

DOCKET ITEM #2

Special Use Permit #2012-0018
207 South Peyton Street – Saint Coletta’s School

Application	General Data	
Consideration of a request to increase the number of students at a private school.	Planning Commission Hearing:	May 1, 2012
	City Council Hearing:	May 12, 2012
Address: 207 South Peyton Street	Zone:	OCH/Office Commercial High Zone
Applicant: Saint Coletta’s of Greater Washington, Inc. by M. Catherine Gibbs	Small Area Plan:	King Street Metro/Eisenhower Avenue

Staff Recommendation: APPROVAL subject to compliance with all applicable codes and ordinances and the recommended permit conditions found in Section III of this report.
Staff Reviewers: Nathan Randall nathan.randall@alexandriava.gov

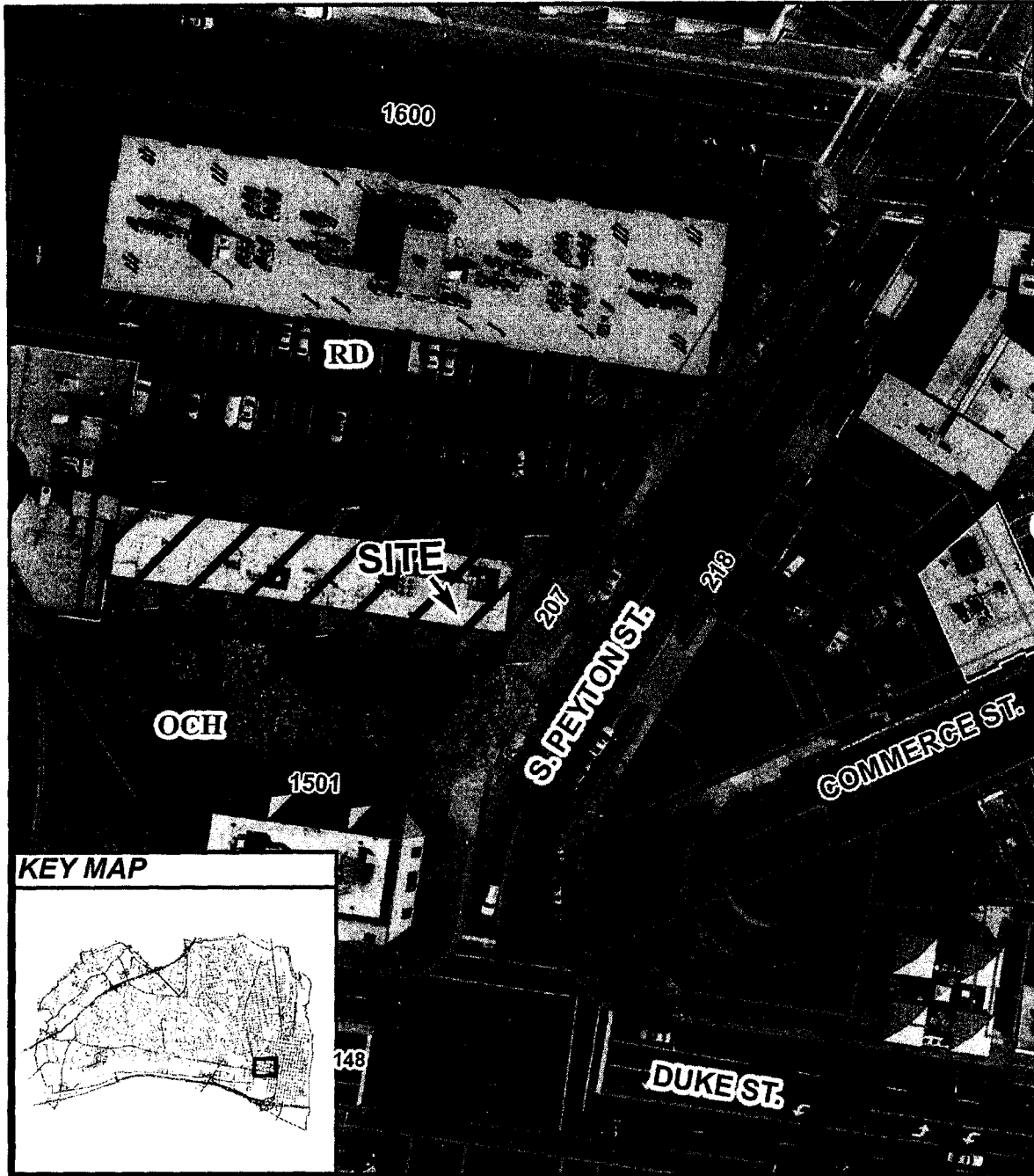
PLANNING COMMISSION ACTION, MAY 1, 2012: On a motion by Mr. Jennings, seconded by Mr. Dunn, the Planning Commission recommended approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations. The motion passed on a vote of 7 to 0.

Reason: The Planning Commission agreed with the staff analysis.

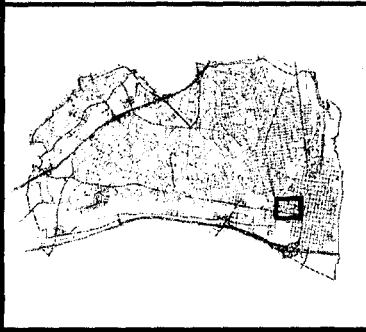
Speakers:
 Alice Fitzgerald, representing the 1600 Prince Street Condominium, stated that she supports Saint Coletta’s School but is concerned about school-related vehicles impacting sight distances for vehicles exiting the nearby condominium driveway. She suggested the construction of “bump-outs” in the public right-of-way to improve sight distances.

Mark McNutt, 1600 Prince Street, expressed concern about the scarcity of residential parking in the area.

Mary Catherine Gibbs, attorney representing the applicant, spoke in support of the application and recognized several audience members present at the hearing who support the application. She stated that the school is willing to address the matter of sight distances by enhancing its transportation plan (Condition #4) in a variety of ways, such as adding more staff monitors outside and by placing temporary traffic cones around the condominium driveway exit to prevent vehicles from blocking sight distances for exiting residents.



KEY MAP



SUP #2012-0018

5/1/2012



I. DISCUSSION

The applicant, Saint Coletta's School Inc. by Mary Catherine Gibbs, attorney, requests a Special Use Permit amendment to increase the number of students at an existing private school at 207 South Peyton Street.

SITE DESCRIPTION

The subject site is a 20,500 square-foot building on one lot of record with 76 feet of frontage on South Peyton Street, 200 feet of depth, and a total lot area of approximately 14,000 square feet. Saint Coletta's School occupies the entire building, which has a small gift shop and semi-enclosed parking garage on the ground level, and two upper floors for student instruction.



Office buildings surround the site on three sides; the 1600 Prince Street residential condominium is located immediately next-door to the north.

BACKGROUND

Prior to the subject building being constructed, BZA Case #5261 was approved in 1986 for a parking variance to allow all parking spaces on the site to be compact in size, with a narrower drive aisle than usual. City Council first approved a Special Use Permit for Saint Coletta's at this site in June 1996 (SUP#96-0088). At the time, the school instructed mentally handicapped and disabled children and young adults. Today the school provides services, such as life and vocational skills training, to disabled adults only.

Most recently, an administrative minor amendment (SUP#2011-0004) was approved in March 2011 increasing the number of adult students at the school from 75 to 90.

On April 4, 2012, staff inspected the premises for compliance with conditions of SUP#2011-0004 and found no violations.

PROPOSAL

The applicant proposes to add 40 students at its existing private school, which would change the maximum number allowed from the current 90 to 130. The school, which provides education, day support, pre-vocational training, and support employment to adults with intellectual disabilities, is planning interior renovations to its space that will allow it to accommodate the additional students. In addition, an increase in staff from the current 30 to approximately 50 will be necessary to accommodate the increased student body. No other changes to the operation are expected. The school will also continue to operate a small gift shop area in the front lobby selling

student-made arts and crafts on an occasional basis. Additional elements of the proposal are as follows:

<u>Number of Students:</u>	90 (existing) 40 (additional students requested) 130 total students proposed
<u>Number of Employees:</u>	30 (current) 20 (additional employees expected) 50 total employees expected
<u>Hours of Operation:</u>	8 a.m. – 5 p.m. Monday – Friday, with occasional night and weekend activities
<u>Peak Pick-Up/Drop Off Hours:</u>	8:40 a.m. – 9:30 a.m. 2:40 p.m. – 3:30 p.m.
<u>Noise:</u>	Normal noises from students as they arrive and depart the school
<u>Trash:</u>	Typical office/school trash is expected and is collected from trash room on a weekly basis or more often if needed

ZONING/MASTER PLAN DESIGNATION

The subject property is zoned OCH / Office Commercial High. Section 4-1103(U) of the Zoning Ordinance allows a private school in the OCH zone only with a Special Use Permit.

The proposed use is consistent with the King Street Metro / Eisenhower Avenue Small Area Plan chapter of the Master Plan which designates the property for office and commercial uses.

STUDENT DROP-OFF / PICK-UP

The applicant proposes to continue operating under the pick-up and drop-off plan approved as part of the prior SUP approval last year. A combination of busses, vans, taxis, and private vehicles drop off students typically between the hours of 8:40 a.m. and 9:30 a.m. and pick them up between the hours of 2:40 p.m. and 3:30 p.m. Students do not drive themselves to the school.

Drop-off and pick-up activities occur in one of two areas immediately adjacent to the school building: either the designated on-street loading zone in front of the main entrance, and the other or in the driveway on the southern side of the building.

In the past, staff has heard complaints from management of 1600 Prince Street that drivers picking-up and dropping-off students were blocking the entrance to their parking area next-door and using it as a waiting area. Staff has not observed either circumstance during its visits to the site and recent conversations with management indicate that student pick-up and drop-off has improved.

PARKING

According to Section 8-200(A)(11) of the Zoning Ordinance, a private school is required to provide one parking space for every 10 students. The proposed 130-student school would ordinarily be required to provide a minimum of 13 off-street parking spaces. However, the original 1996 SUP approval required a minimum of 48 parking spaces in anticipation of the 65 staff members who would be working at the school.

The applicant satisfies its parking requirement by providing 48 off-street parking spaces, 33 of which are located in the ground-level garage area on site, and 15 of which are located in the Coal Yard property on North Henry Street. The applicant reports that approximately 50 staff members are expected at the school upon expansion, which is less than the 65 staff approved at the site by SUP in 1996 because the adult school program, the only function at the site today, requires fewer staff.

