

DOCKET ITEM #6

**Special Use Permit #2008-0068**  
**917 Princess Street**

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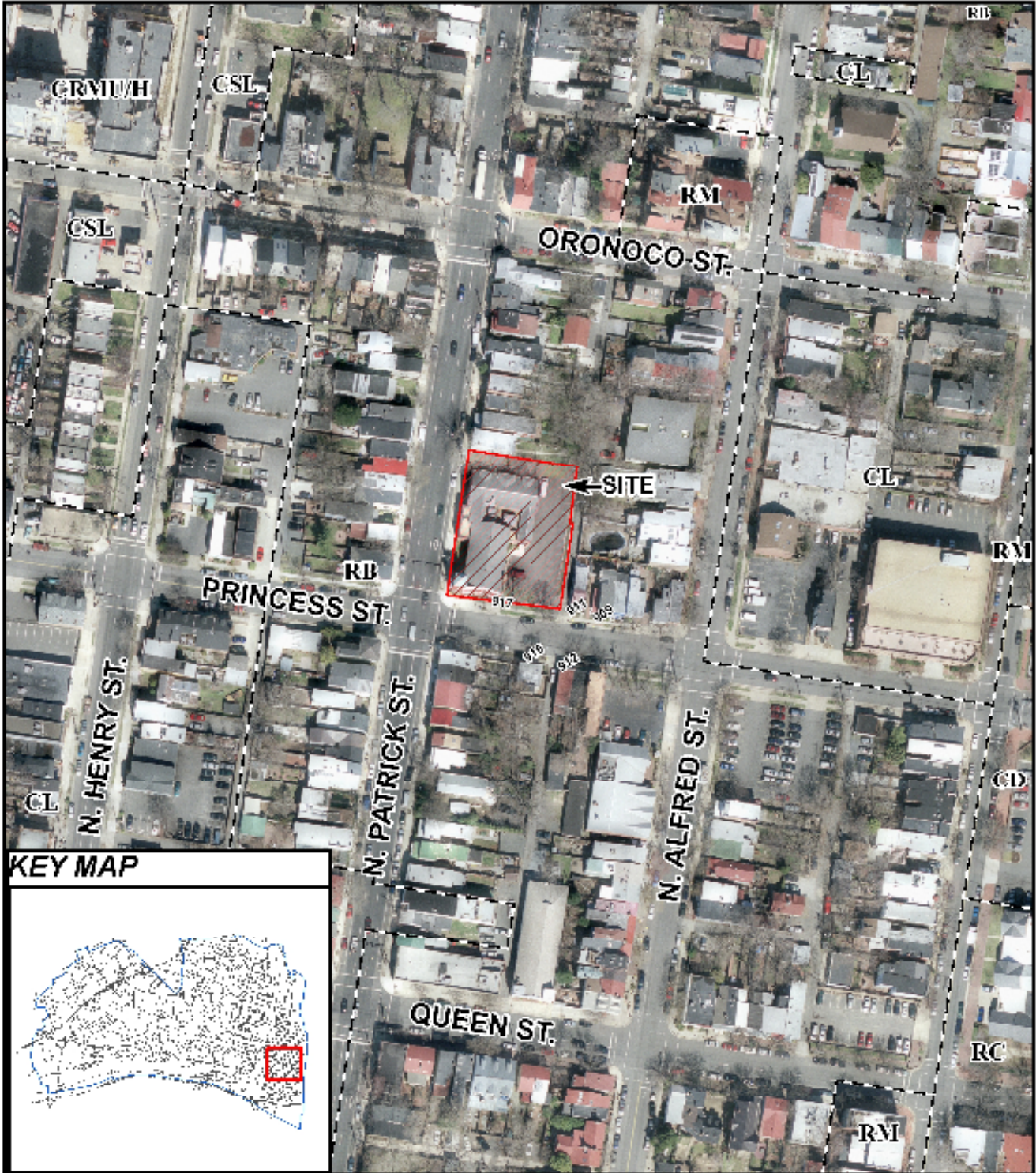
Application	General Data	
<b>Request:</b> Consideration of a request for a special use permit amendment at an existing day care center to increase the number of children, increase the operating hours, and amend a traffic-related condition.	<b>Planning Commission Hearing:</b>	January 6, 2009
	<b>City Council Hearing:</b>	January 24, 2009
<b>Address:</b> 917 Princess Street	<b>Zone:</b>	RB/Residential
<b>Applicant:</b> Maria Bustinza	<b>Small Area Plan:</b>	Old Town North

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

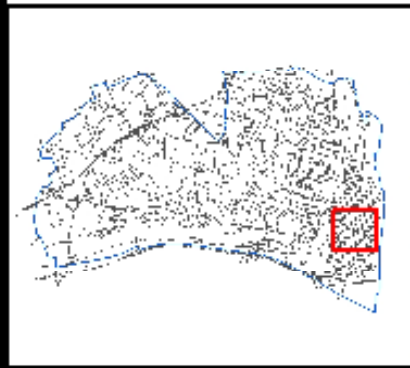
Staff Reviewers: Nathan Randall [nathan.randall@alexandriava.gov](mailto:nathan.randall@alexandriava.gov)

**PLANNING COMMISSION ACTION:**

**CITY COUNCIL ACTION:**



KEY MAP



**SUP #2008-0068**

**01/06/09**



## I. DISCUSSION

### REQUEST

The applicant, Maria Bustinza, requests a special use permit amendment to increase the number of children permitted, extend the hours of operation, and change condition language for an existing day care center located at 917 Princess Street.

### SITE DESCRIPTION

The subject property is one lot of record with 120 feet of frontage on Princess Street, 152 feet of frontage on N. Patrick Street, and a total lot area of 18,110 square feet. The site is developed with the Third Baptist Church building, 3,025 square feet of which is occupied by the applicant for the day care center. Access to the property is from Princess Street.



The surrounding area is occupied by a mix of residential and religious uses. Immediately surrounding the property are townhouse residential dwellings.

### BACKGROUND

On January 20, 2007, City Council granted Special Use Permit #2006-0096 for the operation of the day care center. On September 13, 2008, City Council granted Special Use Permit #2008-0053 to the applicant to operate a second day care location at 501 N. Henry Street.

On July 8, 2008 staff visited the subject property to determine if the business was in compliance with the conditions of its special use permit. Staff determined that the applicant received an incorrect version of the special use permit conditions, which resulted in the applicant accepting 85 children at the day care instead of 60. Staff also found in its inspection violations of SUP conditions #16 & #17. Since that time both violations have been addressed to the satisfaction of Planning & Zoning staff.

Staff, with the cooperation and participation of the applicant, held a total of three meetings with neighbors of the existing day care and parents of children attending the day care. These meetings were held on October 15, November 20, and December 16, 2008.

