

EXHIBIT NO. 1

4  
5-12-01

Docket Item #3  
SPECIAL USE PERMIT #2001-0018

Planning Commission Meeting  
May 1, 2001

**ISSUE:** Consideration of a request for a special use permit for one additional temporary trailer for classroom use.

**APPLICANT:** Alexandria City Public Schools  
By Mark F. Krause

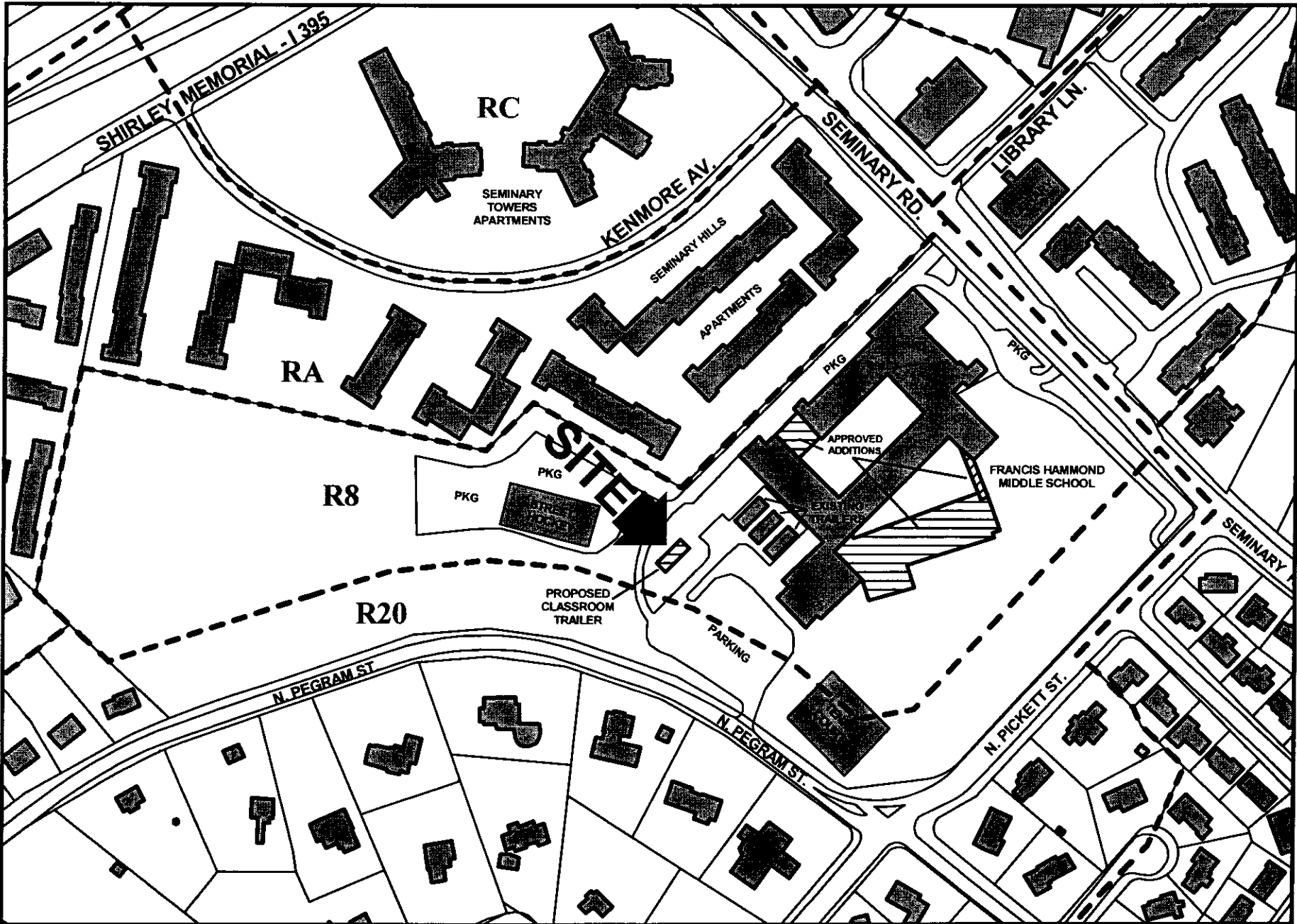
**LOCATION:** 4646 Seminary Road  
F. C. Hammond Middle School

**ZONE:** R-8/Single-family zone

---

**PLANNING COMMISSION ACTION, MAY 1, 2001:** By unanimous consent, the Planning Commission recommended approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations.

