

Docket Item #5
SPECIAL USE PERMIT # 2005-0120

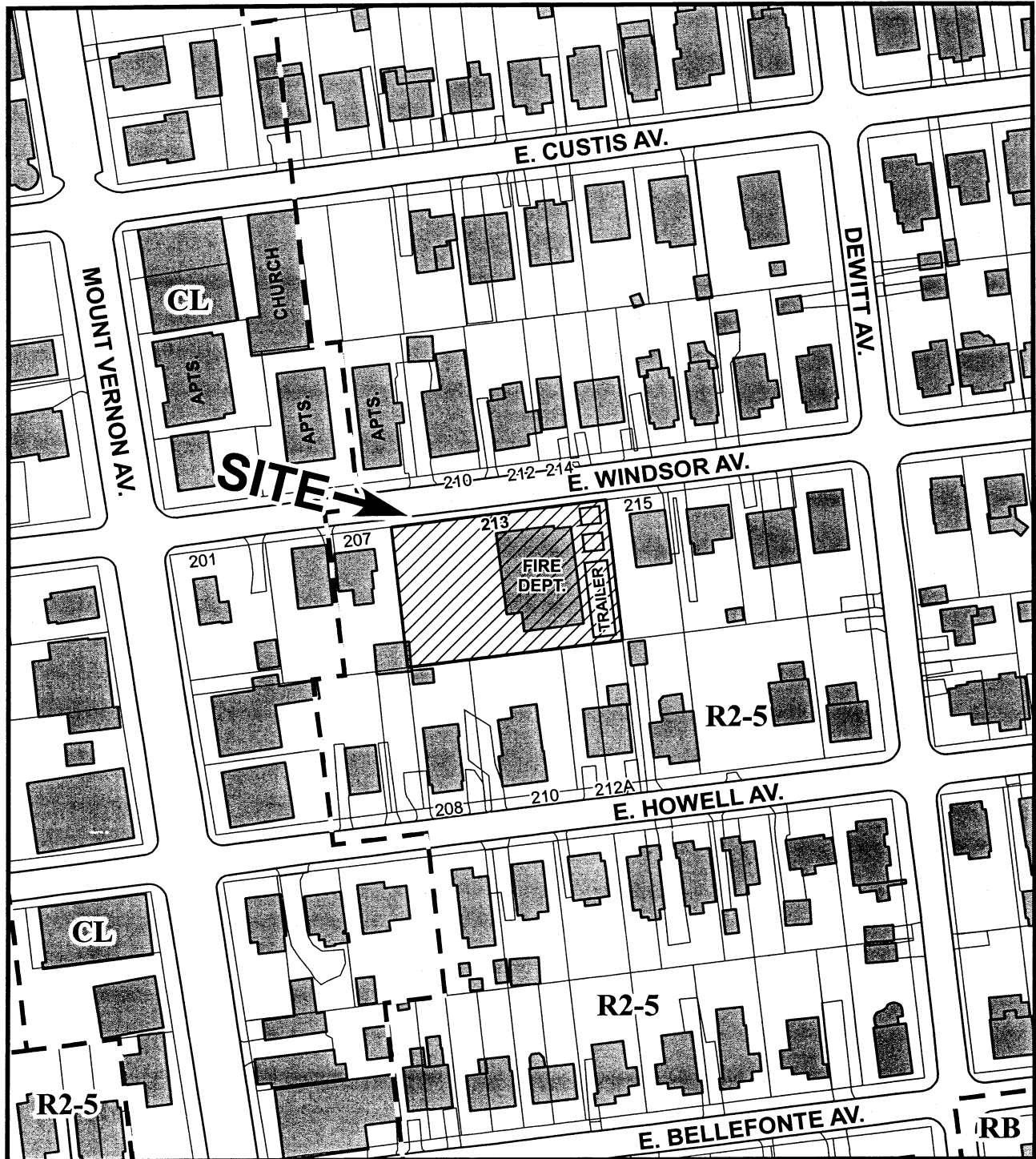
Planning Commission Meeting
January 3, 2006

- ISSUE:** Consideration of a request for a special use permit to place a temporary housing trailer at a fire station.
- APPLICANT:** City of Alexandria Fire Department
by John Franke
- LOCATION:** 213 E. Windsor Ave
- ZONE:** R-2-5/Residential Single and Two Family

PLANNING COMMISSION ACTION, JANUARY 3, 2006: 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.

