



Docket Item #14

Special Use Permit #2013-0048
4746 Eisenhower Avenue – My Father’s House Christian Church

Application	General Data	
Consideration of a Special Use Permit request for a shared parking agreement.	Planning Commission Hearing:	September 3, 2013
	City Council Hearing:	September 21, 2013
Address: 4746 Eisenhower Avenue (parcel address 4740 Eisenhower Avenue) and parking lot of 4875 Eisenhower Avenue	Zone:	OCM/100/Office Commercial Medium (100)
Applicant: My Father’s Christian Church International by Lou Whiting, Pastor	Small Area Plan:	Landmark/Van Dorn

Staff Recommendation: Staff recommends APPROVAL of the request for a shared parking agreement pursuant to all applicable codes and conditions here within.

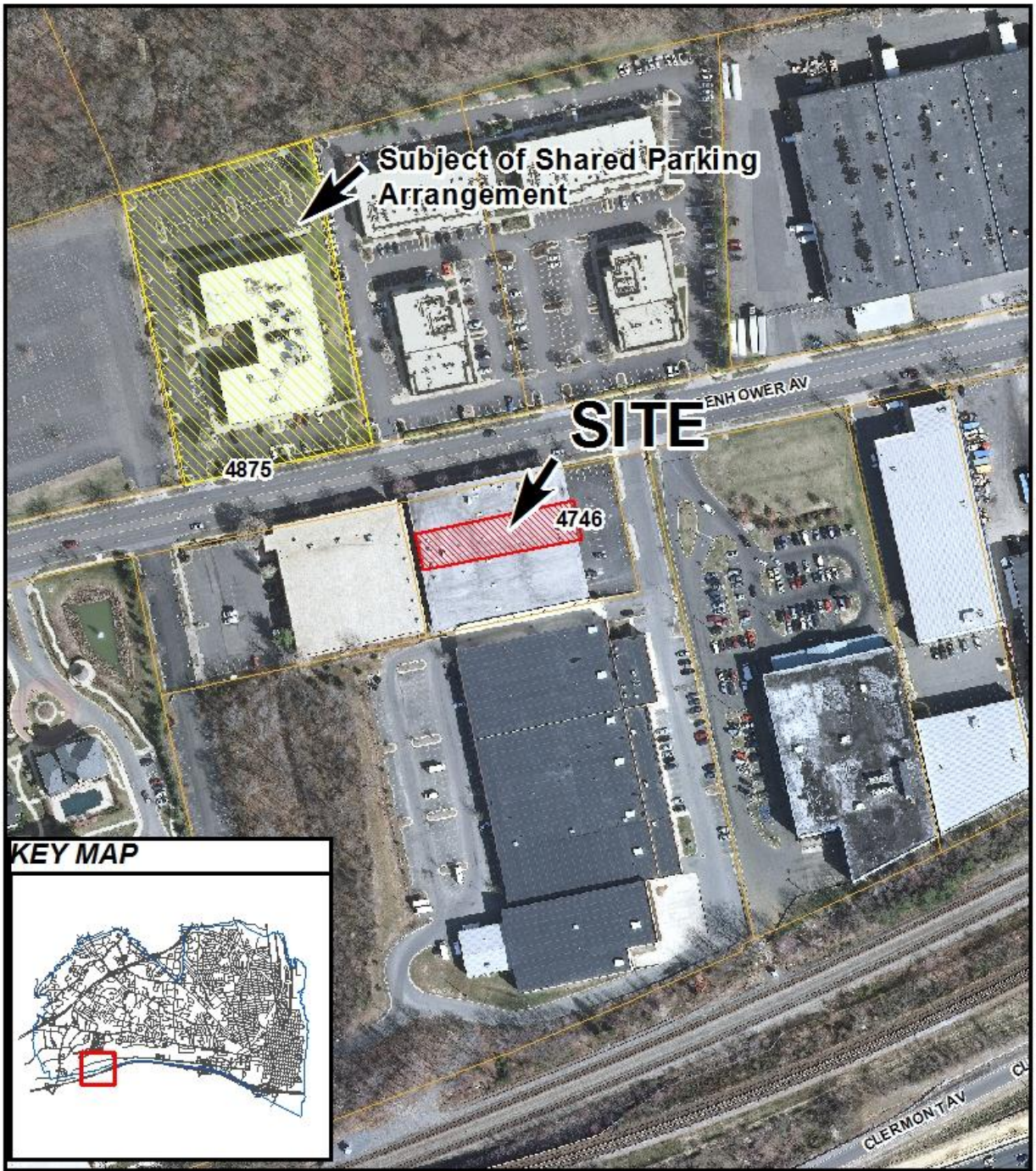
Staff Reviewers: Richard Lawrence, AICP Richard.lawrence@alexandriava.gov
 Karl Moritz, Deputy Director Karl.Moritz@alexandriava.gov

PLANNING COMMISSION ACTION, SEPTEMBER 3, 2013: On a motion by Commissioner Wagner, seconded by Vice Chair Dunn, the Planning Commission voted to recommend approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations. The motion carried on a vote of 7 to 0.

