

EXHIBIT NO. 1

9
3-16-02

Docket Item # 8
SPECIAL USE PERMIT #2001-0137

Planning Commission Meeting
March 5, 2002

ISSUE: Consideration of a request for a special use permit to expand a child care center.

APPLICANT: CPS II, Inc., trading as Creative Play School
by R. D. Smalley

LOCATION: 100 East Windsor Avenue

ZONE: R-2-5 and RB/Residential

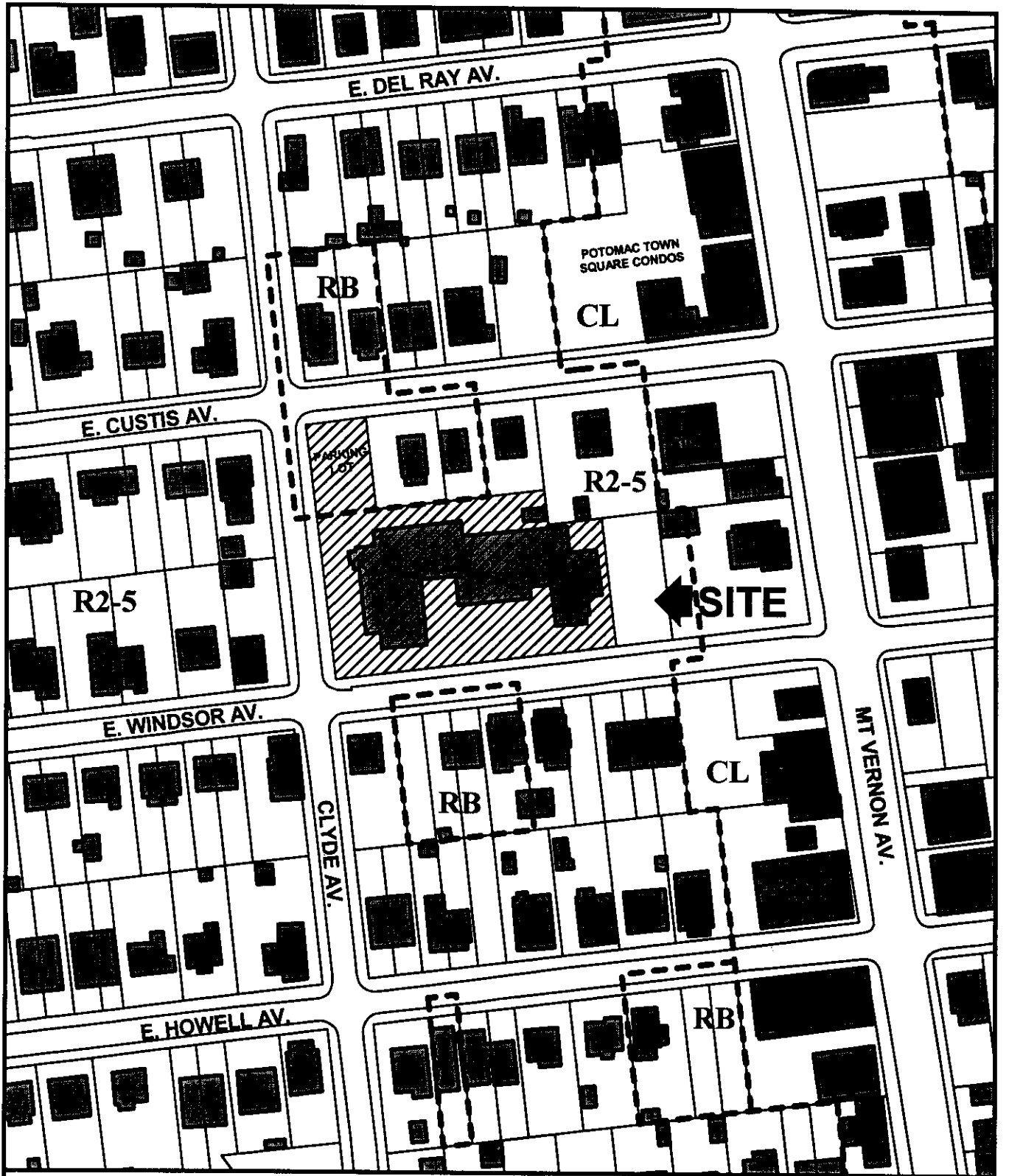
PLANNING COMMISSION ACTION, MARCH 5, 2002: On a motion by Mr. Robinson, seconded by Mr. Komoroske, the Planning Commission voted to recommend approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations and to amend Conditions #2 and #10. The motion carried on a vote of 7 to 0.

Reason: The Planning Commission agreed with the staff analysis.

Speakers:

Amy Slack, of the Del Ray Citizens Association, stated that her group was concerned about the maximum number of children permitted for the day care center, was opposed to increasing the number of children allowed in the outdoor playground, and wanted to see landscaping added to the playground in an effort to buffer adjacent residents from the noise of children playing.

Ralph Smalley, the applicant, spoke in support of his application and specifically requested that the number of children permitted in the playground be increased from 30, as stated in the conditions, to 45.



SUP #2001-0137

03/05/02



STAFF RECOMMENDATION:

Staff recommends approval subject to compliance with all applicable codes and ordinances and the following conditions:

1. **CONDITION AMENDED BY STAFF:** All pick-up and delivery of children by automotive vehicles shall be done from within the off-street parking area located at 100 E. Windsor Avenue on Clyde Avenue and the parents or staff shall be required to escort bring children either into or out of the center for pick-up or delivery. (P&Z) (~~SUP#1574~~)
2. **CONDITION AMENDED BY PLANNING COMMISSION:** No more than 60 children are permitted to attend the Toddler Pre-School Program. No more than 20 children are permitted to attend the Before School Program for children ages six to twelve during the school year. No more than 60 children are permitted to attend the After School Program for children ages six to twelve during the school year. No more than 60 children are permitted to attend the Day Camp Program held during the summer. No more than 120 children shall be permitted at the day care facility at any one time. That the enrollment be limited to sixty (60) children as requested by the applicant. (P&Z) (~~SUP#1574~~) (PC)
3. **CONDITION AMENDED AND RENEWED BY STAFF:** The designated play areas shall be fenced to the satisfaction of the Director of the Department of Planning and Zoning. (P&Z) (~~SUP#1574~~)
4. **CONDITION AMENDED BY STAFF:** No more than 30 children total shall be allowed outside in the on-site play areas at any one time. (~~PC~~) (~~SUP#1574~~) (P&Z)
5. The applicant shall keep children between ages 1 and 6 on the same level as the exit discharge. (Fire) (SUP#1574)
6. **CONDITION ADDED BY STAFF:** The special use permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)
7. **CONDITION ADDED BY STAFF:** The applicant shall obtain all licenses required by the Virginia State Department of Social Services, Division of Licensing Programs. (P&Z)