II. STAFF ANALYSIS

Staff supports the applicant's proposal to increase the number of students at the school. The use provides a valuable service to the community and the requested increase is reasonable.

Generally speaking, significant neighborhood impacts are not expected from the operation of this use. Students programs are located entirely within the building and during typical daytime hours. The 48-space parking requirement, which has been carried forward from prior SUP cases, is sufficient for this approval given that approximately 50 staff members will be present at the school upon expansion and that some of them will use public transportation to reach the site given the school's proximity to King Street Metro.

The current drop-off and pick-up plan, amended as part of the most recent SUP approval, appears to function well for the current number of students attending the school. The stationing of school staff next to the front entrance and side driveway every day is a particularly important element toward preventing backed-up traffic, preventing vehicles from parking in the neighboring condominium property, and generally ensuring the smooth and successful arrival and departure of students. Staff has some concern that, with additional vehicles expected as a result of the expansion, vehicles could bunch together at the end of the school day, overwhelming the capacity of the existing drop-off and pick-up areas and impeding traffic flow on South Peyton Street. However, revised Condition #4 will require the applicant to identify and implement solutions within a revised drop-off and pick-up plan if necessary to prevent impacts on adjacent properties or on the reasonable flow of traffic. The placement of additional staff outside during arrival and departure times (already required, as needed, in Condition #7) could be a part of any such solution. Staff will also review the drop-off and pick-up arrangement as part of the school's required one-year review (Condition #14.)

Staff recommends approval of the Special Use Permit request subject to the conditions contained in Section III of this report.

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 entity in which the applicant has a controlling interest. (P&Z) (SUP#96-0088)
2. **CONDITION AMENDED BY STAFF:** No more than ~~90~~ 130 students shall be permitted at the school at any one time. (P&Z) (~~SUP#2011-0004~~)
3. No more than 65 staff members shall be permitted at the school at any one time. (P&Z) (SUP#96-0088)
4. **CONDITION AMENDED BY STAFF:** The applicant shall submit and maintain a pick-up/drop-off and parking plan to the satisfaction of the Directors of Planning and Zoning and Transportation & Environmental Services which (a) confirms that there are a minimum of 48 off-street parking spaces available for school staff and visitors at all times that the school is in session and (b) demonstrates how both drop off and pick up for all existing and additional new students will be accommodated without impacting adjacent properties or the reasonable flow of traffic on South Peyton Street. (P&Z) (T&ES) (~~SUP#2011-0004~~)
5. The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department for a security survey for the school. (Police) (SUP#96-0088)
6. Lighting in the garage shall be provided at a level acceptable to the Police Department and the Department of Transportation and Environmental Services. (Police) (SUP#96-0088)
7. The applicant shall designate at least one employee, and more employees as necessary, to supervise student pick-up and drop-off at the beginning and end of each school day and to assure that no vehicles used for student transportation block access to neighboring properties to the satisfaction of the Director of Planning & Zoning. (P&Z) (T&ES) (SUP#2011-0004)
8. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all SUP provisions and requirements. (P&Z) (SUP#2011-0004)
9. Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in a closed container which does not allow invasion by animals. No trash and debris shall be allowed to accumulate on site outside of those containers. (P&Z) (SUP#2011-0004)

10. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES) (SUP#2011-0004)
11. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES) (SUP#2011-0004)
12. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES) (SUP#2011-0004)
13. The applicant shall require its employees who drive to use off-street parking and/or provide employees who use mass transit with subsidized bus and rail fare media. The applicant shall also post DASH and Metrobus schedules on-site for employees. (T&ES) (SUP#2011-0004)
14. **CONDITION AMENDED BY STAFF:** The Director of Planning and Zoning shall review the Special Use Permit one year after approval 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 as the result of a complaint that rises to the level of a violation of the permit conditions, 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) (SUP#2011-0004)

STAFF: Barbara Ross, Deputy Director, Department of Planning and Zoning;
Nathan Randall, 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:

- 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. (T&ES) (SUP2011-00004)
- C-2 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). (SUP2011-00004)

In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of City Council approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)

Recommendations:

From Previous SUP2011-00004

4. The applicant shall submit and maintain a pick-up/drop-off and parking plan to the satisfaction of the Directors of Planning and Zoning and Transportation & Environmental Services which (a) confirms that there are a minimum of 48 off-street parking spaces available for school staff and visitors at all times that the school is in session and (b) demonstrates how both drop off and pick up for all existing and additional new students will be accommodated without impacting adjacent properties. (P&Z) (T&ES) (SUP2011-00004)
7. The applicant shall designate at least one employee, and more employees as necessary, to supervise student pick-up and drop-off at the beginning and end of each school day and to assure that no vehicles used for student transportation block access to neighboring properties to the satisfaction of the Director of Planning & Zoning. (P&Z, **T&ES**) (SUP2011-00004)
10. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES) (SUP2011-00004)
11. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES) (SUP2011-00004)

12. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES) (SUP2011-00004)
13. The applicant shall require its employees who drive to use off-street parking and/or provide employees who use mass transit with subsidized bus and rail fare media. The applicant shall also post DASH and Metrobus schedules on-site for employees. (T&ES) (SUP2011-00004)

Code Enforcement:

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Ken Granata, Acting Plan Review Supervisor at ken.granata@alexandriava.gov or 703-746-4193.
- C-1 Building and trades permits are required for the remodeling phase of the project. Five sets of *construction documents* sealed by a *Registered Design Professional* that fully detail the construction as well as layout and schematics of the mechanical, electrical, and plumbing systems shall accompany the permit application(s)
- C-2 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-3 Any proposed future alterations to the existing structure must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-4 Before a building permit can be issued on any proposed future alterations, a certification is required from the owner or owner's agent that the building has been inspected by a licensed asbestos inspector for the presence of asbestos.
- C-5 A new Certificate of Occupancy shall be obtained prior to any occupancy of the building or portion thereof. The document will serve as the new required occupancy load being requested.
- C-6 The maximum occupant load permitted in any area, space or room is based on USBC 1004.1. Any assembly room or space that contains an occupant load of 50 or more will require a Fire Prevention Permit, as well as an approved permanent legible sign stating the occupancy load located at main exit or exit access doorway in the room or space.
- C-7 Toilet Rooms for Persons with Disabilities:
 - (a) Water closet heights must comply with USBC 1109.2.2
 - (b) Door hardware must comply with USBC 1109.13

- C-8 Toilet Facilities for Persons with Disabilities: Larger, detailed, dimensioned drawings are required to clarify space layout and mounting heights of affected accessories. Information on door hardware for the toilet stall is required (USBC 1109.2.2).
- C-9 Required exits, parking, and facilities shall be accessible for persons with disabilities.
- C-10 Electrical wiring methods and other electrical requirements must comply with NFPA 70, 2008.
- C-11 Sufficient toilet rooms must be provided to accommodate the total occupancy load being requested per USBC.
- C-12 Means of egress shall comply with USBC for the requested increase in occupancy load.

Health:

F-1 No Comments

Parks and Recreation:

F-1 No comments received

Police Department:

F-1 The Police Department has no objections to the request.



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2012-0018

PROPERTY LOCATION: 207 S. Peyton St.

TAX MAP REFERENCE: 73.02-06-04 **ZONE:** OCH

APPLICANT:

Name: St. Coletta's of Greater Washington, Inc.

Address: 207 S. Peyton St., Alexandria, VA 22314

PROPOSED USE: Expansion of existing Special Education School for Adults.

THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 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 staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.

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 IV, Section 4-1404(D)(7) 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 Director of Planning and Zoning 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.

Mary Catherine Gibbs

Print Name of Applicant or Agent

307 N. Washington St.

Mailing/Street Address

Alexandria, VA 22314

City and State Zip Code

Mary Catherine Gibbs 2/21/12
Signature Date

703-836-5757 703-548-5443

Telephone # Fax #

mcg.hcgk@verizon.net

Email address

ACTION-PLANNING COMMISSION: _____	DATE: _____
ACTION-CITY COUNCIL: _____	DATE: _____

SUP # 2012-0018

PROPERTY OWNER'S AUTHORIZATION

As the property owner of 207 S. Peyton St., I hereby
(Property Address)
grant the applicant authorization to apply for the Expansion of the Special Education School for Adults use as
(use)
described in this application.

Name: Sharon S. Raimo, CEO Phone: 202-350-8680
Please Print St. COLETTA OF GREATER WASHINGTON
Address: 401 Independence Ave SE WDC Email: SRAIMO@STCOLETTA.ORG
20003
Signature: Sharon S. Raimo Date: 2/21/12

1. Floor Plan and Plot Plan. As a part of this application, the applicant is required to submit a floor plan and plot or site plan with the parking layout of the proposed use. The SUP application checklist lists the requirements of the floor and site plans. The Planning Director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver.

Required floor plan and plot/site plan attached.

Requesting a waiver. See attached written request.

2. The applicant is the (check one):

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 or owner, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent.

St. Coletta's of Greater Washington, Inc.
is a non-stock, not for profit corporation
with no owners.

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. 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. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. St. Coletta's of Greater Wa	207 S. Peyton St.	no owners, non-stock not for profit corporation.
2.	see attached list of Board of Directors	
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 207 S. Peyton St. (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. St. Coletta's of Greater Wa	207 S. Peyton St.	no owners, non-stock not for profit corporation.
2.		
3.		