STAFF RECOMMENDATION: Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the recommended permit conditions found in Section III of this report.



SUP #2005-0120

01/03/06



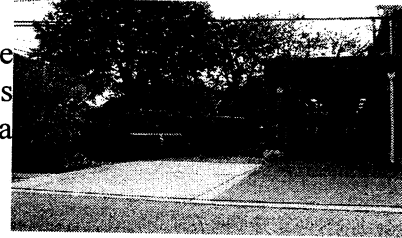
I. DISCUSSION

REQUEST

The applicant requests special use permit approval for a temporary trailer to serve as sleeping quarters for on-duty fire department personnel, located at 213 East Windsor Avenue.

SITE DESCRIPTION

The subject property is one lot of record with 175 feet of frontage on East Windsor Avenue, 120' 10" feet of depth and a total lot area of 17,500 square feet. The site is developed with a Fire Station, parking lot, and gas pump. Access to the property is from East Windsor Avenue. Surrounding the Fire Station is a mix of detached and semi-detached residential homes.



PROPOSAL

The applicant proposes to place a temporary trailer to be used as sleeping quarters for the assigned on duty personnel at the 213 East Windsor Avenue fire station while the interior of the fire station is being renovated. The trailer will be located on the east side of the fire station, an area that is currently designated for parking. Water and Sewer hookups within the temporary trailer will not be needed because station employees will be using the facilities within the fire station. The temporary housing trailer will accommodate up to eight persons per shift for the twelve month duration of the renovation. The temporary trailer will also allow the fire station to remain operational for 12 months while it is being renovated. The applicant has stated that other options have been explored, however it was deemed that relocation of personnel and equipment to other parts of the city would compromise the safety of the citizens of Alexandria located within the area served by the fire station.

Hours:	24 hours per day/ 7days per week
Time Requested:	The applicant requests that the trailer be on the premises for one year.
Number of personnel.:	8 per shift
Noise:	Noise anticipated from the trailer will be from small external air-conditioning units.
Trash/Litter:	The applicant anticipates no change in the type and the amount of trash produced.

PARKING

For parking purposes, the temporary trailer for the fire station is a community building. According to Section 8-200 (A) (7) of the Zoning Ordinance, a community building requires one space for every 200 square feet of floor area. A community building with 936 square feet will be required to provide five (4.68) off-street parking spaces. Currently there are 26 parking spaces on the property. The applicant proposes to use seven of the 26 parking spaces for the trailer and storage use, leaving 19 parking spaces for off-street parking. Therefore the proposed use will comply with parking regulations. The applicant proposes to keep the small storage trailers in front of the temporary trailer, facing E. Windsor Avenue, where they currently are located. There is a photograph of the small storage units in the attachments section of this report.

DEL RAY LAND USE COMMITTEE MEETING

On December 19, 2005, the Del Ray Land Use Committee held a meeting to discuss SUP#2006-0120. On a vote of 3-0, the Del Ray Land Use Committee voted in approval of the special use permit, allowing the Del Ray Fire Station to place a temporary housing trailer at the fire station. The land use committee also stated that the fire station renovations are needed and that the temporary housing trailer will not negatively impact the citizens of Del Ray.

ZONING/MASTER PLAN DESIGNATION

The subject property is located in the R-2-5 (Single and Two-Family) zone. Section 7-1101 (C) of the zoning ordinance requires that temporary trailers must obtain special use permit approval.

The proposed use is consistent with the Potomac West Small Area Plan chapter of the Master Plan which designates the property for RL (Residential Low) use.