8. **CONDITION ADDED BY STAFF:** The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department regarding a security survey for the child care center and safety programs available through the department for the children. The security survey is to be completed prior to the expansion of the child care center. (Police)
9. **CONDITION ADDED BY STAFF:** The applicant shall screen the dumpster located on the subject property to the satisfaction of the Director of the Department of Planning and Zoning. (P&Z)
10. **CONDITION AMENDED BY PLANNING COMMISSION:** The applicant shall provide and maintain in good condition landscaping to screen the parking lot and the play area per the City of Alexandria's Landscape Guidelines (adopted 1998) and to the satisfaction of the Director of the Department of Planning and Zoning. (P&Z) (PC)
11. **CONDITION ADDED BY STAFF:** The hours of operation shall be limited to 7:00 +a.m. to 6:00 p.m. Monday through Friday. (P&Z)
12. **CONDITION ADDED BY STAFF:** The Director of Planning and Zoning shall review the special use permit six months after operation 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 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.

This special use permit shall not be effective unless and until the applicant has obtained the required state license and met all requirements of all governmental authorities.

DISCUSSION:

1. The applicant, Creative Play School, requests special use permit approval to expand an existing day care center located at 100 East Windsor Avenue.
2. The subject property is one lot of record and has a lot area of 39,695 square feet. It faces three streets, and has 230 feet of frontage on East Windsor Avenue, 230 feet of frontage on Clyde Avenue, and 50 feet of frontage on East Custis Avenue. The site is developed with a church, the Del Ray Methodist Church, and its educational/office/community building. The church's parsonage is located on a separate lot at 120 East Windsor Avenue, and stands immediately adjacent to and east of the educational building. The main facades of and entrances to both buildings are oriented to East Windsor Avenue. A parking lot occupies the northwest corner of the lot at the intersection of Clyde and East Custis Avenues. A playground adjoins the rear of the educational building.

The subject lot is surrounded on three sides with residential buildings, primarily single family detached homes. The church parsonage stands to the east of the subject lot, and is the only building between the church and the Mount Vernon Avenue commercial corridor. The Mount Vernon Elementary School is located a few blocks to the north of the subject lot along Commonwealth Avenue.

3. The applicant is requesting special use permit approval to expand an existing day care center.

Existing Day Care Center: The applicant currently has a special use permit to operate a day care center for 60 children. It is known as the Creative Play School, has been open since it was approved under Special Use Permit #1574 in 1983, and is still run by the original owners. The children currently attending the day care center are between the ages of two and five. There are nine staff people. The day care center is open 7:00 a.m. to 6:00 p.m. Monday through Friday throughout the year, and has access to the site's one parking lot and an on-site play ground. The day care center's current preschool program is currently the only program run by the day care center and it occupies four classrooms on the basement level of the site's educational building.

Proposed Expansion: The applicant requests approval to add three new programs for 60 more children. These programs will include a Before School Program, an After School Program, and a Summer Day Camp Program. The children in these new programs will be older than those in the existing preschool program; generally between the ages of six and twelve. The Before and After School Programs will operate Monday through Friday during the school year, and the Day Camp Program will operate Monday through Friday during the summer.

The Before School Program will be limited to 20 children and will operate between 7:00 a.m. and 9:00 a.m. The After School Program will be open to 60 children and will operate between 3:00 p.m. and 6:00 p.m. The Summer Day Camp Program will be open to 60 children and will operate between 8:00 a.m. and 5:00 p.m.

The new programs will be located in the same building as the existing preschool program, but will occupy four classrooms on a different floor. The patrons and staff associated with the new programs will use the site's single parking lot. A new on-site outdoor play area will be dedicated to these new programs. Five new staff people will be hired for these new programs.

4. On June 18, 1983, City Council granted Special Use Permit #1574 for the operation of a child care center for 60 children. On February 19, 2002 staff visited the subject property to determine if the business was in compliance with the conditions of its existing special use permit. Staff found no violations of the special use permit.
5. Noise will be generated by the center's children while they are playing outdoors. The existing special use permit attempts to limit such noise by restricting the number of children allowed in the outdoor play area at one time to 30 children. The applicant proposes to apply this same rule to the new Before and After School Programs and the summer Day Camp Program. The new programs will have their own play area that is adjacent to but separate from the play area used by the existing preschool program.
6. The applicant does not expect any odor problems, and does not use hazardous materials or organic compounds. The garbage will be stored in an on-site dumpster and collected one time a week.
7. The applicant is licensed by the Virginia State Department of Social Services for the existing preschool program.
8. The on-site parking lot is located at the northwest corner of the lot at the intersection of Clyde and East Custis Avenues. The parking lot is entered at East Custis Avenue and exited at Clyde Avenue. It contains 17 striped parking spaces. Pursuant to Section 8-200 of the zoning ordinance, two parking spaces are required for each classroom. Since there are four classrooms that are currently used in the preschool program and four classrooms that will be used in the new before school, after school, and summer camp programs, the applicant is required to provide 16 parking spaces.

9. The applicant has stated that the church complex has several different groups that use the on-site parking lot during the week, including the Creative Play School staff and parents, the church secretary, church members, and another church tenant that teaches a daily music class. The applicant has also stated that there is currently no problem providing parking for all these groups. Additionally the applicant believes, based on his experience operating the day care center for the last 18 years, that after staff increases from nine to 14 people and children increases from 60 to 120, parking will continue to be adequate for all of the uses at the church.

The preschool program staff and parents walk or take the bus in addition to driving. In fact, the applicant said that many of the staff and parents live in the neighborhood and often walk to and from the center. He expects that many of the additional staff and children will also live in the surrounding community and walk to the center, and that some of the new staff may bus to the center.

Secondly, the applicant's experience has shown that usually no more than two parents park their cars in the parking lot at any one time to deliver or pick up kids given that arrival and departure times are staggered. The parents arrive over a two hour span in the morning and evenings; 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m. The applicant expects that addition of 60 children, a number that results in the doubling of the total students enrolled in the day care center, will only double the number of parents parked in the parking lot at one time. This number will, according to the applicant, increase from two to four cars at most.

