

EXHIBIT NO. 1

3
3-16-02

Docket Item # 3

SPECIAL USE PERMIT #2001-0136

Planning Commission Meeting

March 5, 2002

ISSUE: Consideration of a request for a special use permit for a community center with a parking reduction.

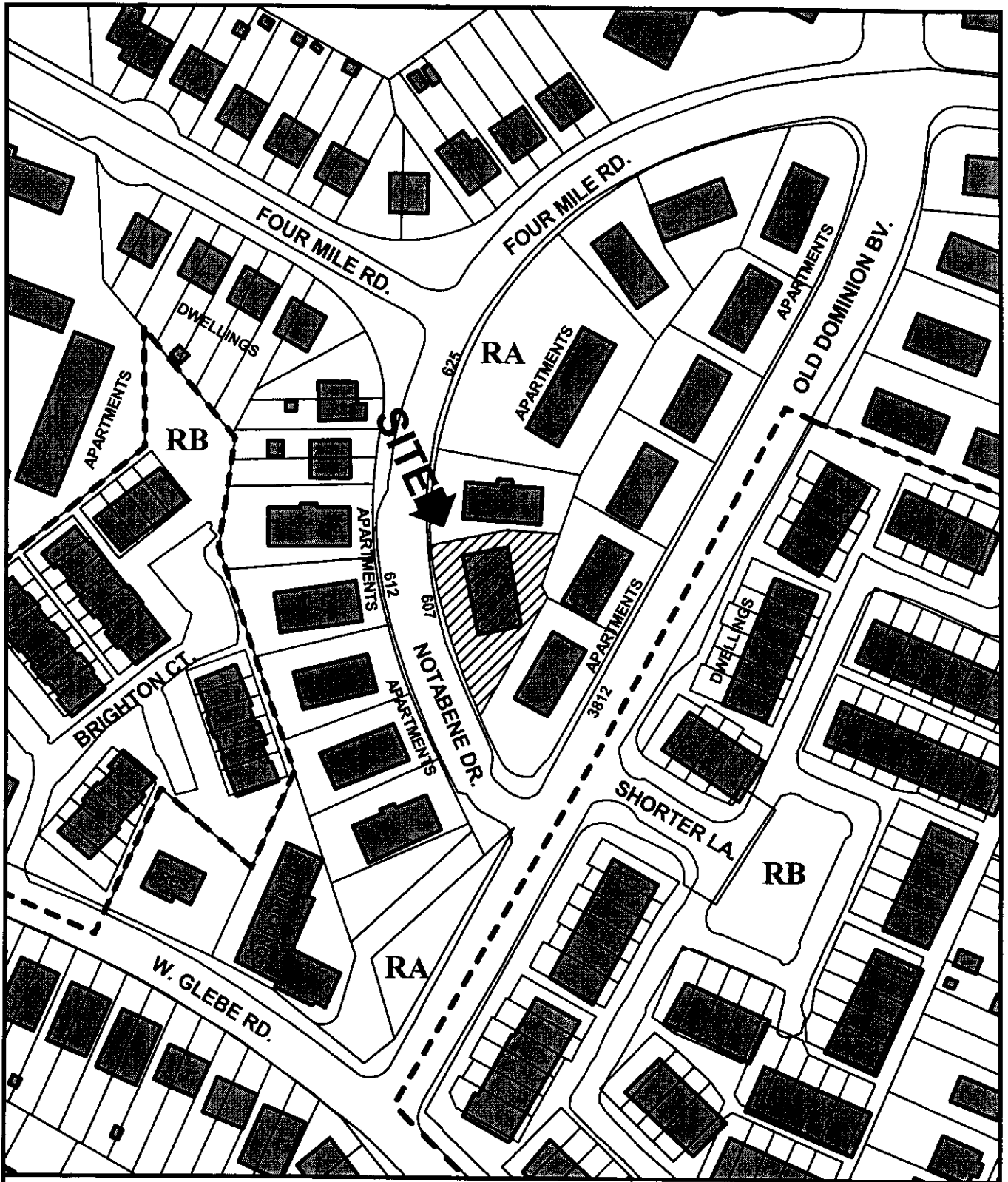
APPLICANT: Community Lodgings Inc.
by Rita M. Brown

LOCATION: 607 Notabene Drive

ZONE: RA/Residential

PLANNING COMMISSION ACTION, MARCH 5, 2002: 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 #2001-0136

03/05/02



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 limited to the applicant only. (P&Z)
2. The community center shall occupy only Apartments #1 and #2 at 607 Notabene Drive. (P&Z)
3. The community center shall limit its hours of operation from 3:00 p.m. to 9:00 p.m., Monday through Friday, and from 9:00 a.m. to 3:00 p.m. on Saturdays. (P&Z)
4. No more than twenty students may occupy the community center at any one time. (P&Z)
5. A parking reduction is granted for the five parking spaces otherwise required for the community center by the zoning ordinance. (P&Z)
6. The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department prior to opening to obtain a security survey for the learning center. (Police)
7. The applicant shall contribute \$250 to the City for the City's installation of one street tree in front of 607 Notabene Drive to the satisfaction of the Director of the Department of Planning and Zoning and the City Arborist. (P&Z)
8. The applicant shall inform the tenants of 607 and 612 Notabene Drive of the availability of trash services and shall investigate the need for more trash containers at these two sites to the satisfaction of the Director of the Department of Planning and Zoning. The applicant shall also report back on these two issues and its overall progress controlling trash and litter problems at 607 and 612 Notabene Drive to the Director of the Department of Planning and Zoning at the required one year review. This report shall include any materials used to notify tenants of trash services. (P&Z)

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

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, Community Lodgings, Inc. by Rita Brown, Executive Director, requests special use permit approval for the operation of a not-for-profit community center (known as the Family Learning Center) with a parking reduction at 607 Notabene Drive.
2. The subject property is one lot of record with 156 feet of frontage on Notabene Drive and a total lot area of 10,446 square feet. The site is developed with a masonry, two-story apartment building, and is surrounded by other multi-family residential buildings.
3. Community Lodgings, Inc. (CLI) is a twelve year old Alexandria nonprofit organization whose mission is to assist low income and homeless families with affordable housing and with programs that enable them to become independent and self-sufficient. The organization offers housing and job and life skills training to its clients. The housing consists of one to four bedroom apartments located in CLI owned buildings along Notabene Drive and Elbert Avenue. The training includes computer, GED, ESL and other job skills training and is offered through the Family Learning Center.
4. The Family Learning Center is currently located in a CLI owned building located at 612 Notabene Drive. The City Council approved a special use permit for the community center use at this location in January 2000 (SUP #99-0146).