Reason: The Planning Commission agreed with the staff analysis.



**SUP #2001-0018**

**05/01/01**



STAFF RECOMMENDATION:

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. (P&Z) (SUP #99-0134)
2. **CONDITION AMENDED BY STAFF:** The ~~three~~ four trailers shall be removed by October 1, 2003. (P&Z) (SUP #99-0134) (P&Z)
3. **CONDITION AMENDED BY STAFF:** The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department for a security survey for the new classrooms before the trailer is occupied. (Police) (SUP #99-0134) (P&Z)
4. **CONDITION ADDED BY STAFF:** The new trailer shall be located generally on the grass area between the existing parking lots as depicted on staff's plan to the satisfaction of the Director of Planning and Zoning. (P&Z)
5. **CONDITION ADDED BY STAFF:** Utility services for the additional classroom trailer shall be placed underground. (T&ES)

---

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, Alexandria City Public Schools by Mark F. Krause, requests special use permit approval for one trailer for classroom use located at the F. C. Hammond Middle School at 4646 Seminary Road.
2. The subject property is one lot of record with a total lot area of 25 acres. The property is developed with a school campus and is surrounded by residential uses.
3. On December 18, 1999, City Council granted Special Use Permit #99-0134 for two trailers for classroom use. On September 16, 2000, City Council granted Special Use Permit #2000-0109 for one additional trailer. All trailers are required to be removed by October 1, 2003. On January 2, 2001, Planning Commission granted Site Plan #2000-0044 for the construction of a 55,000 square foot addition to the school building.
4. The applicant proposes to install one additional trailer to be used for classrooms at the middle school to relieve overcrowding at the school. According to application materials, enrollment at the school last year was 1,191 students, and increase of 107 students in the past year. The applicant indicates that the forecasted enrollment for September 2001 is 1,271 students, an increase of 180 students.
5. According to the applicant, the trailer will be used for classroom space and will be located to the south of the existing school building in a grassy area. The applicant indicates that trailer will be approximately 24 feet by 60 feet in size and will consist of three classrooms with 15 students per room, or a maximum of 45 students (see attached plan). One teacher will supervise each classroom, for a total of three teachers.
6. The applicant indicates that construction of the new addition will begin in April 2001 and anticipates that construction will be completed by August 2002.
7. This proposal is consistent with the updated Trailer Plan for Alexandria City Public Schools as submitted to the Planning Commission in November 2000.
8. Zoning: The subject property is located in the R-8/Single-family zone. The proposed trailers require a special use permit.
9. Master Plan: The proposed use is consistent with the Seminary Hill/Strawberry Hill small area plan chapter of the Master Plan which designates the property for single family residential uses.

STAFF ANALYSIS:

Staff has no objection to the applicant's request to provide one additional trailer for classroom use at Hammond Middle School located at 4646 Seminary Road. However, staff did object to the applicant's proposed location of the trailer in an area that is visually prominent to the residences located on North Pegram Street. Planning staff has worked closely with the Schools to find an alternate location for the trailer that is less visually prominent and is near the existing trailers (see staff's plan). The Schools have reviewed the plan and have determined that it is an acceptable location for the trailer. Staff has included a condition that requires the trailer to be located in that area to the satisfaction of the Director of Planning and Zoning. With this condition, 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:

R-1 Utility services for the additional classroom trailer shall be placed underground.

Code Enforcement:

- C-1 The proposed construction shall conform with the Virginia Uniform State Building Code.
- C-2 A separation distance of 20 feet between the trailer and the main building shall exist.
- C-3 Handicapped accessibility shall be provided to the trailer.
- C-4 A fire alarm will be required for the proposed classroom trailer.
- C-5 The trailer shall bear a seal showing compliance with the Virginia Industrialized Building Code.
- C-6 A building permit is required for the proposed work. Submit four sets of drawings with the permit application.

Health Department:

F-1 No objections.

