



DOCKET ITEM #5
Special Use Permit #2018-0001
1001A Queen Street (Parcel Address: 300 North Patrick Street) – Rooming House

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.

Application	General Data	
Public hearing and consideration of a request for a five-year review of a rooming house and for a change of ownership.	Planning Commission Hearing:	March 6, 2018
	City Council Hearing:	March 17, 2018
Address: 1001A Queen Street (Parcel Address: 300 North Patrick Street)	Zone:	CL / Commercial Low
Applicant: Edward V. Jordan Living Trust	Small Area Plan:	Braddock Road Metro Station Neighborhood Plan

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 Reviewer: Madeleine Sims, madeleine.sims@alexandriava.gov

I. DISCUSSION

The applicant, Edward V. Jordan Living Trust, represented by M. Amanda Jordan, trustee, requests a five-year SUP review of a rooming house and a change of ownership for an existing rooming house at 1001A Queen Street.

SITE DESCRIPTION

The subject site is one rectangular lot of record that is located on the corner of Queen Street and North Patrick Street. The parcel has 60 feet of frontage along Queen Street, 33 feet of frontage along North Patrick Street, and a total lot area of approximately 1,980 square feet. The lot contains one 3,600 square foot, two-story building. The rooming house occupies approximately 1,400 square feet of space on the second floor of 1001A Queen Street above a private commercial school, which provides art classes.

A mix of residential and commercial uses surrounds the subject building. Single family dwellings abut the rooming house to the north and west. A hair salon, law office, and commercial building are also located at the Queen and North Patrick Street intersection.



Figure 1: The subject rooming house occupies the second floor of the building.

BACKGROUND

A rooming house has operated on the second floor of the subject building for at least 40 years. City Council amended the Zoning Ordinance in 1987 to require rooming houses to obtain Special Use Permit approval within five years. City Council approved SUP #2002-0013 for an eight room rooming house and for a two-space parking reduction for applicant James Goolsby in 2002.

SUP-required Code, Fire, and Zoning inspections have been completed on the rooming house revealed a missing smoke alarm in 2003. The violation was immediately corrected. An unfit housing notice was posted in 2011 after a call for service regarding smoke in the building was received. The required repairs were made immediately. Code, Fire, and Zoning inspectors recently conducted an SUP inspection and found no Code or Zoning violations at the rooming house.

PROPOSAL

The applicant, Edward V. Jordan Living Trust, represented by M. Amanda Jordan, trustee, requests a five-year SUP review of a 1,400 square foot rooming house at 1001A Queen Street. The applicant is the owner of the building where the rooming house is located. Eight bedrooms and two full bathrooms are provided in the rooming house, which accommodates eight people. Leases typically run three to four months, though some tenants stay for longer terms. The applicant provides one bed per bedroom, but no linens, in addition to heat. Tenants provide most of the room furnishings. No cooking facilities other than a microwave are provided.

The request also includes a change of ownership from James Goolsby to the Edward V. Jordan Living Trust. The applicant wishes to continue the rooming house operation that has run out of the subject building for many years. The trustees will be responsible for maintaining the conditions of this Special Use Permit.

PARKING

Per Section 8-200(A)(3) of the Zoning Ordinance, a rooming house is required to provide one parking space for every four guest rooms. The rooming house was granted a two-space parking reduction for the use in 2002 under SUP #2002-0013, and, as such, the applicant is not required to provide any parking.

ZONING/MASTER PLAN DESIGNATION

The property is located within the CL / Commercial Low zone. Section 4-103 (N) of the Zoning Ordinance allows a rooming house use in the CL zone by Special Use Permit approval. Rooming houses are subject to the criteria established in Section 7-1900 of the Zoning Ordinance that include conditions on how such a business must operate. According to Section 7-1400, City Council must review rooming house SUPs every five years. Though a change of ownership could be technically approved by staff through an administrative process, this request has been combined with this required full-hearing SUP five-year review.

The property is located within the Braddock Road Metro Station Small Area Plan, which designates the site for uses consistent with the CL zone. It is also located in the Braddock Metro Neighborhood Plan area which designates the site for continued mixed use. The subject site is within the Parker-Gray Historic District.

