibility of the user to verify the accuracy of the information provided and to obtain all necessary permits and approvals from the appropriate authorities.

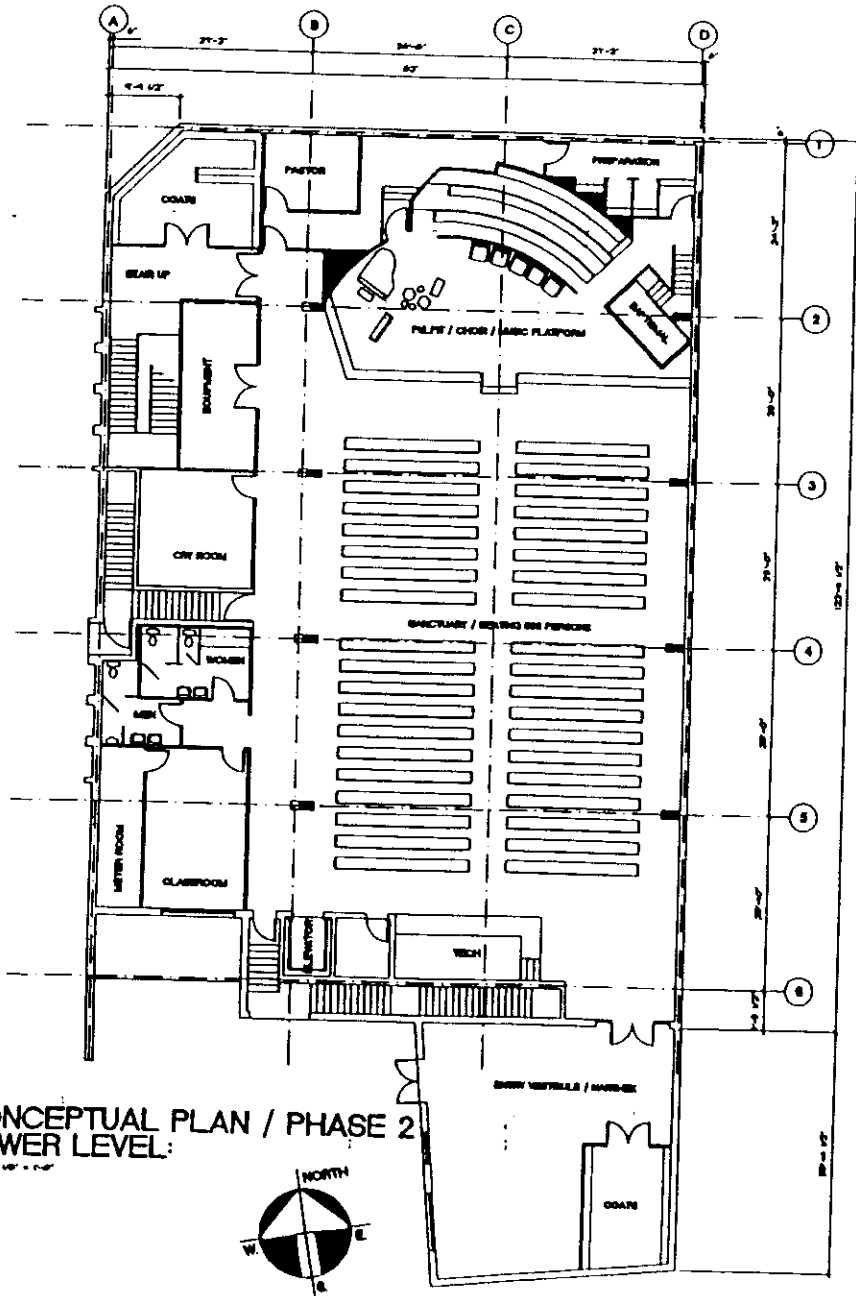
GREATER SHILOH BAPTIST CHURCH
ONE DUNE STREET, ALABAMA, PRICKENBUSH, TENN.

DATE: 08/15/2011
BY: [Signature]

D-2

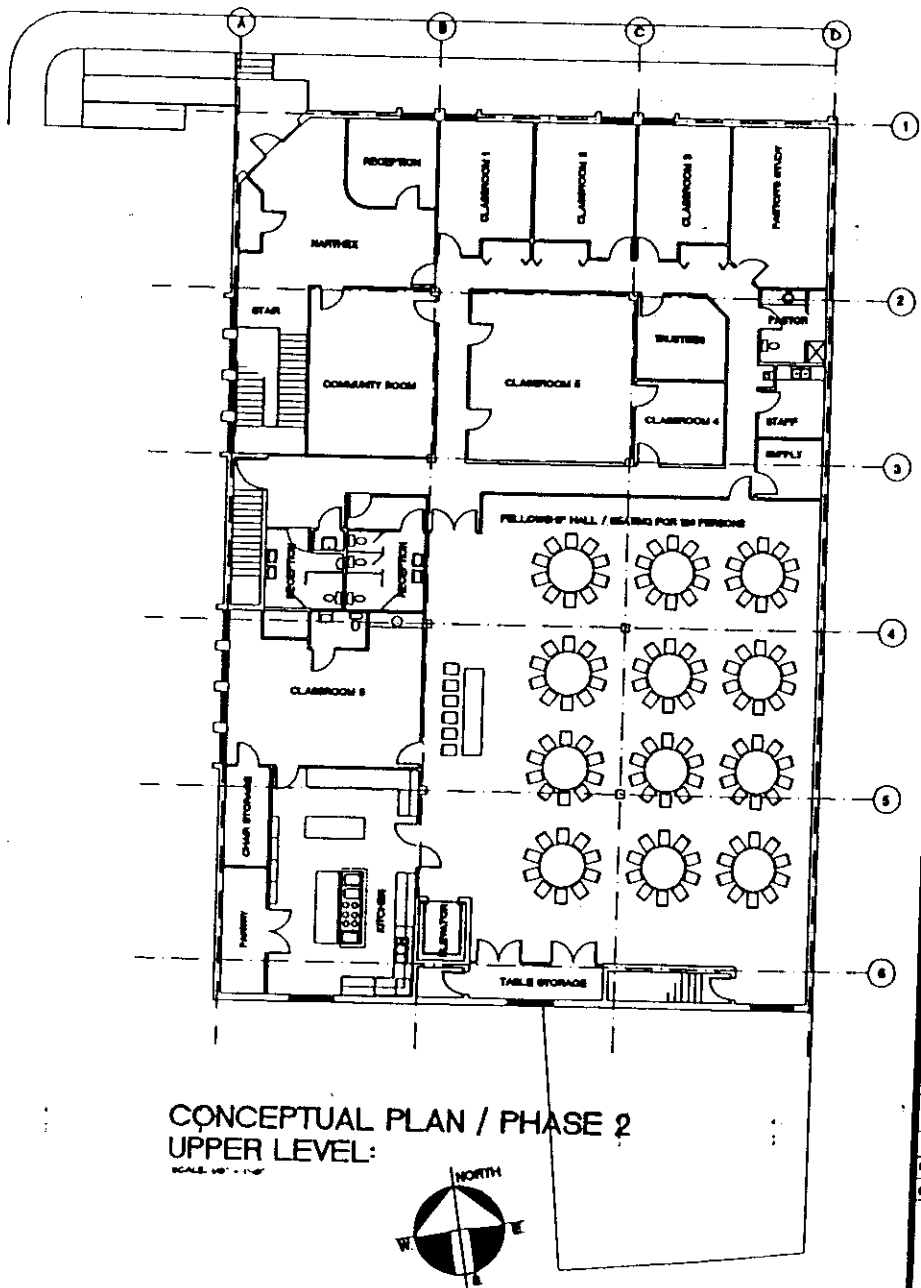
**CONCEPTUAL PLAN / PHASE 2
LOWER LEVEL:**

