

**CONSENT AGENDA ITEM**

If no one asks to speak about this case prior to the hearing, it will be approved without discussion as part of the Consent Agenda.

Docket Item #3  
SPECIAL USE PERMIT #2007-0111

Planning Commission Meeting  
December 4, 2007

**ISSUE:** Consideration of a request for a special use permit to operate a private commercial school.

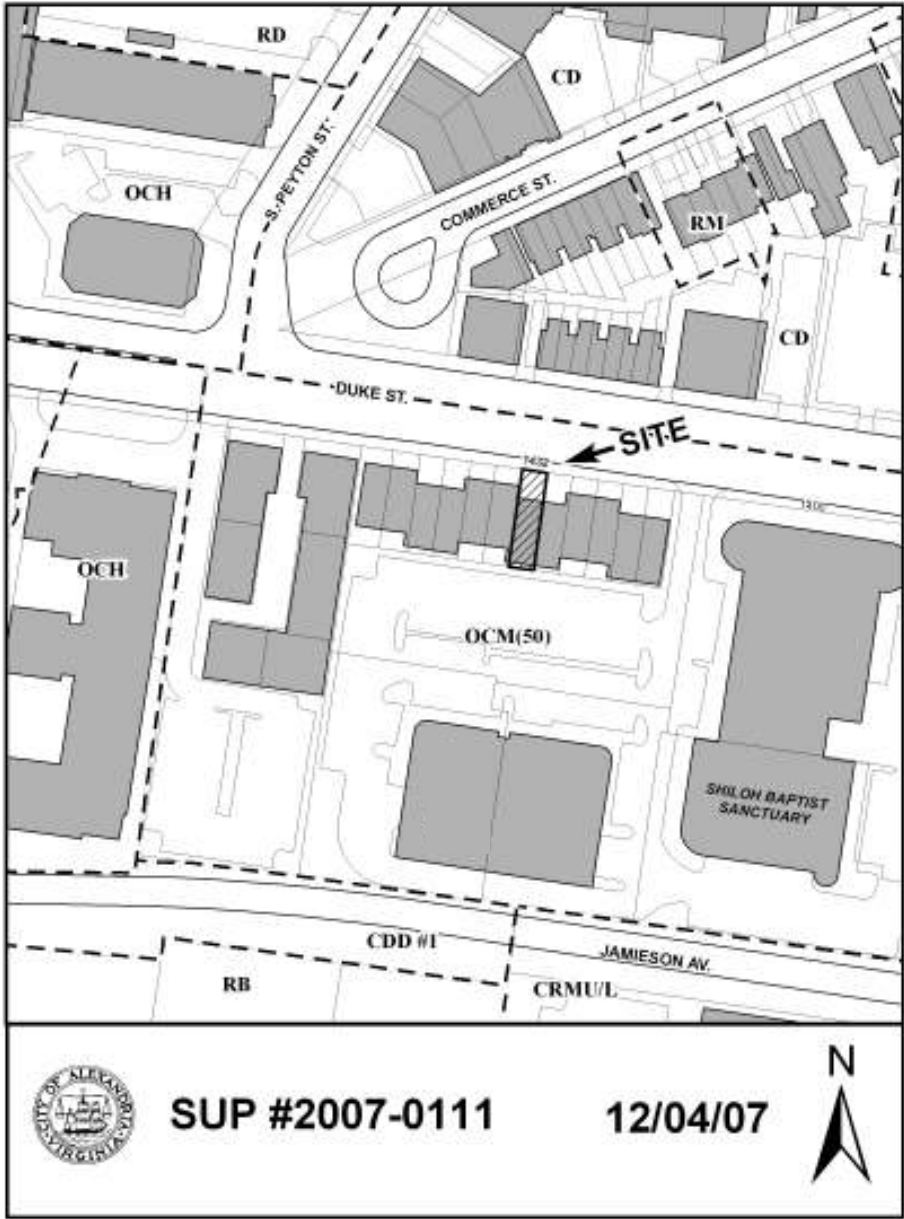
**APPLICANT:** Alexander Atwood

**LOCATION:** 1432 Duke Street

**ZONE** OCM(50)/Office Commercial Medium

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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.