II. STAFF ANALYSIS

Staff supports the applicant's request to continue a rooming house in this location and for the change in ownership. The rooming house has been in existence for many years and has contributed to the availability of affordable housing in the City. Further, the use has not generated complaints or has had Code or Zoning violations for several years; the operation has not created a public nuisance. The continued use would not intensify existing conditions on the site in terms of trash, noise, or parking. The applicant notes that noise is monitored by the operator and excessive noise is not tolerated, as stated in lease agreements.

Staff has amended previous conditions and has added conditions as required by Section 7-1900 of the Zoning Ordinance. Condition #3 has been amended to include that the fire alarm system must be part of a hard-wired system as stipulated in Section 7-1900(D)(2). The next five-year SUP renewal has been scheduled for March 16, 2023, as stated in Condition #8. Condition #10 has been added to require the applicant to designate an operator/manager who will reside at the rooming house.

Subject to the conditions contained in this report, staff recommends approval of the applicant's 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 or other entity in which the applicant has a controlling interest. (P&Z) (SUP #2002-0013)
2. **CONDITION AMENDED BY STAFF:** The rooming house shall contain a maximum of 8 guest rooms, with no more than one individual residing in each room. (P&Z) ~~(SUP #2002-0013)~~
3. **CONDITION AMENDED BY STAFF:** Every sleeping room shall have a smoke detector, which shall be in good working order at all times and which shall be part of a hard-wired system. (P&Z) ~~(SUP #2002-0013)~~
4. The applicant shall be responsible for the sanitary maintenance of all walls, floors and ceilings, and shall keep the rooming house and all parts of it, including the premises on which it is located, free of any accumulation of dirt, filth, rubbish and garbage, and effectively protect against vermin infestation. (P&Z) (SUP #2002-0013)
5. The applicant shall be responsible for the peace and good order of the premises, and shall at all times see that the premises does not become a public or common nuisance by reason, among others, of the congregation of disorderly persons, inebriates, or persons using or selling controlled substances. (P&Z) (SUP #2002-0013)
6. **CONDITION AMENDED BY STAFF:** The applicant shall submit to annual inspections of the premises, to be scheduled by city staff for the purpose of assuring that the rooming house is in conformance with ~~with~~ the conditions of this permit and with the USBC and the Fire Code. (P&Z) ~~(SUP #2002-0013)~~
7. **CONDITION SATISFIED BY APPLICANT AND DELETED:** ~~The applicant shall contact the Crime Prevention Unit of the Alexandria Police Department regarding a security survey for the rooming house. (Police) (SUP #2002-0013)~~
8. **CONDITION AMENDED BY STAFF:** The Director of Planning and Zoning shall review the special use permit ~~one year from the date of approval~~ 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 a 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 #2002-0013)~~

9. **CONDITION ADDED BY STAFF:** The applicant shall designate an operator/manager who must reside at the rooming house. (P&Z)
10. **CONDITION ADDED BY STAFF:** Special Use Permit #2018-0001 shall be docketed for review by City Council within five years or will expire on March 16, 2023. (P&Z)
11. **CONDITION ADDED BY STAFF:** The use must comply with the city's noise ordinance. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (P&Z).
12. **CONDITION ADDED BY STAFF:** 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. (P&Z)

STAFF: Mary Christesen, Acting Division Chief, Land Use Services
Madeleine Sims, 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:

Findings:

1. This building is less than 10 residential units and therefore is not subject to any restrictions on resident's eligibility for residential parking permits. (T&ES)
2. Parking requirements approved with previous approval for the rooming house. (T&ES)
3. T&ES believes this operation will not have a significant impact on available on-street parking in the neighborhood and recommends approval of the request. (T&ES)
(SUP2002-00013)
4. It is advisable that the applicant have a written noise control mechanism to effectively deal with potential noise issues between renters. (T&ES)

City Code Requirements:

1. 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). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP 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)
2. 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)
3. Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)

Code Enforcement:

F-1 Site inspection complete: Met with Applicant at 10:30 AM to conduct inspection. No property maintenance violations were found at the time of this inspection.

Fire:

No comments or concerns.

Health:

No comments received.

Parks and Recreation:

No comments received.

Police Department:

No comments received.