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose **any** business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity below and "None" in the corresponding fields)**

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. St. Coletta's of Greater Washington, Inc.	none.	
2.		
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

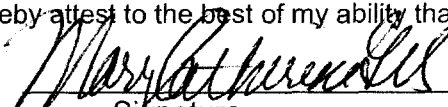
As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

2/21/12

Mary Catherine Gibbs

Date

Printed Name


Signature

SUP 2012 - 0018

Applicant: St. Coletta of Greater Washington
Property: 207 S. Peyton Street, alexandria, VA 22315

1. Applicant /2. Property

	Percent of Ownership of Applicant	Percent of Ownership of Property
Sharon Ambrose 333 5 th Street, SE Washington, DC 20003	0% - Board of Trustee Member	0% - Board of Trustee Member
Mary Jo Carden, RPh, Esq. Principal Dumbarton Group & Associates 601 Pennsylvania Avenue, NW, Suite 984 Washington, DC 20004	0% - Board of Trustee Member	0% - Board of Trustee Member
Pablo Chavez Google, Inc. Senior Policy Counsel 657 E St., SE Washington, DC 20003	0% - Board of Trustee Member	0% - Board of Trustee Member
Terrence Dwyer, M.D. Rheumatologist 9504 Wire Avenue Silver Spring, MD 20901	0% - Board of Trustee Member	0% - Board of Trustee Member
Sue Goodhart, Vice President Realtor McEneaney & Associates 109 S. Pitt Street Alexandria, VA 22314	0% - Board of Trustee Member	0% - Board of Trustee Member
Rebecca Hollins, AIA, LEED AP 526 B 15 th Street, SW Washington, DC 20003	0% - Board of Trustee Member	0% - Board of Trustee Member
Delmas Johnson, Secretary (parent) Retired (Former U.S. Department of Transportation Director for Strategic and Program Planning, NHTSA) 8015 Wingate Drive Glenn Dale, MD 20769	0% - Board of Trustee Member	0% - Board of Trustee Member

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David Pryor, President

Lobbyist
Microsoft
1401 I St., NW
Suite 500
Washington, DC 20005

0% - Board of Trustee Member

0% - Board of Trustee Member

Sharon B. Raimo

Chief Executive Officer
St. Coletta of Greater Washington
1901 Independence Avenue, SE
Washington, DC 20003

0% - Board of Trustee Member

0% - Board of Trustee Member

Andrew Scallan, Treasurer

Partner
Harps & Scallan
525 G Street, SE, Unit 1
Washington, DC 20003

0% - Board of Trustee Member

0% - Board of Trustee Member

3. Business or Financial Relationships	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body
Sharon Ambrose 333 5 th Street, SE Washington, DC 20003	None	N/A
Mary Jo Carden, RPh, Esq. Principal Dumbarton Group & Associates 601 Pennsylvania Avenue, NW, Suite 984 Washington, DC 20004	None	N/A
Pablo Chavez Google, Inc. Senior Policy Counsel 657 E St., SE Washington, DC 20003	None	N/A
Terrence Dwyer, M.D. Rheumatologist 9504 Wire Avenue Silver Spring, MD 20901	None	N/A
Sue Goodhart, Vice President Realtor McEneaney & Associates 109 S. Pitt Street Alexandria, VA 22314	None	N/A
Rebecca Hollins, AIA, LEED AP 526 B 15 th Street, SW Washington, DC 20003	None	N/A
Delmas Johnson, Secretary (parent) Retired (Former U.S. Department of Transportation Director for Strategic and Program Planning, NHTSA) 8015 Wingate Drive Glenn Dale, MD 20769	None	N/A

David Pryor. *President*

Lobbyist

Microsoft

1401 I St., NW

Suite 500

Washington, DC 20005

None

N/A

Sharon B. Raimo

Chief Executive Officer

St. Coletta of Greater Washington

1901 Independence Avenue, SE

Washington, DC 20003

None

N/A

Andrew Scallan. *Treasurer*

Partner

Harps & Scallan

525 G Street, SE, Unit 1

Washington, DC 20003

None

N/A

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

Yes. Provide proof of current City business license

No. The agent shall obtain a business license prior to filing application, if required by the City Code.

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. The description should fully discuss the nature of the activity. (Attach additional sheets if necessary.)

The Applicant obtained approval in 1996 to operate a school for children and adults with moderate to severe intellectual and secondary disabling conditions at 207 S. Peyton Street in Alexandria. The use allowed for 75 students and 65 staff to be housed at the site. The school hours were from 8:30 am until 3pm with a few night and weekend activities during the year. Most students arrived at the school on buses from surrounding jurisdictions. Over time, the school found other space in buildings nearby to accommodate the number of children and adults they served, each time seeking and obtaining SUP approval for those locations.

Since 2006, St. Coletta's has served only adults from this location and provides day support, pre-vocational and supported employment services to individuals with Intellectual Disabilities and secondary disabling conditions. The Applicant amended their existing SUP in March of 2011 to increase the number of adults they serve from 75 to 90 under the administrative minor amendment process under section 11-509 and 11-511 of the Zoning Ordinance. They currently serve 90 individuals and have 30 full time staff. Their hours of operation are 8am until 5pm Monday through Friday. They operate a small retail store on the first floor of the building that is sometimes open on weekends during the holiday season.

As discussed in the minor amendment application, St. Coletta's is planning a major renovation of the space this year, starting this summer. The renovation of the space will make it more efficient to serve the adults in their program. In so doing, St. Coletta's believes they can accommodate more adults in the space over time and is seeking, through this amendment, to increase the number of adults to up to 130. That increase wouldn't occur immediately. They currently have approximately 24 people on their waiting list, and no increase would occur until after the renovations were completed.

The individuals that are served are in a pre-vocational or supported employment program work at different businesses around Alexandria. All of them work on a part-time basis and have some job coaching support. The businesses include: Tabletalk, The Dairy Godmother, Giant Foods and Joe Theisman's. In addition, many of the other individuals in the program, as part of their vocational training, make fused glass items including house wares and jewelry that are sold at the shop. The individuals work in the shop as part of that training experience. They have several kilns on site that fire the glass objects that we produce. All kilns have been approved by the fire marshal.

The first floor of the building is mostly the garage. The store is a small front lobby space. With fifteen spaces off site, they have 48 spaces and we have no problem with parking. The current spaces are adequate. In fact, it is rare that there is ever a time that all the spaces in the garage are full. Many of the current staff do not drive to work but use the Metro and St. Coletta's provides Metro subsidies.

All the adults served arrive by vans and cabs. They are unloaded at the garage door and enter the building that way. The vans and cabs then leave the site. There is an existing transportation plan in place whereby staff with walkie-talkies manage the arrivals and departures and keep the cab and van drivers in line. The van drivers do not work for St. Coletta's. A Transportation Breakdown and Procedure is attached to this application for further details on how the adults currently in the program arrive and leave the site. A moderate increase in that number would be expected from the increase in adults served. It would not be a one for one increase because there are some economies of scale that would occur if existing vans could pick up the additional adult if they are located in the same geographic area. There isn't a way to specifically estimate the exact increase in vans and/or cabs that would serve the additional adults.

USE CHARACTERISTICS

4. The proposed special use permit request is for (check one):
 a new use requiring a special use permit,
 an expansion or change to an existing use without a special use permit,
 an expansion or change to an existing use with a special use permit,
 other. Please describe: _____

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).
An increase from 90 to 130 adults.

- B. How many employees, staff and other personnel do you expect?
Specify time period (i.e., day, hour, or shift).
50 staff, approximately. Currently 65 are permitted under the SUP, but only 30 are existing now.

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

Day: <u>Monday - Friday</u>	Hours: <u>8 a.m. to 5 p.m.</u>
<u>Participants Arrive: M, T & Th</u>	<u>8:15 a.m. to 4:30 p.m.</u>
<u>Wed.</u>	<u>8:15 a.m. to 5:00 p.m.</u>
<u>Fri.</u>	<u>8:15 a.m. to 4:00 p.m.</u>

7. Please describe any potential noise emanating from the proposed use.
- A. Describe the noise levels anticipated from all mechanical equipment and patrons.
Normal amount from vans/cabs dropping off the adults and from the adults leaving to go to their respective work locations, if applicable.
- B. How will the noise be controlled?

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? (i.e. office paper, food wrappers)
Typical type from this type of use.

B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
Typical amount from this type of use.

C. How often will trash be collected?
On a weekly basis, or more as needed.

D. How will you prevent littering on the property, streets and nearby properties?
Staff are outside the building regularly and monitor if they see litter from their use.

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:

Regular cleaning supplies for keeping the building clean.

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

There is an existing transportation management plan for the safe loading and unloading of the adults, and the building is secured so there is no access without a keycard or being let in by a staff member.

ALCOHOL SALES

13.

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

Yes No

If yes, describe existing (if applicable) and proposed alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales.

PARKING AND ACCESS REQUIREMENTS

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

- 1 Standard spaces
- 30 Compact spaces
- 2 Handicapped accessible spaces.
- _____ Other.

Planning and Zoning Staff Only Required number of spaces for use per Zoning Ordinance Section 8-200A _____ Does the application meet the requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No

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

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

15 spaces are rented off site from Fannon on Duke St.
under existing parking variance granted in 1996.

PLEASE NOTE: 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.

C. 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.

 Parking reduction requested; see attached supplemental form

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

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

Planning and Zoning Staff Only Required number of loading spaces for use per Zoning Ordinance Section 8-200 _____ Does the application meet the requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No
--

- B. Where are off-street loading facilities located? Loading and unloading occurs in the loading zone in front of the building and on the driveway at the entrance to the garage.
- C. During what hours of the day do you expect loading/unloading operations to occur? 8:15 - 8:45 a.m. and 4:00 - 5:00 p.m.
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate? Once in morning and once in the afternoon.

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?

Street 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?
20,555 sq. ft. (existing) + _____ sq. ft. (addition if any) = 20,555 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: _____

End of Application

**Transportation Plan
St. Coletta of Greater Washington
Alexandria, VA Adult Program**

1. Drop-Off/Pick-Up Locations:
 - a. All transportation will drop-off and/or pick-up in front of 207 S. Peyton St. or on the side of 207 S. Peyton Street (turning right from S. Peyton Street.)
 - i. Transportation may ONLY wait in front of 207 S. Peyton Street in the curb area bordered by the *No Parking/Loading Zone* signs.
 - ii. Transportation may ONLY wait on the side of 207 S. Peyton Street (turning right from S. Peyton Street) from the garage entrance to the sidewalk curb in a single lane.
 - iii. **Transportation can only approach 207 S. Peyton from North to South. Drivers CANNOT make a U-Turn or use adjacent lots for turnaround.**
 - b. If the above waiting areas are occupied transportation MUST drive around the block:
 - i. From South on S. Peyton Street: right on Duke Street; right on Dangerfield Street; right on Prince Street; right on S. Peyton back to 207 S. Peyton.
 - ii. From North on S. Peyton: drivers MUST pass 207 S. Peyton and turn right on Prince Street; right on S. West Street; right on Duke Street; right on Dangerfield Street; right on Prince Street; right on S. Peyton back to 207 S. Peyton.
2. Outside of the waiting areas listed in 1.a.i and 1.a.ii above, the only alternative to driving around the block is legal street parking which drivers assume at their own risk. **At no time is transportation allowed to block adjacent drives or parking lots or to double park.**
3. Hours:
 - a. Drop-off will be from 8:40 a.m. to 9:30 a.m. Monday through Friday
 - b. Pick-up will be from 2:40 p.m. to 3:30 p.m. Monday through Friday
 - c. **Transportation is not to arrive prior to 8:40 a.m. or 2:40 p.m.** Early arrivals will result in St. Coletta notifying transportation's supervising authority.
4. Staffing:
 - a. St. Coletta will have two staff present in the front of the building and one staff present in the garage for both drop-off and pick-up.
 - b. Transportation staff will be subject to following all directions given by St. Coletta staff at all times.
 - c. If transportation refuses to follow the directions given by St. Coletta staff, St. Coletta reserves the right to contact Alexandria police and/or transportation's supervising authority at any time.
5. These instructions will be sent on a quarterly basis to all transportation providers and parents and guardians. In addition, St. Coletta staff will immediately present these written instructions to any driver violating these rules on any given day.