II. STAFF ANALYSIS

Staff does not object to the location of a temporary housing trailer located on the fire station property, located at 213 East Windsor Avenue. Although the applicant is proposing to use the trailer for 12 months, staff is recommending 18 months to accommodate the potential for any unexpected construction delays. Parking for the property will be adequate for the trailer and fire station. The trailer will be screened by existing trees and shrubbery. The renovation of the fire station will be a positive investment for the property.

Staff recommends approval of the special use permit.

III. RECOMMENDED CONDITIONS

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

1. The special use permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)
2. The temporary trailer shall be removed 18 months from the date of issuance of the occupancy permit. (P&Z)
3. The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703-838-4520 regarding a security survey for the trailers. (Police)
4. The Director of Planning and Zoning shall review the special use permit after six months from the date of issuance of the occupancy permit for the temporary trailer 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 which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the director has received a request from any person to docket the permit for review, or (c) the director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

STAFF: Eileen Fogarty, Director, Department of Planning and Zoning;
Richard Josephson, Deputy Director;
James Hunt, Urban Planner.

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.

IV. CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

F-1 No Comment (Pending comments from DEQ)

Code Enforcement:

- C-1 The proposed construction shall conform with the Virginia Uniform Statewide Building Code.
- C-2 Handicapped accessibility shall be provided to the trailer.
- C-3 The trailer shall bear a seal showing compliance with the Virginia Industrialized Building Code.
- C-4 A building permit is required for the proposed work. Submit Five sets of drawings with the permit application.

Health Department:

F-1 No Comment

Police Department:

- R-1 The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703-838-4520 regarding a security survey for the trailers.
- R-2 The Police Department has no objections to the temporary housing trailers being placed on the property.

APPLICATION for SPECIAL USE PERMIT #2005-0120

Jan

[must use black ink or type]

PROPERTY LOCATION: 213 E. Windsor Ave

TAX MAP REFERENCE: 34.04-05-06 ZONE: R-2-5

APPLICANT Name: GSD / Capital Projects Div. John Franke Alexandria Fire Dept.

Address: 110 N. Royal St. #300, Alex.

PROPERTY OWNER Name: Alexandria Fire Dept.

Address: 900 Second St, Alexandria VA.

PROPOSED USE: temporary house trailers for sleeping quarters for fire department personnel.

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.

John Franke
Print Name of Applicant or Agent

[Signature]
Signature

110 N. Royal St #300
Mailing/Street Address

703.838.4770 703.519.3351
Telephone # Fax #

Alexandria VA 22314
City and State Zip Code

8255
9.29.05
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: Agent of the subject property.

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

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

- NA 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)

The City needs to provide temporary sleeping quarters for the assigned personnel at Alexandria Fire Station #202 (Figure 1) while the building interior is being renovated. It is proposed to erect temporary house trailer(s) on site to accommodate fire house personnel for the twelve (12) month duration of construction. This will allow the fire station to remain in operational status. Other options have been explored and it has been deemed that relocation of personnel and equipment to other addresses would compromise the safety of the citizens located within this area served by the fire department.

The exterior color and style of the trailers will be a typical of most construction trailers. They are generally either grey or beige in color. The proposed location for the trailer(s) is on the east side of the fire house. The trailers will be screened fully on three sides, by the building or the existing six foot stockade fence located on the property boundaries (Figure 2). The street side of the trailers will be partially screened by existing shrubs and small trees. The trailers would only be visible from the front the driveway entrance. However this exposed space between the trailers and the street will be used for parking of equipment that is already located on the east side of the building.

The trailers will have electric HVAC systems and lights. Therefore the existing parking area will not be disturbed for installation of sanitary facilities.

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: temporary trailer for sleeping quarters

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).

6-8 persons Not a public area

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

6-8 persons per shift 24/7/365 days

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

Day: 24 hrs / 7 days per wk. Hours: _____

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

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

Small external A/C units

B. How will the noise from patrons be controlled?

There should be no noise to control
as space will be for sleeping quarters.

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

N/A

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?

Same / No change in trash amount
Generated

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

Same as current trash generation.