### PROPOSAL

The applicant seeks to expand operations at her existing day care center at 917 Princess Street. Although the amount of space will remain the same, the applicant requests an

increase in the number of children allowed at the day care center officially from 60 to 99 (though in effect the increase would be from 85 to 99.) She seeks to extend evening hours until 9:30pm one Friday night per month for a “Parents’ Night Out” program that would be limited to 35 children. She also seeks a change to one condition of the previous SUP which would more broadly prohibit left-hand turns during evening pick up hours but would allow left-hand turns at other times.

Number of Children Allowed by Previous SUP:	<b>60</b>
Current Number of Children:	<b>85</b>
Proposed Number of Children:	<b>95</b> upon approval <b>99</b> administratively after 30 days
Proposed Children One Friday Night/Month:	<b>35</b>

Existing Hours:	7:00am – 6:00pm, Monday-Friday
Proposed Hours:	7:00am – 6:00pm, Monday-Friday 7:00am – 9:30pm, One Friday Evening Per Month

Pick-up/Drop-off:	Pick-up and drop-off primarily within church parking lot.
Traffic/Parking:	Left-hand turns into or out of parking lot will be prohibited during peak evening pick-up hours (4:30-6:00pm.) On-site traffic monitor will advise parents when lot is full and will enforce left-turn prohibitions. Available on-street parking spaces may be used if lot is full.

Noise:	Children playing outside and occasional noise from pick-up and drop-off will be kept to a minimum. Only one classroom of children will be playing outside at any one time.
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Trash/Litter:	Most of trash will be arts & crafts material along with other day-care related waste. The number of diapers is expected to decrease. Trash will be picked up at least once/week.
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PARKING

Section 8-200(A)(11) of the Zoning Ordinance requires a child care center to provide two parking spaces for each classroom. The applicant’s layout indicates a total of five classrooms, for a requirement of 10 parking spaces. The subject property has an on-site fenced parking lot with 16 parking spaces currently being used by the Third Baptist Church. Since the applicant will be operating during the hours that the church will not be utilizing the spaces, the church has allowed the child care center to use the parking lot,

fulfilling the parking requirement. In addition, the child care center will encourage employees to use mass transit.

#### ZONING/MASTER PLAN DESIGNATION

The subject property is located in the RB/Townhouse zone. At the time of filing, Section 3-703(B) of the Zoning Ordinance allowed child care centers in a church building in the RB / Townhouse zone only with a special use permit. Although now eligible for an Administrative Special Use Permit as a result of the Small Business Zoning initiative, staff determined that in this instance it is unlikely that process would expedite approval for the applicant.

The Braddock Road Metro Small Area Plan chapter of the Master Plan designates the property for Residential Medium use. Since child care centers are permitted in churches in residential zones, the proposed use is consistent with the master plan designation.

#### BOARD OF ARCHITECTURAL REVIEW

The property in question is located in the Parker Gray Historic District and is subject to review by the Board of Architectural Review (BAR). The Special Use Permit for a child care facility does not include any exterior changes that are visible from a public right-of-way. However, any future changes, including signage, lighting, window replacement, or other alterations visible from a public right-of-way would need to be submitted for review and approval by the Board of Architectural Review.

## **II. STAFF ANALYSIS**

Staff does not object to the expansion of the applicant's day care center at this location. While the official increase will be 39 children, when compared to existing conditions the effective increase of 14 children is relatively small. The request to add Friday evening hours is also somewhat minor as it is limited to 35 children and will occur only once per month. Finally, the request to change condition language related to left-hand turns is reasonable in that it will expand the prohibition during the peak traffic period while relaxing it during non-peak times.

Staff recognizes that a day care use in this location, even within an existing church, presents the potential for impacts on the surrounding primarily residential neighborhood. However, staff views the applicant's request as an expansion of an important community-serving use and believes that the conditions contained in Section III of this report will significantly mitigate potential impacts on the neighborhood.

Staff has heard from community members expressing concerns about both the existing day care operation and the proposed expansion. As a result, staff conducted three community outreach meetings with the cooperation and participation of the applicant: one with neighbors, another with parents of children at the day care, and finally a joint meeting between the two groups. In the first meeting, neighbors expressed particular

concern about traffic back-ups, parents taking up parking spaces, and general traffic safety issues and feared these issues would only get worse following an expansion. Parents of children enrolled in the child care center expressed concerns about potential solutions to traffic problems during the second meeting and underscored the need for child care facilities in Alexandria. In the third meeting, both neighbors and parents gathered with staff and the applicant to discuss potential solutions to traffic and parking issues that would also accommodate the applicant's request to effectively add 14 children to the day care facility.

Two major traffic-related solutions emerged from this meeting. Both are related to evening pick-up hours, from 4:30pm to 6:00pm, which was understood to be the time of greatest concern. One solution is to require that parents only turn right to enter the parking lot and only turn right to exit the parking lot. This provision, one of three elements in the applicant's request, was already required in part under the previous SUP request. However, it has been modified to go into effect only during evening pick-up hours and to also include right-turns only into the parking lot. Enforcement of this provision has also been made more explicit to require regular notification to parents and to require the use of a traffic monitor during evening pick-ups. An on-site traffic monitor, which is the second major solution for traffic issues at the facility, may be either a volunteer parent or a paid staff member of the day care center and shall be posted near the entrance to the parking lot. It is intended that the traffic monitor will remind parents of the "right-in, right-out" requirement, will alert parents when the church parking lot is full, and will generally help to ensure the smooth flow of vehicles to the greatest extent possible. Parents will be encouraged to park in the parking lot but will not be prohibited from parking on Princess Street.

A consensus emerged among neighbors, parents, staff, and the applicant that with these two new traffic-related requirements in place, the applicant's request to add 14 new children (officially 39) to the day care would be acceptable as long as it is phased-in. This explains the condition recommended by staff that the first 10 additional students could attend upon Council approval, with four additional students permitted administratively after 30 days.

Staff would note two additional condition changes. Condition #16 has been amended to afford the applicant greater flexibility in providing off-street parking spaces for day care staff. Condition #22, requiring a \$250 contribution for a street tree, has been required specifically to replace a missing tree from a tree well adjacent to the church property.

With existing and potential impacts of the day care use sufficiently mitigated through the conditions recommended in this report, staff supports this community-serving use that provides an overall benefit to the community. Staff has reached its conclusion after considerable outreach and a careful balancing of the needs of the applicant, the need for child care in Alexandria, and the needs of neighborhood residents. Subject to the conditions contained in Section III of this report, staff recommends approval of the special use permit request.

