



**APPLICATION**

**DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN**

**DSUP #** DSUP#2022-00111 **Project Name:** Elbert Avenue Residences

**PROPERTY LOCATION:** 3908 Elbert Ave. Alexandria, VA 22305

**TAX MAP REFERENCE:** 007.01-04-04

**ZONE:** RMF

**APPLICANT:**

Name: Community Lodgings, Inc.

Address: \_\_\_\_\_

**PROPERTY OWNER:**

Name: CLI Multifamily LLC

Address: \_\_\_\_\_

**SUMMARY OF PROPOSAL** Extension of approved DSUP for the Redevelopment of an existing affordable housing building into a larger affordable housing building with 91 affordable housing units.

**MODIFICATIONS REQUESTED** None.

**SUP's REQUESTED** Development Special Use Permit to Increase FAR to 3.0 pursuant to Zoning Ordinance Section 3-1406(B).

**THE UNDERSIGNED** hereby applies for Development Site Plan with Special Use Permit approval in accordance with the provisions of Section 11-400 of the 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 to post placard notice on the property for which this application is requested, pursuant to Article XI, Section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

**THE UNDERSIGNED** also attests that all of the information herein provided and specifically including all surveys, drawings, etc., required of the applicant are true, correct and accurate to the best of his/her knowledge and belief.

**Mary Catherine Gibbs, Wire Gill, LLP**

Print Name of Applicant or Agent

Signature

Mailing/Street Address

Telephone #

Fax #

City and State

Zip Code

Email address

1/14/26

Date

1/28/26

**DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY**

Application Received: \_\_\_\_\_

Received Plans for Completeness: \_\_\_\_\_

Fee Paid and Date: \_\_\_\_\_

Received Plans for Preliminary: \_\_\_\_\_

ACTION - PLANNING COMMISSION: \_\_\_\_\_

ACTION - CITY COUNCIL: \_\_\_\_\_

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**ALL APPLICANTS MUST COMPLETE THIS FORM.**

Supplemental forms are required for child care facilities, restaurants, automobile oriented uses and freestanding signs requiring special use permit approval.

**1. The applicant is: (check one)**

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

The Applicant is a 501(c)(3) organization and has no individual owners.

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.

## 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. Community Lodgings, Inc.		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 3908-3916 Elbert Ave. (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. Community Lodgings, Inc.		100%
2.		
3.		

**3. Business or Financial Relationships.** Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is 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.

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. Community Lodgings, Inc.	None	
2.		
3.		

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

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

1/28/26  
Date

Mary Catherine Bibbs  
Printed Name

Mary Catherine Bibbs  
Signature

- 2. Narrative description.** 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, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. If not appropriate to the request, delete pages 6-9. (Attach additional sheets if necessary.)

Community Lodgings, Inc. (CLI) is seeking an extension of their DSUP approval (DSUP 2022-00111) which was approved by City Council on February 25, 2023, and expires February 25, 2026. CLI has been working diligently to obtain the tax credit financing necessary to start this project and after obtaining that (which took over 2 years), it has been diligently pursuing approval of the final site plan and building permits for the project. The final site plan has received technical approval, and is ready for issuance, pending bonds and agreements. Demolition of the existing building and the beginning of site work on the project, however, is likely to occur after February 25, 2026. In addition, the project is required to commence construction before February 25, 2026 and commencing construction means "the putting together of materials" for the project, not demolition or site grading. CLI is awaiting word on their application to the Virginia Department of Housing and Community Development for subordinate financing. Without that financing, the project can't move forward with construction. As a result, CLI is asking for an extension of their approval and is requesting another three years, in an abundance of caution. CLI doesn't believe they'll need that full three years, but that is the standard extension request.

As you are aware, the Applicant sought and obtained approval to replace an existing 28 unit affordable housing building with an entirely new building with 91 committed affordable housing units to not only better serve the needs of the current Elbert Ave Apartments residents with modernized facilities, but also to expand affordable housing options in the neighborhood so that Arlandria-Chirilagua remains accessible to all. 100% of the units will be restricted under the Low Income Housing Tax Credit program. Units will be income-restricted to households earning up to 60% of the Area Median Income for the Washington DC metropolitan area. However, 27 of the units will be further restricted to households earning on average 40% of the Area Median Income (6 at 30% AMI, 15 at 40% AMI and 6 at 50% AMI).

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**3. How many patrons, clients, pupils and other such users do you expect?**

Specify time period (i.e., day, hour, or shift).

24/7

**4. How many employees, staff and other personnel do you expect?**

Specify time period (i.e. day, hour, or shift).

On site property management office with Staff during business hours.

**5. Describe the proposed hours and days of operation of the proposed use:**

Day	Hours	Day	Hours
7 days	24 hours		

**6. Describe any potential noise emanating from the proposed use:**

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

Typical noise from a residential building of this size.

B. How will the noise from patrons be controlled?

The applicant will have a third party property management company on site to ensure the residents are abiding by the community's rules and regulations related to noise.

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

NA

**8. Provide information regarding trash and litter generated by the use:**

A. What type of trash and garbage will be generated by the use?

Typical type for a residential use of this size.

B. How much trash and garbage will be generated by the use?

Typical amount for a residential use of this size.

C. How often will trash be collected?

At least once a week or more often is warranted.

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

The applicant will have a third party property management company on site to ensure the residents are abiding by the community's rules and regulations related to trash.

**9. 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:

**10. 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:

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

The building will be a secured entry facility controlled by residents' or staff's key fobs.

**ALCOHOL SALES**

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

Yes.  No.

If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and identify any proposed changes in that aspect of the operation.

**PARKING AND ACCESS REQUIREMENTS**

**13. Provide information regarding the availability of off-street parking:**

A. How many parking spaces are required for the proposed use pursuant to section 8-200 (A) of the zoning ordinance?  
60 minimum

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

<u>9</u>	Standard spaces
<u>41</u>	Compact spaces
<u>10</u>	Handicapped accessible spaces
<u>          </u>	Other

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- C. 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?

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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.

- D. 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**.

**14. Provide information regarding loading and unloading facilities for the use:**

- A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance? 0

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

- C. Where are off-street loading facilities located?

- D. During what hours of the day do you expect loading/unloading operations to occur?  
During regular business hours.

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

Once the property is fully occupied, CLI expects one or two move ins/move outs per month.

**15. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?**

Street access is adequate.