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # _____

PROPERTY LOCATION: 1001 A QUEEN STREET

TAX MAP REFERENCE: 06403-05-14 **ZONE:** CL

APPLICANT:

Name: EDWARD V. JORDAN LIVING TRUST, M. AMANDA JORDAN-TRUSTEE

Address: 4602 W. MARCIA COURT ALEXANDRIA VA 22309

PROPOSED USE: ROOMING HOUSES

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.

<u>M. AMANDA JORDAN-TRUSTEE</u>		<u>12/22/17</u>
Print Name of Applicant or Agent	Signature	Date
<u>4602 W. MARCIA COURT</u>	<u>571-212-3079</u>	<u>703-483-3530</u>
Mailing/Street Address	Telephone #	Fax #
<u>ALEXANDRIA VA 22309</u>	<u>AMANDA.JORDAN40@YAHOO.COM</u>	
City and State	Zip Code	Email address

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

PROPERTY OWNER'S AUTHORIZATION

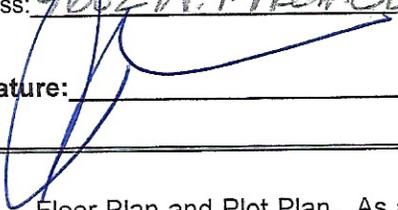
As the property owner of 1001A QUEEN STREET, I hereby
(Property Address)
grant the applicant authorization to apply for the ROOMING HOUSE use as
(use)
described in this application.

Name: EDWARD V JORDAN LIVING TRUST
M. AMANDA JORDAN - TRUSTEE

Phone: 571 212 3079

Please Print
Address: 4602 W. MARCIA CURIE VA 22309
ALEXANDRIA

Email: AMANDA.JORDAN40@yahoo.com

Signature: 

Date: 1/18/18

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 three percent.

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 three 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. EDWARD V. JORDAN LIVING TRUST	4602 W. MARCIA COURT ALEXANDRIA, VA 22309	100%
2.		
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1001A QUEEN ST. ALEXANDRIA VA 22314 (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three 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. EDWARD V. JORDAN LIVING TRUST	4602 W. MARCIA COURT ALEXANDRIA, VA 22309	100%
2.		
3.		

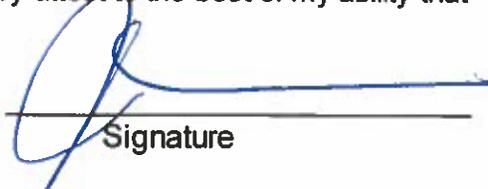
3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are required to disclose any business or financial relationship, as defined by [Section 11-350 of the Zoning Ordinance](#), existing 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 indicate each person or entity and "None" in the corresponding fields).**

For a list of current council, commission and board members, as well as the definition of business and financial relationship, [click here](#).

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. N/A	N/A	N/A
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.

12/22/17
EDWARD V. JORDAN LIVING TRUST

Date
AMANDA JORDAN-TOUSSAINT
Signature

1001 A Queen Street – Narrative Description of Use

A previous Special Use Permit (SUP) was issued for this property (SUP 2002-0013) to be used as a small Rooming House. This request for a SUP is to continue that use.

This is a free standing 2 story building located at the intersection of Queen and N Patrick Streets. The building is owned by the Edward V Jordan Living Trust, M. Amanda Jordan and Cheryl Brewer, trustees. It is commonly known as 300 N Patrick Street and 1001 A & B Queen Street. It is separated into 3 distinct leased spaces. 300 N. Patrick Street and 1001 B Queen Street are located on the ground floor level of the building with 1001A Queen Street occupying the entire 2nd floor. Both 300 N. Patrick and 1001B Queen Street are currently being used as light retail/commercial spaces and are under separate lease. 1001A Queen Street Alexandria VA 22314 has been used as a Rooming House for well over 25 years.

The prior tenant of 1001 A Queen Street was JG Rooms operated by James Goolsby. Mr Goolsby passed away earlier this year and the trustees plan to continue to operate 1001 A Queen Street as a rooming house until such time as the building is sold

The Rooming House consists of Eight (8) furnished rooms and 2 full bathrooms. The rooms are lightly furnished with 1 bed with additional furnishing provided by room occupant.. The rooms are heated by hot water baseboard heat (furnished by owner). As there is no requirement to provide Cooling, no Air Conditioners are provided however, room occupants may install their own window Air Conditioners is desired. There are no on site laundry facilities. There are no on site kitchen

facilities but owner will provide 1 microwave oven for roomers use to warm food. As most of the room occupants do not own cars, there are no special parking requirements.