The church secretary always drives and parks her car in the parking lot. There are occasional visits during the middle of the day by church members for various projects. These visits usually only include a hand full of people and occur between the day care center's morning and evening peak periods of using the parking lot. The one other church tenant operates a weekday morning music class that also occurs between the day care center's morning and evening peak periods of using the parking lot. There has not to the knowledge of the applicant ever been a problem with there being enough parking for these various users.

10. Full size school buses are currently rented for the preschool program for field trips during the year. These buses do not park on the site since they are rented. The loading and unloading area for the bus is located at the rear of the church complex. The entrance/exit to the day care center is located next to this loading and unloading area at the rear of the church complex.

The new programs will include van service. The day care center will use one or two 20-seat van(s) to pick up children at two or three different Alexandria schools between 2:45 p.m. and 3:00 p.m. for the After School Program. Children coming from the nearby Mount Vernon Elementary School for the After School Program will be met by staff between 2:45 p.m. and 3:00 p.m. and escorted on foot to the day care center.

The Before School Program will not use vans since the only children permitted to enroll for this program will be those who attend and can walk to Mount Vernon Elementary School. These children will be escorted by a staff person on foot to the school in the mornings.

The summer program will use full size school buses once every one to two weeks for field trips. These buses will be rented and will not be parked on-site. The trips will occur in the middle of the day after morning and before evening rush hours. The van will not be used to pick up or deliver children to homes or schools in the summer time.

11. The applicant states that there no loading or unloading operations other than those related to transporting children enrolled in the day care center.
12. The applicant is currently licensed by the State of Virginia for a child care facility and they are accredited by the National Association for the Education of Young Children. The applicant currently operates one other Creative Play School on North Howard Street in Alexandria, and previously operated a Creative Play School on Mount Vernon Avenue that is now closed.
13. Zoning: The subject property is located in the R-2-5 (Single and Two-Family Residential) Zone and the RB(Townhouse Residential) Zone. Both zones, under Sections 3-503(B) and 3-703(B) respectively of the zoning ordinance, allow a day nursery in a church or school building with a special use permit. In this context, staff considers the existing and proposed programs as day nurseries.
14. Master Plan: The proposed use is consistent with the Potomac West Small Area Plan chapter of the Master Plan.

STAFF ANALYSIS:

Staff has no objection to the proposed expansion of an existing day care center located at 100 East Windsor Avenue. The use is neighborhood serving, the applicant is a long-time business owner in good standing with the landlord, and the expanded programs will not cause significant problems for the neighborhood.

Staff was initially concerned that doubling the number of children enrolled in the day care center, adding staff, and using vans and buses to transport children would cause traffic and parking problems for the neighborhood. Additionally, staff was concerned that the noise from one more playground in the neighborhood would be a nuisance to residents. Each issue is addressed here below.

Traffic and Parking: Staff does not believe that there will be either traffic congestion or parking problems. The staggered nature of parents' delivery and collection times and the fact that many parents and children walk to the center from the surrounding neighborhood reduces the total number of cars vying for access to the parking lot and parking spaces at any one time. Additionally the majority of the other users of the parking lot (the non-day care center users) use it during the day care center's non-peak traffic hours. Lastly, the use of vans and buses will occur during the middle of the day and not during morning or evening rush hours.

Noise: The Del Ray Citizens Association has told staff that some of the residents who live on property adjoining the existing day care center play ground have serious concerns about noise coming from more children playing outside if the day care center expansion is approved. Staff agrees that there is a potential noise problem and has recommended that the total number of children allowed in the outdoor play areas at one time be limited to 30. With this condition there would be no increase in the number of children allowed to play outdoors at one time and so there would not be an increase in existing noise levels. It should be noted that 30 is the number of children that the existing special use permit allows in the outdoor play area at one time.

Staff is proposing several site improvements including landscaping, fencing and screening of the dumpster. Staff is recommending that the perimeter of the parking lot along Clyde and East Custis Streets be planted with shrubbery. The parking lot is already lined with shade trees. The addition of shrubs would complement these existing trees and increase the screening of the parking lot from the view of adjacent residential buildings. Staff recommends that the new fence proposed to enclose the new outdoor play area be constructed of wood or a material more in keeping with the residential character of the neighborhood. The fence currently proposed is a chain link fence. Staff also recommends that the applicant screen the dumpster located on-site to the satisfaction of the Department of Planning and Zoning. Staff has discussed these improvements with the applicant who has agreed to the changes and additions.

Staff proposes a review of the business one year after the new programs begin to operate. If there are problems with its operation, additional conditions may be imposed during this one year review. Finally, staff recommends approval.

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:

- C-1 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line.
- F-1 T&ES believes the operation of the school will not have a significant detrimental impact on the neighborhood.
- R-1 Students shall be dropped off and picked up in the parking lot.

Code Enforcement:

- C-1 This proposal represents a change of use and as such requires this portion of the building and it's means of egress be upgraded to meet current code requirements for an educational use(use group E). A building permit and drawings illustrating existing and proposed conditions shall be applied for. The plans shall be signed and sealed by a registered architect.
- C-2 A manual fire alarm is required.
- C-3 Ventilation shall meet International Mechanical Code section 403 requirements.
- C-4 Two means of egress complying with the requirements of the Virginia Uniform Statewide Building Code shall be provided.
- C-5 A certificate of occupancy is required for this space.
- C-6 A fire prevention code permit is required for this operation.

Health Department:

- C-1 An Alexandria Health Department Permit is required for all regulated activities. Permits are not transferable.
- C-2 A Certified Food Manager must be on duty during all hours of operation.
- C-3 Five sets of plans must be submitted to and approved by this department prior to remodeling or construction.
- C-4 This facility must meet state and city Social Services requirements for air and floor space, toilet facilities, separate isolation room for sick children, lighting, temperature, storage for cots and clothing. Other items may be required by state or city codes.
- C-5 This facility must meet commercial standards (13 or more). Plans must comply with Alexandria City Code, Title 11, Chapter 2, Food and Food Establishments. A \$135.00 fee is required for review of plans for food facilities.