Transportation Breakdown and Procedure

St. Coletta Adult Program/Alexandria, VA

2012

Morning Transportation: Doors open at 8:40am

As the doors open, all available staff members arrive downstairs to help escort participants up to their rooms. After this initial push, four staff members continue to shuttle participants upstairs to their rooms. These four staff members are termed "runners." The staff members who are not runners remain in their rooms to greet the participants and run the morning activity.

In addition to the runners, two Transportation Staff Members are stationed at the front entrance and one in the garage to initially receive the participants, sign paperwork, converse with drivers/family, and check in each participant using our electronic PDA check-in system. These two staff members direct traffic and escort participants from their transportation as a first-come first-serve basis. If there are no spots available in front of the building, the staff members will direct the vans/buses to join the line formed on the access road alongside St. Coletta or circle the block until either line has an opening. The Transportation team remains at their posts until 9:30am. At this point, they close the doors and go on with the rest of their daily duties.

While the majority of participants have usually arrived at this point, participants will continue to arrive until 10:30-11:00am. After 9:30am, drivers/family members must walk up to the doors and ring the buzzer to enter the building. A staff member will then meet the participant in the ground floor lobby.

Vehicle Breakdown AM/PM

District of Columbia (5 vehicles total)	Commonwealth of Virginia (29 vehicles total)
Big Van 4	Big Van 3
Bus 0	Bus 3
Taxicab 0	Taxicab 6
Metro Access Van 1	Metro Access Van 10

Other van/cars 0	Other van/cars 9
---------------------	---------------------

This breakdown is accurate for a typical day, but the numbers may differ when it comes to Metro Access Vans and Taxicabs. Metro Access sometimes contracts out pickups to cab companies. Also, additional vehicles may arrive if someone misses their normal transportation and must then travel in a vehicle driven by their family/group home.

Afternoon Transportation: Doors open at 2:40pm

Drivers are not supposed to arrive before that time and wait outside. They are instead encouraged to wait in legal street parking or circle the block until a spot opens up in front of the building or in the line for the garage.

As in the morning, two Transportation Staff Members man the front entrance and one at the garage starting at 2:40pm. The Transportation Team then calls for each participant to come down on a first-come first-serve basis. Staff members in the building are awaiting these calls and escort the participants down the stairs or elevator as needed. As vehicles arrive, the Transportation Team directs traffic to ensure that vehicle operate in a safe and efficient manner. If there are no spots available in either line, the team asks the drivers to circle the block and wait for an opening.

Most participants have left the building by 3:30pm. At this point, administration members begin to call families/transportation companies to inquire as the whereabouts of the missing rides. The Transportation Team then waits with the remaining participants while administration calls for rides. The late rides trickle in, but participants have left as late as 7:00pm in unusual cases.



St. Coletta of Greater Washington, Inc.
1901 Independence Avenue SE
Washington, DC 20003
tel. 202 860-8680 fax. 202 850 8699 www.stcoletta.org

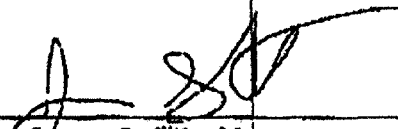
SEEKING POSSIBILITIES BEYOND DISABILITIES

This agreement is for the rental of 15 parking spaces on the property located and described as:

Coal Yard Parking Lot
205 South Henry Street
Alexandria, VA 22314

The term of the agreement is for 1 year beginning January 1, 2012 and terminating December 31, 2012.
The charge for the specified services is \$6,750 to be paid upon service acceptance.

I AGREE TO BE BOUND BY THE ABOVE TERMS.



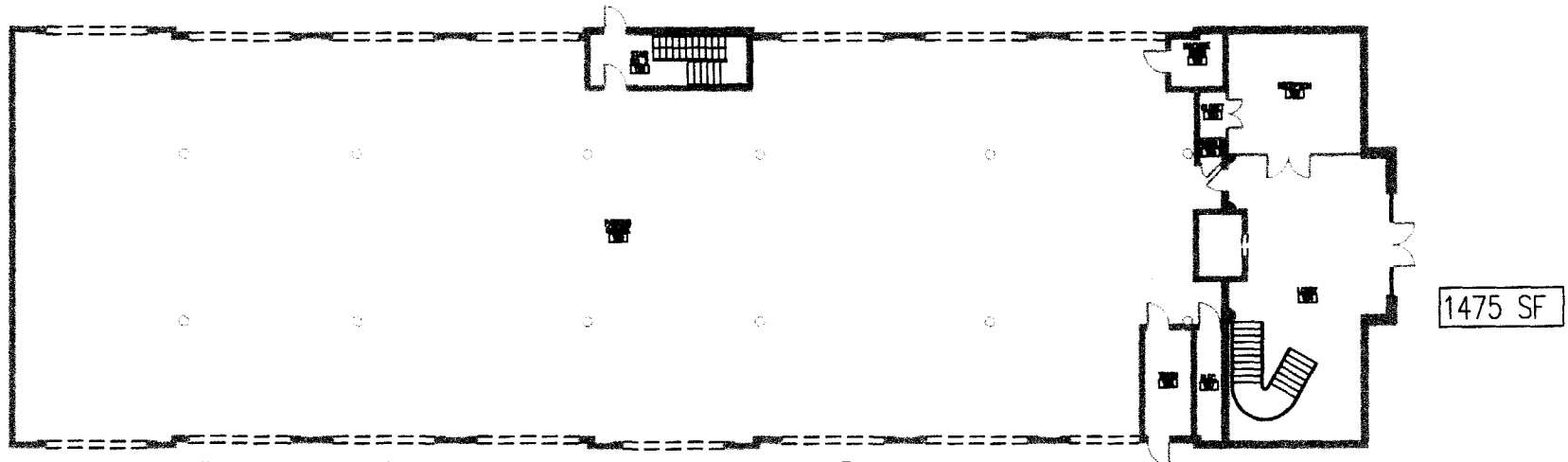
Jamar Syrratt, Facilities Manager
St. Coletta of Greater Washington

Date 1/1/12



Coal Yard Parking Lot Representative

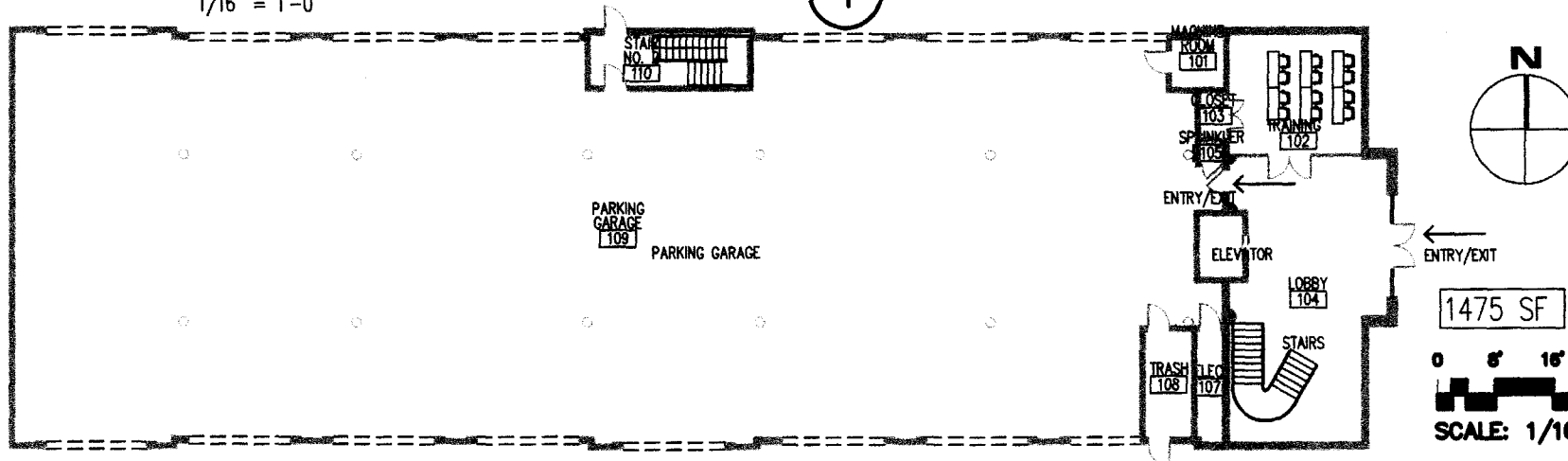
Date 1/1/12



EXISTING GROUND FLOOR PLAN

1/16" = 1'-0"

1



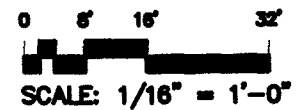
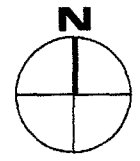
PROPOSED GROUND FLOOR PLAN

1/16" = 1'-0"