There is only ONE (1) occupant allowed per room. Room occupants are generally lightly employed or government assisted, low income males. Rooms are typically rented for \$500 per month. Some roomers stay for 3 to 4 months while others stay much longer. Room occupants will be provided with, must agree to and sign a "Code of Conduct/Rooming House Rules"

Building owners plan to install an on-site housekeeper/maintenance man to oversee daily operations and maintain property in clean and safe condition

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).
_____ 8 _____

B. How many employees, staff and other personnel do you expect?
Specify time period (i.e., day, hour, or shift).
_____ 1 ON SITE _____

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

Day: _____	Hours: _____
_____	_____
_____	_____
_____	_____

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

A. Describe the noise levels anticipated from all mechanical equipment and patrons.
_____ NORMAL HOUSEHOLD NOISE LEVEL _____

B. How will the noise be controlled?
_____ MONITORED - EXCESSIVE NOISE WILL NOT BE _____
_____ TOLERATED _____

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)

GENERAL HOUSEHOLD WASTE

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

2 CANS PER WEEK

C. How often will trash be collected?

ONCE PER WEEK BY PRIVATE HAULER

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

TRASH CANS PROVIDED BY OWNERS.
CITY MAINTAINED TRASH RECEPTICLES LOCATED ON CORNER

10. Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?

[] Yes.

No.

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

11. Will any organic compounds, for example paint, ink, lacquer thinner, or cleaning or degreasing solvent, be handled, stored, or generated on the property?

[] Yes. No.

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

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

COMPLY WITH CITY FIRE CODES - SMOKE DETECTORS
FIRE EXTINGUISHERS INSTALLED

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:

N/A Standard spaces
N/A Compact spaces
N/A Handicapped accessible spaces.
N/A 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?

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? N/A

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?
N/A

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

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?
N/A

SITE CHARACTERISTICS

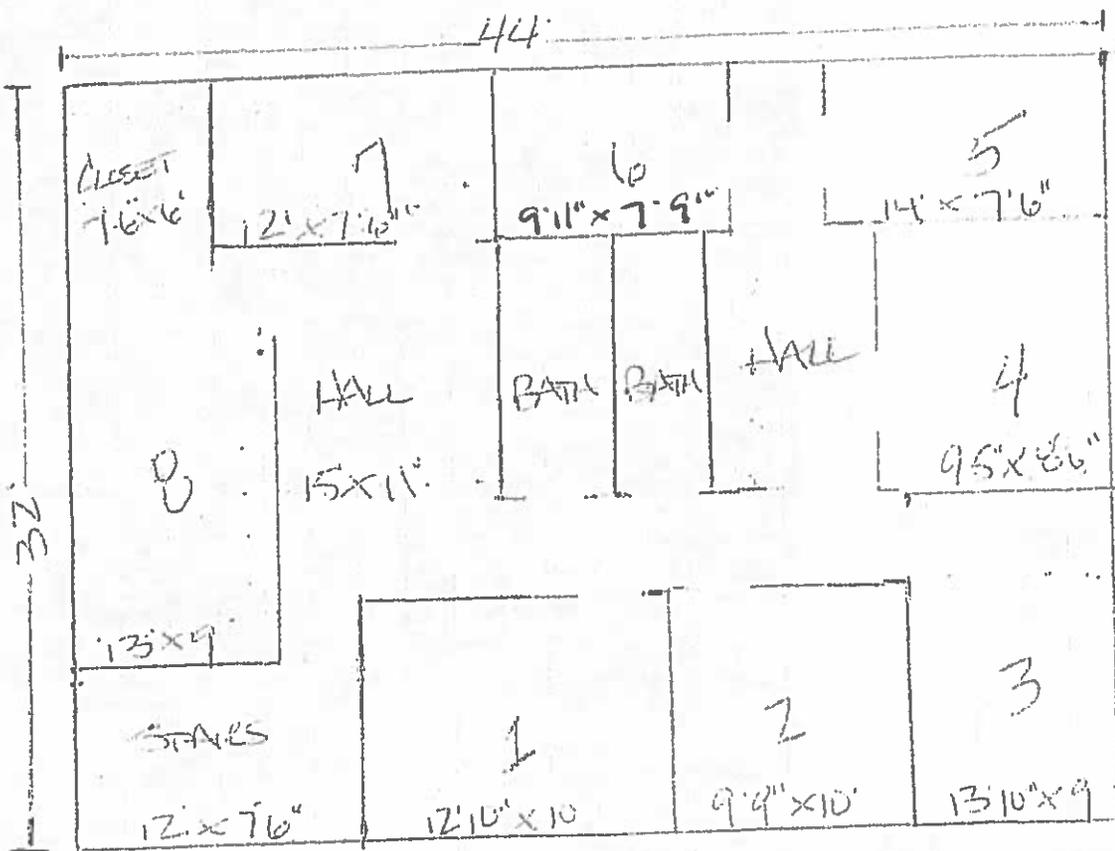
17. Will the proposed uses be located in an existing building? Yes [] No
Do you propose to construct an addition to the building? [] Yes No
How large will the addition be? _____ square feet.