SCALE: 1/8" = 1'-0"



**CONCEPTUAL PLAN / PHASE 2
UPPER LEVEL:**

SCALE: 1/8" = 1'-0"



KELSO & EASTER
ARCHITECTURE, INTERIORS, URBAN DESIGN

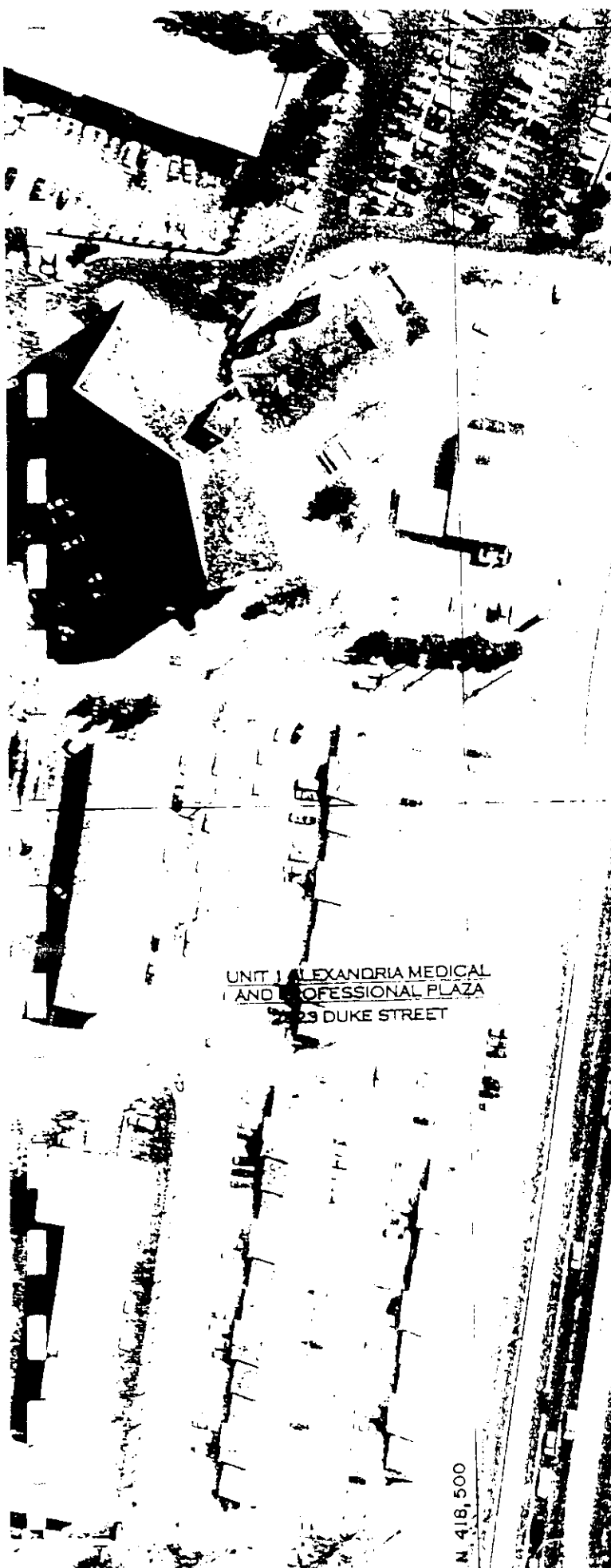
PLAN PHASE 2 OCCUPANCY

**GREATER SHILOH
BAPTIST CHURCH**
2701 CLUDE STREET, ALEXANDRIA, VIRGINIA

DESIGNED BY	DATE
DRAWN BY	DATE
CHECKED BY	DATE
APPROVED BY	DATE

FILE NO.	A-284
DATE	8/26/24
DRW	
D-3	

E 2, 500



DUKE STREET

UNIT 1 ALEXANDRIA MEDICAL
AND PROFESSIONAL PLAZA
223 DUKE STREET

N 418, 500

ENTRY SHOP
DUKE STREET
GREATER SHILOH
BAPTIST CHURCH
2762 DUKE STREET

E 1, 400

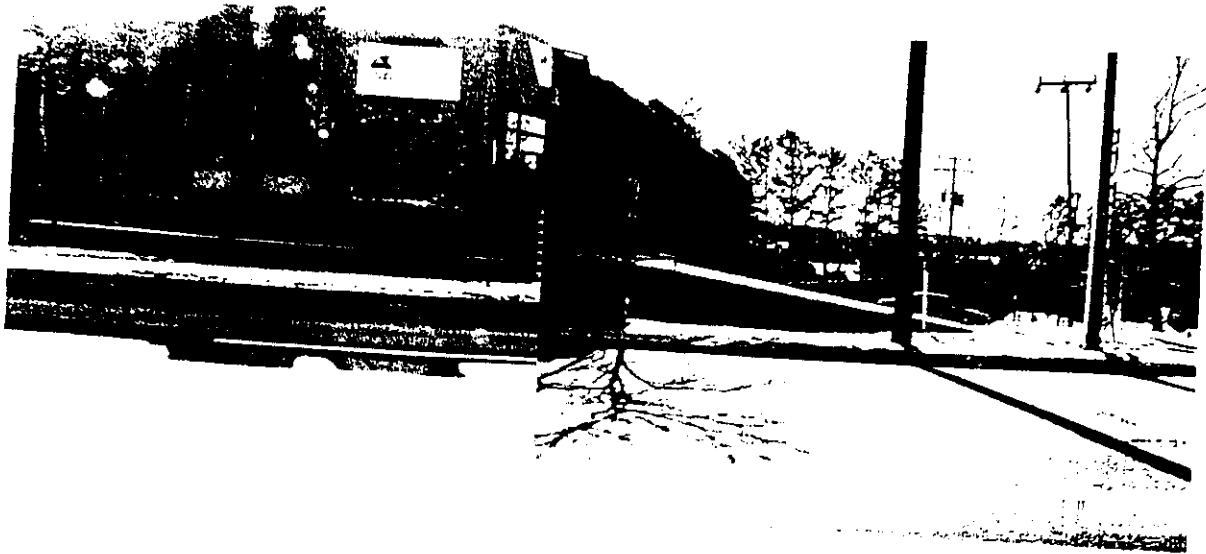
WITTER DRIVE

ALEX REDEVELOPMENT
& HOUSING AUTHORITY
2830 DUKE STREET

BURKE & HERBERT
BANK & TRUST CO
2836 DUKE STREET

N 418, 000

Picture 1: Greater Shiloh Baptist Church
Front view from Duke Street



Picture 2: Alexandria Redevelopment & Housing Authority
Side view from Witter Drive



Picture 3: Alexandria Medical and Professional Plaza
View looking toward Greater Shiloh Baptist Church (Church Circled)



APPENDIX B

**Letter to Ms. Diane Alvin
Greater Shiloh Baptist Church**



City of Alexandria, Virginia



DEPARTMENT OF PLANNING AND ZONING
301 King Street, Room 2100
Alexandria, Virginia 22314
(703) 838-4666
FAX (703) 838-6393

January 31, 2001

Greater Shiloh Baptist Church
C/O Diane Alvin, Chair Trustees
4706 Lillian Drive
Alexandria, Virginia 22310

RE: SUP #2001-009
2762 Duke Street
Alexandria, Virginia 22314

Dear Ms. Alvin:

Please be advised that we have begun reviewing your request for a parking reduction to allow the Greater Shiloh Baptist Church to occupy the building located at 2762 Duke Street and we are concerned about the requested parking reduction and believe that there is potential for the proposed church activities to have a significant impact on the adjacent uses and public streets.

Therefore, we request that you provide a professional parking study to assist the City in analyzing the parking impacts of the proposed church. The study should be prepared by an engineer, or by a certified planner knowledgeable in the parking field, and should include, at a minimum, an inventory of reasonably proximate public off-site parking, a calculation of the turnover rates of parking spaces, parking deficits for a worst case scenario considering site and roadway peak periods, and mitigation strategies to offset the requested parking reduction.

In order to continue processing your application for the April 2001 public hearings, we must receive the study by February 26, 2001. If you are unable to provide the study by this date, staff will defer the application to the May 2001 hearings.

If you have any questions, please do not hesitate to contact me directly at (703) 838-3866, extension 333.

Very truly yours,

Kathleen Beeton
Urban Planner

cc: Eileen P. Fogarty, Director, Department of Planning and Zoning
Emily Baker, City Engineer, Department of Transportation and Environmental Services