### 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. **CONDITION AMENDED BY STAFF:** The hours of operation of the child care center shall be limited to Monday- Friday, 6:00am to 6:00pm, except that on one Friday evening per month the closing hour may extend to 9:30pm. (P&Z)
3. The applicant shall post the hours of operation at the entrance of the business. (P&Z)
4. **CONDITION AMENDED BY STAFF:** Upon approval, the maximum number of children permitted at the child care facility at any one time shall be ~~60~~ 95. Thirty days following the date that the additional children have started to attend, the maximum number of children at the facility may be increased to 99, subject to the approval of the Director of Planning & Zoning. The maximum number of children at the facility during extended Friday evening hours, once per month, shall be 35. The maximum numbers set forth herein are also subject to the approval of the Licensing Division of the Virginia Department of Social Services. (P&Z) (City Council)
5. The applicant shall require that the on-site parking lot be utilized for pick-up and drop-off of children. Staff from the center will escort the children into the building. (City Council) (P&Z)
6. 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)
7. 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)
8. Loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
9. 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)

10. The applicant shall cover all electrical outlets with socket protectors. (Police)
11. The applicant shall ensure all restrooms visits by the children are supervised due to a stairwell located adjacent to the restrooms. (Police)
12. The applicant shall devise safety measures (devices) on all exit doors that operate with a push-bar mechanism due to the fact that an unattended child could exit without detection by the staff. (Police)
13. The child care center program must complete the state child care licensing process before they begin serving preschool age children at this site. (P&Z)
14. 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, 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)
15. **CONDITION AMENDED BY STAFF:** Access to the child care center will be from Princess Street to the church parking lot, using a short portion on the existing alley to gain access into the church parking lot. Parents would not be prohibited or discouraged from using available on street parking for drop off or pick up. (City Council)
16. **CONDITION AMENDED BY STAFF:** ~~Staff parking will be provided in an off site lot owned by the church located at Pendleton and Payne Streets. (City Council)~~ 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 location of employee parking may not be within the on-site church parking lot. (P&Z) (T&ES)
17. **CONDITION AMENDED BY STAFF:** Parents shall be prohibited from turning left into the church parking lot from Princess Street, or turning left onto Princess Street from the church parking lot, during pick-up hours from 4:30pm to 6:00pm, Monday-Friday. The applicant shall notify parents of this prohibition in new orientation manuals and shall remind them at regular intervals throughout the year. One signage will shall be placed at the northwest corner of the alley and Princess Street on the existing fence to the right at the exit from of the parking lot



- ~~exit to the alley~~ indicating that vehicles driven by day care parents exiting the church parking lot will be permitted only to make a right turn only from 4:30pm to 6:00pm, Monday through Friday. (City Council) (P&Z)
18. The gate and driveway apron connecting the church parking lot to the alley will be widened to accommodate vehicles entering the church parking lot. (City Council)
19. There will be a meeting with the child care provider and the neighbors six months after approval of the Special Use Permit, in order to address any issues that have arisen in relation to the operation of the day care center, in addition to the normal one year review to determine compliance with all conditions of the SUP. (City Council)
20. **CONDITION ADDED BY STAFF:** The applicant shall designate one “Traffic & Parking Management Monitor” each day during evening pick-up hours of 4:30pm to 6:00pm, Monday-Friday. The monitor shall stand near the entrance to the church parking lot but shall not enter the street. The responsibilities of the monitor are intended to include: a) discouraging parents from entering the church parking lot when the lot has reached capacity and b) reminding parents that they can only turn right into or out of the parking lot. (P&Z)
21. **CONDITION ADDED BY STAFF:** Existing landscaping on property shall be well maintained and be free of weeds, debris, and litter at all times. Replace dead or missing plants as needed. (Parks)
22. **CONDITION ADDED BY STAFF:** The applicant shall contribute \$250.00 for one street tree to be planted in the empty tree well in front of the building on the Princess Street block face. The monetary donation shall be submitted to the Department of Recreation, Living Landscape Fund, 1108 Jefferson St. Alexandria, VA 22314, within 60 days of City Council approval. (Parks)

**STAFF:** Richard Josephson, Deputy Director, Department of Planning and Zoning;  
Nathan Randall, 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 T&ES has no objection to the increase in children from 85 to 99.
- R-1 Carry over conditions from SUP2006-00096.
- R-2 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.

##### Code Enforcement:

- C-1 The applicant must obtain a new Certificate of Occupancy prior to permitting the additional occupants use of the structure. (USBC 116.1).
- C-2 Required parking shall be accessible for persons with disabilities.
- C-3 This structure contains mixed use groups and is subject to the mixed use and occupancy requirements of the USBC.

##### Health Department:

- F-1 No Comment

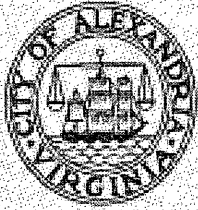
##### Parks and Recreation:

- R-1 Existing landscaping on property shall be well maintained and be free of weeds, debris, and litter at all times. Replace dead or missing plants as needed.
- R-2 The applicant shall contribute \$250.00 for one street tree to be planted in the empty tree well in front of the building on the Princess Street block face. The monetary donation shall be submitted to the Department of Recreation, Living Landscape Fund, 1108 Jefferson St. Alexandria, VA 22314, within 60 days of City Council approval.
- C-1 Property owner shall control weeds along public sidewalks, curb lines and within tree wells which are within 12 feet of the owners front property line. (City Ord. No. 2698, 6/12/82, Sec. 2; Ord. No. 2878, 11/12/83, Sec. 1)

Police Department:

- F-1 The Police Department has no objections to the child care facility increasing their number of enrolled children.
- F-2 The Police Department has no objections to the child care facility extending their hours once a month from 6:00 pm – 9:30 pm.
- F-3 The Police Department defers to Planning and Zoning in reference to the removal of the condition mandating right turn only out of the facility thus allowing a left turn out of the parking lot of the facility.

NOV



# APPLICATION SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2008-0068

PROPERTY LOCATION: 917 Princess Street, Alexandria VA 22314

TAX MAP REFERENCE: 064.02-06-10 ZONE: UB

**APPLICANT:**

Name: Maria P. Bustinza

Address: P.O. Box 26384, Alexandria VA 22313

PROPOSED USE: Child care center.

**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.

Maria P. Bustinza  
Print Name of Applicant or Agent

08/26/08  
Signature Date

P.O. Box 26384  
Mailing/Street Address

703-8370237 703-842-8851  
Telephone # Fax #

Alexandria VA 22313  
City and State Zip Code

merybustinza@yahoo.com  
Email address

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

**PROPERTY OWNER'S AUTHORIZATION**

As the property owner of 917 Princess St. Alexandria VA 22314 hereby  
(Property Address)

grant the applicant authorization to apply for the child care use as  
(use)

described in this application.

Name: Rev. James Jordan  
Please Print

Phone 703-683-1616

Address: 917 Princess St. Alexandria  
VA 22314

Email: -

Signature: Rev James Jordan

Date: 09/02/08

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.

50% Maria P. Bustinza - 422 Pendleton St. Alexandria VA 22314

50% Maria T. Bustinza - 513 N. Pitt St. Alexandria VA 22314

# REVISED

SUP # \_\_\_\_\_

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.)