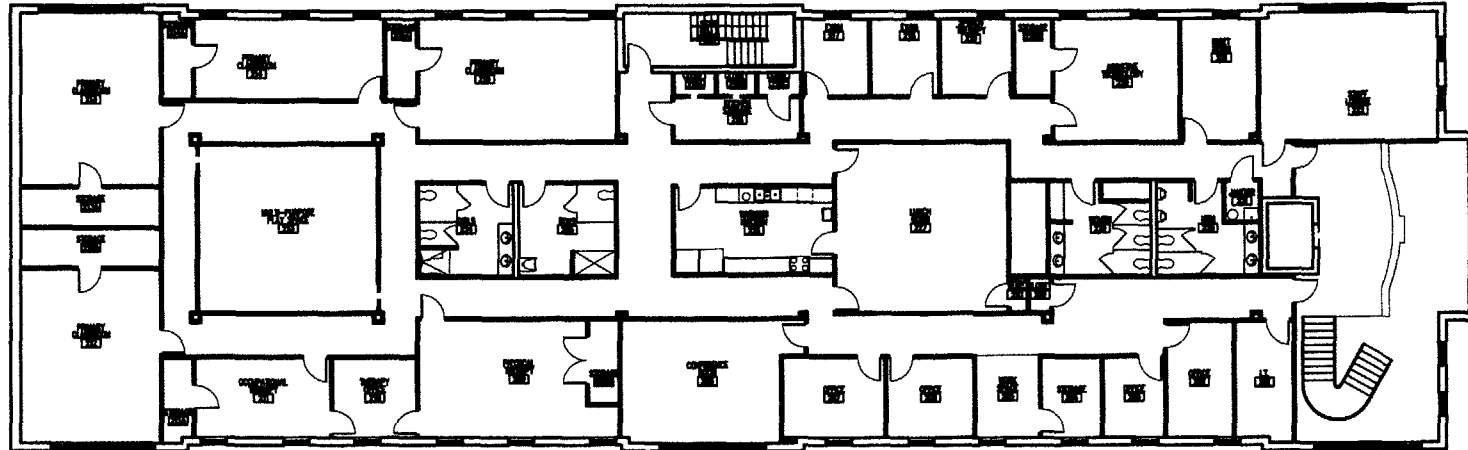
2

1475 SF

1475 SF



	<p>ST. COLETTA OF GREATER WASHINGTON 207 SOUTH PEYTON STREET ALEXANDRIA, VA</p>		<p>GRIMM + PARKER ARCHITECTS</p>	<p>11720 Beltsville Drive Suite 600 Gaithersburg, MD 20878 Tel: 301.996.1000 Fax: 301.996.6099</p> <p>1999 Beverly Road Farmingdale Madison, VA 22113 Tel: 703.696.6900 Fax: 703.696.6788</p>	<p>SK-1</p>
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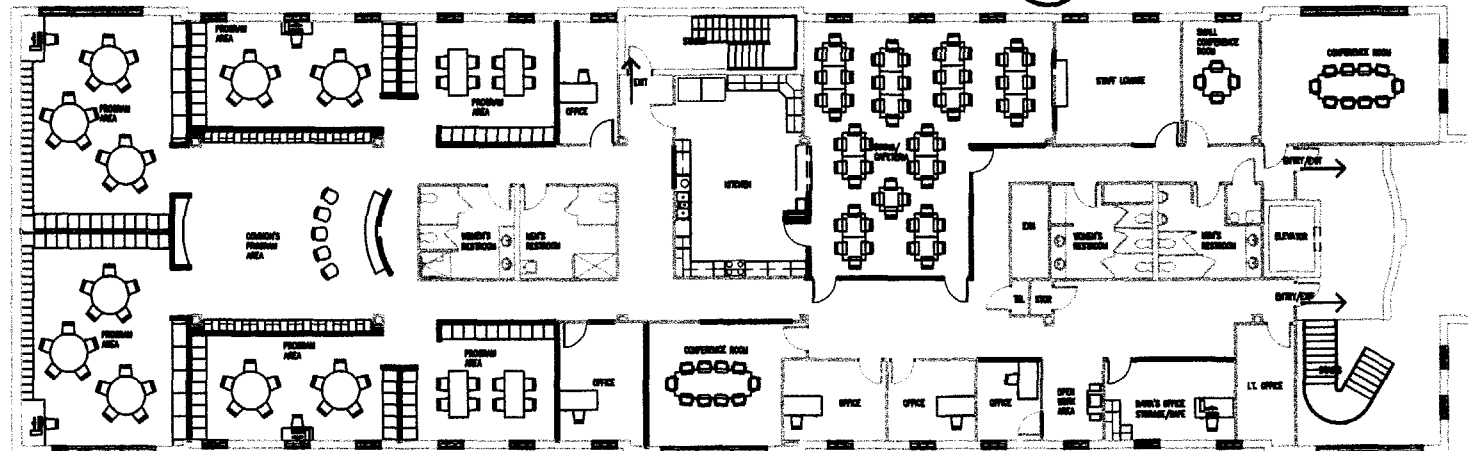


9,540 SF

EXISTING SECOND FLOOR PLAN

1/16" = 1'-0"

1

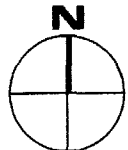


9,540 SF

PROPOSED SECOND FLOOR PLAN

1/16" = 1'-0"

2



0 6' 16' 32'
SCALE: 1/16" = 1'-0"

ST. COLETTA OF GREATER WASHINGTON
207 SOUTH PEYTON STREET
ALEXANDRIA, VA

GRIMM + PARKER
ARCHITECTS

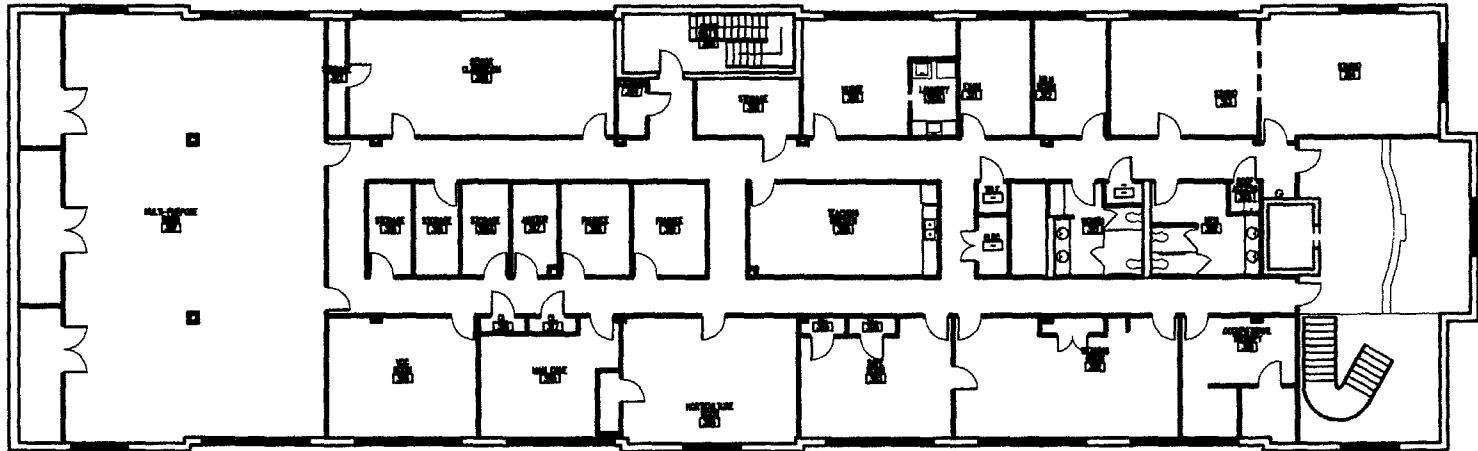
17750 Belvidere Drive
Suite 600
Cabinett, MD 21020

Tel 301 595 1000
Fax 301 595 0084

1995 Beverly Road
Suite 200
McLean, VA 22101

Tel 703 696 6900
Fax 703 696 6765

SK-2

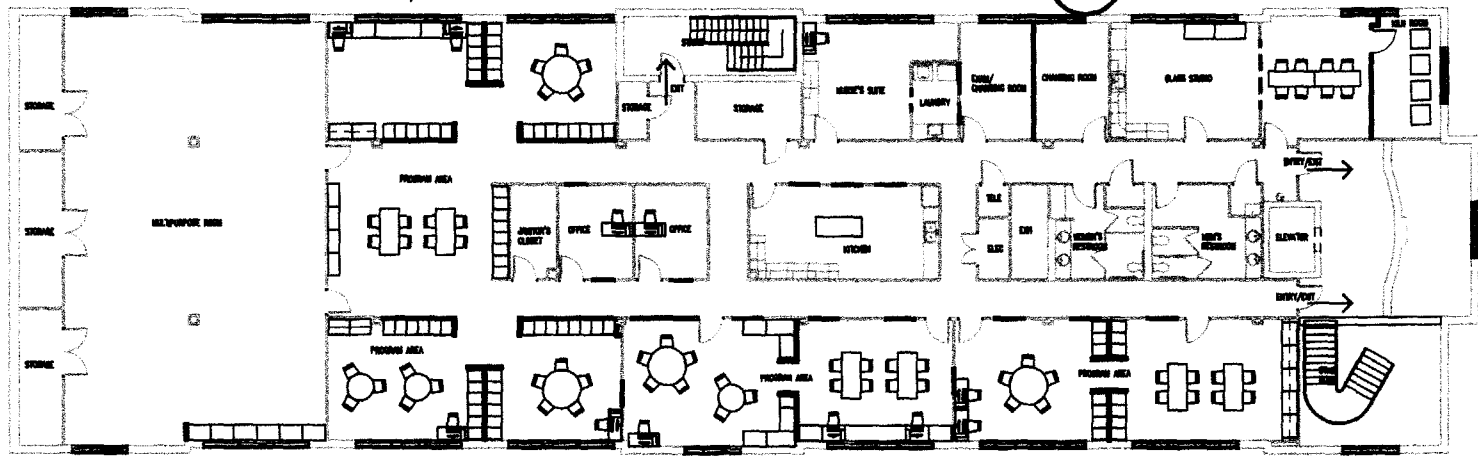


9,540 SF

EXISTING THIRD FLOOR PLAN

1/16" = 1'-0"

1

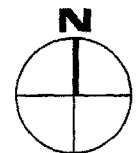


9,540 SF

PROPOSED THIRD FLOOR PLAN

1/16" = 1'-0"

2



0 5' 15' 30'
SCALE: 1/16" = 1'-0"