CLI is now seeking special use permit approval to move the community center across the street into another building that it owns at 607 Notabene Drive, to expand its services and to receive a reduction in the parking required for the new community center location.

5. Both 612 and 607 Notabene Drive are small-scale multi-family apartment buildings. The community center will relocate from a three bedroom apartment at 612 Notabene Drive to two one bedroom apartments located on the basement level of 607 Notabene Drive. The existing location has 700 square feet, and the proposed location has 1,000 square feet. The center plans to renovate the bathrooms, reconfigure the two apartments into one space, and build a wheelchair ramp to the side of the building. A proposed renovation plan is attached. The residents that currently live in the proposed community center location at 607 Notabene will be moved to another CLI building. The three bedroom apartment now used for the community center at 612 Notabene Drive will be used to house CLI clients once the community center has moved.

6. The proposed program expansion will include 10 more students, one more staff person, one more program, and a change in the hours of operation. There will be a total of 20 students and three staff people permitted in the community center at one time. An after school program will be added for children, and short-term child care for children of parents who are in training sessions at the center will also be added. The center will make itself available to children after school by opening at 3:00 instead of 4:00 Monday through Friday. The child care will only be offered for the time that the parents are in the center in training.

7. The existing community center operates from 4:00 p.m. to 9:00 p.m. Monday through Friday, and from 9:00 a.m. to 3:00 p.m. on Saturdays. It is limited to two staff members and ten students in the training center at any one time.

The proposed community center will be open from 3:00 p.m. to 9:00 p.m. Monday through Thursday, 3:00 p.m. to 5:00 p.m. Friday, and 9:00 a.m. to 3:00 p.m. Saturday. It will have a maximum of three staff members and twenty students in the training center at one time.

8. Pursuant to Section 8-200 of the zoning ordinance, the community center is required to provide one parking space for each 200 square feet of floor area. The proposed center will occupy 1,000 square feet, and is thus required to provide five parking spaces.

The only parking at the subject site consists of public on-street parking spaces. A full parking reduction for the subject site's apartment building was granted in 1991 under Special Use Permit #2528. This approval was granted as an incentive to the applicant, CLI, to renovate the apartment building for low and moderate income housing.

The applicant received a full parking reduction in January 2000, under Special Use Permit #99-0146 for the community center located at 612 Notabene Drive. The applicant is again asking for approval of a full parking reduction for the community center. No parking is needed for the Family Learning Center, according to the applicant, since all the center's students live in the neighborhood and are expected to walk to the center.

9. The applicant does not expect noise or safety problems. The training center's students will be supervised at all times.
10. No loading and unloading activities are expected for the proposed community center use.

11. The Code Enforcement Bureau has cited the applicant, CLI, eight times for trash accumulation at 612 Notabene Drive since 2000 when the applicant first opened the community center. The most recent citation was issued in January 2002. The Code Enforcement Bureau has also issued the applicant citations for trash accumulation at 607 Notabene Street, with two in 2000 and six in 2001. The complaints for each of these properties addressed the dumping of furniture and appliances at trash pick-up sites and the litter caused by overflowing trash containers. The City does not pickup trash in this neighborhood. The property owner contracts with a private company to collect trash.

The applicant has very recently begun to address the trash problems mentioned above by giving tenants a flyer that describes standards for maintaining the grounds and trash areas. This flyer, written in English and Spanish, also indicates that the applicant will issue fines ranging from \$10 to \$50 dollars to people for violations of these standards.

12. Zoning: The subject property is located in the RA (Multifamily Residential) zone. Section 3-600 of the zoning ordinance allows noncommercial, not-for-profit facilities, including community centers, designed to serve the neighborhood in the RA zone only with a special use permit. Section 8-100 of the zoning ordinance allows a reduction of the parking requirement only with a special use permit.
13. Master Plan: The proposed use is consistent with the Potomac West Small Area Plan chapter of the Master Plan.

STAFF ANALYSIS:

Staff supports the expansion of the community center and its relocation from 612 Notabene Drive to 607 Notabene Drive. Staff also supports the full reduction of the parking requirement for the community center. The relocation of the community center from one side of the street to the other and its expansion does not pose any significant issues since it is essentially the same use in the same neighborhood that was previously approved under special use permit #99-0146 in January 2000.

Staff finds that the requested program expansion will provide important assistance to the surrounding community. The community center will expand its services by opening an hour earlier each weekday to accommodate an after school program for children, by allowing more students in the training center at one time, and by increasing the number of staff.

The relocation and expansion of the Family Learning Center does not appear to have any significant adverse impacts. The increase in the number of students will not have a significant traffic impact since the students are all people who live nearby and walk to the center. Noise from the center could be an issue for people who live in the same building as the center. The affected residents are CLI clients, however, and likely to accept any noise as part of the program in which they are participating. Lastly, the proposed center location is bigger and better able to handle the programs and students than the previous center location.

Staff does not find the proposed conversion of two residential units to a non-residential use a loss of affordable housing since the existing center site will be converted back to residential. There will essentially be a trade of one three bedroom apartment for two one bedroom apartments. Additionally, the residents who must move to make room for the community center will be relocated within another CLI residential building.

The parking reduction requested includes one more space than was previously approved for the community center at its current location. The participants, all CLI clients, walk to the center from their nearby homes and the three staff people use available street parking. Staff finds it acceptable for the community center to not provide the required five parking spaces.

Staff does have one concern and a few recommended site improvements. The Code Enforcement Bureau has cited the applicant for trash problems at 607 and 612 Notabene Drive many times (eight citations at 607 Notabene Drive and eight at 612 Notabene Drive) since January 2000. The most recent citation occurred in January 2002. The applicant has responded to each citation by fixing the specific problem cited and by very recently developing a list of standards for tenants to maintain the grounds. These standards will help control trash and litter problems and have been issued to tenants in flyers printed in English and Spanish.