American Day School is a child care center serving children of ages 2-5 months. We are proposing the following changes:

— Open from 7:00am to 9:30pm one Friday a month between January and November; 2 Fridays in December for "Parents Night Out"

— Increase the number of children to 99 as the building has the square footage needed to have up to 105 students. The following would be the new classroom distribution:

— Toddlers (16mo-2y) : 20 students

— Two's : 20 ✓

— 2 1/2 - 3y : 18 ✓

— 3y old : 20 ✓

— Pre-K : 21 ✓

— Change the condition of right-turn only out of the parking lot so that parents can make either a left or a right. Also, we will establish a "right-in-right-out" only into & out of the parking lot during our busiest time (4:30pm - 6:00pm)

**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: Change of hours of operation, & change of number of children who can attend the school

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).

At full capacity, we would have up to 99 children.

The center will open Monday - Friday, 7:00am - 6:00 pm, except for once a month's "Parents Night Out".

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

The number of employees depend on the number of children enrolled. Because we would no longer have infants, the number of teachers would not change.

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

Day: Monday - Friday

Hours: 7:00 am - 6:00 pm. (same)

Friday (once a month)

7:00 am - 9:30 pm. (New)

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

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

The noise level would not change due to the increase of <sup>the number of,</sup> children.

B. How will the noise be controlled?

Classrooms have a playground schedule. Therefore, only one classroom will be out on the playground at a time.

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

No potential odors should emanate from  
the center.

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)

Because the center won't have infants in this location  
any more, the number of diapers would probably decrease.

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

Most of the trash will be arts and craft materials.  
Trash should not increase much better the  
increase in the number of children.

C. How often will trash be collected?

Trash is collected once a week.

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

We have purchased large trash cans as  
we see it is needed.

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:

N/A



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. [X] No.

If yes, provide the name, monthly quantity, and specific disposal method below:

N/A

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

As indicated by representatives of the Police Department, all electrical sockets will continue be covered and all visits to the classrooms will continue to be supervised.

**ALCOHOL SALES**

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

[ ] Yes [X] 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.

N/A

**PARKING AND ACCESS REQUIREMENTS**

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

- 16 Standard spaces
- 0 Compact spaces
- 0 Handicapped accessible spaces.
- 0 Other.

Planning and Zoning Staff Only

Required number of spaces for use per Zoning Ordinance Section 8-200A \_\_\_\_\_

Does the application meet the requirement?  
 Yes  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?

N/A

**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? 16 (parking spaces)

Planning and Zoning Staff Only

Required number of loading spaces for use per Zoning Ordinance Section 8-200 \_\_\_\_\_

Does the application meet the requirement?  
 Yes  No

B. Where are off-street loading facilities located? N/A

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

The average drop off time is between 7:00 am to 9:00 am in the morning, and pick-up times are usually from 4:30 pm - 6:00 pm.

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

Once early in the morning, and once in the late afternoon, as indicated in "C" above.

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?

The street access to the property is adequate.

**SITE CHARACTERISTICS**

17. Will the proposed uses be located in an existing building?  Yes  No

Do you propose to construct an addition to the building?  Yes  No

How large will the addition be? \_\_\_\_\_ square feet.

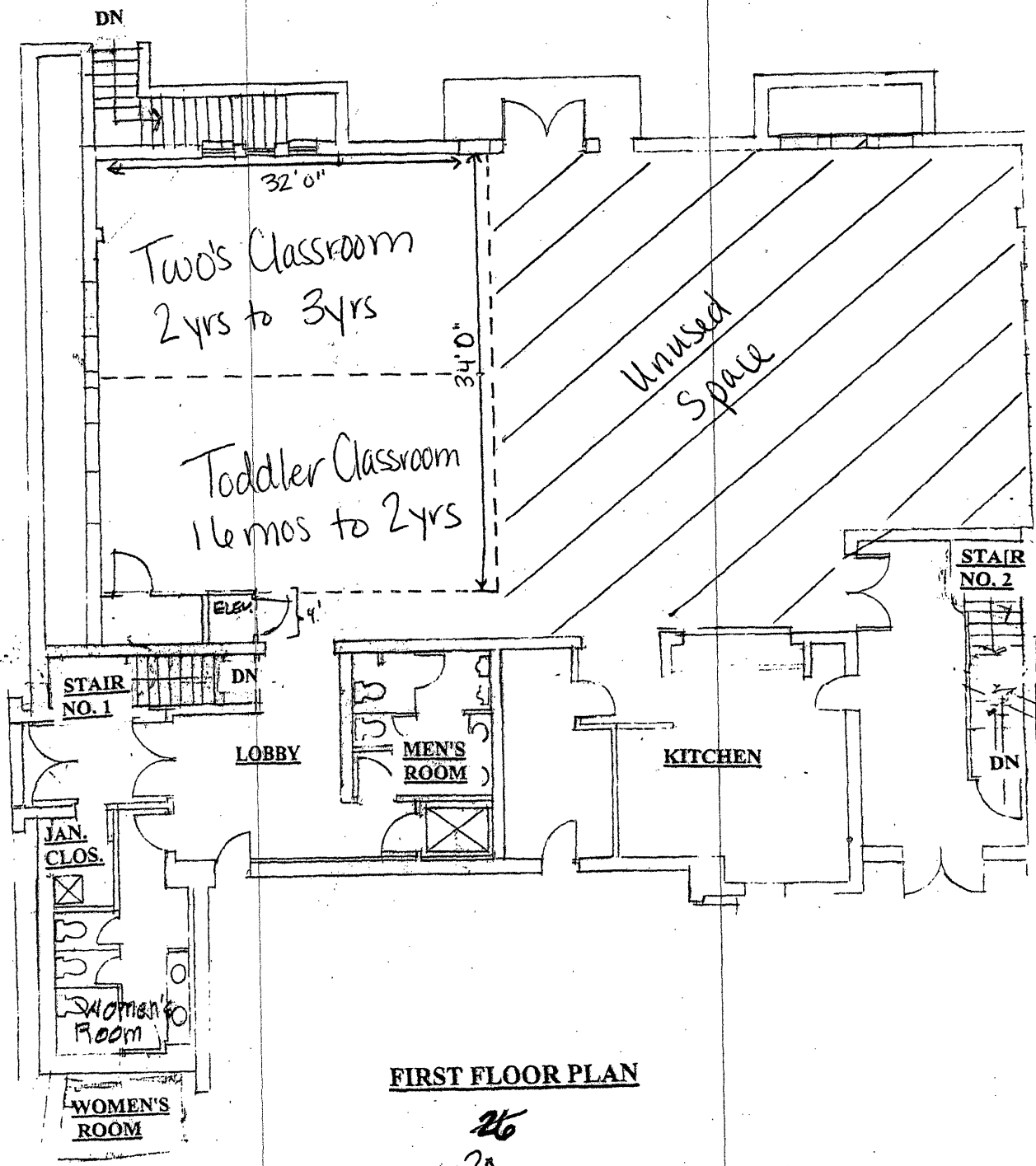
18. What will the total area occupied by the proposed use be?