Police Department:

- R-1 The applicant is to contact the Crime Prevention Unit of the Alexandria Police Department regarding a security survey for the child care center. This is to be completed prior to the expansion of the child care center.
- R-2 The applicant is to contact the Crime Prevention Unit of the Alexandria Police Department regarding safety programs available through the department for the children.

Human Services - Social Services:

- R-1 The site visit to review Special Use Permit #2001-0137 at the Creative Play School site was completed on January 10, 2002. DHS staff found this location to have the appropriate facilities to provide Before and After Care services for school-age children. DHS recommends approval of the Special Use Permit.

APPLICATION for SPECIAL USE PERMIT # 2001-0137

[must use black ink or type]

PROPERTY LOCATION: 100 E. WINDSOR AV

TAX MAP REFERENCE: 031.04-02-01 ZONE: RB

APPLICANT Name: CPS II, INC T/A
CREATIVE PLAY SCHOOL

Address: 100 E. WINDSOR AV

PROPERTY OWNER Name: DEL RAY METHODIST CHURCH

Address: 100 E. WINDSOR AV.

PROPOSED USE: BEFORE/AFTER SCHOOL PROGRAM FOR ELEMENTARY-

AGE CHILDREN IN DEL RAY NEIGHBORHOOD
Expand existing child care center by adding 60 children ages 6 to 12.

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.

R.P. Smalley
Print Name of Applicant or Agent

[Signature]
Signature
703 658 4626
751 3388 703-658-0448
Telephone # Fax #

6213 LAKEVIEW DR
Mailing/Street Address

FALLS CHURCH VA 22041
City and State Zip Code

12.13.01
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.

Helen D & Ralph D. Smalley
6213 Lakeshore Dr Falls Ch. VA 22041

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

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

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

This application seeks a modification and expansion of an existing use previously permitted as a Special Use and which is continuing. Since the expansion proposed replaces another tenant already occupying the premises, the impact on adjacent property owners will not be increased. The applicant, Creative Play School, has operated a child care center for 60 children in the downstairs portion of the Del Ray Methodist Church for eighteen years (SUP # 1574). This program is accredited by the National Association for the Education of Young Children (N.A.E.Y.C.) and will continue. It should also be noted that the applicant previously operated (with a separate S.U.P.) for three years a satellite toddler center for 30 children two blocks away on Mt. Vernon Avenue, but used this site for a playground and staff parking.

On the third floor of the church are four classrooms in which the use proposed here would operate a Before and After School program for up to 60 school-age children between 5 to 12 years of age. It is anticipated that these children would be from families in the Del Ray community. The Before School program would operate from 7:00AM to 8:30 AM at which time the children would be taken by bus to school. It is estimated that no more than 20 children would attend the Before School program. The After School program would serve up to 60 children and would operate from 3:00 PM to 6:00 PM. In the summer time, a day camp program would operate from 8:00AM to 5:00 PM with many activities taking place off site on field trips.

The goal of the program is to provide supervised play activities that encourage extra-curricular interests in art, science "discovery", music and drama, and sports. Time would also be provided for the children to complete homework assignments. As with all of its other programs, Creative Play School intends to develop a program that would, once established, be accredited by the N.A.E.Y.C.

Impacts

Traffic and Parking: A relatively small number of parents, perhaps twenty, would bring their children to the center in the morning. As many as 60 children would be picked up in the afternoon between 4:00 PM and 6:00 PM. Since the arrivals and departures are dispersed over a period of time, the impact is diminished. Ingress and egress from the parking lot is straightforward and in eighteen years of operation, has never presented a problem.

Noise: The children would play in the designated play area (separate from the child care program) with no more than 25 children playing outdoors at one time. This area is fenced and being at the rear of the building, is mostly out of sight from other properties. An existing, six foot high, solid board fence separates this area from the two homes adjacent to the playground.

Trash: An afternoon snack will be served and most trash would be generated from small milk or juice containers, napkins and paper plates. Little "wet" garbage is anticipated. Staff will dispose of this in commercial dumpsters, consistent with the present practice of the child care program.

Summary

In sum, this program proposes to serve an important educational need in the Del Ray community and is sponsored by an experienced applicant who has operated successfully at this location for eighteen years without issues or complaints from the neighborhood. It should be noted that this use will replace an existing tenant (an outside congregation) who uses the facility extensively on weekends and evenings, periods when neighbors are typically at home. It is likely that the use proposed here will have less impact on the neighborhood than the present one. Lastly, since the number of staff is comparable and the playtime for the proposed program is staggered with only 20 children outdoors at one time, the playground requirements and staff parking requirements for school age children is somewhat less than the permitted use for the toddler program which operated previously.

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).

sixty children, six to twelve years, 7 to 9 a.m.
(20 children, max), 2:45 pm to 6:00 pm. M-F.

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

5 staff 7 to 9 and 2:45 to 6 pm M-F

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

Day:

Mon - Friday
Mon - Friday

Hours:

7 to 9 am & 2:45 to 6:00 pm
8:00 am to 5:00 pm summer
program - mid June to mid Aug.

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

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

NONE

B. How will the noise from patrons be controlled?

Children are supervised at all times.

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?

Paper goods disposed of in commercial "dumpster"

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

two bags / day

C. How often will trash be collected?

Current (existing) schedule-

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

Staff supervise children. No litter is generated.

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?

*We follow detailed requirements of licensing
by Dept of Social Services (state regulations)*

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?

SIX

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

10 Standard spaces

_____ Compact spaces

1 Handicapped accessible spaces.

2 Other. *available but not striped now.*

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? None

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

C. Where are off-street loading facilities located?

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

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

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?

Existing access is adequate.

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?

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

CHILD CARE SUPPLEMENTAL APPLICATION

Supplemental information to be filed by applicants requesting special use permit approval of a child care home or child care center. All applicants must submit a plot plan of the property, showing play areas and parking and an interior floor plan.

Child Care Homes

Applicants requesting special use permit approval of a child care home for six to nine children within a home shall complete this section.

1. Is the proposed facility the principal residence of the operator? Yes. No.
2. Is the operator registered with the City of Alexandria Office of Early Childhood Development to provide child care in the home? Yes. No.
3. How many children, including resident children, will be cared for? _____
4. How many children reside in the home? _____
5. How old are the children? (List the ages of all children to be cared for)
 Resident: _____
 Non-resident: _____
6. A minimum of 75 square feet of outdoor play area must be provided for each child above age two, on the lot.
 Play area required:
 Number of children above age two: _____ x 75 square feet = _____ square feet.
 Play area provided: _____ square feet.
7. If the lot does not have room for on-site play area, is the child care home within 500 feet of a park or playground available for the children to play in? Yes. No.