## I. DISCUSSION

### REQUEST

The applicant, Alexander Atwood, requests special use permit approval for the operation of a hospitality and etiquette training school located at 1432 Duke Street.

### SITE DESCRIPTION

The subject property is one lot of record with 20 feet of frontage on Duke Street, 75 feet of depth and a total lot area of 1,492 square feet. The site is developed with an office building. Access to the property is from Duke Street.

The surrounding area is occupied by a mix of residential, commercial and office uses. Immediately to the north are residential townhouses. To the south are the City of Alexandria Employee Credit Union and Prolec Electricians. To the east and west are business offices.



### BACKGROUND

The applicant currently operates Penguin Staff, a hospitality staffing service, at the subject property. Penguin Staff is open Monday through Saturday, 10:00 am to 6:00 pm, they are closed Sunday and Friday except during the holiday season. The office has 7 full time employees. The hospitality school will be an independent company from Penguin Staff.

### PROPOSAL

The applicant proposes to operate a training school for hospitality professionals in the basement of their current offices. The classes will be held in the evenings and on Saturdays.

Proposed:

Hours: Monday, Tuesday and Thursday; 6pm – 10pm  
Saturday; 9am – 3pm

Number of students: 8 Students per day

Noise: The classes will be held in the basement, the applicant does not anticipate any undue noises.

Trash/Litter: Trash will consist of typical office waste, trash is collected every day.

PARKING

According to Section 8-200(A)(11) of the Zoning Ordinance, a commercial school requires one parking space for every two students. A commercial school with eight students will be required to provide four off-street parking spaces.

The subject office building shares a large parking lot with the offices in the 1400 block of Duke Street. Since the school will be operating in the evenings and on Saturdays when the parking demand is low, there will be sufficient parking for the proposed use.

ZONING/MASTER PLAN DESIGNATION

The subject property is located in the OCM(50) zone. Section 4-903(X) of the Zoning Ordinance allows a commercial school in the OCM(50) zone only with a special use permit.

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

**II. STAFF ANALYSIS**

Staff supports this commercial school. The school will be an integral component of the existing staffing company, providing hospitality training to current and prospective employees. The school will not have negative impacts on the surrounding office and commercial businesses due to the nighttime and Saturday schedule. The residences on the opposite side of Duke Street will not be impacted by the students arriving or leaving since the parking lot is behind the row of office townhouses.

With the following conditions, 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 of the school shall be limited to Monday through Friday, 6:00 pm to 10:00 pm and Saturday, 9:00 am to 3:00 pm. (P&Z)
3. The school's enrollment shall be limited to 10 students per class session. (P&Z)
4. The applicant shall post the hours of operation at the entrance of the classroom. (P&Z)

5. The applicant shall encourage its employees to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of carpooling opportunities. (P&Z)
6. 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)
7. The applicant shall provide storage space for solid waste and recyclable materials containers as outlined in the City's "*Solid Waste and Recyclable Materials Storage Space Guidelines*", or to the satisfaction of the Director of Transportation & Environmental Services. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: [www.alexandriava.gov](http://www.alexandriava.gov) or contact the City's Solid Waste Division at 703-519-3486 ext.132. (T&ES)
8. 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)
9. The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703-838-4520 regarding a security survey for the school.
10. The Director of Planning and Zoning shall review the special use permit after it has been operational for one year, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions 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, (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: Richard Josephson, Acting Director, Department of Planning and Zoning;  
Richard Bray, 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:

- R-1 The applicant shall provide storage space for solid waste and recyclable materials containers as outlined in the City's "*Solid Waste and Recyclable Materials Storage Space Guidelines*", or to the satisfaction of the Director of Transportation & Environmental Services. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: [www.alexandriava.gov](http://www.alexandriava.gov) or contact the City's Solid Waste Division at 703-519-3486 ext.132. (T&ES)
  
- R-2 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)
  
- R-4 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)
  
- 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.
  
- 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).

Code Enforcement:

- C-1 A new fire prevention code permit is required for the proposed operation.

Health Department:

- F-1 No Comment

Parks & Recreation:

- 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 school.
  
- F-1      The applicant is not seeking an A.B.C. permit. The Police Department concurs.

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