\_\_\_\_\_ sq. ft. (existing) + \_\_\_\_\_ sq. ft. (addition if any) = 3225 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: \_\_\_\_\_

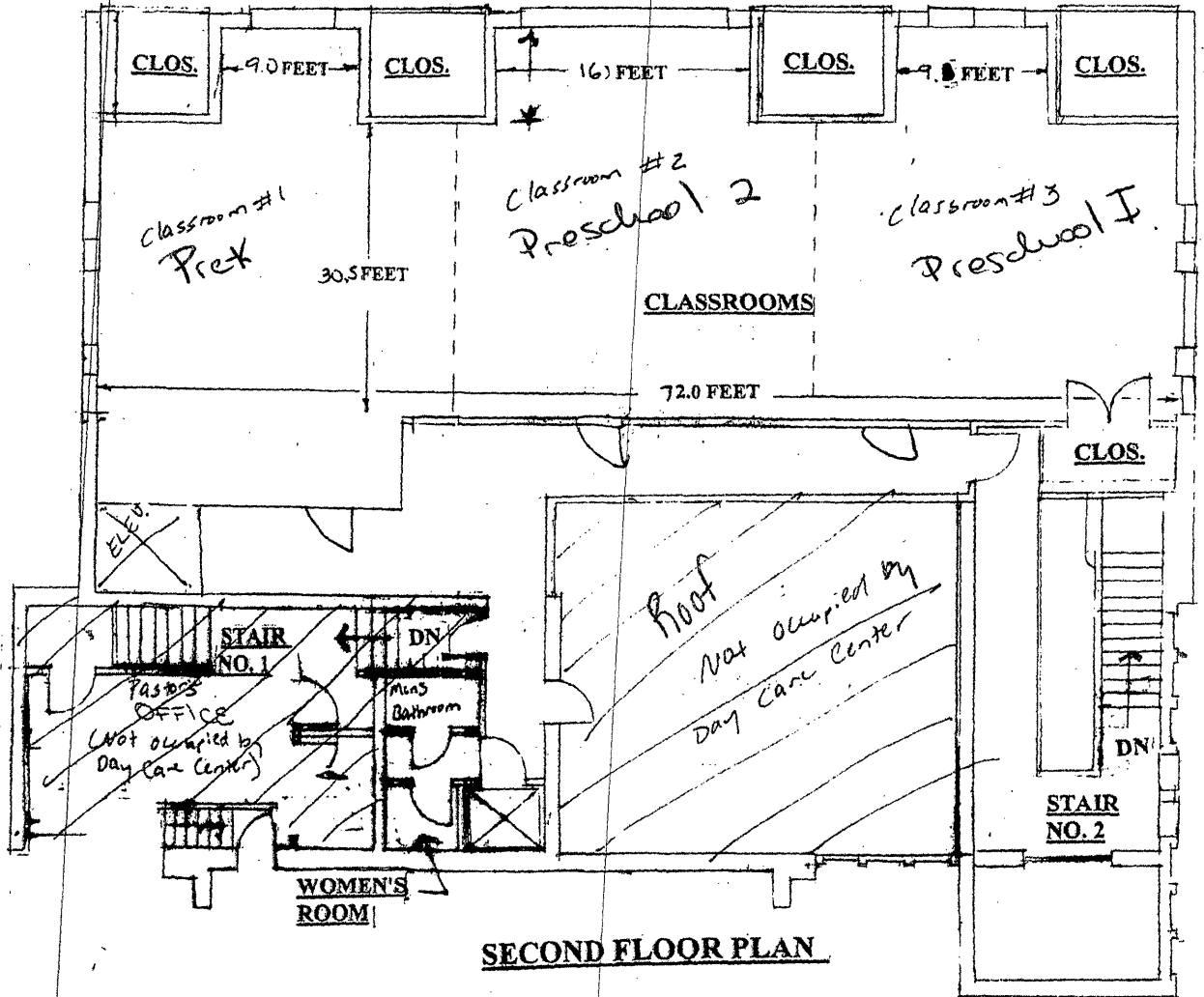
End of Application



FIRST FLOOR PLAN

26  
20

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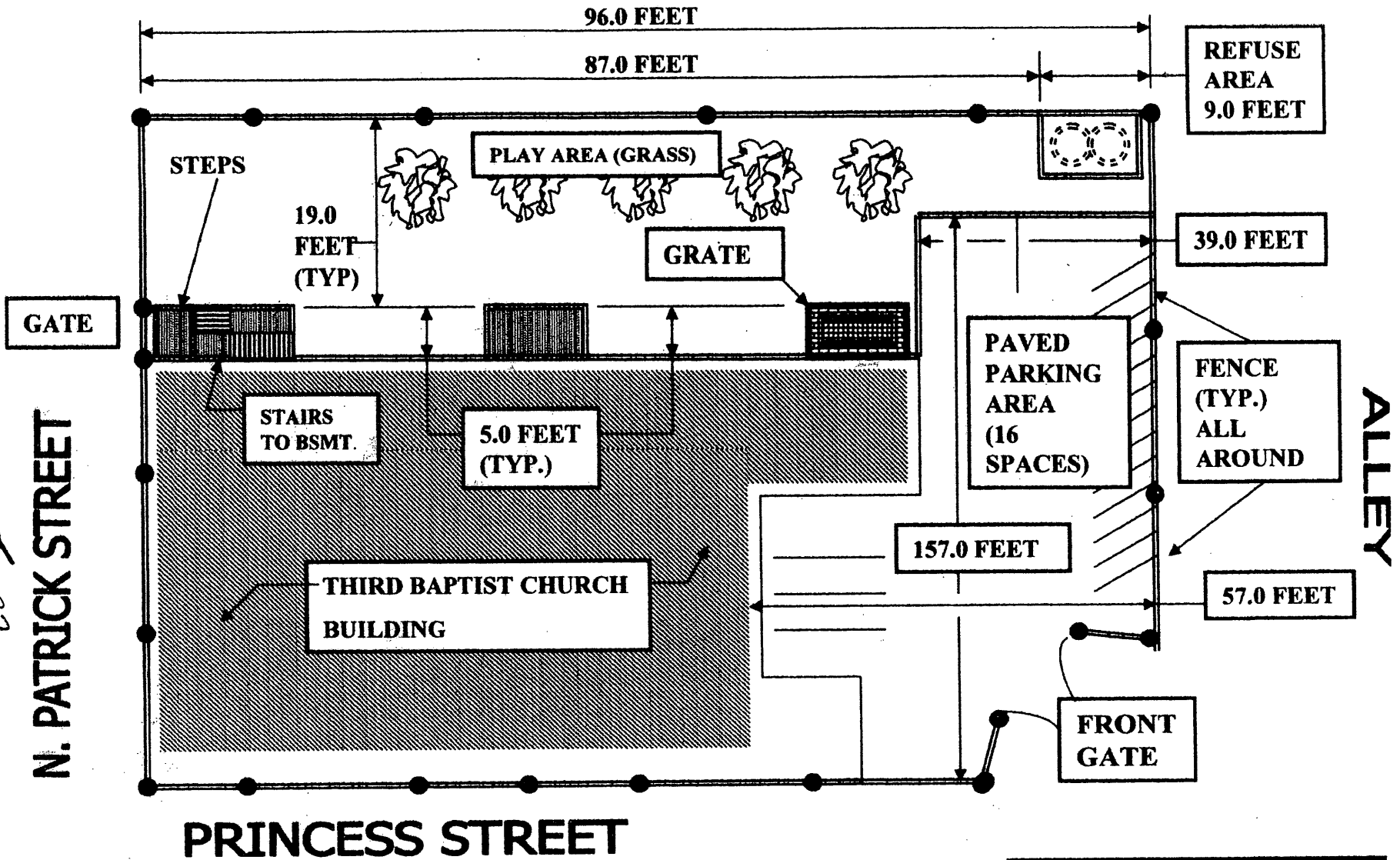