Staff would also like to see the applicant notify its tenants of the variety of available trash services offered by both the applicant and the City, and would like the applicant to assess whether or not it needs to provide more trash containers for its tenants. Many of the citations issued by the Code Enforcement Bureau include dumping of furniture and appliances in inappropriate trash locations and an overflow of trash in and around existing trash cans. Providing more information about furniture and appliance collection days or dumping sites may help address the first problem, and having more trash cans may address the second problem. Staff is, consequently, recommending that the applicant notify its tenants about existing trash collection services, investigate the need for more trash cans, and report back to the Director of the Department of Planning and Zoning on these issues at the one year review staff has also recommended.

Staff also recommends that applicant extend the existing line of street trees in front of 607 Notabene Drive by contributing money to the City for the City's installation of one street tree in front of 607 Notabene Drive.

Finally, staff has included a condition requiring a review of the proposed community center one year after operation so if there are any problems with its operation, additional conditions may be imposed. Staff recommends approval of the proposed community center and parking reduction subject to the recommended conditions.

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

CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- F-1 T&ES believes that given the modest size of this operation, and that the clientele will be drawn from the surrounding neighborhood, there will be no significant impact on available on-street parking. Recommend approval of the parking reduction.

Code Enforcement:

- F-1 It is assumed that the child care area will not have more than 5 children under the age of 2 ½ at one time. If this assumption is incorrect, then there will be further requirements above and beyond what is listed in this report.
- C-1 Construction permits are required for this project. Plans shall accompany the permit application that fully detail the construction as well as layouts and schematics of the mechanical, electrical, and plumbing systems.
- C-2 Alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-3 This structure contains mixed use groups [R2, Residential; E, Educational] and is subject to the mixed use and occupancy requirements of USBC 313.0. This will require separating this space from the rest of the building with 2 hour fire resistance rated construction.
- C-4 The proposed use is a change in use group classification; a new Certificate of Occupancy is required.
- C-5 All egress doors shall have a clear width of 32 inches.
- C-6 The ventilation shall meet the fresh air requirements of the 1996 International Mechanical Code.

Health Department:

F-1 No comments.

Police Department:

R-1 The applicant is to contact the Crime Prevention Unit of the Alexandria Police Department regarding a security survey for the learning center. This is to be completed prior to the center opening.

Human Services - Community Services:

S-1 Recommend Community Lodgings, Inc. (CLI) refer residents who participate in their Family Learning Center to JobLink for career assessment and assistance in obtaining jobs.

APPLICATION for SPECIAL USE PERMIT # 2001-0136

[must use black ink or type]

PROPERTY LOCATION: 607 Notabene Drive

TAX MAP REFERENCE: 007.00 03:08 ZONE: RA

APPLICANT Name: Community Lodgings

Address: 228 South Pitt St. Alex. Va. 22314

PROPERTY OWNER Name: Community Lodgings Inc.

Address: 228 So. Pitt St. Alex. Va. 22314

PROPOSED USE: Community Learning Center

SUP request for noncommercial, not-for-profit facility,
specifically a community center, with 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.

COMMUNITY LODGINGS, INC.
Print Name of Applicant or Agent

228 SOUTH PITT ST.
Mailing/Street Address

ALEXANDRIA, VA. 22314
City and State Zip Code

Rita M. Brown, Exec Director
Signature

703-549-

4407
Telephone #

703-548-1294
Fax #

12-21-01

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.

Community Lodging, Inc. (501 (c)(3) organization
228 South Pitt St Alexandria, Va 22314

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)

See attachments in folder) Community Lodging is 501C 3 that provides transitional housing programs for its residents at 607 and 612 Notabene Dr. We have low income housing at 3908 3912 and 3916 Elbert Ave. We have been offering computer training, GED, ESL and job skills training at our Learning Center currently located at 612 Notabene Dr. Apt 9 for which we have a special use permit. We want to expand our center using 2 apts located across the street at 607 Notabene Dr. (involving apts 1 and 2 and the renovation of this part of the building). Our Learning community Center would be at 607 if our special use permit is granted. The building at 612 #9 would be used as a residence by one of our transitional clients. At 607 location we would teach the same computer course, ESL - for about 70 people. We would also have an after school homework tutoring program for children. Hours of operation 3 to 9 PM 4 days a week 3 to 5 PM on Friday and 10 to 3 PM Sat. The street currently has ample parking. No parking problems would result from the renovation.

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: _____

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).

from 3 to 9 PM - 20 users

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

3 to 9 PM 3 INSTRUCTORS

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

Day:

MONDAY - THURS
FRIDAY
SATURDAY

Hours:

3 to 9 PM
3 to 5 PM
10 to 3 PM

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

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

VERY LOW

B. How will the noise from patrons be controlled?

Participants will be supervised at all
times

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

no odors

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

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

paper - very little

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

very little

C. How often will trash be collected?

every day

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

Police grounds on a daily basis. Educate
participants as to keep the property clean

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?

Program participants will be supervised by instructors at all times

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?

participants (80%) will be area residents who already park in the area

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

1 Standard spaces

1 Compact spaces

1 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 (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? 0

- B. How many loading spaces are available for the use? 0

- C. Where are off-street loading facilities located? N/A

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

NONE N/A

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

N/A

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

N/A

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?

1000 sq. ft. (existing) + 0 sq. ft. (addition if any) = 1000 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)

permission to provide no off street parking.

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

historically has not had off street parking. Property located on a partial hill

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

Property located on partial hill. Property built with no off street parking

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

Angle parking recently implemented

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.

Angle Parking has created more parking spaces on the street



Sup 2001-0136

A non-profit housing corporation

228 South Pitt Street, 3rd Floor
Alexandria, VA 22314

Tel: (703) 549-4407
Fax: (703) 548-1294

“Door to Independence” – CLI’s Transitional Housing Program Programmatic Overview

Mission

Since its founding in 1989, the mission of Community Lodgings, Inc (CLI) has been to provide an opportunity for independence for families at-risk for homelessness in the Alexandria community. At the heart of its mission is the “*Door to Independence*” Transitional Housing Program, which provides two years of low-cost, subsidized housing to families at risk for long-term homelessness and identified as having the commitment and potential to succeed with intensive intervention and support.