Police Department:

R-1 Security survey prior to occupying trailers.

# Special Use Permit Application # 2001-0018

(must use black ink or type)

F. C. Hammond Middle School - 4646 Seminary Road  
Property Location

30.00-01-03 R-8  
Tax Map Reference Zone

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

2000 N. Beauregard Street  
Address

Alexandria, VA 22311  
Address

Portable Classroom Building  
Proposed Use

THE UNDERSIGNED hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 11-500 of the 1992 Zoning Ordinance of the Alexandria, Virginia.

THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article XI, section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

THE UNDERSIGNED hereby attests that all of the information herein provide and specifically including all surveys, drawings, etc., required to be furnished by the application are true, correct and accurate to the best of their knowledge and belief. The application is hereby notified that any written materials, drawings or illustrations submitted in support of this application and any specific oral representations made to the Planning Commission or City Council in the course of public hearings on this application will be binding on the applicant unless those materials or representation are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning ordinance of the City of Alexandria, Virginia.

Mark F. Krause [Signature]  
Print Name of Applicant or Agent Signature

2000 N. Beauregard Street (703) 824-6686  
Mailing Address Telephone Number

Alexandria, VA 22311 2/14/01  
Mailing Address Date

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

=====  
Date Application Filed: \_\_\_\_\_ Fee Paid \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_  
Legal Advertisement: \_\_\_\_\_ Property Placard: \_\_\_\_\_  
Planning Commission Action: \_\_\_\_\_  
City Council Action: \_\_\_\_\_  
=====

All applicants must complete this form. Supplemental forms are required for child care facilities, restaurants, automobile oriented uses and freestanding signs requiring special use permit approval.

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

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

N/A

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

Yes. Provide proof of current City business license

No. The agent shall obtain a business license prior to filing application.

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

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

3. Submit a floor plan and a plot plan with parking layout of the proposed use. One copy of the plan is required for plans that are 8 1/2" x 14" or smaller. Twenty-four copies are required for a larger plans or if the plan submission upon receipt of a written request which adequately justifies waiver. This requirement does not apply if a Site Plan Package is required



**NARRATIVE DESCRIPTION**

4. **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)**

The Alexandria City School Board proposes to install one additional portable classroom building consisting of three classrooms at F. C. Hammond Middle School, to relieve overcrowding in the school facility.

Three portable classroom buildings are existing on site. Two were approved under Special Use Permit #99-0134 in 1999 and one was approved under Special Use Permit #2000-0109. This additional trailer is required due to the continuing increase in enrollment and the need for special programs. September 1999 enrollment was 1084 and September 2000 enrollment is 1191, and increase of 107 students in the past year. Forecasted enrollment for September 2001 is 1271, an increase of 180 students.

In April 2001, construction will begin on a new addition to relieve overcrowding at this facility. Completion of construction and opening of the new addition is scheduled for August 2002. All trailers on site will be removed by the end of October 2002, after the move into the new areas is complete.

**USE CHARACTERISTICS**

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

- a new use requiring a special use permit,
- a development special use permit,
- an expansion or change to an existing use without a special use permit,
- an expansion or change to an existing use with a special use permit,
- other. Please describe: Portable Classroom Building

6. Please describe the capacity of the proposed use:

A. How many patrons, clients, pupils and other such users do you expect?  
Specify time period (i.e., day, hour, or shift).

15 students per room (45 total)

5 days per week

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

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

5 days per week

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

Day:	Hours:
<u>Monday - Friday</u>	<u>9:00 A.M. - 4:00 P.M.</u>
<u>Saturday - Sunday</u>	<u>NONE</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

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

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

Minimal noise from HVAC equipment

B. How will the noise from patrons be controlled?

Students are supervised by teachers at all times.  
\_\_\_\_\_  
\_\_\_\_\_

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

NONE  
\_\_\_\_\_  
\_\_\_\_\_

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

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

Paper Trash  
\_\_\_\_\_

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

Average for classroom use  
\_\_\_\_\_

C. How often will trash be collected?

Daily by school custodians  
\_\_\_\_\_

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

Students are supervised by teachers at all times.  
\_\_\_\_\_

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

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

---

---

---

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

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

---

---

---

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

Students are supervised by teachers during the school hours.