SECOND FLOOR PLAN

No changes are proposed for the second floor. The classrooms space currently has 2 partitions that divides the spaces in 3 classrooms. These classrooms will be used for children ages 2 1/2 to 5.

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# TOP VIEW OF 3RD BAPTIST CHURCH

**NEW START ART**  **WILBERT E. GREEN, JR.**

Sup 2008-0068



# APPLICATION - SUPPLEMENTAL

## CHILD CARE

**This Supplemental information is to be filed by applicants requesting special use permit approval of a child care home or child care center. All applicants must submit a plot plan of the property, showing play areas and parking, and an interior floor plan. If a play area that is not owned or leased by the operator is to be used by the children, written permission from the owner must be obtained and a copy submitted with this application.**

### CHILD CARE HOMES

N/A

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

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

**NOTE: Child care homes are not permitted to display signs.**

**CHILD CARE HOMES and CHILD CARE CENTERS**

**Applicants for both child care homes and child care centers (day care center, day nursery and nursery schools) shall complete this section.**

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

18

How many staff members will be on the job at any one time? 18

2. Where will staff and visiting parents park? At the 16 parking spaces of the on-site parking lot.

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

Parents currently used a drop off system in the parking lot between 7:45 - 8:45 am. A staff member approaches the car and take the child inside the building. Therefore, parents can leave promptly. In the afternoons, most

4. At what time will children usually be dropped-off and picked-up? parents park in a parking lot.

Drop-off	Pick-up
<u>7:00 am - 9:00 am</u>	<u>4:30 pm - 6:00 pm</u>
	<u>Some children are picked up earlier.</u>

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

The current play equipment in the playground area has been approved by Licensing. No changes are proposed.

6. Are play areas on the property fenced?  Yes  No  
If no, do you plan to fence any portion of the property?  Yes  No

Please describe the existing or proposed fence.

\_\_\_\_\_  
\_\_\_\_\_

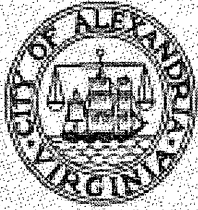


**CHILD CARE CENTERS ONLY**

**Applicants for child care centers (day care center, day nursery and nursery schools) shall complete this section.**

1. How many children will be cared for during one day? The request is for 99
2. What age children do you anticipate caring for? 16 mo - 5 years old.
3. Does the operation have a license from the State of Virginia for a child care facility?  
 Yes     No  
If yes, provide a copy of the license.

NOV



# APPLICATION SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2008-0068

PROPERTY LOCATION: 917 Princess Street, Alexandria VA 22314

TAX MAP REFERENCE: 064.02-06-10 ZONE: UB

**APPLICANT:**

Name: Maria P. Bustinza

Address: P.O. Box 26384, Alexandria VA 22313

PROPOSED USE: Child care center.

**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.

Maria P. Bustinza  
Print Name of Applicant or Agent

08/26/08  
Signature Date

P.O. Box 26384  
Mailing/Street Address

703-8370237 703-842-8851  
Telephone # Fax #

Alexandria VA 22313  
City and State Zip Code

merybustinza@yahoo.com  
Email address

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

**PROPERTY OWNER'S AUTHORIZATION**

As the property owner of 917 Princess St. Alexandria VA 22314 hereby  
(Property Address)

grant the applicant authorization to apply for the child care use as  
(use)

described in this application.

Name: Rev. James Jordan  
Please Print

Phone 703-683-1616

Address: 917 Princess St. Alexandria  
VA 22314

Email: -

Signature: Rev James Jordan

Date: 09/02/08

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.

50% Maria P. Bustinza - 422 Pendleton St. Alexandria VA 22314

50% Maria T. Bustinza - 513 N. Pitt St. Alexandria VA 22314

# REVISED

SUP # \_\_\_\_\_

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.)

American Day School is a child care center serving children of ages 2-5 months. We are proposing the following changes:

— Open from 7:00am to 9:30pm one Friday a month between January and November; 2 Fridays in December for "Parents Night Out"

— Increase the number of children to 99 as the building has the square footage needed to have up to 105 students. The following would be the new classroom distribution:

— Toddlers (16mo-2y) : 20 students

— Two's : 20 ✓

— 2 1/2 - 3y : 18 ✓

— 3y old : 20 ✓

— Pre-K : 21 ✓

— Change the condition of right-turn only out of the parking lot so that parents can make either a left or a right. Also, we will establish a "right-in-right-out" only into & out of the parking lot during our busiest time (4:30pm - 6:00pm)

**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: Change of hours of operation, & change of number of children who can attend the school

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).

At full capacity, we would have up to 99 children.

The center will open Monday - Friday, 7:00am - 6:00 pm, except for once a month's "Parents' Night Out".

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

The number of employees depend on the number of children enrolled. Because we would no longer have infants, the number of teachers would not change.

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

Day: Monday - Friday

Hours: 7:00 am - 6:00 pm. (same)

Friday (once a month)

7:00 am - 9:30 pm. (New)

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

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

The noise level would not change due to the increase of <sup>the number of,</sup> children.

B. How will the noise be controlled?

Classrooms have a playground schedule. Therefore, only one classroom will be out on the playground at a time.

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

No potential odors should emanate from  
the center.

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)

Because the center won't have infants in this location  
any more, the number of diapers would probably decrease.

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

Most of the trash will be arts and craft materials.  
Trash should not increase much better the  
increase in the number of children.