Lisa A. Lettieri, AIA, Kelso & Easter

APPENDIX C

GSBC Activity Calendar

DRAFT

December 2000							February 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2					1	2	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10
10	11	12	13	14	15	16	11	12	13	14	15	16	17
17	18	19	20	21	22	23	18	19	20	21	22	23	24
24	25	26	27	28	29	30	25	26	27	28			
31													

GSBC - MVP SUITE

January 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	7:00PM-9:00PM Ushers - #2	7:00PM-9:00PM Unity - Main		7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main	1:00PM-3:00PM SPIRIT MTG/F'SHIP
8:00AM-8:30AM Outreach-Carp Shelf 11:00AM-1:30PM GS News Distrib. 11:00AM-1:30PM Ultimate Pray	7:15PM-9:00PM Deaconess-Lee Ctr	7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	7:00PM-9:00PM Deacons-#2	6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	10:00AM-12:00PM Men's Ministry Mtg. 1:00PM-3:00PM Outreach - #1 3:30PM-5:00PM Singles Ministry Mtg
11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY		7:00PM-9:00PM Unity - Main		7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	9:00AM-9:45AM Praise Team
11:00AM-1:30PM Unity		7:00PM-9:00PM Unity - Main	7:00PM-9:00PM JB Min Mtg-Main	7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	7:00PM-10:00PM GWCEA Convention 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	7:00PM-10:00PM GWCEA Convention
11:00AM-1:30PM MFC		7:00PM-9:00PM Unity - Main				

January 2001							GSBC - MVP SUITE							March 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6												1	2	3
7	8	9	10	11	12	13								4	5	6	7	8	9	10
14	15	16	17	18	19	20								11	12	13	14	15	16	17
21	22	23	24	25	26	27								18	19	20	21	22	23	24
28	29	30	31											25	26	27	28	29	30	31

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 7:30PM-9:00PM Bible Study-HABC	2 7:00PM-9:00PM YLGC - Main	3 1:00PM-3:00PM SPIRIT MTG/F'SHIP
4 8:00AM-8:30AM Outreach-Carp Shell 9:30AM-10:30AM Black History Presentation 11:00AM-1:30PM Ultimate Prayz	5 7:00PM-9:00PM Ushers - #2	6 7:00PM-9:00PM Unity - Main	7	8 6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	9 7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	10 1:00PM-3:00PM Outreach - #1
11 9:30AM-10:30AM Black History Presentation 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	12 7:15PM-9:00PM Deaconess-Lee Ctr	13 7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	14 7:00PM-9:00PM Deacons-#2	15 7:30PM-9:00PM Bible Study-HABC	16 7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	17 9:00AM-9:45AM Praise Team
18 9:30AM-10:30AM Black History Presentation 11:00AM-1:30PM Unity	19	20 7:00PM-9:00PM Unity - Main	21	22 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	23 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	24
25 9:30AM-10:30AM Black History Presentation 11:00AM-1:30PM MFC	26 7:00PM-9:00PM Unity - Main	27 7:00PM-9:00PM Unity - Main	28 7:00PM-9:00PM JB Min Mtg-Main			