Background and Governance

CLI was founded by a consortium of interested members of Episcopal Churches in the Alexandria area. It has an eleven member Board of Trustees made up of community business and civic leaders, representatives of Episcopal, Methodist and other churches and others with particular interest in issues of children, housing and homelessness.

Since 1989, CLI has served over 120 homeless families and individuals. CLI has continually developed and strengthened the program, adding features such as group therapy, volunteer budget and employment mentoring, and, in 1998, the Family Learning Center, offering residents a comprehensive computer, employment and life skills training program. Currently, 80% of the families in CLI’s program complete their two-year commitment and graduate to self-sufficiency.

The Urgent Need – and CLI’s Unique Approach

Homelessness remains high, with over 550 homeless individuals identified in Alexandria alone last year. Transitional assistance, which offers housing for a pre-determined period of time while a homeless person gets “on his feet” is extremely rare, especially for families, and most available help is limited to shelters and other such facilities. The large majority of families who find themselves in this terrible situation need longer, more intensive and more comprehensive care to help rebuild their lives after a period of homelessness. CLI’s program offers that comprehensive answer to our families multiple needs. We serve their immediate, urgent physical need for shelter, we provide an environment for them to learn marketable skills and we also, so importantly, counsel them and guide them to their own self awareness of value, of independence and

of strength. These are the values that they learn to model for their children, and that their children never forget!

Services Provided by CLI

When a family is selected for the CLI program, we make a long-term commitment to them. Depending on size, our families are placed in one of our subsidized one, two or 3 or 4 bedroom units located in one of the two apartment buildings CLI owns and operates on Notabene Drive in the Arlandria section of Alexandria. They are required to pay 30% of their income as their portion of the rent, and CLI pays the remainder. These two fees combine to equal the rate required to maintain the properties, including providing utilities, maintenance and repairs to residents at no cost.

Once moved in, residents begin an intensive program including case management by a CLI social worker, personal and parental counseling, and other emotional and logistic support to help them work fully through their challenges and achieve long-term success. In addition, through CLI's Family Learning Center (description attached) they receive computer and basic training skills to equip them for better, self-supporting jobs. CLI also provides each head of household with their own computer and monitor that they may install in their home, and keep after graduation. CLI assists with placement and 100% of our graduates increase their salaries an average of 40-90% after completing the full program.

In addition to providing housing, CLI offers a number of services to the children of our residents. Currently, there are 18 formerly homeless children in our Program, aged two to sixteen years. Through a partnership with *DC Cares*, our children go on field trips every other week to enjoy events and attractions throughout the Washington area. Additionally, we have an annual holiday party for them, co-sponsored by the International Monetary Fund. The children also have the opportunity to use the computers at the Family Learning Center, where they can gather informally after school to do homework and hone computer skills in a safe, supportive environment.

The Resident's Responsibility

Our families sign a two-year commitment contract with CLI upon admission to the program. In this contract they promise to be drug and alcohol free and to attend all workshops, meetings and activities that will help them maintain financial stability and improve employability. They commit to maintaining their properties and to paying 30% of their salary as their contribution to the rent. They commit as well to serving as a role model for their children. They are required to attend counseling sessions, to review their monthly budget with mentors, to go to computer classes twice a week and to meet regularly with CLI staff. What we find is that our residents grow into a close, mutually supportive community and often stay in touch, encouraging and supporting each other, and celebrating each other's successes long after leaving the program.

An Investment at Many Levels

The housing, services and support that philanthropic support provides to our CLI families represents an investment – one that pays off in transformed lives, as families become self-supporting, contributing members of the community. Funding in support of CLI's work is also an investment in families' futures and the future of this diversified and prosperous community.

Private support is particularly critical at this time. We are actively working to expand our partnerships in the local corporate community, and to increase our visibility with individuals and with institutional and organizational resources in Alexandria and beyond. We view the years of service we have been able to provide as a demonstration of the power of private institutions and private partnerships in opening the door to long-term success for our resident families.



Community
Lodgings

Sup 2001-0136

228 South Pitt Street, 3rd Floor
Alexandria, VA 22314

A non-profit housing corporation

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all 2

CLI's Family Learning Center: Training for Independence

The Family Learning Center, is an important component in CLI's *"Door to Independence"* program. The Family Learning Center's mission is to instruct clients in CLI's Transitional Housing Program in computer, English and math skills to enhance their employment and earning potential. The Family Learning Center has also been able to expand its base of instruction and offer services to others in the local Arlandria neighborhood. All enrolled in the program are working, but in low paying jobs with little chance of advancement. To attain self-sufficiency, students must strengthen their technical, language and life skills. The Family Learning provides instruction and support in all these vital areas.

Located in one of the buildings that houses CLI's Transitional Housing Program, the Family Learning Center was started in 1998 with support and technical assistance from the employees of Booz Allen and Hamilton and through the generosity of Chevy Chase Bank. The Center is open weekday evenings and offers intensive, individualized computer instruction. Childcare is provided for the younger children, and older children are encouraged to stay at the Learning Center as well, working on homework and honing their computer skills. Students can practice at the Center and on computer workstations that are provided to take home. These computers become the property of Transitional Housing Program clients upon successful completion of the program.

Since its inception, the Family Learning Center has provided training to more than 50 adults. Graduates have enjoyed an average 40-90% increase in pay and/or a promotion as a result of their training. All show increased motivation for advancement and enthusiasm sparked by access to computers and the Internet for themselves and their families.

CLI is working with the City of Alexandria's JobLinks program to develop a comprehensive employment counseling/training/placement program. Students receive aptitude/skills testing by JobLinks and JobLinks placement assistance after graduation. We are also working with a number of area banks on placement and look forward to expanding that aspect of our placement program.