C. How often will trash be collected?

Trash is collected once a week.

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

We have purchased large trash cans as  
we see it is needed.

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:

N/A

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. [X] No.

If yes, provide the name, monthly quantity, and specific disposal method below:

N/A

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

As indicated by representatives of the Police Department, all electrical sockets will continue be covered and all visits to the classrooms will continue to be supervised.

**ALCOHOL SALES**

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

[ ] Yes [X] 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.

N/A

**PARKING AND ACCESS REQUIREMENTS**

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

- 16 Standard spaces
- 0 Compact spaces
- 0 Handicapped accessible spaces.
- 0 Other.

Planning and Zoning Staff Only

Required number of spaces for use per Zoning Ordinance Section 8-200A \_\_\_\_\_

Does the application meet the requirement?  
 Yes  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?

N/A

**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? 16 (parking spaces)

Planning and Zoning Staff Only

Required number of loading spaces for use per Zoning Ordinance Section 8-200 \_\_\_\_\_

Does the application meet the requirement?  
 Yes  No



B. Where are off-street loading facilities located? N/A

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

The average drop off time is between 7:00am to 9:00am in the morning, and pick-up times are usually from 4:30pm - 6:00pm.

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

Once early in the morning, and once in the late afternoon, as indicated in "C" above.

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?

The street access to the property is adequate.

**SITE CHARACTERISTICS**

17. Will the proposed uses be located in an existing building?  Yes  No

Do you propose to construct an addition to the building?  Yes  No

How large will the addition be? \_\_\_\_\_ square feet.

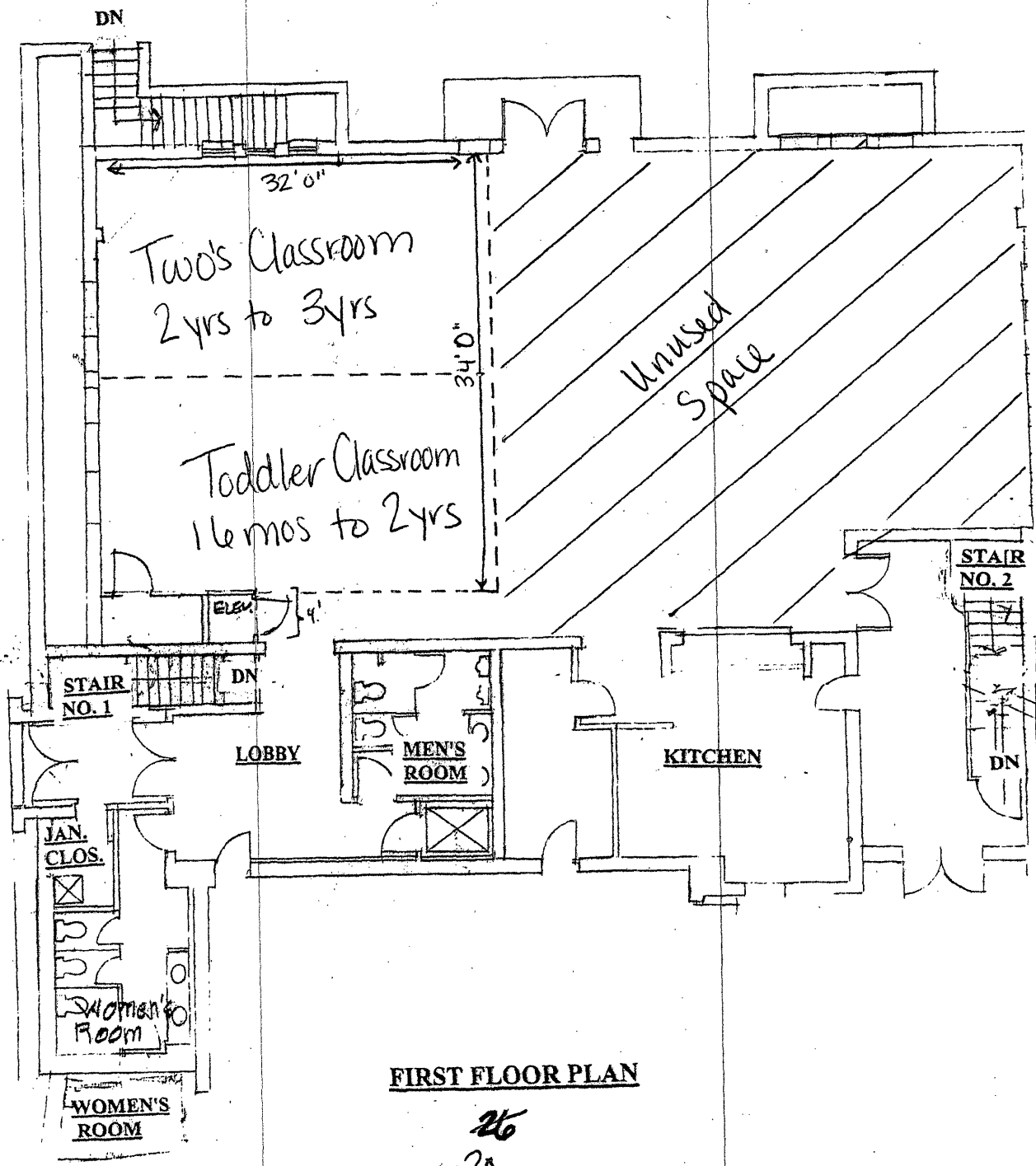
18. What will the total area occupied by the proposed use be?

\_\_\_\_\_ sq. ft. (existing) + \_\_\_\_\_ sq. ft. (addition if any) = 3225 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: \_\_\_\_\_