February 2001

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

GSBC - MVP SUITE

March 2001

April 2001

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 7:30PM-9:00PM Bible Study-HABC	2 7:00PM-9:00PM YLGC - Main	3 1:00PM-3:00PM SPIRIT MTG/FSHIP
4 8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM Ultimate Prayz	5 7:00PM-9:00PM Ushers - #2	6 7:00PM 03/06/2001-9:30PM... Youth Revival 7:00PM-9:00PM Unity - Main	7 7:00PM 03/06/2001-9:30PM... Youth Revival	8 7:00PM 03/06/2001-9:30PM... Youth Revival 6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	9 7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	10 1:00PM-3:00PM Outreach - #1 3:30PM-5:00PM Singles Ministry Mtg
11 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	12 7:15PM-9:00PM Deaconess-Lee Cir	13 7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	14 7:00PM-9:00PM Deacons-#2	15 7:30PM-9:00PM Bible Study-HABC	16 7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	17 8:00AM-12:30PM Churchwide Prayer Breakfast 9:00AM-9:45AM Praise Team
18 11:00AM-1:30PM Unity	19	20 7:00PM-9:00PM Unity - Main	21	22 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	23 7:00PM-9:00PM YLGC - Main	24
25 11:00AM-1:30PM MFC	26 7:00PM-9:00PM Unity - Main	27 7:00PM-9:00PM JB Min Mtg-Main	28 7:30PM-9:00PM Bible Study-HABC	29 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	30 12:00PM-2:30PM Womens Day Prayer Luncheon	31

March 2001							May 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5
4	5	6	7	8	9	10	6	7	8	9	10	11	12
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30	31	27	28	29	30	31		

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April 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM GS News Distrib. 11:00AM-1:30PM Ultimate Prayz	2 7:00PM-9:00PM Ushers - #2	3 7:00PM-9:00PM Unity - Main	4	5 7:30PM-9:00PM Bible Study-HABC	6 7:00PM-9:00PM YLGC - Main	7 1:00PM-3:00PM SPIRIT MTG/F'SHIP
8 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	9 7:15PM-9:00PM Deaconess-Lee Ctr	10 7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	11 7:00PM-9:00PM Deacons-#2	12 6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	13 7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	14 1:00PM-3:00PM Outreach - #1
15 9:30AM-10:30AM Easter Program 11:00AM-1:30PM Unity	16	17 7:00PM-9:00PM Unity - Main	18	19 7:30PM-9:00PM Bible Study-HABC	20 9:00AM-9:00PM Singles Retreat - Sandy Cove 7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	21 9:00AM-11:30AM Father/Son Day 9:00AM-9:00PM Singles Retreat - Sandy Cove 9:00AM-9:45AM Praise Team
22 9:00AM-9:00PM Singles Retreat - Sandy Cove 11:00AM-1:30PM MFC <i>Patricia University 4:00 pm</i>	23 7:00PM-9:00PM Unity - Main	24 7:00PM-9:00PM JB Min Mtg-Main	25 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	26 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2 9:00PM-10:30PM Women's Prayer Vigil	27	28 8:00AM-8:30AM Outreach Christmas in April
29	30					

April 2001							June 2001							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7							1	2
8	9	10	11	12	13	14	3	4	5	6	7	8	9	
15	16	17	18	19	20	21	10	11	12	13	14	15	16	
22	23	24	25	26	27	28	17	18	19	20	21	22	23	
29	30						24	25	26	27	28	29	30	

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May 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		7:00PM-9:00PM Unity - Main		7:30PM-9:00PM Bible Study-HABC	7:00PM-9:30PM Women's Jubilee Night 7:00PM-9:00PM YLGC - Main	1:00PM-3:00PM SPIRIT MTG/F/SHIP
8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM Ultimate Prayz	7:00PM-9:00PM Ushers - #2	7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	7:00PM-9:00PM Deacons-#2	6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	10:00AM-12:30PM Men's Leadership Workshop 1:00PM-3:00PM Outreach - #1 3:30PM-5:00PM Singles Ministry Mtg
9:30AM-10:30AM Mother's Day Program 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	7:15PM-9:00PM Deaconess-Lee Ctr	7:00PM-9:00PM Unity - Main		7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	9:00AM-9:45AM Praise Team
11:00AM-1:30PM WOMENS DAY 11:00AM-1:30PM Unity		7:00PM-9:00PM Unity - Main	7:00PM-9:00PM JB Min Mtg-Main	7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	
11:00AM-1:30PM MFC		7:00PM-9:00PM Unity - Main		7:30PM-9:00PM Bible Study-HABC		

May 2001							July 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5	1	2	3	4	5	6	7
6	7	8	9	10	11	12	8	9	10	11	12	13	14
13	14	15	16	17	18	19	15	16	17	18	19	20	21
20	21	22	23	24	25	26	22	23	24	25	26	27	28
27	28	29	30	31			29	30	31				

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June 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					7:00PM-9:00PM YLGC - Main	1:00PM-3:00PM SPIRIT MTG/F'SHIP
8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM Ultimate Prayz	7:00PM-9:00PM Ushers - #2	7:00PM-9:00PM Unity - Main		7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	1:00PM-3:00PM Outreach - #1
11:00AM-1:30PM CHILDREN'S DAY 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	7:15PM-9:00PM Deaconess-Lee Ctr	7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	7:00PM-9:00PM Deacons-#2	6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skale	9:00AM-9:45AM Praise Team
8:00AM 06/17/2001-8:30AM... Nat. Baptist Congress 9:30AM-10:30AM Father's Day Program 11:00AM-1:30PM Unity	8:00AM 06/17/2001-8:30AM... Nat. Baptist Congress	8:00AM 06/17/2001-8:30AM... Nat. Baptist Congress 7:00PM-9:00PM Unity - Main	8:00AM 06/17/2001-8:30AM... Nat. Baptist Congress	8:00AM 06/17/2001-8:30AM... Nat. Baptist Congress 7:30PM-9:00PM Bible Study-HABC	8:00AM 06/17/2001-8:30AM... Nat. Baptist Congress 7:00PM-9:00PM YLGC - Main	8:00AM 06/17/2001-8:30AM... Nat. Baptist Congress
11:00AM-1:30PM MFC		7:00PM-9:00PM Unity - Main	7:00PM-9:00PM JB Min Mtg-Main	7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	

June 2001							August 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2				1	2	3	4
3	4	5	6	7	8	9	5	6	7	8	9	10	11
10	11	12	13	14	15	16	12	13	14	15	16	17	18
17	18	19	20	21	22	23	19	20	21	22	23	24	25
24	25	26	27	28	29	30	26	27	28	29	30	31	