After school hours custodial staff and school security will patrol area.

#### ALCOHOL SALES

14. Will the proposed use include the sale of beer, wine, or mixed drinks?

Yes.  No. If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and proposed changes in that aspect of the operation.

---

---

---

**PARKING AND ACCESS REQUIREMENTS**

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

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

One (1) per classroom

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

166 Standard spaces  
                     Compact spaces  
2 Handicapped accessible spaces.  
                     Other.

C. Where is required parking located?  on-site  off-site. (Check one)  
If the required parking will be located off-site, where will it be located:

\_\_\_\_\_

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

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

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

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

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

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

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

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

A.M. Hours

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

Once per day

17. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

Access is adequate

**SITE CHARACTERISTICS**

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

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

19. What will the total area occupied by the proposed use be? One unit at 24' x 60'  
\_\_\_\_\_ Sq. ft. (existing) + \_\_\_\_\_ Sq. ft. (addition if any) = 1440 Sq. ft. (total)

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

a stand alone building  a house located in a residential zone  a warehouse

a shopping center. Please provide name of the center: \_\_\_\_\_

an office building. Please provide name of the building: \_\_\_\_\_

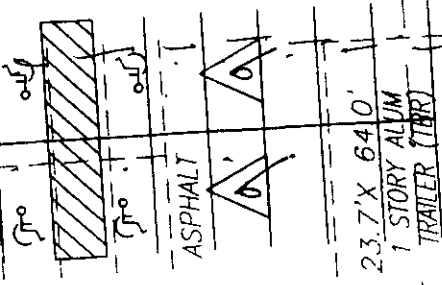
other, please describe: Middle School /Temporary Classroom Building

5

SUP# 2001-0018  
F.C. Hammond Middle School  
STAFF PLAN

CONC. RETA 115.0'

CONC. STOOP



23.7' X 64.0'  
1 STORY ALUM  
TRAILER (TBR)

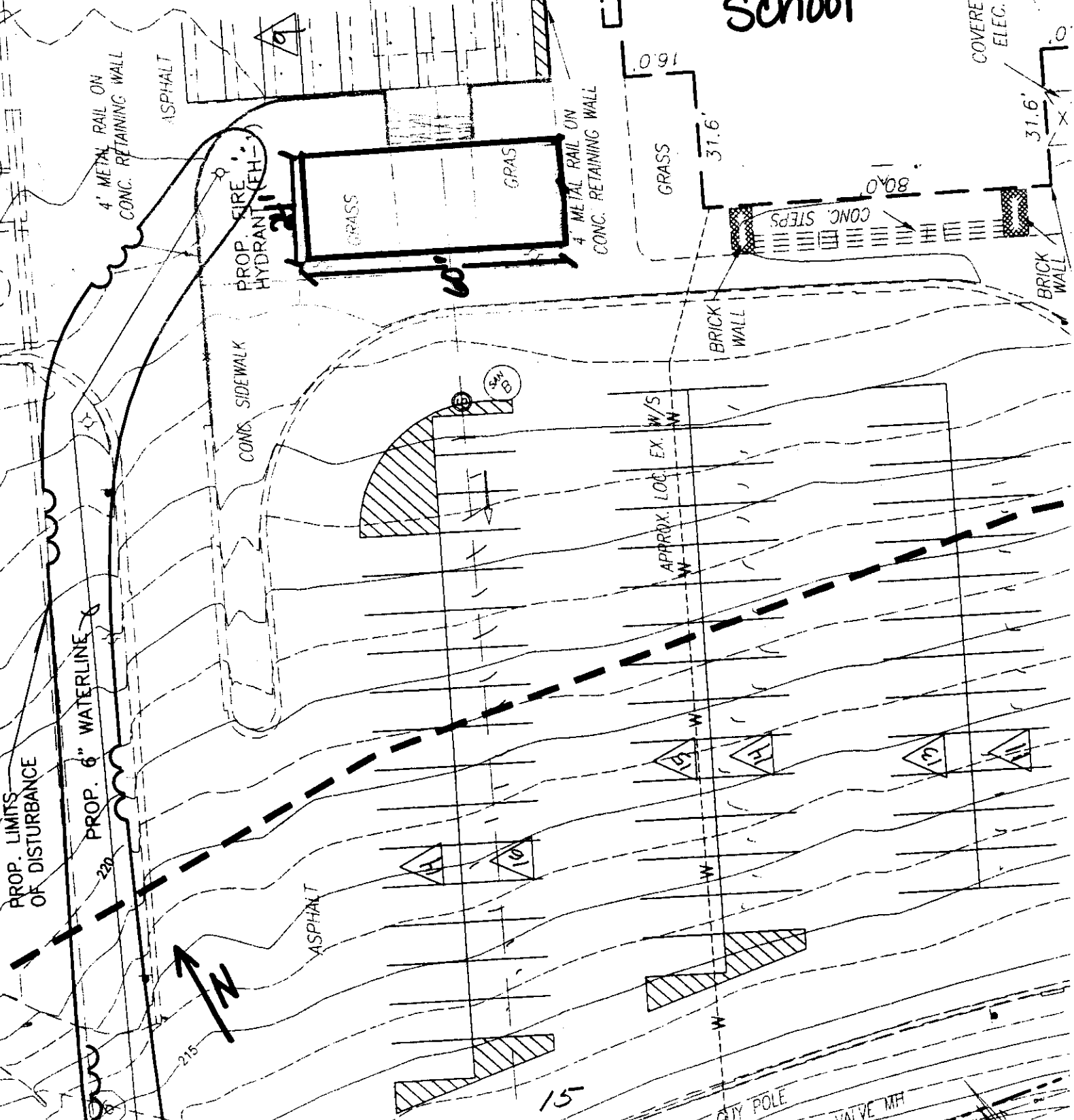
WOOD RAMP W/ RAIL (TBR)