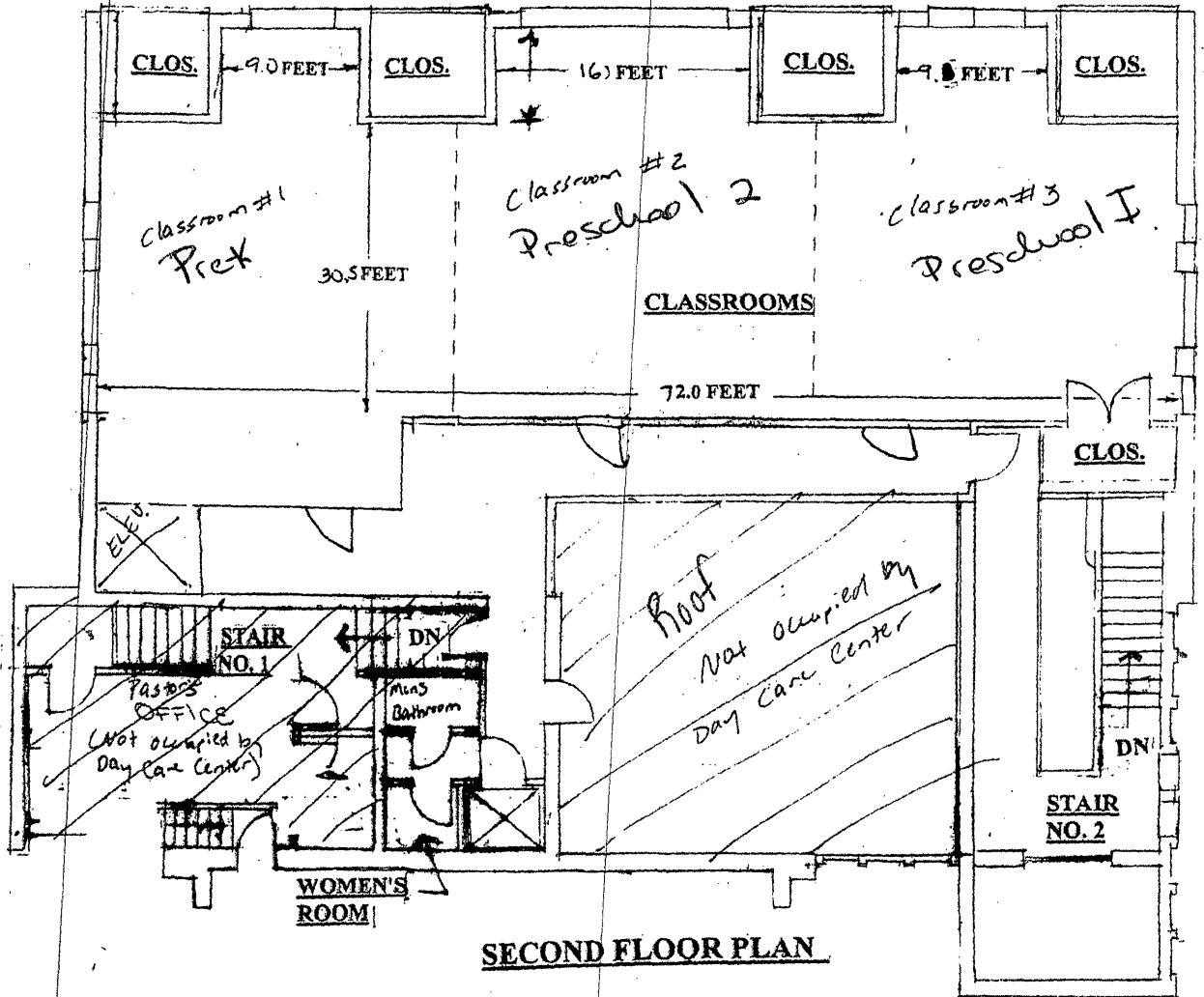
End of Application



FIRST FLOOR PLAN

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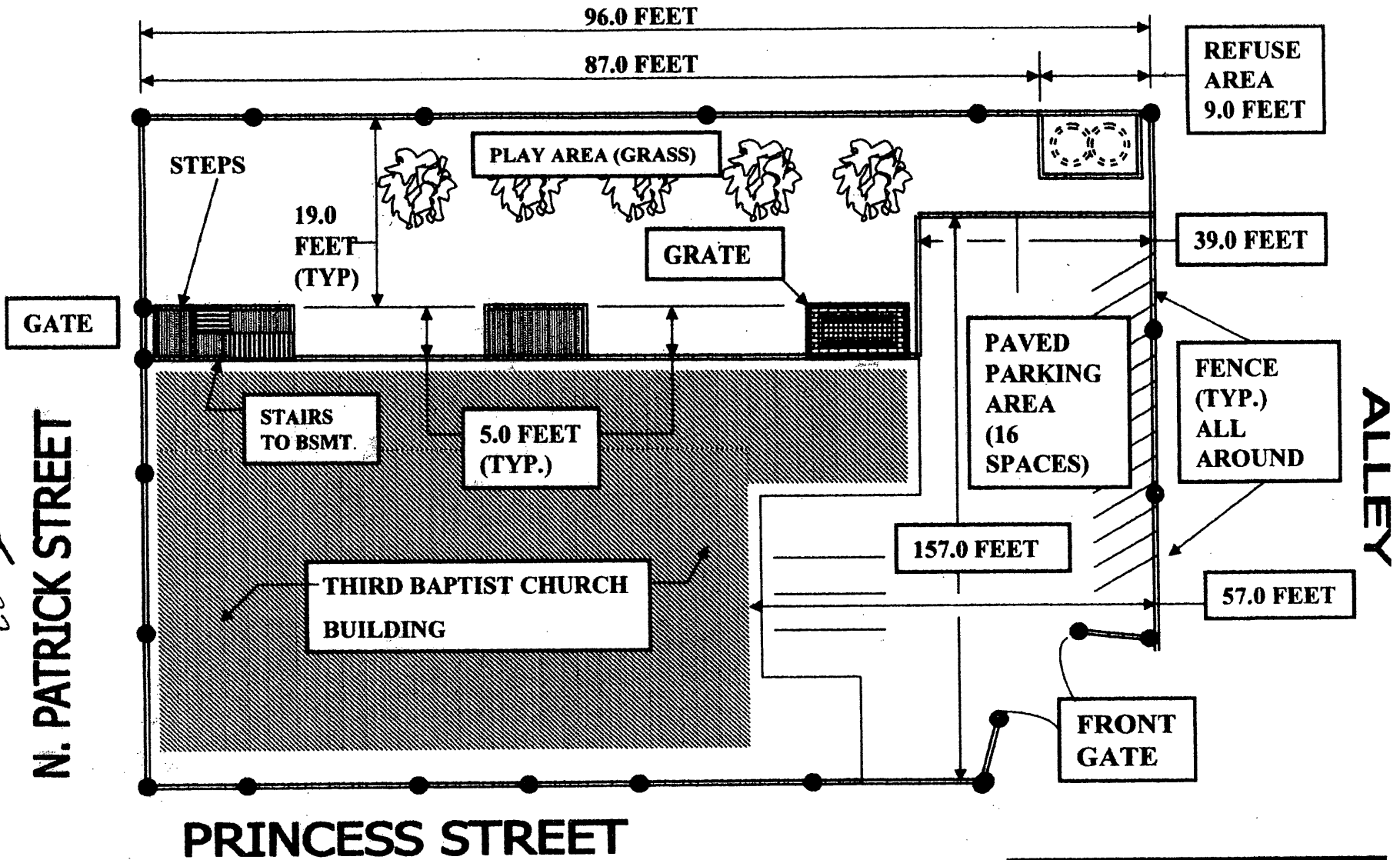


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27

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# TOP VIEW OF 3RD BAPTIST CHURCH

**NEW START ART**    
 WILBERT E. GREEN, JR.

Sup 2008-0068



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Please describe the existing or proposed fence.

\_\_\_\_\_  
\_\_\_\_\_

**CHILD CARE CENTERS ONLY**

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