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July 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1 8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM GS News Distrib. 11:00AM-1:30PM Ultimate Prayz	2 7:00PM-9:00PM Ushers - #2	3 7:00PM-9:00PM Unity - Main	4 7:30PM-9:00PM Bible Study-HABC	5 7:00PM-9:00PM YLGC - Main	6 1:00PM-3:00PM SPIRIT MTG/F/SHIP	7
8 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	9 7:15PM-9:00PM Deaconess-Lee Ctr	10 7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	11 7:00PM-9:00PM Deacons-#2	12 6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	13 7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	14 1:00PM-3:00PM Outreach - #1 3:30PM-5:00PM Singles Ministry Mtg
15 11:00AM-1:30PM Unity	16 7:00PM-9:00PM Unity - Main	17 7:00PM-9:00PM Unity - Main	18 7:30PM-9:00PM Bible Study-HABC	19 7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	20 8:00AM-9:30AM Men's Retreat 9:00AM-9:45AM Praise Team	21
22 11:00AM-1:30PM MFC	23 7:00PM-9:00PM Unity - Main	24 7:00PM-9:00PM JB Min Mtg-Main	25 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	26 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	27	28
29	30 7:00PM-9:00PM Unity - Main	31				

July 2001							September 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7							1
8	9	10	11	12	13	14	2	3	4	5	6	7	8
15	16	17	18	19	20	21	9	10	11	12	13	14	15
22	23	24	25	26	27	28	16	17	18	19	20	21	22
29	30	31					23	24	25	26	27	28	29
							30						

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August 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 7:30PM-9:00PM Bible Study-HABC	2 7:00PM-9:00PM YLGC - Main	3 7:00AM-10:00PM Youth Hershey Park Trip 1:00PM-3:00PM SPIRIT MTG/F'SHIP
5 8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM Ultimate Prayz 11:00AM-12:30PM Outreach Back to School Drive	6 7:00PM-9:00PM Ushers - #2	7 7:00PM-9:00PM Unity - Main	8 7:00PM-9:00PM Deacons-#2	9 6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	10 7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	11 8:00AM-8:30PM Singles Ministry - Amusement... 10:00AM-12:30PM Men's True Worship Workshop 1:00PM-3:00PM Outreach - #1
12 11:00AM-12:30PM Outreach Back to School Drive 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	13 7:15PM-9:00PM Deaconess-Lee Ctr	14 7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	15	16 7:30PM-9:00PM Bible Study-HABC	17 7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	18 9:00AM-9:45AM Praise Team
19 11:00AM-1:30PM Unity 11:00AM-12:30PM Outreach Back to School Drive	20 8:00AM 08/20/2001-8:30AM... NOVA Bapt Assoc. Annual...	21 8:00AM 08/20/2001-8:30AM... NOVA Bapt Assoc. Annual... 7:00PM-9:00PM Unity - Main	22 8:00AM 08/20/2001-8:30AM... NOVA Bapt Assoc. Annual... 7:00PM-9:00PM JB Min Mtg-Main	23 8:00AM 08/20/2001-8:30AM... NOVA Bapt Assoc. Annual... 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	24 8:00AM 08/20/2001-8:30AM... NOVA Bapt Assoc. Annual... 7:00PM-9:00PM YLGC - Main	25
26 11:00AM-1:30PM MFC 11:00AM-12:30PM Outreach Back to School Drive	27	28 7:00PM-9:00PM Unity - Main	29	30 7:30PM-9:00PM Bible Study-HABC	31 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	

August 2001							October 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4		1	2	3	4	5	6
5	6	7	8	9	10	11	7	8	9	10	11	12	13
12	13	14	15	16	17	18	14	15	16	17	18	19	20
19	20	21	22	23	24	25	21	22	23	24	25	26	27
26	27	28	29	30	31		28	29	30	31			

GSBC - MVP SUITE

September 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1:00PM-3:00PM SPIRIT MTG/F/SHIP
8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM Ultimate Pray	8:00AM 09/03/2001-8:30AM... Nat. Baptist Convention 7:00PM-9:00PM Ushers - #2	8:00AM 09/03/2001-8:30AM... Nat. Baptist Convention 7:00PM-9:00PM Unity - Main	8:00AM 09/03/2001-8:30AM... Nat. Baptist Convention	8:00AM 09/03/2001-8:30AM... Nat. Baptist Convention 7:30PM-9:00PM Bible Study-HABC	8:00AM 09/03/2001-8:30AM... Nat. Baptist Convention 7:00PM-9:00PM YLGC - Main	1:00PM-3:00PM Outreach - #1 3:30PM-5:00PM Singles Ministry Mtg
11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	7:15PM-9:00PM Deaconess-Lee Ctr	7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	7:00PM-9:00PM Deacons-#2	6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	9:00AM-9:45AM Praise Team
11:00AM-1:30PM Unity		7:00PM-9:00PM Unity - Main		7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:30PM-9:00PM Men's Day Praise Night 8:00PM-10:30PM Youth Gospel Skate	
11:00AM-1:30PM MEN'S DAY 11:00AM-1:30PM MFC		7:00PM-9:00PM Unity - Main	7:00PM-9:00PM JB Min Mtg-Main	7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	
9:30AM-10:30AM Recognition Ceremony &...						

September 2001							November 2001							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1						1	2	3
2	3	4	5	6	7	8	4	5	6	7	8	9	10	
9	10	11	12	13	14	15	11	12	13	14	15	16	17	
16	17	18	19	20	21	22	18	19	20	21	22	23	24	
23	24	25	26	27	28	29	25	26	27	28	29	30		
30														

GSBC - MVP SUITE

October 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 7:00PM-9:00PM Ushers - #2	2 7:00PM-9:00PM Unity - Main	3	4 7:30PM-9:00PM Bible Study-HABC	5 7:00PM-9:00PM YLGC - Main	6 1:00PM-3:00PM SPIRIT MTG/F'SHIP
7 8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM GS News Distrib. 11:00AM-1:30PM Ultimate Prayz 11:00AM-12:30PM Outreach Winter Clothes Drive	8 7:15PM-9:00PM Deaconess-Lee Ctr	9 7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	10 7:00PM-9:00PM Deacons-#2	11 6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	12 7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	13 1:00PM-3:00PM Outreach - #1
14 11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY	15	16 7:00PM-9:00PM Unity - Main	17	18 7:30PM-9:00PM Bible Study-HABC	19 7:00PM-9:00PM YLGC - Main 8:00PM-10:30PM Youth Gospel Skate	20 8:00AM-12:30PM Men's Prayer Breakfast 9:00AM-9:45AM Praise Team
21 11:00AM-1:30PM Unity 11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM Outreach Thanksgiving Food...	22 7:00PM-9:00PM Unity - Main	23 7:00PM-9:00PM Unity - Main	24 7:00PM-9:00PM JB Min Mtg-Main	25 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	26 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	27 8:00PM-9:30PM Hallelujah Night
28 11:00AM-1:30PM Annual Deaconesses Day 11:00AM-1:30PM MFC 11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM Outreach Thanksgiving Food...	29 7:00PM-9:00PM Unity - Main	30	31			