C. How often will trash be collected?

Same Schedule

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

Litter ~~is~~ will not be created

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?

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

REVISED

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?

none

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

19 ~~25~~ Standard spaces ~~(21 w/trailer no place)~~
 _____ Compact spaces
 _____ Handicapped accessible spaces.
 _____ Other.

*SA
New
Applicant*

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:

N/A

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? N/A

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

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?

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?

Current facility 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) + _____ 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: _____

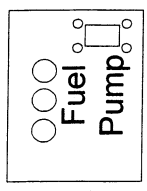
other, please describe: temporary trailers on existing site

our own view

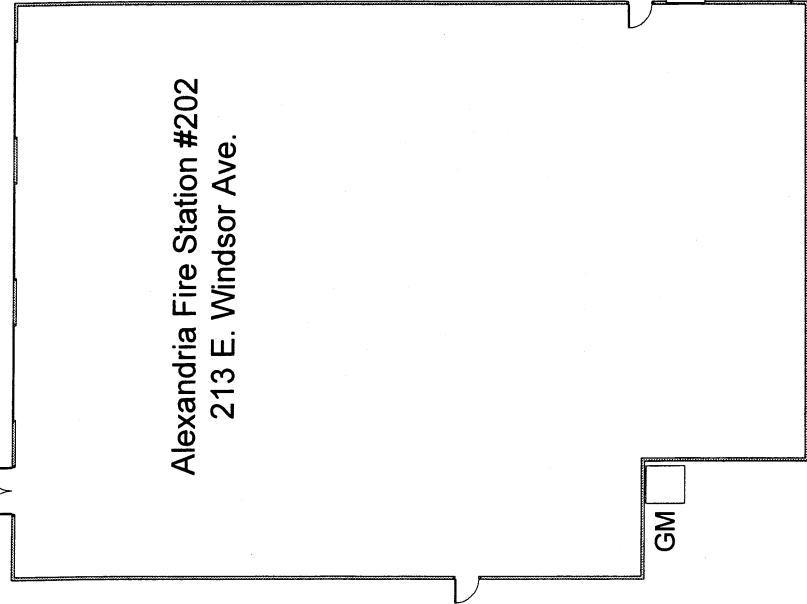


E. Windsor Avenue

Utility Pole



Stockade Style Fence the Length of Property Line



Alexandria Fire Station #202
213 E. Windsor Ave.

Proposed Location of Temporary Housing unit(s)

ESP

GM

Stockade Style Fence the Length of Property Line

175'-3"

120'-10"

18'-0"

52'-0"

11'-0"

14'-0"

6'-2"

Alexandria Fire Station #202 213 E. Windsor Ave., Alexandria, VA 22301 - 1317		DWG NO SP-2	REV
Proposed House (Construction) Trailer Location		F-SCM NO	
GSD / Capital Projects Div.	By John Franke	SCALE 1 in = 20ft. 0in.	SHEET 1 OF 1

- Notes:
1. Location of trailer may vary +/- 5' due to location of trailer entrances
 2. Size of trailer not to be larger than footprint indicated.

- Legend
1. ESD - Overhead Electric Service Drop
 2. GM - Gas Meter

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DATE 2005-11-04



E. Windsor Avenue

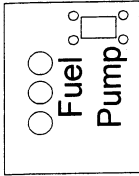
Alexandria Fire Station #202
213 E. Windsor Ave.

120'-10"

175'-3"

ESD

GM



Fuel Pump

Legend

- 1. ESD – Overhead Electric Service Drop
- 2. GM – Gas Meter

Alexandria Fire Station #202 213 E. Windsor Ave., Alexandria, VA 22301 - 1317		Site Plan	
GSD / Capital Projects Div.	By John Franke	SIZE	FSCM NO
		SCALE	1in = 20ft, 0in.
		DWG NO	SP-1
		REV	
		SHEET	1 OF 1

Alexandria Fire Station #202
213 E. Windsor Ave.