If yes please describe the play area:

If a play area that is not owned or leased by the operator is to be used by the children, written permission from the owner must be obtained and a copy submitted with this application.

Please note: child care homes are not permitted to display signs.

Child Care Homes and Child Care Centers

Applicants for both child care homes and child care centers (day care center, day nursery, and nursery schools) must complete the following section:

8. How many employees will staff the child care facility, including the operator?

five

How many staff members will be on the job at any one time? five

9. Where will staff and visiting parents park? parking lot

10. Please describe how and where parents will drop-off and pick-up children.

Parents park in lot & pick up children from rear entrance (same as presently used)

11. At what time will children usually be dropped-off and picked-up.

Drop-off

Pick-up

Not applicable; 4 pm to 6 pm
children will be brought to program from school, by bus.

12. What type of outdoor play equipment is proposed for the child care facility, if any? Where will it be located on the property?

Basketball hoops & other portable sport equipment appropriate to school-age children.

13. Are play areas on the property fenced? Yes. No.

If no, do you plan to fence any portion of the property? Yes. No.
Please describe the existing or proposed fence.

Child Care Centers Only

Applicants for child care centers (day care center, day nursery, and nursery schools) must complete the following section:

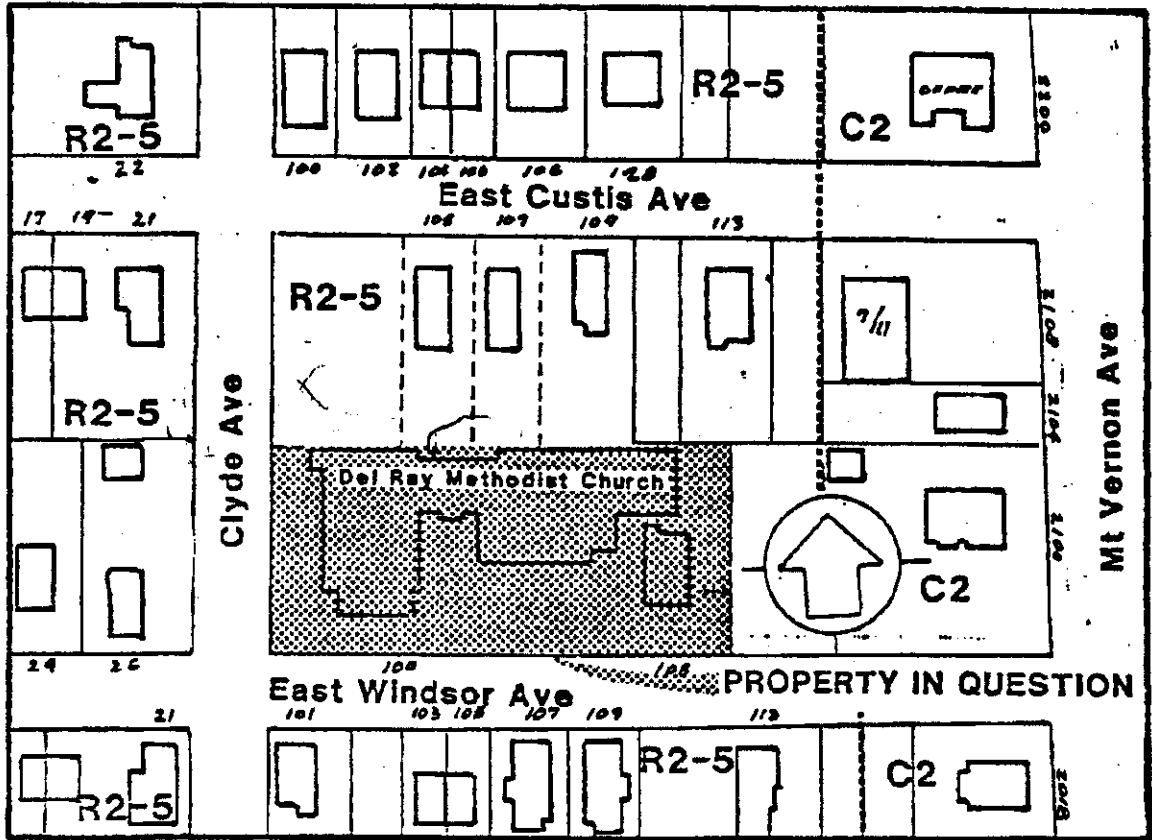
14. How many children will be cared for during one day? 60