CLI has recently expanded the program. In cooperation with the Alexandria City Schools, we have opened a second evening classroom site at the Cora Kelly School. We can now offer more training to additional neighborhood residents and anticipate additional expansion in the future. The Family Learning Center has grown into a broader community resource, especially for homeless and low-income adults, those impacted by welfare reform and others locked out of advancement by limited skills and lack of computer literacy. We look forward to continued expansion of services in the future.

Family Learning Center: Program Features:

- The Family Learning Center provides training and computer stations at its main center in CLI's Notabene Drive apartments and at Cora Kelly magnet School. CLI Transitional program clients have priority but enrollment is open to all, with special outreach to Arlandria neighborhood residents (mainly lower-income Latino and black families).
- The Center is open 5:00- 9:00 pm **Monday – Thursday**, year-round. During hours when classes are not meeting, the Center is available for computer use and practice time, assistance to students and job seekers and for outreach to neighborhood Latino youth, instructing them in computer repair, web design and applications.
- Classes are offered in 12-week quarters (4 quarters per year). Basic competency requires completion of the two quarter Basic course (total 24 weeks). Four quarters (48 weeks) are required for certification. Classes are held 7:00-9:00pm Monday-Thursday. Each student attends 2 evenings weekly. Classes include work on remedial English/English-as-2nd language and use of English topics in computer training and practice.
- Each student's aptitudes, interests and skills are tested initially by the city's JobLink program. JobLink can also provide post-training placement services.
- Home computers are made available to all students at a nominal charge, and may be kept upon completion of the course.
- Child care (by a licensed, trained provider) is provided free for all students.

Curriculum

All students participate in a two-level program, offered in sequential 12-week quarters. Course content is designed for completion and full competency in 9-12 months.

Basic: This course provides training for entry-level data entry jobs

Math 001: Basic math concepts, their application to real life situations;

Typing 001: Introductory typing and keyboard, to achieve 12-25 wpm;

Computer 001: Introduction to all Hardware & Software basics, to achieve a basic knowledge of application and operating systems.

Applications: This course prepares for entry-level software applications jobs.

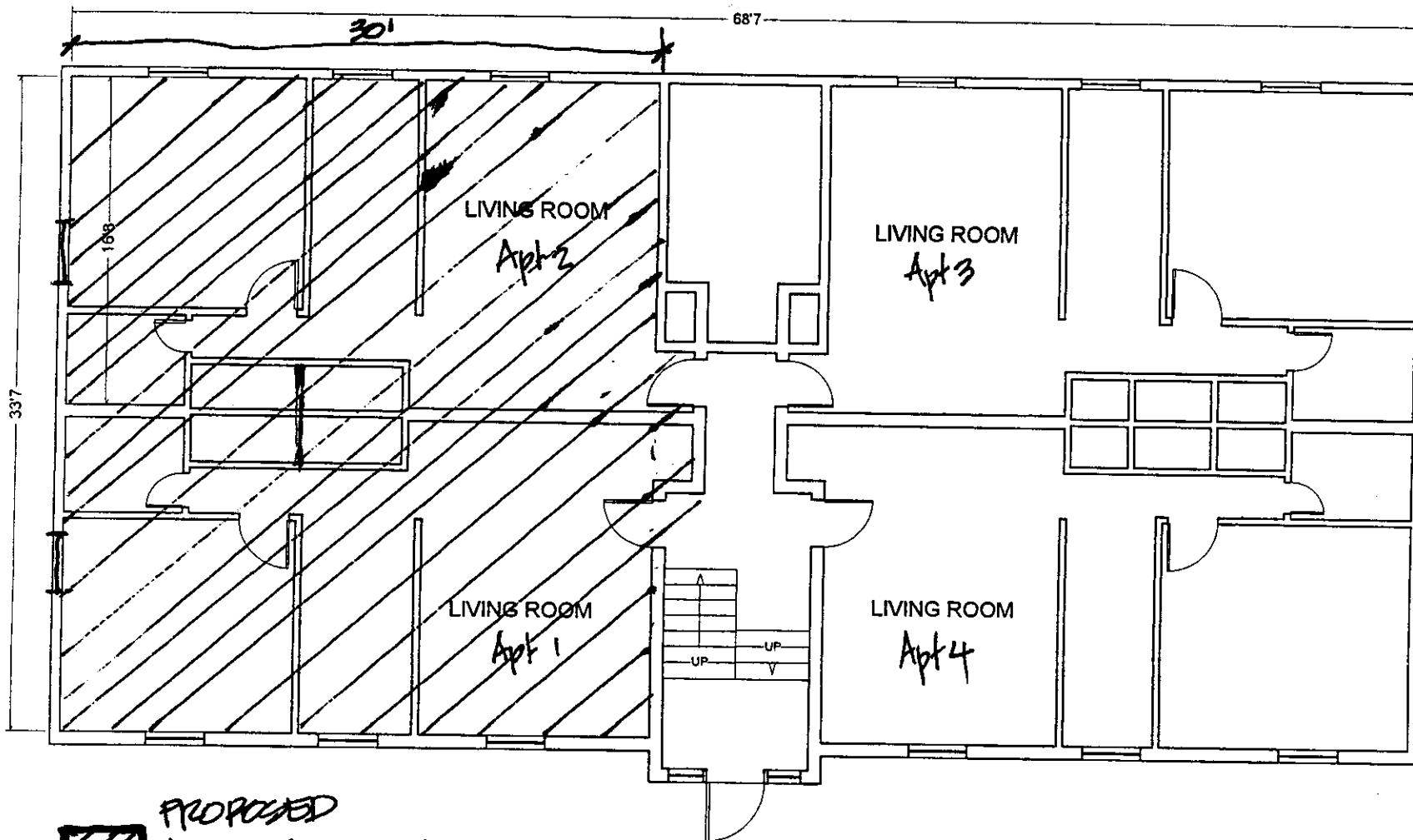
Math 002: Intermediate math to understand basics of spreadsheets and finance.


Typing 002: Intermediate/advanced typing to achieve 35-60 wpm.

Computer 002: Basics word-processing, spreadsheets, databases, and graphics.

Life Skills/Job Readiness: Workshops and classes covering remedial English, writing, resume preparation, workplace expectations, dress, conduct etc.