ST. COLETTA OF GREATER WASHINGTON
207 SOUTH PEYTON STREET
ALEXANDRIA, VA

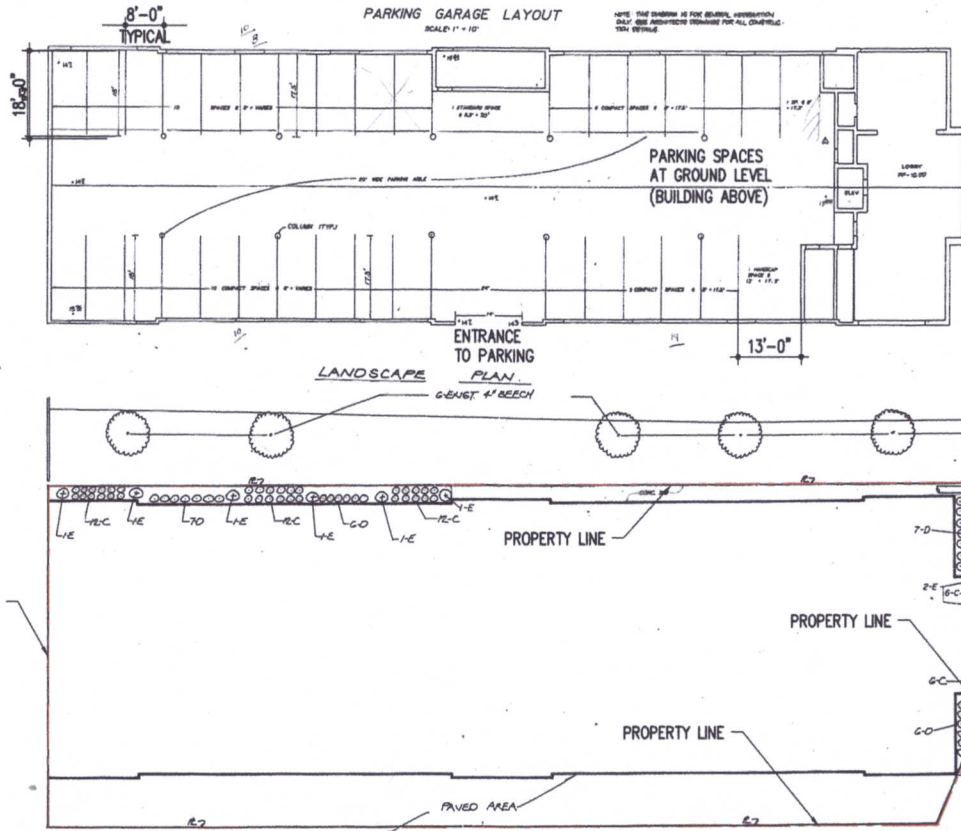
GRIMM +
PARKER
ARCHITECTS

11720 Benning Road
Suite 600
Chesapeake, MD 20765
Tel 410-598-1000
Fax 410-598-0089
2900 Steady Road
Suite 200
McLean, VA 22101
Tel 703-440-0000
Fax 703-440-0700

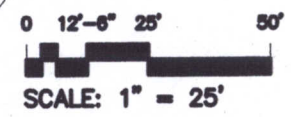
SK-3

30

SUP 2012-0018



NOTES:
 1. PARKING SPACES: 18,000 S.F. + 18,000 S.F. = 36,000 S.F.
 2. PARKING PROVIDED: 24 SPACES
 3. APPROVAL OF NEW STANDARD PARKING SPACES HAS BEEN REQUESTED BY THE APPLICANT (S.E.A. CASE# 03-030)



INFORMATION CONTAINED IN THESE DOCUMENTS MAY NOT REPRESENT ACTUAL CONDITIONS. ANY CONDITIONS RELATED TO CONSTRUCTION USE OR OCCUPANCY SHOULD BE FIELD VERIFIED.

KEY	QTY	COMMON NAME	SCIENTIFIC NAME	CAL	HT	COMMON	TOTAL QUANTITIES
A	5	MARSHALL'S REDLESS ACH	FRAXILIS FRAXILINUS	2'	5'-6"	75	
B	3	SHADYBLOOM PINK	FRAXILIS CALLENSIS	2'	5'-6"	2425	
C	67	DELAWARE VALLEY NINELEAVED	AZALEA	18"	2'-0"	6105	
D	28	REDWOOD CHERRY	PRUNUS SP.	8'	2'-0"	2315	
E	10	"ROSE" HEDERA	TRICHOCLERA	1'-0"	1'-0"	1000	

TOTAL COVERAGE = 13059 = 13.3% OF SITE AREA

DATE	DESCRIPTION	BY	APPROVED	DATE
	REVISION APPROVED BY DIVISION OF DESIGN REVIEW			



URBAN ENGINEERING & ASSOC., INC.
 CIVIL ENGINEERS • LANDSCAPE ARCHITECTS • LAND SURVEYORS
 8001 FORBES PLACE, SPRINGFIELD, VIRGINIA 22151 PH. 321-9684

ZONE:
 SETBACKS:
 FRONT:
 SIDES:
 REAR:

LANDSCAPE & PARKING LAYOUT PLAN
 207 SOUTH PEYTON STREET
 CITY OF ALEXANDRIA, VIRGINIA
 S. 31-55
 DATE: 10/20/10

SHEET
 4
 OF
 5
 FILE NO.
 SP 0575

ST. COLETTA OF GREATER WASHINGTON
 207 SOUTH PEYTON STREET
 ALEXANDRIA, VA

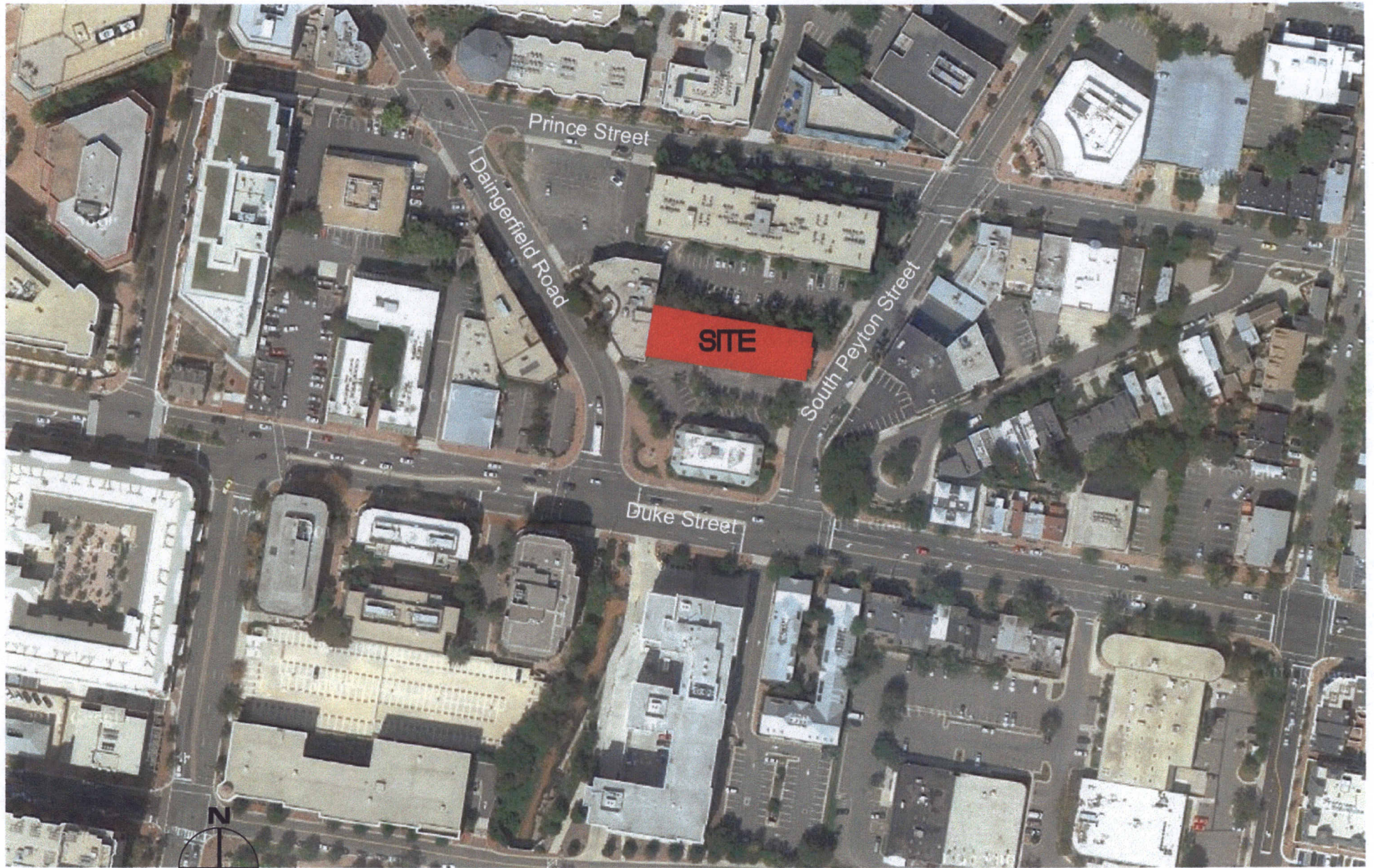
GRIMM + PARKER
 ARCHITECTS

11720 Beltsville Drive
 Suite 500
 Calverton, MD 20705
 Tel 301.595.1000
 Fax 301.595.0089

1395 Bourne Road
 Suite 200
 McLean, VA 22101
 Tel 703.602.6000
 Fax 703.602.6700

SK-4

16



100ft
50m



Julie Fuerth

Subject: FW: Docket Item No. 2, St. Coletta's

From: Mary Catherine Gibbs [<mailto:mcg.hcgk@verizon.net>]

Sent: Tuesday, May 01, 2012 10:38 AM

To: John Komoroske; Eric.R.Wagner@Medstar.net; H Stewart Dunn; Mary Lyman; Donna Fossum; Larry Robinson; Jesse Jennings

Cc: hph.hcgk@verizon.net; Nathan Randall; Barbara Ross

Subject: Docket Item No. 2, St. Coletta's

Mr. Chairman and Members and Planning Commission,

It has been brought to my attention that an issue has been raised by owners in the 1600 Prince Street Condominium with regard to vans parking on either side of the drive aisle to the 1600 Prince Street parking lot that causes a line of site problem when some people are exiting that lot onto S. Peyton St. We held a community meeting on Thursday, April 26th, and invited all the adjoining property owners to St. Coletta's to discuss this proposal. 3 people came to that meeting, all from 1600 Prince Street Condominium, and this issue was raised by one of them. We indicated to them and can to you tonight that a transportation plan is in place and can be enhanced to better regulate the location of those vans. In fact, one of the staff members who regularly stands on S. Peyton Street to manage the drop-off and pick-up stated that she regularly speaks to the drivers to work on this. We would suggest that the solution to this issue falls squarely within Condition No. 4, that requires that we maintain an approved transportation plan with regard to pick-up and drop-off of participants. Also added with this SUP is the standard one year review condition that allows Staff to docket the matter if any issues arise after the SUP is put into place.

I'd be happy to address this issue with you this evening at the public hearing or before, if you have other specific questions.