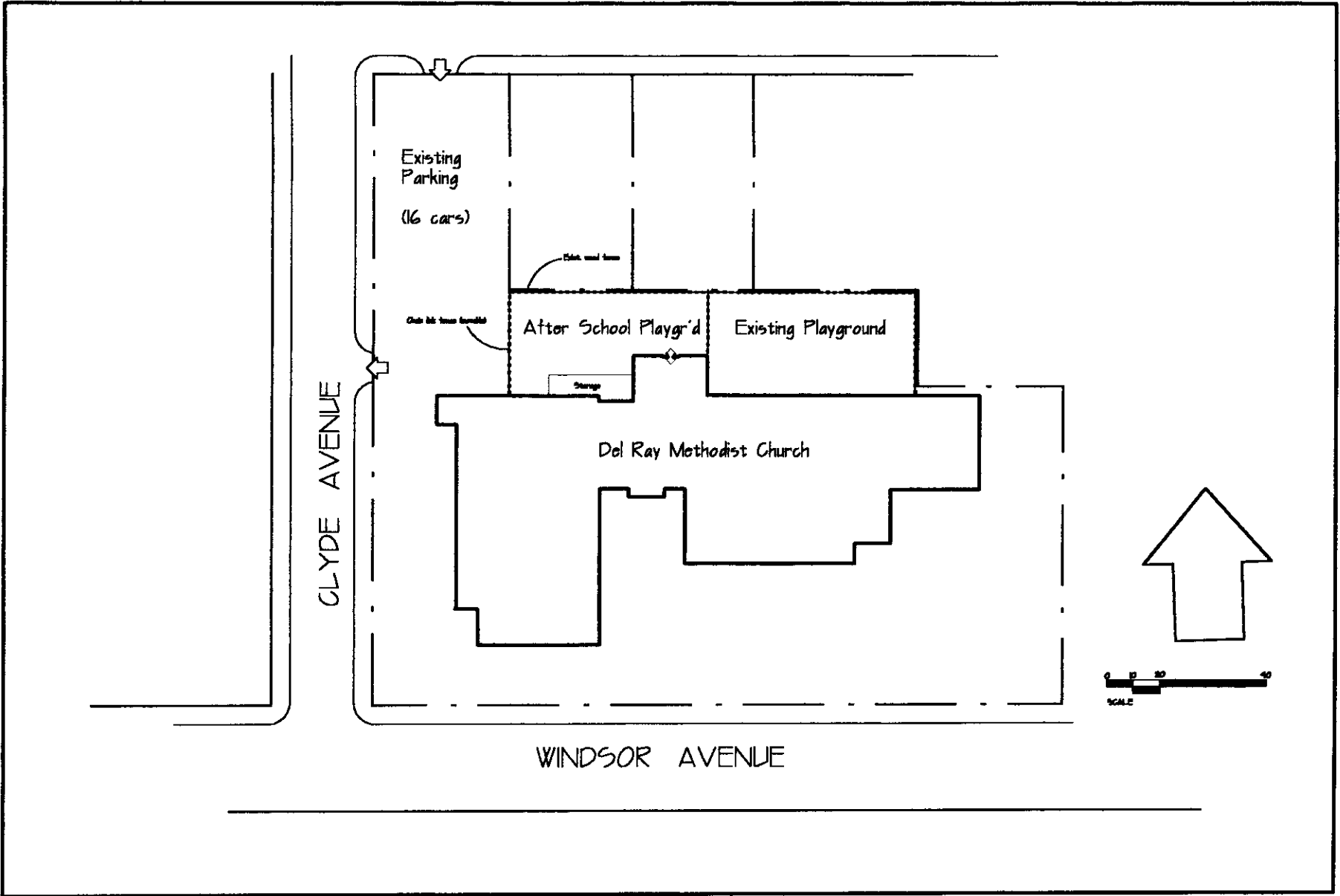
15. What age children do you anticipate caring for? 6 yrs to 12 yrs.

16. Does the operation have a license from the State of Virginia for a child care facility?

Yes. No. If yes, provide a copy of the license.

#1574





(16 cars)

Exist. wood fence

Chain link fence (movable)

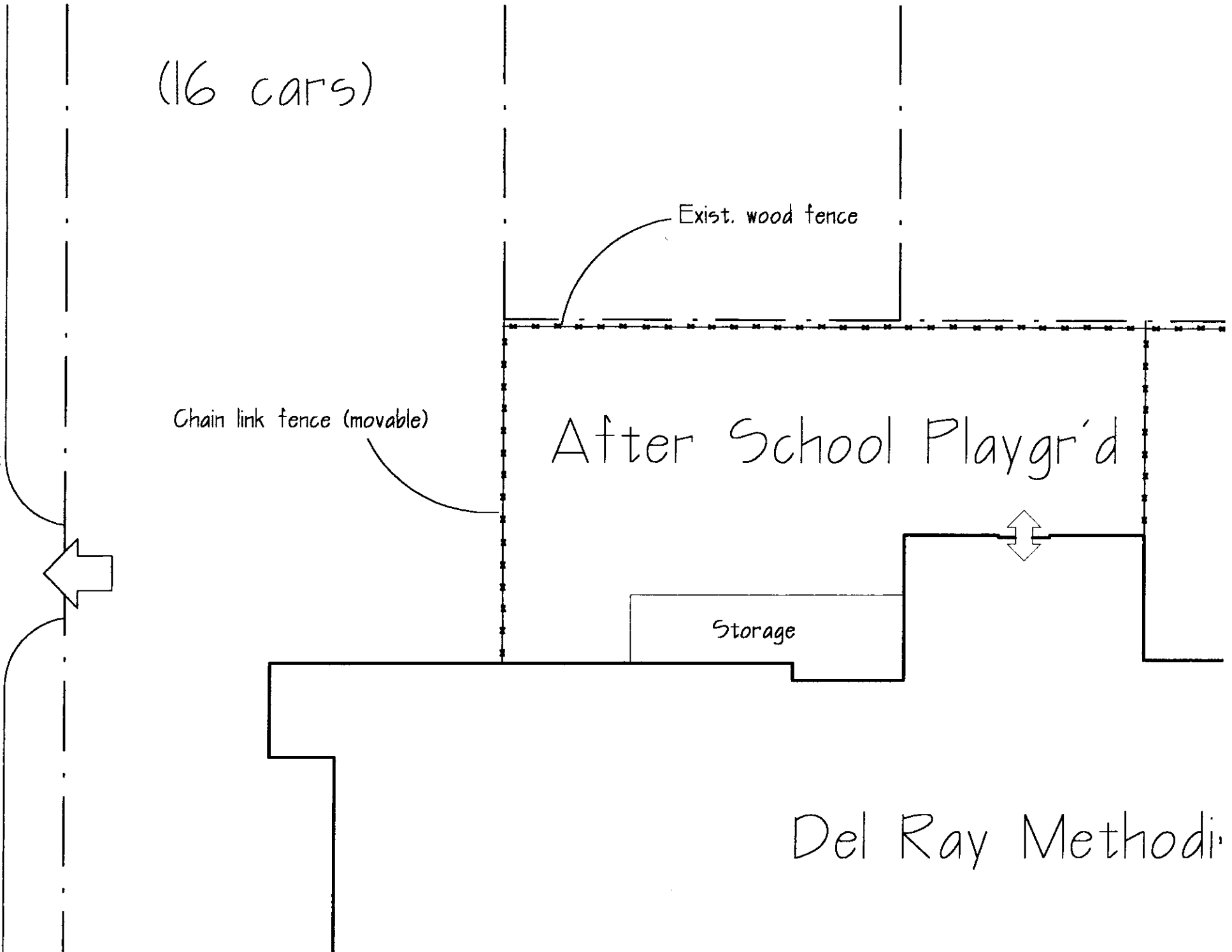
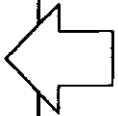
After School Playgr'd