October 2001							December 2001						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1
7	8	9	10	11	12	13	2	3	4	5	6	7	8
14	15	16	17	18	19	20	9	10	11	12	13	14	15
21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30	31				23	24	25	26	27	28	29
							30	31					

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November 2001

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main	1:00PM-3:00PM SPIRIT MTG/F'SHIP
8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM Ultimate Prayz 11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM Outreach Thanksgiving Food...	7:00PM-9:00PM Ushers - #2	7:00PM-9:00PM Unity - Main		6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC <i>Concerning Revival</i>	7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	10:00AM-12:00PM Men's Ministry Mtg. 1:00PM-3:00PM Outreach - #1 3:30PM-5:00PM Singles Ministry Mtg <i>Priscilla Kelly</i>
11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM Outreach Thanksgiving Food... 11:00AM-1:30PM YLGC 11:00AM-1:30PM YOUTH SUNDAY <i>Homecoming - School</i>	7:15PM-9:00PM Deaconess-Lee Ctr	7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	7:00PM-9:00PM Deacons-#2	7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main	9:00AM-9:45AM Praise Team
11:00AM-1:30PM Unity 11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM Outreach Thanksgiving Food...		7:00PM-9:00PM Unity - Main		8:00AM-8:30AM Outreach... 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main	
11:00AM-1:30PM MFC 11:00AM-12:30PM Outreach Winter Clothes Drive		7:00PM-9:00PM Unity - Main	7:00PM-9:00PM JB Min Mtg-Main	7:30PM-9:00PM Bible Study-HABC	7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	

November 2001							GSBC - MVP SUITE							January 2002							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3								1	2	3	4	5			
4	5	6	7	8	9	10								6	7	8	9	10	11	12	
11	12	13	14	15	16	17								13	14	15	16	17	18	19	
18	19	20	21	22	23	24								20	21	22	23	24	25	26	
25	26	27	28	29	30									27	28	29	30	31			

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 1:00PM-3:00PM SPIRIT MTG/F'SHIP
2 8:00AM-8:30AM Outreach-Carp Shell 11:00AM-1:30PM Ultimate Prayz 11:00AM-12:30PM Outreach Winter Clothes Drive More Items...	3 7:00PM-9:00PM Ushers - #2	4 7:00PM-9:00PM Unity - Main	5	6 7:30PM-9:00PM Bible Study-HABC	7 7:00PM-9:00PM YLGC - Main	8 1:00PM-3:00PM Outreach - #1 8:00PM-10:30PM Singles Christmas Fellowship
9 11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM Outreach Christmas Food... 11:00AM-1:30PM YLGC More Items...	10 7:15PM-9:00PM Deaconess-Lee Ctr	11 7:00PM-9:00PM Unity - Main 7:00PM-8:00PM Trustees - #2	12 7:00PM-9:00PM Deacons-#2	13 6:30PM-7:30PM Yth Min Mtg - Main 7:30PM-9:00PM Bible Study-HABC	14 7:00PM-9:00PM YLGC - Main 7:00PM-9:30PM Church School Meeting	15 9:00AM-9:45AM Praise Team
16 11:00AM-1:30PM Unity 11:00AM-12:30PM Outreach Winter Clothes Drive 11:00AM-1:30PM Outreach Christmas Food...	17	18 7:00PM-9:00PM Unity - Main	19	20 7:30PM-9:00PM Bible Study-HABC	21 7:00PM-9:00PM YLGC - Main	22
23 9:30AM-10:30AM CHRISTMAS PROGRAM 11:00AM-1:30PM MFC 11:00AM-12:30PM Outreach Winter Clothes Drive More items...	24	25 11:00AM-1:30PM Outreach Christmas Dinner... 7:00PM-9:00PM Unity - Main	26 7:00PM-9:00PM JB Min Mtg-Main	27 7:30PM-9:00PM Baptism-HABC 7:30PM-9:00PM Bible Study-HABC	28 7:00PM-9:00PM YLGC - Main 7:00PM-9:00PM BCE Mtg-#2	29
30 11:00AM-12:30PM Outreach Winter Clothes Drive	31					

APPENDIX D

Parking Accumulation Counts - Sunday

Appendix D
 Greater Shiloh Baptist Church
 Parking Spaces Occupied, by 30-Minutes
 Sunday, February 18, 2001

<u>Time</u>	<u>Barrett Elementary School</u> Occupied Spaces	<u>Alexandria Medical & Professional Plaza</u> Occupied Spaces	<u>Alexandria Housing & Residential Authority</u> Occupied Spaces
7:00 AM	0	1	2
7:30 AM	0	1	2
8:00 AM	0	2	2
8:30 AM	0	2	2
9:00 AM	0	4	2
9:30 AM	1	3	2
10:00 AM	4	2	2
10:30 AM	4	2	2
11:00 AM	20	2	3
11:30 AM	24	3	3
12:00 PM	38	3	2
12:30 PM	43	5	2
1:00 PM	43	4	2

APPENDIX E

Parking Accumulation Counts - Weekday

Appendix E
 Greater Shiloh Baptist Church
 Parking Spaces Occupied, by 30-Minutes
 Wednesday, February 21, 2001

<u>Time</u>	<u>Alexandria Medical & Professional Plaza Occupied Spaces</u>	<u>Alexandria Housing & Residential Authority Occupied Spaces</u>
6:30 AM	2	1
7:00 AM	2	1
7:30 AM	2	2
8:00 AM	14	7
8:30 AM	24	7
9:00 AM	44	8
9:30 AM	61	7
10:00 AM	67	5
10:30 AM	74	4
11:00 AM	78	4
11:30 AM	96	5
12:00 PM	106	5
12:30 PM	113	5
1:00 PM	127	3
1:30 PM	100	4
2:00 PM	112	5
2:30 PM	108	5
3:00 PM	116	5
3:30 PM	120	6
4:00 PM	120	8
4:30 PM	107	7
5:00 PM	76	5
5:30 PM	37	5
6:00 PM	24	5
6:30 PM	23	2

APPENDIX F

Parking Agreements



Alexandria Redevelopment and Housing Authority

Commissioners

Michele I. Chapman, Chairperson
 Antoine P. Cobb
 Thelma Towles

Debra E. Zuman, Vice Chairperson
 Myke W. Reid
 Ruby J. Tucker

Murray M. Bonitt
 Carlyle C. Ring, Jr.
 Curtis L. Wagner, Jr.