Sincerely,

Mary Catherine Gibbs

Hart, Calley, Gibbs & Karp, P.C.
307 N. Washington Street
Alexandria, VA 22314
(703) 836-5757 (phone)
www.hcgklaw.com

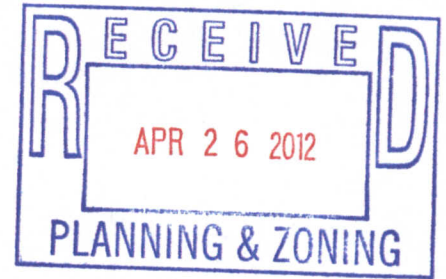
NOTICE: Unless otherwise specified, the contents of this transmission are strictly confidential. They may involve privileged attorney-client communications or work product and are intended to be received by the recipient(s) specified above, and no one else. The receipt, appropriation, or use of the information transmitted above by anyone other than the designated recipient(s) is unintended and strictly forbidden. If this message reaches anyone other than the intended recipient(s), or his/her/their authorized representative(s), we request that you notify us of the error immediately at (703) 836-5757 and ask for instructions concerning its proper disposition.

Sharon Connelly Ambrose

333 Fifth Street SE

Washington DC 20003

Docket Item No. 2
SUP # 2012-0018



April 23, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to 140 people.

St. Coletta of Greater Washington, Inc. has been serving metropolitan area children and adults with intellectual disabilities and supporting their families since 1959, and in particular, from this site in Alexandria since 1996. The Adult Program offers adults age 18 and older opportunities to participate in vocational and pre-vocational training, supported employment, life skills training, and community integration in order to achieve greater independence. Some of the individuals that are served are in a pre-vocational program and work at different businesses around Alexandria. Local businesses in which some of these individuals work include: Tabletalk, The Dairy Godmother, Giant Foods and Joe Theisman's. In addition, many of the other individuals in the program, as part of their vocational training, make fused glass items including house wares and jewelry that are sold at the shop.

The program at 207 N. Peyton Street embodies the slogan of St. Coletta's, "Seeing Possibilities Beyond Disabilities". Alexandria should encourage uses such as St. Coletta's and should welcome their ability to serve a larger number of adult individuals from this location. Please give this SUP amendment your full support.

Sincerely,

Name: Sharon C. Ambrose

Address: 333 5th St SE Washington DC 20005

Email Address: sharonambrose@verizon.net

1600 Prince Street Condominium
%Property Management Associates, Inc.
1600 Prince St. #109
Alexandria, Virginia 22314
703 549-3370 Fax 836-8755
REMgt@aol.com

City of Alexandria
Planning and Zoning
May 1, 2012

Reference: St Coletta s request to increase staff and student by 70/45/%

The Planning and Zoning notice states the proposal is set for automatic approval. Several residents of 1600 Prince Street will be attending the meeting. We want to support St Coletta s request, but 1600 Board of Directors would like to request the city do 2 things that will allow 1600 Prince residents and St Coletta to cohabit the 200 block of Peyton peacefully.

1) Strictly enforce the parking - In prior years police have failed to respond, or worse, failed to ticket vehicles illegally parked on the street or on 1600 Prince St parking lot. This has improved immensely in the last year, but with a potential increase of 70% of staff - from 30 to 50, and an 45% increase of students -from 90 to 130, this puts an increase of 70/45percent of traffic in the area during certain times of the day. The area that was marked by the city as a "loading zone" at 207 S. Peyton when St Coletta moved in is also used by other building, including ours for delivers during the day. We try very hard to make sure no deliveries are made there during St Coletta's loading and unloading hours.

2) Put in islands on both sides of 1600 Prince's drive entrance which are currently marked no parking. Tall vans continue to park there and while it does not block the entrance to 1600, it does block the sight distance for getting in and out of our drive. The islands are used in many places in the city to control traffic. This action would prevent the vans from waiting in a no parking area and making it dangerous for 1600 residents to pull onto Peyton St due to lack of a sight distance. It would also cut down on the "policing" both from the city and St Coletta and make a safer environment for people exiting 1600. The prime time for people going to work from 1600 is the same as the times students are arriving and leaving St Coletta

If these actions **cannot** be agreed to we would like to request the item be moved from automatic approval to discussion.

Thank you,

Alice Fitzgerald
for 1600 Prince St. Condominium BOD

April 30th, 2012

Mr. Nathan Randall
Urban Planner II
City of Alexandria
Department of Planning & Zoning

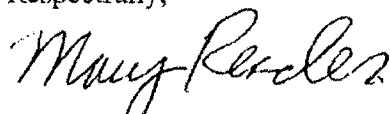
Dear Mr. Randal

I would like to take a moment as both a homeowner and also as a business owner "Architectural Design Group", located at 1600 Prince Street to address some concerns regarding the transportation issues related to the current use of the property at 207 South Peyton and its proposed intensification of use. As you may recall, you met with Ms. Fitzgerald, the property manager of this property, and myself last year about issues relating to parking and transportation issues resulting from St. Coletta's management of the pickup and drop off of their students. Since that time St. Coletta's has made an active effort to have people on site to help facilitate the drop off and pick up period which has improved the situation somewhat.

However, there still exists a problem with enforcement of current vehicle queuing regulations. The current queuing program entails these large vehicles stacking up on either side of our driveway as well as in front of their building and then wrapping around the corner onto Prince street with advancement of vehicles from one no parking area to another until all vehicles arrive at the loading in the front of St. Coletta's or at their driveway. In particular, the driveway entrance to our rear parking lot, which is located on South Peyton, is a real hazard. The large vans which are over 7 foot tall, because of their access equipment, are queuing in the no parking areas on either side of our driveway entrance. The result is that vehicular site distances are greatly diminished. I have personally been almost hit on many occasions. As a possible solution to help this enforcement without engaging the city in a monitoring program, I would suggest that possibly in the areas where "no parking" is currently not allowed at the street could be reconfigured to protrude out and form a barrier to prevent parking at these areas. Not only would this be a visual enhancement but it would significantly reduce the risk of accidents.

It is my opinion that I cannot support an intensification of use without issues of addressing the safety concerns that currently exist. Perhaps with the suggested reconfiguration of the on street parking areas the problems could be resolved and then I could support the intensification of the use.

Respectfully,



Mary Reader

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to 130 people.

St. Coletta of Greater Washington, Inc. has been serving metropolitan area children and adults with intellectual disabilities and supporting their families since 1959, and in particular, from this site in Alexandria since 1996. The Adult Program offers adults age 18 and older opportunities to participate in vocational and pre-vocational training, supported employment, life skills training, and community integration in order to achieve greater independence. Some of the individuals that are served are in a pre-vocational program and work at different businesses around Alexandria. Local businesses in which some of these individuals work include: Tabletalk, The Dairy Godmother, Giant Foods and Joe Theisman's. In addition, many of the other individuals in the program, as part of their vocational training, make fused glass items including house wares and jewelry that are sold at the shop.

The program at 207 N. Peyton Street embodies the slogan of St. Coletta's, "Seeing Possibilities Beyond Disabilities". Alexandria should encourage uses such as St. Coletta's and should welcome their ability to serve a larger number of adult individuals from this location. Please give this SUP amendment your full support.

Sincerely,

Name: Roxane Hawranke
Address: 11231 Prince St.
Alexandria, VA 22314
Email Address: Roxane1987@gmail.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to 170 people.

St. Coletta of Greater Washington, Inc. has been serving metropolitan area children and adults with intellectual disabilities and supporting their families since 1959, and in particular, from this site in Alexandria since 1996. The Adult Program offers adults age 18 and older opportunities to participate in vocational and pre-vocational training, supported employment, life skills training, and community integration in order to achieve greater independence. Some of the individuals that are served are in a pre-vocational program and work at different businesses around Alexandria. Local businesses in which some of these individuals work include: Tabletalk, The Dairy Godmother, Giant Foods and Joe Theisman's. In addition, many of the other individuals in the program, as part of their vocational training, make fused glass items including house wares and jewelry that are sold at the shop.

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Sincerely,

Name: Lisa Webster
Address: 200 S. Peyton St
Alexandria, VA 22314
Email Address: lwebster@landdesign.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,



Name: Michelle Lee Hernandez

Address: 1319 King Street
Alexandria, Va 22314

Email Address: michelle2hernandez@gmail.com.

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name:

Jayne Kolfachan

Address:

422 John Carlyle St
Alex VA 22314

Email Address:

jaynealta@yahoo

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name: Angela Jackson
Address: 205 Draingerfield Rd
Alexandria VA 22314
Email Address: ajackson@nsba.org

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name: Mahenzie Kuzin
Address: 6621 Wakehall Dr. Unit 602
Alexandria VA 22307
Email Address: Mahenzie@valersphysicaltherapy.com

Valers Physical
Therapy
1501 Duke St
Alexandria VA
22314

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name:

Samuel FORCEY

Address:

379 Commerce St

Alexandria VA

Email Address:

AFORCEY@Ardelle.com

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name: JERRY INEVNIKATO DE
Address: 346 COMMERCE ST
ALEXANDRIA VA 22314
Email Address: jerry@brantwoodacademy.org

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name: Deli, News & More (Jong Choi)
Address: 1206 King St.
Alexandria, VA 22314
Email Address: _____

Sue Ma (old town
Sandwich
shop)
maheasung@yahoo.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name: Victoria Shek
Address: 5300 Holmes Run Dr #409
Alexandria, VA 22304
Email Address: shek.victoria@yahoo.com

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name: Shavvy Rajabov
Address: 5300 Holmes Run PKWY #409
Alexandria, VA 22304
Email Address: shavvy.rajabov@ykhico.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name: Omar Alhumada
Address: 200 South VANDER ST APT 410
Alexandria VA 22304
Email Address: _____

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to 140 people.

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Sincerely,

Name: GERARDO FIGUEROA
Address: 200 SOUTH VANDOEY ST APT # 410
Alexandria VA 22304
Email Address: _____

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name: SUSANA CASTILLO
Address: 350 SOUTH VANDERBILT ST APT Q110
Alexandria VA 22304
Email Address: _____

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name:

Judy Brygildsen

Address:

259 Huetna Green Ct
Alexandria, VA 22304

Email Address:

judybrygildsen@verizon.net

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name:

Nia M. Perkins, DVM / Elton G. Vyfhuis, DVM

Address:

Paws, Paws & Exotics Animal Hospital
Alexandria, VA 22314

Email Address:

thehowecall doc@yahoo.com

April 16, 2012

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Department of Planning & Zoning,
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Alexandria, VA 22314

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Sincerely,

Name:

Zohal Kazimi

Address:

350 S. Van Dorn St. #0319
Alexandria, VA 22304

Email Address:

zohal.kazimi@gra.gov

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name:

John

Address:

6402 Hayfield Pl

Alexandria VA 22310

Email Address:

Chan1jim@gmail.com

April 16, 2012

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St. Coletta of Greater Washington, Inc. has been serving metropolitan area children and adults with intellectual disabilities and supporting their families since 1959, and in particular, from this site in Alexandria since 1996. The Adult Program offers adults age 18 and older opportunities to participate in vocational and pre-vocational training, supported employment, life skills training, and community integration in order to achieve greater independence. Some of the individuals that are served are in a pre-vocational program and work at different businesses around Alexandria. Local businesses in which some of these individuals work include: Tabletalk, The Dairy Godmother, Giant Foods and Joe Theisman's. In addition, many of the other individuals in the program, as part of their vocational training, make fused glass items including house wares and jewelry that are sold at the shop.