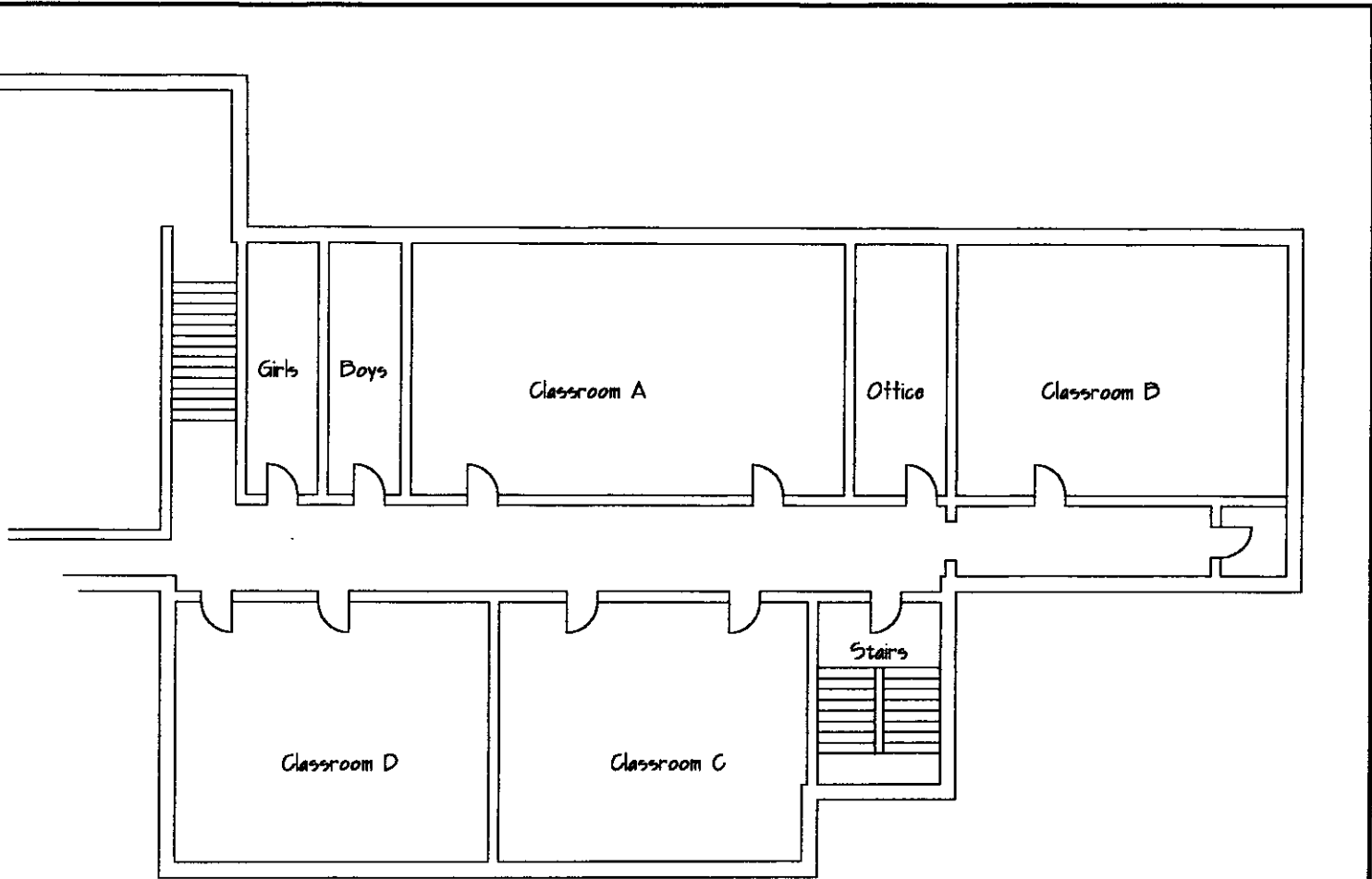
Storage

Del Ray Methodi

Sup 2001-0137

27





CREATIVE PLAY SCHOOL FLOOR PLAN

SEP 2001 - 0137

THE DEL RAY CITIZENS ASSOCIATION

P.O. BOX 2233

ALEXANDRIA, VIRGINIA 22301

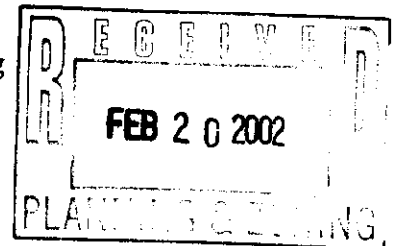
ESTABLISHED 1954

To: Members of Alexandria Planning Commission
Eileen Fogarty, Director, Office of Planning and Zoning

From: Bill Hendrickson, President
Amy Slack, Land Use Committee Co-chair
Sarah Haut, Land Use Committee Co-chair

Date: February 19, 2002

Subject: SUP# 2001-0037; **Creative Play School**, request for a special use permit to expand an existing child care facility at 100 East Windsor Avenue.



At our Land Use Committee meeting on February 12, 2002, we addressed the subject SUP request and met with the applicants, Mr. Ralph and Mrs. Helen Smalley.

The applicants wish to expand their program to provide before-school and after-school supervision for 60 children between the hours of 7am and 6pm, Monday through Friday. They also request permission to hold a Summer Camp during the months of June, July, and August for 60 children between the hours of 8am and 5pm.

Presently, the applicants operate a toddler day care business located at the Del Ray Methodist Church. It employs eight people and the proposed expansion will employ five additional people.

The proposed expansion is required to provide 6 parking spaces. There are no parking requirements for the existing toddler center. The site has a 16 space lot which must also serve the needs of the church. We note that should all 13 employees drive to work and park in the lot, few spaces will be available for parents when dropping off or picking up their children.

The committee remains unsure of some points. We were informed that the children would arrive by car or walk from their homes to the center in the morning. They will then walk to school. A small bus or large van will be used to pick them at the end of the school day and deliver them to the center. The bus or van route will be to turn off Mount Vernon Avenue onto Custis Avenue, turn into the parking lot and exit onto Clyde Avenue. Parents will most likely use the parking lot for drop off and pick ups. We ask, what is the size of the 'bus' and the frequency of trips needed to transport the children to and from school?

We were assured that many of the children will walk to and from their homes or school, as they live in the neighborhood. Does this mean that most children will arrive and depart unescorted?

While the committee has no objection to the proposal as described in the application, we do have concerns about the increased concentration of noise and traffic the use will

generate and the impact on the adjacent neighbors. Whereas the applicants feel that their proposal will not be as disruptive as the previous tenant, we believe it will be as disruptive but in a different manner.