CONC. SIDEWALK

CONC. OVERHANG  
110.1'

School

COVERED BRICK  
ELEC. ROOM



PROP. LIMITS  
OF DISTURBANCE

PROP. 6" WATERLINE



CONC. SIDEWALK

PROP. FIRE  
HYDRANT (FH)

4' METAL RAIL ON  
CONC. RETAINING WALL

ASPHALT

GRASS

5

4' METAL RAIL ON  
CONC. RETAINING WALL

APPROX. LOC. EX. W/S

W

5

10

15

15

JOY POLE

VALVE MH

BRICK WALL

BRICK WALL

GRASS

16.0

31.6'

CONC. STEPS

80.0

BRICK WALL

31.6'

15.0

215

220

15

(4)

# Special Use Permit Application # 2001-0018

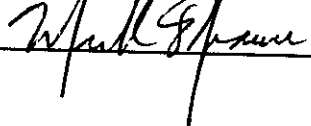
(must use black ink or type)

<u>F. C. Hammond Middle School - 4646 Seminary Road</u>	
Property Location	
<u>30.00-01-03</u>	<u>R--8</u>
Tax Map Reference	Zone
<u>Alexandria City Public Schools</u>	<u>Same</u>
Applicant's Name	Property Owner's Name
<u>2000 N. Beauregard Street</u>	
<u>Alexandria, VA 22311</u>	
Address	Address
<u>Portable Classroom Building</u>	
Proposed Use	

THE UNDERSIGNED hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 11-500 of the 1992 Zoning Ordinance of the Alexandria, Virginia.

THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article XI, section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

THE UNDERSIGNED hereby attests that all of the information herein provide and specifically including all surveys, drawings, etc., required to be furnished by the application are true, correct and accurate to the best of their knowledge and belief. The application is hereby notified that any written materials, drawings or illustrations submitted in support of this application and any specific oral representations made to the Planning Commission or City Council in the course of public hearings on this application will be binding on the applicant unless those materials or representation are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning ordinance of the City of Alexandria, Virginia.

<u>Mark F. Krause</u>	
Print Name of Applicant or Agent	Signature
<u>2000 N. Beauregard Street</u>	<u>(703) 824-6686</u>
<u>Alexandria, VA 22311</u>	Telephone Number
Mailing Address	<u>2/14/01</u>
	Date

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

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

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

Planning Commission Action: 5-1-01 Recommended Approval UC

City Council Action: 5/12/01PH -- CC approved the Planning Commission recommendation.