Reason: The Planning Commission agreed with the staff analysis.

Speakers: No speakers.

SUP2013-0048
4746 Eisenhower Avenue
(parcel address 4740 Eisenhower Avenue)



KEY MAP



SUP #2013-0048
4746 Eisenhower Ave

9/3/2013 N



I. DISCUSSION

REQUEST

The applicant, Pastor Lou Whiting at 4746 Eisenhower Avenue, requests Special Use Permit approval for a shared parking agreement with Commonwealth One Federal Credit Union located 4875 Eisenhower Ave.

SITE DESCRIPTION

The subject site is one lot of record with approximately 285 feet of frontage on Eisenhower Avenue, 180 feet of depth, and a total lot area of 51,385 square feet. The applicant plans to operate in approximately 11,800 square feet of space in the middle one-third section of the industrial warehouse building on the site. The building is currently occupied by the Department of Corrections Office for the Parole Board who recently moved into the northernmost section at 4740 Eisenhower Avenue and Whole Dogz, a dog day care business at 4748 Eisenhower Avenue. The site is served by 43 parking spaces.

The surrounding area is comprised of primarily industrial and commercial uses. An industrial/ flex space center with multiple commercial and industrial tenants is located to the north across Eisenhower Avenue. The vacant Victory Center office complex is located northwest of the site. A FedEx warehouse and pick-up center is located immediately to the south. The former Restaurant Depot site, which has been approved for a new Enterprise Rent-a-Car storage and repair facility, is located to the east. DBi, a transportation signaling company, is located immediately to the west, and a residential apartment complex is located further to the west over 500 feet away.

BACKGROUND

On June 15, 2013 City Council approved SUP#2013-0017 for the operation of a pet grooming/training facility with overnight boarding in the adjacent tenant space at 4748 Eisenhower Ave with a parking reduction. Additionally, The Department of Correction Probation and Parole Office have recently leased the tenant space and 4740 Eisenhower Ave.



Tenant space at 4746 Eisenhower Ave



View of property from Eisenhower Ave



View of Commonwealth One Federal Union parking lot at 4785 Eisenhower Ave

The applicant initially requested an administrative special use permit for a shared parking arrangement that would have allowed the operation of a church with a day care facility. Given the proximity to the DOC office and concerns expressed by the Police Department and City Council about the compatibility of the two uses, the applicant decided to no longer proceed with the day care facility. The applicant then applied for an administrative Special Use Permit, SUP#2013-00016, for a shared parking agreement with the Department of Corrections (DOC) to utilize their 20 spaces on Sundays to provide on-site parking for Sunday services only. Given that the DOC offices are closed on weekends, staff supported the request for a shared parking agreement, which would provide 30 spaces for Sunday services and allow up to 150 patrons. Staff approved Administrative Special Use Permit, SUP#2013-00016, on August 23, 2013. The applicant is applying for this SUP to amend the administrative SUP to increase the number of parking spaces and to allow the additional parking spaces to be located off-site but within 300 feet. The location of the spaces off-site requires the approval of the special use permit by Planning Commission and City Council per section 8-200(C)(4) of the Zoning Ordinance.

PROPOSAL

The applicant proposes to increase the number of parking spaces available for the operation of a church in the approximately 11,800 sq. ft. tenant space through a shared parking agreement with a use that is off-site but within 300 feet of the church. My Father's Christian Church International is a not-for-profit organization for religious purposes and has a current membership of approximately 75 parishioners. The church primarily operates one Sunday service and one bible study on Tuesday evenings. The applicant has entered into a shared parking agreement with Commonwealth One Federal Union, located across the street at 4875 Eisenhower Avenue, which will provide the church with an additional 10 parking spaces on Sundays. Combined with the shared parking agreement with the DOC, the applicant will have access to 30 parking spaces on-site and 10 spaces off-site to accommodate up to a maximum of 200 patrons for Sunday service. The ten (10) on-site parking spaces as part of the applicant's lease of the tenant space will be sufficient to accommodate patrons at the Tuesday bible study which currently has about 25 attendees. Although at least one staff person will be on-site at the times the church is open and the church can technically operate around the clock, the applicant does not expect the business to be open to the public 24 hours each day. Additional elements of the applicant's proposal are as follows:

<u>Public Hours of Operation:</u>	7 a.m. – 10 p.m. Monday-Saturday 7:30 p.m. – 8:30 p.m. Tuesday (Bible Study) 9 a.m. – 10 p.m. Sunday (Service from 11am – 2pm)
<u>Number of Patrons:</u>	Up to 50 (Monday through Saturday) Up to 200 (Sundays)
<u>Number of Employees:</u>	Currently 1 employee
<u>Delivery Vehicles:</u>	None

Noise: Low to moderate noises from patrons and musical equipment including microphones, speakers, and musical instruments to be controlled by a soundboard.