Land Use Committee voted to support the SUP. Since our meeting ended abruptly, we did not have time to discuss specific conditions in addition to those usually recommended by staff.

The Executive Board voted to *support the request with the following conditions*, at their meeting on February 19, 2002.

- The amended hours of operation be limited to Monday through Friday from 7am to 9am and 2:45pm to 6:00pm during the school year as represented in the application.
- The enrollment shall be limited to 20 children in the morning session and 60 children in the afternoon session, as stated in the application.
- The 'Summer Camp' will operate Monday through Friday from 8am until 5pm during the months of June, July and August and the enrollment shall be limited to 20 children between the ages of 6 to 12 years old.
- The applicant agrees to make the following site improvements: install landscaping in the play areas, substitute the proposed chain-link fencing for an attractive option such as wood, enclose or screen the dumpster and keep the enclosures in good order.
- The applicant will work with staff and a representative of the adjacent neighbors to devise and will implement an approved plan to mitigate noise created by the additional children.
- A one year review.

Furthermore, the Executive Board feels that a closer examination the traffic impact will have on the neighborhood should be made, that a plan should be developed and that plan be a condition of the permit. Clyde Avenue is a narrow residential street not suited to the potential number of vehicle trips per day this use may generate. As co-chair, I suggest we look for solutions such as a plan modeled on one recently submitted by Commonwealth Academy on Leslie Avenue.

We request your support for this position and welcome your questions and comments. Please feel free to contact Amy Slack at 703-549-3412 or Sarah Haut at 703-838-9080 and Bill Hendrickson at 703-549-7365 (days), 703-519-9410 (evenings).



Early Childhood Commission

A cooperative effort
City of Alexandria and Alexandria City Public Schools

2525 Mt. Vernon Ave.
Alexandria, Virginia 22301
(703) 838-0875

March 5, 2002

Eric Wagner, Chair
Planning Commission
301 King Street, Room 2100
Alexandria, Virginia 22313

Dear Mr. Wagner:

On behalf of the Alexandria Early Childhood Commission, I am pleased to provide this letter of support for the Creative Play Schools application for a special use permit to operate a school age child care program at 100 E. Windsor Avenue. There is an ongoing need for quality school age child care in the City and the program proposed by Creative Play Schools will expand the options available to parents during the very important time before and after school when so many children are left to their own devices.

Diane Smalley, the owner and administrator of Creative Play Schools, is a longtime, highly respected member of the Alexandria early childhood community. She has been a member of the Alexandria Early Childhood Commission for thirteen years and has been active in the expansion of both the availability and the quality of child care resources for at-risk families.

Creative Play Schools was the first privately owned full-day child care center in the City to be accredited by the National Association for the Education of Young Children. In addition, Ms. Smalley was instrumental in the development and expansion of the Family Support Project and Virginia Preschool Initiative collaboration which provides funding for family support and other comprehensive services on site at nine child care centers and one Head Start classroom.

The Early Childhood Commission is committed to expanding both the availability and the quality of child care services to all children, but especially the at-risk population. Therefore, we strongly support the Creative Play Schools application and encourage you to approve their request. If you have any questions or need more information, you may contact me at the above number.

Respectfully submitted,

A handwritten signature in cursive script that reads "Eileen O'Brien".

Eileen O'Brien, Chair
Alexandria Early Childhood Commission

APPLICATION for SPECIAL USE PERMIT # 2001-0137 ⁹

[must use black ink or type]

PROPERTY LOCATION: 100 E. WINDSOR AV

TAX MAP REFERENCE: 031.04-02-01 ZONE: RB

APPLICANT Name: CPS II, INC T/A CREATIVE PLAY SCHOOL

Address: 100 E. WINDSOR AV

PROPERTY OWNER Name: DEL RAY METHODIST CHURCH

Address: 100 E. WINDSOR AV.

PROPOSED USE: BEFORE/AFTER SCHOOL PROGRAM FOR ELEMENTARY-

AGE CHILDREN IN DEL RAY NEIGHBORHOOD
Expand existing child care center by adding 60 children ages 6 to 12.

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.

R.D. Smalley
Print Name of Applicant or Agent

6213 LAKEVIEW DR
Mailing/Street Address

Falls Church VA 22041
City and State Zip Code

[Signature]
Signature
703 658 4626
751 3388 703-658-0448
Telephone # Fax #

12.13.01
Date

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

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

ACTION - PLANNING COMMISSION: 3/5/2002 Recommend Approval 7-0

ACTION - CITY COUNCIL: 3/16/02PH--See attached.

and (3) Approve the attached program amendment (Attachment I to the memorandum) for submission to the U.S. Department of Housing and Urban Development (HUD).

Council Action: _____

REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES (continued)

Planning Commission (continued)

7. DEVELOPMENT SPECIAL USE PERMIT #2001-0004
1623 DUKE ST
TABLE TALK RESTAURANT SITE

Public Hearing and Consideration of a request for a development special use permit extension for construction of an office building with restaurant; zoned OCH/Office Commercial High. Applicant: Mostafa Movahed, by Harry P. Hart, attorney.

COMMISSION ACTION: Recommend Approval 7-0

City Council approved the recommendation of the Planning Commission, **with condition no. 23 amended to read: "23. The entrance to the parking garage shall be designed to the satisfaction of the Director of Transportation and Environmental Services and the Director of Planning and Zoning which may provide for right-in and right-out traffic only through construction of an island on Duke Street."**

Council Action: _____

8. UPPER POTOMAC WEST

Public Hearing and Consideration of Approval of concept plans for redevelopment of the Safeway/Datatel and East Reed Avenue sites within the Upper Potomac West area.

COMMISSION ACTION: Recommend Approval 7-0

City Council approved the recommendation of the Planning Commission.

Council Action: _____

9. SPECIAL USE PERMIT #2001-0137
100 E WINDSOR AV
CREATIVE PLAY SCHOOL

Public Hearing and Consideration of a request for a special use permit to expand a child care center; zoned RB/Residential. Applicant: CPS II, Inc., trading as Creative Play School, by R. D. Smalley.

COMMISSION ACTION: Recommend Approval 7-0

City Council approved the recommendation of the Planning Commission, **with an amendment to condition no. 4 by increasing 30 children to 45 children, and with a change to condition no. 12 increasing the review period from six months to twelve months.**

Council Action: _____