600 North Fairfax Street
 Alexandria, Virginia 22314

William M. Dearman, Executive Director
 (703) 549-7115
 FAX: (703) 549-8709
 TDD: (703) 838-6425
 Sec. 8 FAX: (703) 664-8376

January 19, 2001

Greater Shiloh Baptist Church
 Trustee Ministry
 P.O. Box 25553
 Alexandria, VA 22313

Attn.: Dianne Alvin

Dear Ms. Alvin:

On behalf of the Alexandria Redevelopment and Housing Authority this will serve to authorize the use of the 15 parking spaces located at our facility at 2834 Duke Street, Alexandria, Virginia for Church purposes on Sundays, and evenings.

This grant of permission shall continue until withdrawn in writing by this office. It is our pleasure to be of service in this regard.

Sincerely,

William M. Dearman
 Chief Executive Officer

WMD/yb.

C: Jeffery Bennett, Director of Finance and Adm.
 Marye Ish, Director of Housing Operations
 Archie Morris, Director of Social Services
 Gary Gallahan, Director Facilities Management



An Equal Opportunity Employer
 Equal Housing Opportunity



Property Management Associates, Inc.
1600 Prince Street #109
Alexandria, Virginia 22314
703-549-3370 Fax 836-8755

February 26, 2001

Greater Shiloh Baptist Church
P. O. Box 25553
Alexandria, Virginia 22313

Dear Staff,

It is the consent of the Board of Directors of Alexandria Medical and Professional Plaza to grant to your organization, the right to use the parking lot of the Alexandria Medical and Professional Plaza. We will grant to you a 1 year agreement renewable each year by mutual consent. The terms will be as outlined on the attached document subject to review of our attorney.

We are looking forward to having you as neighbors.

Sincerely,



Alice Fitzgerald
Managing Agent for
Alexandria Medical and Professional Plaza.

02-26-01

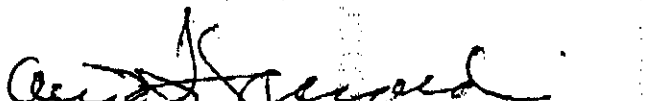
Terms of agreement for the right of Greater Shiloh Baptist Church to use the parking lot at Alexandria Medical and Professional Plaza will be as follows:

Use of the parking lot shall be restricted to the following hour: After 7:00 PM week days and no more than 80 cars on Saturday unless cleared with the management office prior to needed time. All cars will be removed from the lot no later than 5:00 AM.

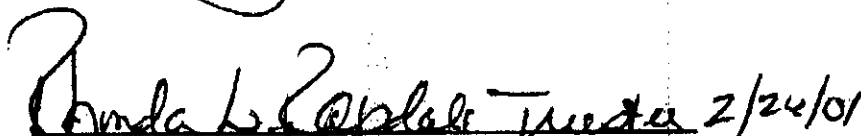
Greater Shiloh Baptist Church will pay to the Alexandria Medical and Professional Plaza reserve fund the sum of \$400. Per month for the purpose of maintaining the parking lot. They also agree to pay 25% of the cost of snow removal and parking lot cleaning as billed.

Greater Shiloh Baptist Church will carry insurance covering their use of this lot and holding AMPP harmless for liability.

The above terms are an outline and are not to be construed as a contract. A contract will be entered into on a yearly basis after review of both sides attorneys and mutual agreement of terms.



Alice Fitzgerald, managing agent for AMPP



Greater Shiloh Baptist Church, 2/24/01

APPENDIX G

ULI Hourly Variations - Office Uses

EXHIBIT 28
REPRESENTATIVE HOURLY ACCUMULATION BY
PERCENTAGE OF PEAK HOUR

Hour of Day	Hotel															
	Office		Retail		Restaurant		Cinema	Residential (non-CBD)		Residential (CBD)	Guest Room		Restaurant/Lounge		Conference Room	Convention Area
	Weekday	Saturday	Weekday	Saturday	Weekday	Saturday	Daily	Weekday	Saturday	Daily	Weekday	Saturday	Weekday	Saturday	Daily	Daily
6:00 a.m.	3%	—	—	—	—	—	—	100%	100%	100%	100%	90%	20%	20%	—	—
7:00 a.m.	20	20%	8%	3%	2%	2%	—	87	95	95	85	70	20	20	—	—
8:00 a.m.	63	60	18	10	5	3	—	79	88	90	65	60	20	20	50%	50%
9:00 a.m.	93	80	42	30	10	6	—	73	81	87	55	50	20	20	100	100
10:00 a.m.	100	80	68	45	20	8	—	68	74	85	45	40	20	20	100	100
11:00 a.m.	100	100	87	73	30	10	—	59	71	85	35	35	30	30	100	100
12:00 Noon	90	100	97	85	50	30	30%	60	71	85	30	30	50	30	100	100
1:00 p.m.	90	80	100	95	70	45	70	59	70	85	30	30	70	45	100	100
2:00 p.m.	97	60	97	100	60	45	70	60	71	85	35	35	60	45	100	100
3:00 p.m.	93	40	95	100	60	45	70	61	73	85	35	40	55	45	100	100
4:00 p.m.	77	40	87	90	50	45	70	66	75	87	45	50	50	45	100	100
5:00 p.m.	47	20	79	75	70	60	70	77	81	90	60	60	70	60	100	100
6:00 p.m.	23	20	82	65	90	90	80	85	85	92	70	70	90	90	100	100
7:00 p.m.	7	20	89	60	100	95	90	94	87	94	75	80	100	95	100	100
8:00 p.m.	7	20	87	55	100	100	100	96	92	96	90	90	100	100	100	100
9:00 p.m.	3	—	61	40	100	100	100	98	95	98	95	95	100	100	100	100
10:00 p.m.	3	—	32	38	90	95	100	99	96	99	100	100	90	95	50	50
11:00 p.m.	—	—	13	13	70	85	80	100	98	100	100	100	70	85	—	—
12:00 Mid-night	—	—	—	—	50	70	70	100	100	100	100	100	50	70	—	—

involving office, regional retail, and residential facilities (see exhibit 28). Nonroom-related hotel activities and entertainment uses varied significantly, however. If site-specific data are not available for these two land uses, survey results could be used.

Accumulation curves are then estimated for each land use, based on the selected hourly values described in terms of the percent of maximum design-day parking demand expected at every hour during the day. The parking demand factor (step 2) multiplied by quantity of land use (step 1) produces an estimate of peak parking demand. This value multiplied by each hourly percentage produces an estimate of parking demand for every land use component by hour of day.