26



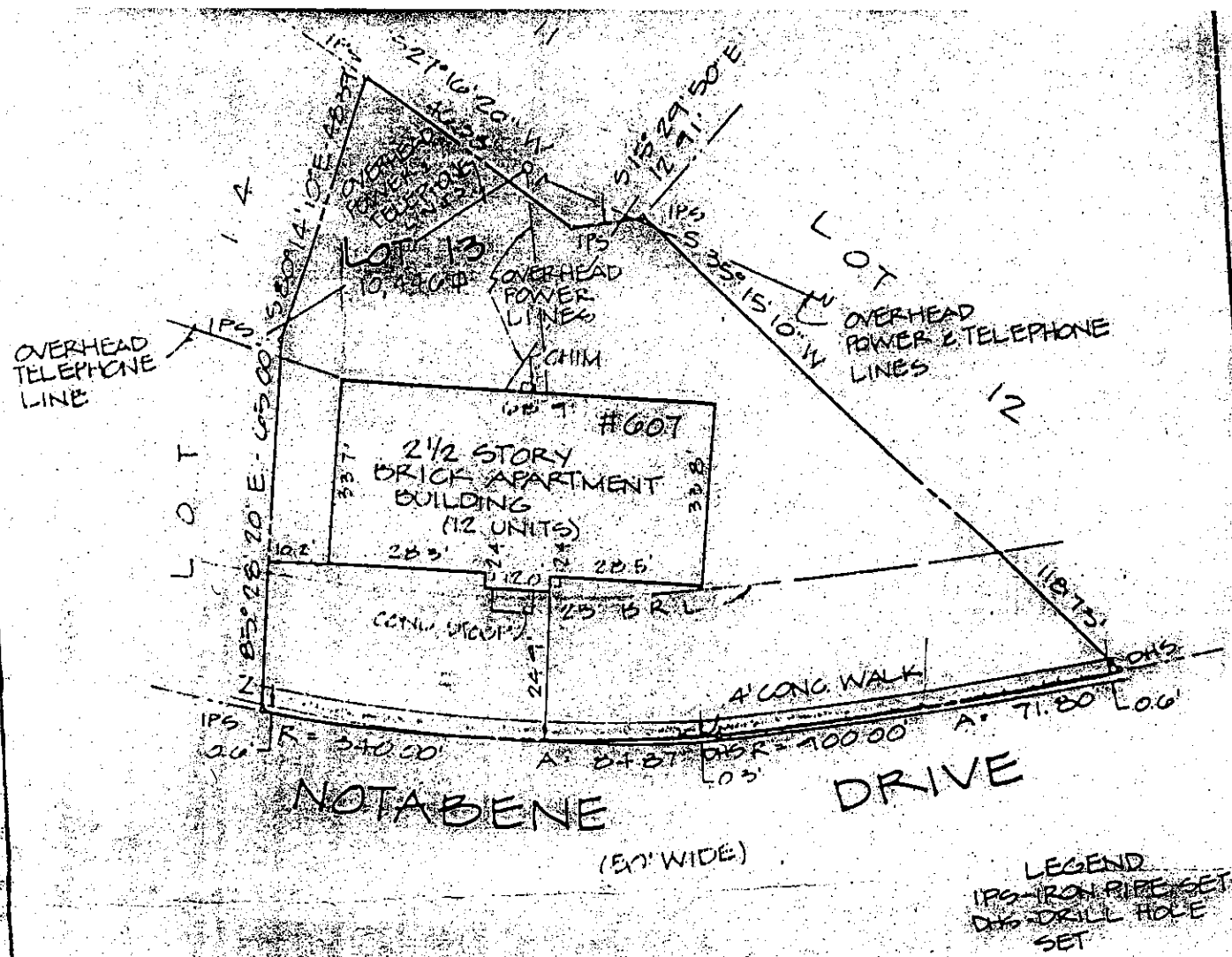
 PROPOSED
 AREA FOR THE
 FAMILY LEARNING
 CENTER.
 APT 1 & APT 2
 @ 607 NOTABENE DR.

EXISTING LOWER LEVEL
 NOTABENE 607

Sup 2001-0136

477 C

27

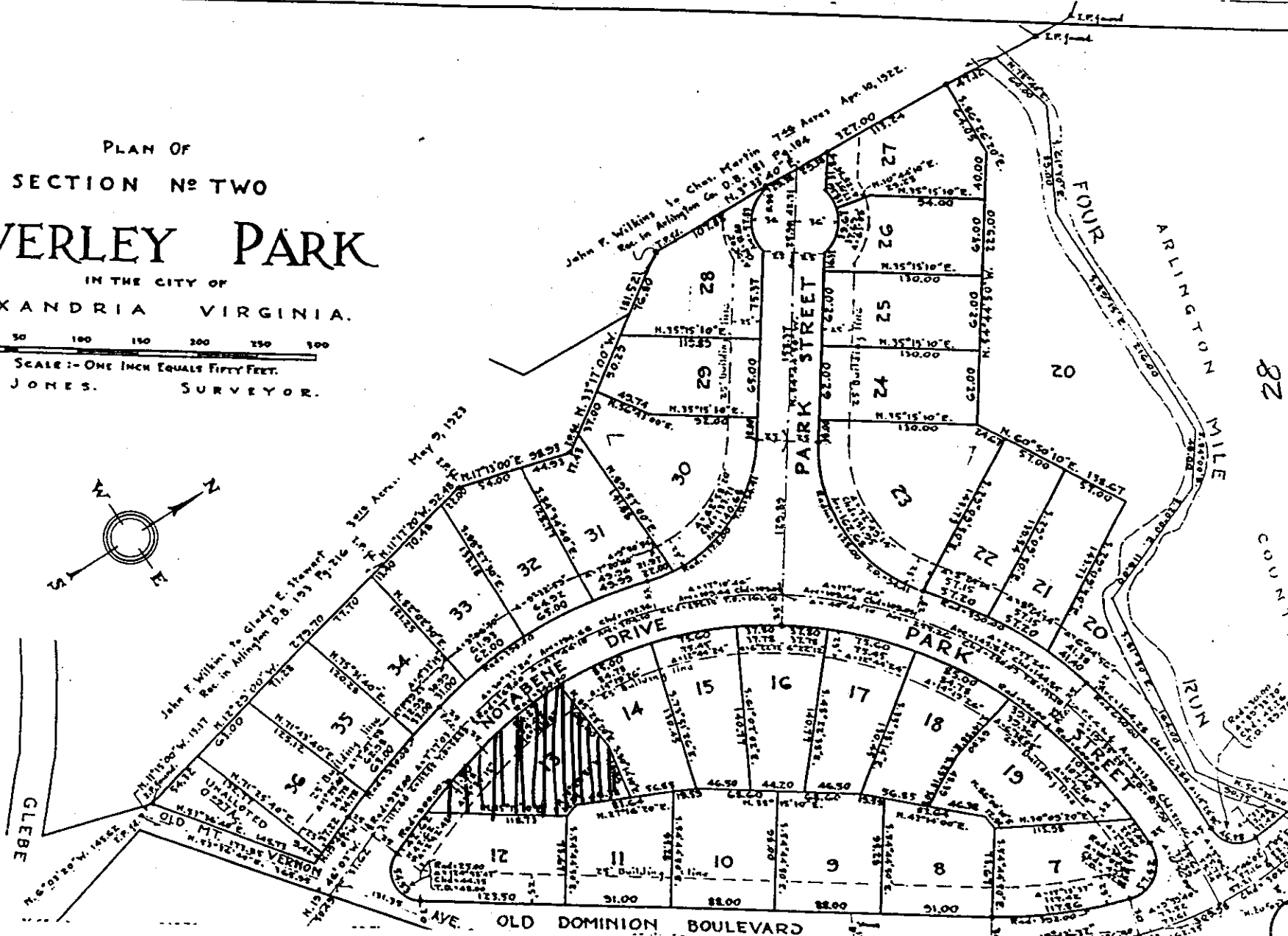
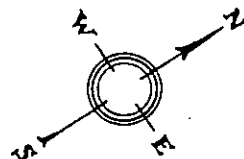