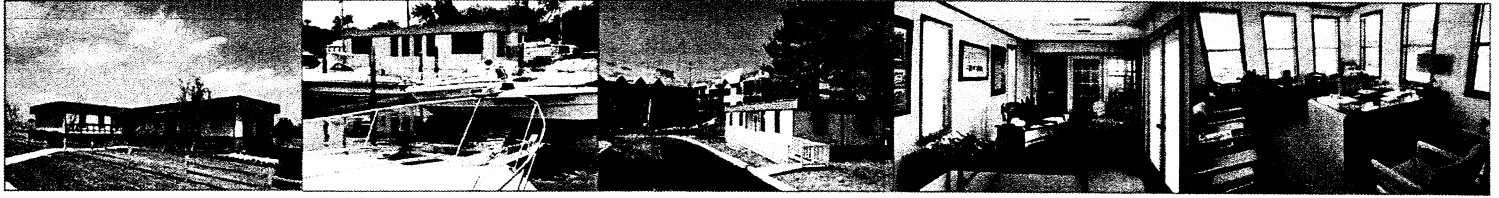


Figure 1



Figure 2

Imagine the possibilities...



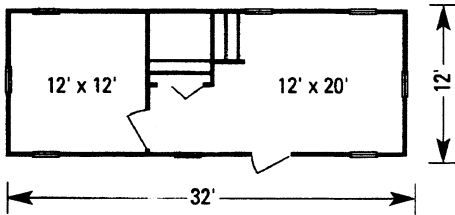
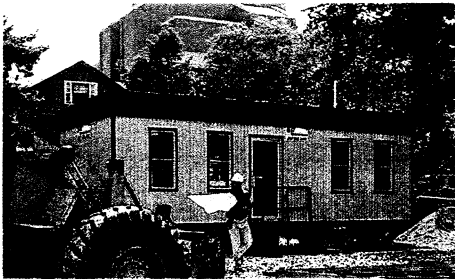
Business Office

Marina Office

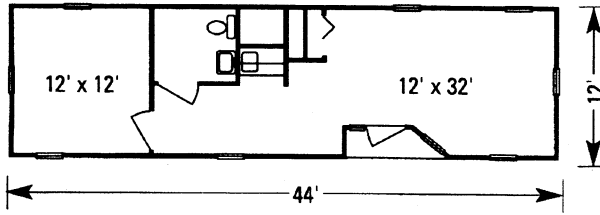
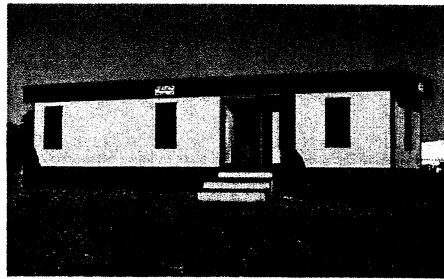
Sales Office

Custom Interiors

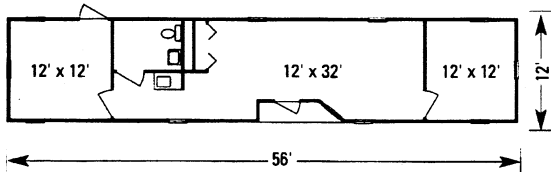
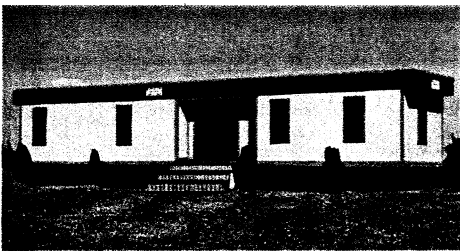
Single Office Model-384 sq. ft.



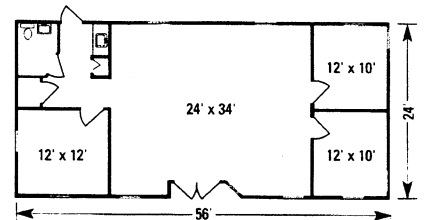
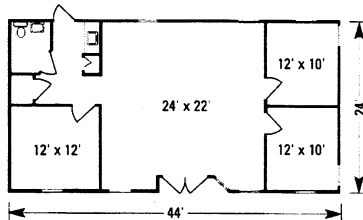
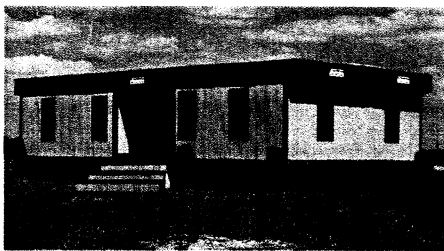
Single Office Model-528 sq. ft.



