

Docket Item #6  
SPECIAL USE PERMIT # SUP2005-0121

Planning Commission Meeting  
January 3, 2006

**ISSUE:** Consideration of a request for a special use permit for a temporary sales trailer.

**APPLICANT:** NV Homes  
by Todd Stafford

**LOCATION:** 908 West Glebe Road

**ZONE:** UT/Utility Transportation

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**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.

**SITE GRAPHIC**  
**AVAILABLE IN THE PLANNING AND ZONING OFFICE**

**I. DISCUSSION**

REQUEST

The applicant, NV Homes, requests special use permit approval for the operation of a sales trailer located at 908 West Glebe Road.

SITE DESCRIPTION

The subject property is one lot of record with 843 feet of frontage on West Glebe Road, 94.5 feet of depth and a total lot area of 38,524 square feet. The site is currently a parking lot used by Dominion Virginia Power Company. The Dominion Virginia Power Company has agreed to allow NV Homes use of the property to operate a sales trailer. Access to the property is from West Glebe Road.



The surrounding area is occupied by a mix of residential and public utility uses. Immediately to the north, across W. Glebe Road, is the Dominion Virginia Power Company. To the south are residential homes located along Tennessee Avenue. To the east and west are residential properties.

BACKGROUND

The applicant plans to build 24-townhomes on the property on parcel B(DSP# 2003-0013), beside the proposed trailer which is to be located on parcel A. The proposed trailer will be located on property belonging to, Dominion Virginia Power Company. The property is currently used as overflow parking for Dominion Virginia Power Company. Dominion Virginia Power Company has authorized NV Homes to set up a trailer in their parking lot along with a temporary electric service structure (See attached correspondence).

PROPOSAL

The applicant, NV Homes, proposes to place a sales trailer at 908 West Glebe Road for six months. The proposed sales trailer will be used as a sales office by two NV Homes employees, providing potential homeowners of the adjacent townhomes home buying assistance. At staff's request, the applicant proposes to install landscaping according to the attached plan.

Hours of Operation:	Monday	2:00PM-6:00PM
	Tuesday-Saturday	10:00AM- 6:00PM
	Sunday	11:00AM- 6:00PM
Number of Customers:	10 per week	

Employees:	2 per day
Noise:	Noise generated will be general office noise that will be confined within the trailer. The only exterior noise will be vehicles arriving and exiting the property.
Trash/Litter:	Office paper will be generated. Approximately one municipal trash can every two weeks will be filled. Trash will be collected and recycled by a cleaning agency once per week.

PARKING

According to Section 8-200 (A)(18) of the Zoning Ordinance, an office with 672 square feet of office space requires one parking space for every 450 square feet. An office with 672 square feet will be required to provide 2 off-street parking spaces. The applicant is proposing to provide five off-street parking spaces to be located to the front of the sales trailer.

ZONING/MASTER PLAN DESIGNATION

The subject property is located in the UT (Utilities and Transportation) zone. Section 7-1101 (C) of the Zoning Ordinance allows a sales trailer in the Utility Transportation zone only with a special use permit.

The proposed use is consistent with the Northridge/ Rosemont Small Area Plan chapter of the Master Plan which designates the property for Utility Transportation use.

**II. STAFF ANALYSIS**

Staff does not object to the applicant's proposed office trailer at 908 West Glebe Road. The trailer is proposed to be located at the site for six months and is located on an under-utilized parking lot. Although the applicant is proposing the trailer for six months, staff is recommending twelve months to accommodate any unexpected delays. The applicant has agreed to install landscaping on the property, indicated on the submitted landscaping plan.

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 hours of operation for the sales trailer shall be limited to between 9:00AM-6:00PM Daily. (P&Z)
3. The applicant shall post the hours of operation at the entrance of the business. (P&Z)
4. The temporary sales trailer shall be removed one year from the date of approval of the special use permit. (P&Z)
5. The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703 838-4520 regarding a Larceny Awareness program for all employees and a security survey for the construction trailer as soon as it is in place. (Police)
6. The Director of Planning and Zoning shall review the special use permit after it has been operational for six months, 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.

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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

##### Code Enforcement:

- F-1 The proposed trailer will be located on property belonging to another owner. The applicant has submitted a letter of authorization from the parcel owner granting permission to install the trailer on the owner's property.
- 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 construction trailer as soon as it is in place. .
- R-2 The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703 838-4520 regarding a Larceny Awareness program for all employees.

##### Recreation:

F-1 No Comment

SUP#2005-0121  
908 West Glebe Road

**REPORT ATTACHMENTS  
AVAILABLE IN THE PLANNING AND ZONING OFFICE**