STEP 4: ESTIMATE OF SHARED PARKING

The hourly parking demand for each land use is merged to estimate overall shared parking demand for a proposed project. This step is simply the hour-by-hour addition of parking demand for each use to estimate the aggregate accumulation. As noted previously, the method described above should be used for weekday and Saturday conditions to test for the controlling value.

SAMPLE USE OF THE METHODOLOGY

The following sample situation has been devised to demonstrate the use of the recommended methodology.

1. *Objective:* To estimate the peak parking requirements for a proposed mixed-use development.
2. *Plan:* The proposed development has the following components:
 - Office = 400,000 square feet GLA
 - Retail = 300,000 square feet GLA
 - Hotel = 500 rooms plus 5,000 square feet of restaurant and conference facilities with 200-seat capacity.
3. *Location:* The project will be located in the downtown of a medium-size urban community whose regional population is approximately 1.5 million.
4. *Mode split:*¹⁷ Based on surveys conducted at existing developments in the downtown, it is estimated that 75 percent of employees and patrons and 50 percent of hotel guests will use autos. The number of persons per auto is assumed to be typical (1.2 for employees, 1.8 for patrons, 1.4 for hotel guests).

¹⁷"Mode split" refers to the percentage of people at a site who use a particular mode of transportation, with the total of all modes equaling 100 percent.

APPLICATION for SPECIAL USE PERMIT # 2001-0009 (11)

[must use black ink or type]

PROPERTY LOCATION: 2702 DUKE STREET, ALEXANDRIA 22314

TAX MAP REFERENCE: 602.03-4-5 ZONE: C-9

APPLICANT Name: GREATER SHILOH BAPTIST CHURCH

Address: P.O. BOX 25553 ALEXANDRIA, VA 22313-5553

PROPERTY OWNER Name: CENTER FOR EMPLOYMENT TRAINING

Address: 2702 DUKE ST., ALEXANDRIA, VA 22314-4511

PROPOSED USE: CHURCH/PLACE OF WORSHIP

Parking reduction

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.

GREATER SHILOH BAPTIST CHURCH
40 DIANE ALVIN, CHAIR TRUSTEES
Print Name of Applicant or Agent

[Signature]
Signature

4706 LILLIAN DRIVE
Mailing/Street Address

703-971-2434 703-660-8831
Telephone # Fax #

ALEXANDRIA, VA 22310
City and State Zip Code

JANUARY 23, 2001
Date

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

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

ACTION - PLANNING COMMISSION: 5/1/01 Recommend Approval 7-0

ACTION - CITY COUNCIL: 5/12/01PH -- See attached.

REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES (continued)

ACTION CONSENT CALENDAR (continued)

Planning Commission (continued)

5. City Council approved the Planning Commission recommendation.
6. City Council approved the Planning Commission recommendation.
7. City Council approved the Planning Commission recommendation.
8. Councilman Speck directed questions to Deputy Director of Planning and Zoning Ross with respect to combining the two separate permits into one and which now creates a single, much larger, restaurant.

City Council approved the Planning Commission recommendation. **(Separate Motion)**

9. City Council approved the Planning Commission recommendation.
10. City Council approved the Planning Commission recommendation.
11. Members of City Council, Deputy Director of Planning and Zoning Ross, and Mr. Riegle, attorney for the applicant, participated in a discussion on this item.

Councilman Speck stated his interest to the church and to City staff that if it looks like the shuttle system is not as ideal as hoped, that the City will take a look at something, that might have only a Sunday utilization, that might help to get pedestrians back and forth across the street.

Mayor Donley expressed concern about the agreement that the church has with the medical complex across the street, which is a one-year agreement, and if that agreement goes away after one year, there's a major problem particularly if they own the site. They are going to have to find a way to make it work, and clearly there is not sufficient parking nearby or on the south side of Duke Street in that regard.

Councilman Euille noted that off of Roth Street there is a warehouse building that is currently being occupied by a business, and they have created some additional parking. He queried the attorney for the applicant if he has approached them to possibly lease some spaces on Sundays.

Greg Riegle, attorney for the applicant, indicated that they have considered all of the very legitimate concerns that Council has raised, particularly the Mayor's. He expressed that the Mayor is correct that they are acquiring the property, and that they are the ones sitting in the position of risk as much as anyone, owning the building and improving it. The church's ultimate goal is to acquire an ownership interest in property. The staff has correctly summarized the nature of the relationship with the medical plaza which has since strengthened their letters indicating the year-by-year renewal is simply to account for the maintenance costs and not any intent to pull it back. We understand the risk. We respect the risk.

REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES (continued)

ACTION CONSENT CALENDAR (continued)

Planning Commission (continued)

Mr. Riegler stated that they have talked with the warehouse provider suggested by Councilman Euille, and at this point in time, they were unwilling to enter into an agreement, but they have left the door open. He stated for the record that he understands Council's concerns. They are acutely aware of them.

Councilwoman Pepper asked whether the no parking sign on Witter Drive could be removed. She also questioned whether the church had explored parking at the Fruit Growers parking lot at the very end of Witter Drive.

Mr. Riegler indicated that they have not, but certainly the church will follow-up on that.

Mr. Riegler stated for the record that the church is happy to work with the City to try to facilitate a crosswalk for pedestrian traffic, and have made the offer to fund it, if necessary.

With respect to the shuttle, Mr. Riegler further explained that the church parishioners will drop off their guests so that you do not have the entire car trying to get back across the street. There will be three shuttles. The church will staff it with people with two-way radios in all places both to discourage people from crossing the street and to ensure that everything is moving accordingly.

Councilwoman Woodson suggested using the ARHA parking lot and perhaps on Sundays, Witter Drive could allow parking.

City Engineer Baker will take a look at Witter Drive to see about the width restrictions and if it's possible to allow parking on it and report back.

Planning and Zoning Deputy Director Ross reported that the applicant already has an agreement with ARHA with respect to parking.

Councilman Euille questioned the use of the church for funeral services.

Mr. Riegler stated that the church's representative indicated to him that funeral services would not be in the first phase of its development, but maybe in subsequent phases. Operationally, what the church has committed to do is any time someone schedules an event at the church, they have to coordinate with the parking coordinator so the shuttle can be up and running. He further represented that the funerals could not occur during the week days simply because the agreements with Alexandria Medical Plaza don't allow that and that's just a reality until a permanent solution is found.

City Council approved the Planning Commission recommendation. **(Separate Motion)**