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Sincerely,

Name:

Rafael Sosa

Address:

300 S. Van Dorn St. #0319
Alexandria, VA 22304

Email Address:

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

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Sincerely,

Name:

Kenneth Franjea

Address:

412 North Westwood St. Apt 303

Alexandria, VA 22312

Email Address:

k.franjea@stcoletta.org

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name:

Heather Lindsey

Address:

228 Normandy Hill Dr.

Alexandria, VA 22304

Email Address:

hlindsey@stcoletta.org

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name: Shannon Burke
Address: 1515 Partner Rd
Alexandria, VA 22314
Email Address: SBurke227@yahoo.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name:

Joe Goddard

Address:

4105 N Garland St
Alex. VA 22304

Email Address: _____

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to 140 people.

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Sincerely,

Name:

Mary Godhart

Address:

4105 N Garland St

Alexandria VA 22304

Email Address: _____

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to ~~170~~ people.

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Sincerely,



Name:

David Hawkins

Address:

926 Lindsay Place
Alexandria, Va. 22304

Email Address:

[Handwritten]

April 26, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

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Sincerely,

Name:

Ellen Epstein

Address:

113 C E Windsor Ave
Alexandria VA 22301

Email Address:

ellen@howwowpets.net

April 26, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name: MARY JO CARDEN
Address: 233 Cameron Station Blvd, #102
Alexandria, VA 22304
Email Address: Maryjo.Carden@gmail.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to 170 people.

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Sincerely,



Name: Rebecca A. Hollins

Address: 800 Crescent Drive

Alexandria, VA 22302

Email Address: hollinshrm@aol.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

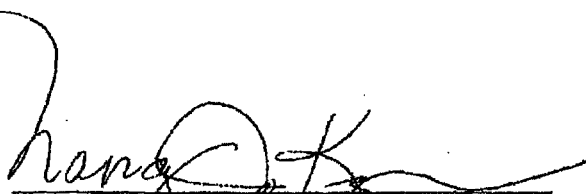
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Sincerely,

Name:



Address:

632 South Columbus Street
Alexandria, Va 22314

Email Address:

nancyjkemp@aol.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

Dear Ms. Hamer,

I support the amendment for St. Coletta of Greater Washington at their location at 207 S. Peyton Street to increase the number of adults served at this site up to 140 people.

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Sincerely,

Name:

Charles R. Vangdon

Address:

926 South Fairfax Street
Alexandria, VA 22314

Email Address: _____

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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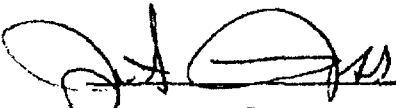
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Sincerely,

Name:

Address:

Email Address:


801 W Pitt St Apt 202
Alexandria Va. 22314
J.Ross@nicenewley.com

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

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Sincerely,

Name:

Kate Crawley

Address:

2900 Mayer Place
Alexandria, VA 22302

Email Address:

ktjcrowley@comcast.net

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name:

Joy Sutherland

Address:

2928 Bryan St.
Alexandria, Va. 22302

Email Address: _____

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

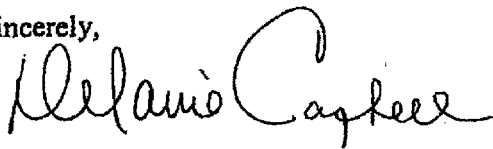
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Sincerely,



Name:

Delani Capell

Address:

1203 N. Pike St. #1A
Alexandria Va 22314

Email Address: _____

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name:

PAUL ANDERSON

Address:

205 Locust Lane
Alexandria, VA 22302

Email Address: _____

April 16, 2012

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Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name:

Jillian Keck

Address:

1109 N. Pitt St. Apt 3A
Alexandria VA 22314

Email Address: _____

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name:

Kristie Zimmerman

Address:

4852 Eisenhower Ave #438

Alexandria VA 22304

Email Address:

K7world@gmail

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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St. Coletta of Greater Washington, Inc. has been serving metropolitan area children and adults with intellectual disabilities and supporting their families since 1959, and in particular, from this site in Alexandria since 1996. The Adult Program offers adults age 18 and older opportunities to participate in vocational and pre-vocational training, supported employment, life skills training, and community integration in order to achieve greater independence. Some of the individuals that are served are in a pre-vocational program and work at different businesses around Alexandria. Local businesses in which some of these individuals work include: Tabletalk, The Dairy Godmother, Giant Foods and Joe Theisman's. In addition, many of the other individuals in the program, as part of their vocational training, make fused glass items including house wares and jewelry that are sold at the shop.

The program at 207 N. Peyton Street embodies the slogan of St. Coletta's, "Seeing Possibilities Beyond Disabilities". Alexandria should encourage uses such as St. Coletta's and should welcome their ability to serve a larger number of adult individuals from this location. Please give this SUP amendment your full support.

Sincerely,

Name:

Margaret Benzhausen

Address:

3613 Greenway Place
Alexandria, VA 22302

Email Address:

mbenzhausen@mcnearney.com

April 16, 2012

Ms. Faroll Hamer, Director
Department of Planning & Zoning,
City Hall, Room 2100
301 King Street
Alexandria, VA 22314

Re: 207 S. Peyton Street, SUP Amendment for St. Coletta's

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Sincerely,

Name:

Colleen Cooper Smith

Address:

207 Cameron St.
Alexandria, VA 22314

Email Address:

colleencoopersmith@gmail.com

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Department of Planning & Zoning,
City Hall, Room 2100
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Sincerely,

Name:

Melina YAKS

Address:

2151 Jamieson Ave #502

Alexandria, VA 22314

Email Address: _____

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Sincerely,



Name: RENSUKA CARLITTI

Address: 602 TENNESSEE AVE.
ALEXANDRIA, VA 22305

Email Address: ~~RC~~ rcarlitti@mcneasey.com

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Sincerely,

Cherie

Name:

Cheryl C. Wilderotter

Address:

*501 Slaters Lane
Alexandria 22314*

Email Address:

*CHERIE.W@COMCAST.NET
CWILDEROTTER@MCENBARNEY.COM*

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Sincerely,



Name:

Chris Hayes

Address:

630 Oakley Pl

Alexandria VA 22302

Email Address:

chris@homesbyhayes.com

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Sincerely,

Name:

CHRISTOPHER SCHATER

Address:

5210 BELLEVUE PI
ALEXANDRIA, VA 22314

Email Address:

CSCHATER@MCDONALDSONEVA.COM

April 16, 2012

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Sincerely,

Name:

Suzanne Morrison

Address:

3812 Woodlawn Ct
Alexandria, VA 22304

Email Address: Suzanne@SuzanneMorrison.com

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Sincerely,

Name:

Annette Hiramax

Address:

113 Quay St.
Alexandria, VA 22314

Email Address:

annettehiramax@gmail.com

St. Coletta of Greater Washington
 207 S. Peyton Street



I SUPPORT St. Coletta's Application to Amend their Special Use Permit

Name	Address	Email
Bea Porter	1727 Cameron St, Alex, VA	beatrice.a.d.porter-gruel@saic.com
Anne Peterson	217 N. Columbus St Alex. VA 22314	anneamp@comcast.net
Trey Hanbury	1504 CAMERON ST. ALEX VA 22314	trey.hanbury@gmail.com

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11
5-12-12

TRANSACTIONAL DISCLOSURE STATEMENT
UNDER STATE AND LOCAL GOVERNMENT CONFLICT OF INTERESTS ACT
for Members of Alexandria City Council
and of Other City Boards and Commissions and for
City Officers and Employees
Virginia Code § 2.2-3115(G)

- 1. Name: Frank Fannon

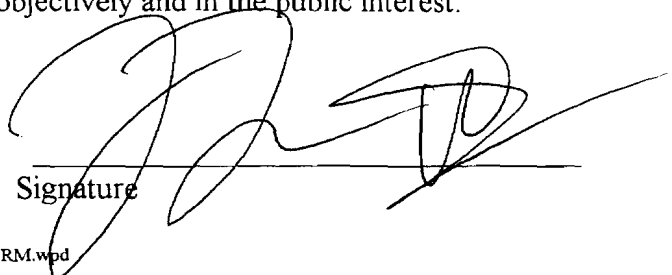
- 2. Member of: City Council _____ (City Office or Department)
_____ (Board or Commission)

- 3. Transaction: 11 Docket/Agenda Item 5/12/12 Meeting Date
_____ (Other)

- 4. Nature of Personal Interest Affected by Transaction: _____

- 5. I declare, in light of my above-described personal interest in the identified Transaction (check one of the following):
 - a. That I am required to disqualify myself from participating in the Transaction.
 - b. That, although I am not required to disqualify myself, I have nonetheless elected to disqualify myself from participating in the Transaction.
 - c. That I am a member of a business, a profession, an occupation or a group, all the members of which have a personal interest in the Transaction, and that I am able to participate in the Transaction fairly, objectively and in the public interest.

5/12/12
Date


Signature



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2012-0018

PROPERTY LOCATION: 207 S. Peyton St.

TAX MAP REFERENCE: 73.02-06-04 **ZONE:** OCH

APPLICANT:

Name: St. Coletta's of Greater Washington, Inc.

Address: 207 S. Peyton St., Alexandria, VA 22314

PROPOSED USE: Expansion of existing Special Education School for Adults.

THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 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 staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.

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 IV, Section 4-1404(D)(7) 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 Director of Planning and Zoning 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.

Mary Catherine Gibbs

Print Name of Applicant or Agent

307 N. Washington St.

Mailing/Street Address

Alexandria, VA 22314

City and State Zip Code

Mary Catherine Gibbs 2/11/12
Signature Date

703-836-5757 703-548-5443

Telephone # Fax #

mcg.hcgk@verizon.net

Email address

ACTION-PLANNING COMMISSION: Approval 7:30 DATE: 5/1/12
ACTION-CITY COUNCIL: CC approved PC recommendation DATE: 5-12-12