18. What will the total area occupied by the proposed use be?
1400 sq. ft. (existing) + _____ sq. ft. (addition if any) = _____ sq. ft. (total)

19. The proposed use is located in: (check one)
 a stand alone building
[] a house located in a residential zone
[] a warehouse
[] a shopping center. Please provide name of the center: _____
[] an office building. Please provide name of the building: _____
[] other. Please describe: _____

End of Application

1001A QUEEN STREET
 QUEEN STREET ROOMS
 EDWARD J. JORDAN LIVING TRUST
 M. AMANDA JORDAN - CHEYL BOND
 TRUSTEES
 APPROX. 1400' SQFT



300 N. PATRICK STREET

1001A QUEEN STREET



**QUEEN STREET ROOMS
1001A QUEEN STREET
ALEXANDRIA, VA 22314**

Rooming House Rules For All Tenants

- **NO ILLEGAL ACTIVITIES ALLOWED ON PREMISES, INCLUDING DRUGS, GAMBLING, PROSTITUTION, ETC. ANY DISTRUPTION OF THE PEACE OR ILLEGAL ACTIVIES WILL BE CAUSE FOR EVICTION**
- **RENT IS DUE NO LATER THAN THE 5TH OF THE MONTH, PAYABLE TO BAJ MANAGEMENT AND MUST BE PAID BY MONEY ORDER, NO CASH ACCEPTED**
- **SECURITY DEPOSIT EQUAL TO 1 MONTHS RENT IS DUE 7 DAYS PRIOR TO MOVE IN**
- **TENANTS MUST GIVE 7 DAYS ADVANCE NOTICE TO VACATE**
- **ROOMING HOUSE MAIN ENTRANCE MUST BE CLOSED, LOCKED AND SECURED AT ALL TIMES**
- **ROOMS MUST BE LEFT IN SAME CONDITION AS DELIVERED AT OCCUPANCY, FAILURE TO COMPLY WILL RESULT IN FOREFEITURE OF DEPOSIT**
- **SMOKING IS PROHIBITED ANYWHERE INSIDE OF BUILDING**
- **NO COOKING IS ALLOWED INSIDE SLEEPING AREAS**
- **NO ELECTRIC HEATERS ARE ALLOWED IN SLEEPING AREAS**
- **ROOMS MUST BE KEPT CLEAN AND FREE OF TRASH AND DEBRIS AT ALL TIMES**
- **HALLWAYS MUST BE KEPT CLEAN AND CLEAR OF TRASH AND DEBRIS AT ALL TIMES**
- **BATHS MUST BE CLEAN AND KEPT CLEAR OF TRASH, DEBRIS, POOLING WATER. NO FOOD OR PAPERTOWELS SHOULD BE FLUSHED DOWN TOILETS OR DRAINS**
- **HEALTH, SAFETY AND MAINTENANCE ISSUES MUST BE REPORTED TO MANAGEMENT AS SOON AS PRACTICAL**
- **TRASH TO BE DISPOSED OF IN APPROPRIATE RECEPTICLES AND NOT ALLOWED TO ACCUMULATE**