BOUNDARY AND
HOUSE LOCATION SURVEY
LOT 13
SECTION TWO
BEVERLEY PARK
IN THE CITY OF
ALEXANDRIA VIRGINIA
SCALE: 1" = 20'
DATE: MARCH 18, 1986

Sup 2001-0136

PLAN OF
SECTION No TWO
BEVERLY PARK
IN THE CITY OF
ALEXANDRIA VIRGINIA.

0 50 100 150 200 250 300
SCALE: ONE INCH EQUALS FIFTY FEET.
P. A. JONES. SURVEYOR.



067
05

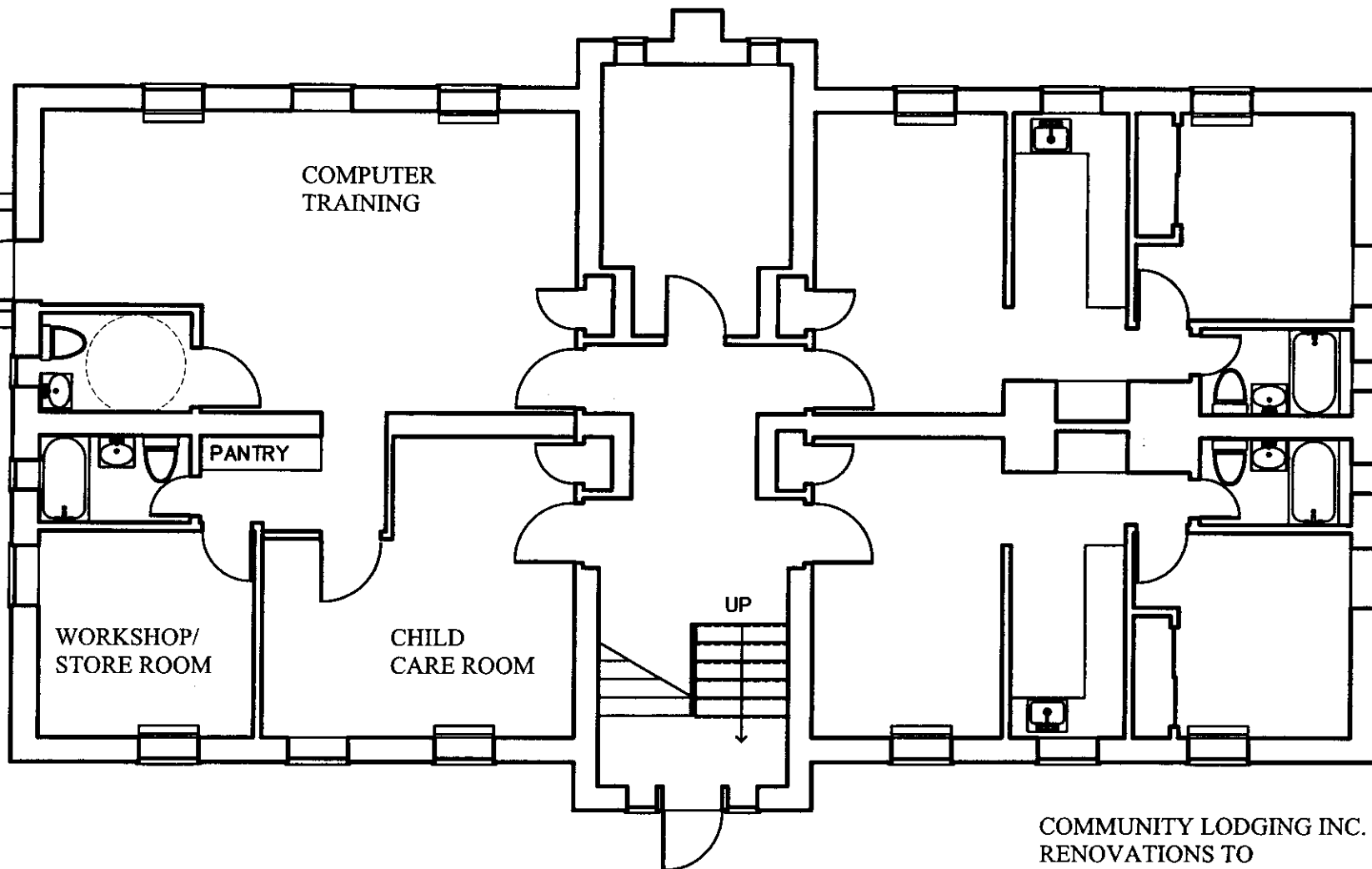
62

EXIST. PROPERTY LINE

NEW CONCRETE
SIDEWALK ON GRADE

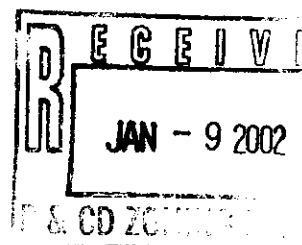
HANDICAP
ENTRANCE

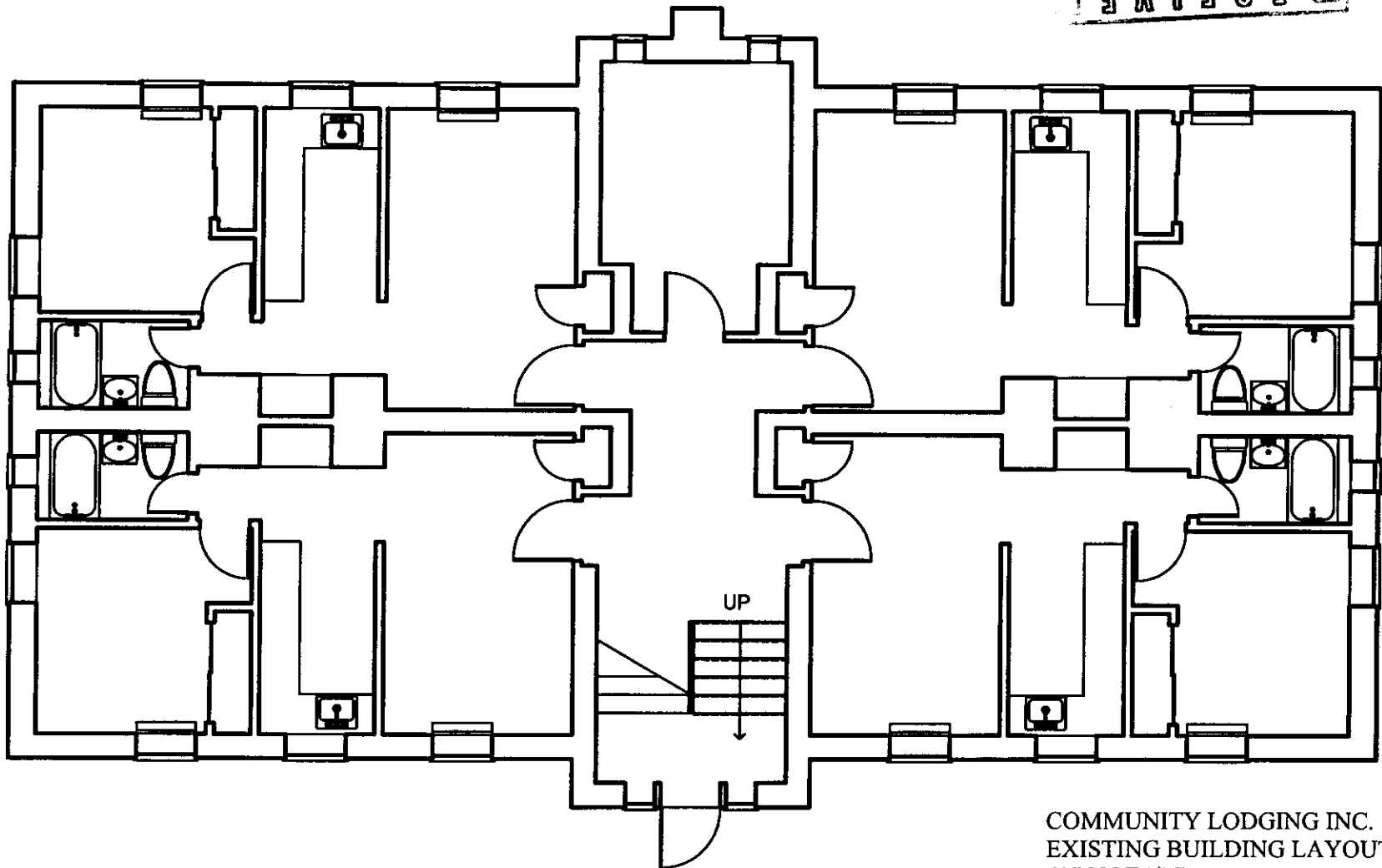
30"
HIGH
WALL



COMMUNITY LODGING INC.
RENOVATIONS TO
607 NOTABENE DRIVE
ALEXANDRIA, VA

JANUARY 9, 2002





REGISTER
JAN - 9 2002

COMMUNITY LODGING INC.
EXISTING BUILDING LAYOUT
607 NOTABENE DRIVE
ALEXANDRIA, VA
JANUARY 9, 2002

5UP 2001-0136

3

APPLICATION for SPECIAL USE PERMIT # 2001-0136

[must use black ink or type]

PROPERTY LOCATION: 607 Notabene Drive

TAX MAP REFERENCE: 007.00 03:08 ZONE: RA

APPLICANT Name: Community Lodgings

Address: 228 South Pitt St Alex Va 22314

PROPERTY OWNER Name: Community Lodgings Inc.

Address: 228 So Pitt St Alex Va 22314

PROPOSED USE: Community Learning Center

SUP request for noncommercial, not-for-profit facility, specifically a community center, with 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.

COMMUNITY LODGINGS, INC.

Print Name of Applicant or Agent

228 SOUTH PITT ST

Mailing/Street Address

ALEXANDRIA, VA. 22314

City and State

Zip Code

Rita M. Brown, Exec Director

Signature

703-549-

4407

Telephone #

703-548-1294

Fax #

12-21-01

Date

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

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

ACTION - PLANNING COMMISSION: 3/5/2002 Recommended Approval UC

ACTION - CITY COUNCIL: 3/16/02PH--CC approved the recommendation of the Planning Commission.