Three Office Model-440 sq. ft.



Three Office Model-672 sq. ft.



Other sizes, floorplans, configurations and specifications are available. Wood, vinyl and metal exteriors and skirting are also available. Specifications may vary. All building dimensions shown do not include hitch.

Del Ray Citizens Association

PO Box 2233

ALEXANDRIA VA 22301

ESTABLISHED 1954

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

From: Amy Slack, Land Use Committee Co-Chair
Sarah Haut, Land Use Committee Co-Chair
Laurie MacNamara, President

Date: January 3, 2006

Subject: Special Use Permit #2005-0120
Request to place a temporary housing trailer at a fire station.
Applicant: City of Alexandria Fire Department by John Franke

Mr. John Franke and Battalion Chief John North attended the Land Use committee meeting on December 19, 2005 to discuss the proposal. Urban planner James Hunt attended to answer questions of staff. We'd distributed flyers to the immediate neighbors and the item was announced in the Association newsletter.

The Land Use committee and the Executive Board support the application. We believe the request is reasonable. In addition, we have requested a short presentation of the firehouse renovation plan be made at our general membership meeting of January 9, 2006.

We request your support for this position and welcome your questions and comments. Please feel free to contact President Laurie MacNamara at 703-519-9410, Co-chairs Amy Slack at 703-549-3412 or Sarah Haut at 703-838-9060.

Del Ray Citizens Association

5
1-21-06

PO Box 2233

Alexandria VA 22301

Established 1954

To: Honorable Members of City Council
Eileen Fogarty, Director, Office of Planning and Zoning

From: Laurie MacNamara, President
Amy Slack, Land Use committee Co-chair
Sarah Haut, Land Use committee Co-chair

Date: January 20, 2006

Subject: Docket item #5, SUP# 2005-0120
Alexandria Fire Department at 213 Windsor Avenue.
Consideration of a request for a special use permit to allow a temporary trailer to be used as housing for fire department personnel during renovations of the fire station; zoned R-2-5/Residential.
Applicant: Department of General Services and Fire Department

At their regular meeting of January 9, 2006, the membership voted to support the request. We look forward to a brief presentation by General Services and the Fire Department of the proposed interior renovations at our February meeting.

We request your support for this position and welcome your questions and comments. Please feel free to contact President Laurie MacNamara at 703-519-9410 and Co-chairs Amy Slack at 703-549-3412 or Sarah Haut at 703-838-9060.

APPLICATION for SPECIAL USE PERMIT #2005-0120

Jan

[must use black ink or type]

PROPERTY LOCATION: 213 E. Windsor Ave

TAX MAP REFERENCE: 34.04-05-06 ZONE: R-2-5

APPLICANT Name: GSD / Capital Projects Div. John Franke Alexandria Fire Dept.

Address: 110 N. Royal St. #300, Alex.

PROPERTY OWNER Name: Alexandria Fire Dept.

Address: 900 Second St, Alexandria VA.

PROPOSED USE: temporary house trailers for sleeping quarters for fire department personnel.

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John Franke
Print Name of Applicant or Agent

[Signature]
Signature

110 N. Royal St #300
Mailing/Street Address

703.838.4770 703.519.3351
Telephone # Fax #

Alexandria VA 22314
City and State Zip Code

9.29.05
Date

DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY

Application Received: Date & Fee Paid: \$

ACTION - PLANNING COMMISSION: by unanimous consent recommended approval 1/3/06

ACTION - CITY COUNCIL: 1/21/06 - CC approved the PC recommendation 7-0