ANY VIOLATION OF THESE RULES MAY RESULT IN EVICTION

Room#	Monthly Rent\$	Security Deposit
<hr/>		
Roomer Name		
<hr/>		
Roomer Signature and Date		
<hr/>		
Manager Name and Signature		
<hr/>		

Legal Subdiv/Neighborhood: BAGGETT

Condo/Coop Project:

Incorporated City: ALEXANDRIA

Absent Owner: Yes

Owner Name:

Company Owner: JORDAN EDWARD V TR

Addtl:

Care of Name:

MAILING ADDRESS: 1121 COLLINGWOOD RD, ALEXANDRIA, VA 22308 1727

LEGAL DESCRIPTION: NW COR PATRICK & QUEEN ST

Mag/Dist #: Election District: 8

Lot: Legal Unit #:

Block/Square:05 Grid:

Tax Map: 064.03-05-14

Section:

Subdiv Ph:

Addl Parcel Flag#:

Map: 064.03

Map Suffix:

Suffix:

Parcel:

Sub-Parcel:

Historic ID:

Agri Dist:

Plat Folio:

Plat Liber:

Tax Year 2016

Total Tax Bill: \$8,234

City Tax: \$8,234

Tax Levy Year: 2016

State/County Tax:

Refuse:

Tax Rate: 1.07

Spec Tax Assmt:

Exempt Class:

Homestd/Exempt Status:

Front Foot Fee:

Tax Class: TAXABLE

Mult. Class:

ASSESSMENT

Year Assessed	Total Tax Value	Land	Improvement	Land Use
2016	\$767,412	\$257,877	\$509,535	
2015	\$807,214	\$241,064	\$566,150	
2014	\$807,214	\$241,064	\$566,150	

DEED

Deed Liber: 2014

Deed Folio: 5309

Transfer Date	Price	Grantor	Grantee
18-Dec-2014	\$0	JORDAN EDWARD V	JORDAN EDWARD V TR
11-Jun-2007	\$0	JORDAN EDWARD V OR JACQUELINE	JLP ONEAL LLC
09-Nov-1998	\$115,200	JORDAN LP (THE) & M M JOHNSON	JORDAN, JACQUELINE I & EDWARD

PROPERTY DESCRIPTION

Year Built: 1940

Zoning Code: CL

Census Trct/Blck: /

Irregular Lot:

Square Feet:

Acreage:

Land Use Code:

Plat Liber/Folio: /

Property Card:

Property Class:9400

Quality Grade: AVERAGE PLUS

Road Description:

Zoning Desc: COMMERCIAL LOW ZONE

Xfer Devel.Right:

Road Frontage:

Prop Use:

Site Influence:

Topography:

Building Use: COMMERCIAL

Sidewalk:

Lot Description:

Pavement:

STRUCTURE DESCRIPTION

Section 1

Section 2

Section 3

Section 4

Section 5

Construction:

Story Type:

Description:

Dimensions:

Area:

Foundation:

Roofing:

of Dormers:

Ext Wall:

Style:

Year Remodeled: 1970

Stories: 2.00

Units:

Model/Unit Type:

Total Building Area:

Living Area: 3,226

Base Sq Ft:

Patio/Deck Type:

Sq Ft:

Porch Type:

Sq Ft:

Balcony Type:

Sq Ft:

Pool Type:

Sq Ft:

Attic Type:

Sq Ft:

Roof Type:

Rooms:

Fireplace Type:

Fireplaces:

Bedrooms:

Bsmt Type:

Garage Type:

Full Baths:

Bsmt Tot Sq Ft:

Garage Const.:

Half Baths:

Bsmt Fin Sq Ft:

Garage Sq Ft:

Baths:

Bsmt Unfin Sq Ft:

Garage Spaces:

Other Rooms:

Air Conditioning: Central A/C

Other Amenities:

Interior Floor:

Appliances:

Outbuildings:

Gas:

Heat:

Sewer:

Fuel:

Electric:

Water:

Underground:

Walls:

Tax Record Updated: 29-Jun-2016