Odors: None

Trash/Waste: General office paper and packaging material, and plastic utensils will be once each week.

ZONING/MASTER PLAN DESIGNATION

The subject property is zoned OCM(100) / Office Commercial Medium. Section 4-1003(W.3) of the Zoning Ordinance allows churches in the OCM(100) zone. The proposed use is consistent with the Landmark/Van Dorn Small Area Plan chapter of the Master Plan which designates the property for office and commercial uses.

PARKING

According to Section 8-200(A)(9), churches must provide one off-street space for each five seats in the principal auditorium or one space for each ten classrooms seats or whichever is greater. In addition, Section 8-200(C)(4) allows off-street parking to be located within 300 feet from the premises, with a special use permit. With this request, the applicant is seeking to accommodate up to 200 patrons for their Sunday services. The 10 spaces granted with the applicants lease would allow up to 50 patrons. The on-site shared parking agreement with the Department of Corrections for 20 spaces would accommodate an additional 100 patrons. This request for a shared parking agreement for an additional 10 spaces located at 4875 Eisenhower Avenue with Commonwealth One Federal Credit Union, would accommodate an additional 50 patrons.

II. STAFF ANALYSIS

Staff supports the applicant's request for a shared parking agreement between the church and Commonwealth One Federal Credit Union (Commonwealth One). The request represents the relocation of an existing church in Alexandria that will occupy a tenant space that has been vacant for years.

My Father's House Christian Church International, currently located at 5412 Eisenhower Avenue, has leased the tenant space at 4746 Eisenhower Avenue to better accommodate the needs of the organization and allow for the future growth of its church membership. The church, which currently has about 75 members, has been operating within the city for about 12 years at various different locations however; this will be the first permanent location for the church. The space has a maximum occupancy load of 497 people. While the applicant doesn't expect membership to grow to that maximum in the near future it will provide adequate room for the current membership and can accommodate growth should that occur.

Staff believes the location of the off-site parking at 4875 Eisenhower Avenue is an appropriate location for parking because there is no conflict between the patrons of the office building on the property and the patrons who will have access to the 10 parking spaces on Sundays. The distance from the parking lot of Commonwealth One to the property line of the subject property of the applicant (4740 Eisenhower Avenue) is approximately 105 feet and thus meets the distance requirement per the Zoning Ordinance providing off-street parking within 300 feet.

Commonwealth One has branches throughout Northern Virginia, Washington D.C. and Harrisonburg, VA with this location serving as the main branch location for the organization. The approximately 50,424 sq. ft. office building is located on an approximately 100,536 sq. ft. lot directly adjacent to the applicant's church. The site is served by 150 parking spaces and 6 handicap accessible parking spaces (156 parking spaces total). Per Parking District 4 parking requirements for office buildings, 1 parking space/475 sq. ft. of office building is required or, 106 parking spaces. Therefore the site has 50 more spaces than are required by the Zoning Ordinance, which is ample parking for this use. Additionally, Commonwealth One is closed on Sundays. The branch office hours are as follows:

Monday – Thursday: 8:30am – 5:30pm
Friday: 8:30am – 6:30pm
Saturday: 9:00am – 2:00pm

The branch closure on Sundays provides access to more than 150 parking spaces that are otherwise unused except for the patrons of the bank who access the ATM machines on the site.

Staff does not object to the shared parking agreement as requested. The shared parking agreement with Commonwealth One will allow the applicant to have access to 10 parking spaces at 4875 Eisenhower Ave to be used as overflow parking on Sundays between the hours of 9:00am and 3:00pm per their agreement. The excess parking would allow the church to accommodate up to 200 patrons on Sundays only between those hours. This is consistent with the church's Sunday service hours from 11:00am – 2:00pm, when the largest amount of persons is on site at the facility. As part of the parking agreement, Commonwealth One has requested that members of the church not park in spaces that would inhibit accessing the parking area by the ATMs located in the front of the branch office or the ATM itself. The applicant will adhere to the terms of that agreement. In addition to the on and off-site parking resources provided, public bus transportation is also available for members and patrons along Eisenhower Avenue as an alternative to driving.

The applicant has indicated that there may be opportunities for additional parking agreements if the church membership grows beyond the 200 patrons on Sundays that are already accommodated by this SUP. Staff believes additional parking agreements could be entered into without negative impact to the surrounding area and therefore staff recommends allowing the membership to increase to a maximum of 100 patrons Monday to Saturday and up to 400 patrons on Sundays provided that the parking spaces are located within 300 feet of the church, the agreement for the use of the parking spaces allows the church full access to the parking spaces

for the designated times and documentation of such parking arrangements be provided to Planning and Zoning. This is conveyed in Conditions #2 and #3.

Staff finds that should the applicant seek to gain additional shared parking arrangements in the future, the area is served by ample off-street parking on neighboring properties within 300 feet. Directly behind the property to the south is a FedEx distribution center, to the east at 4700 Eisenhower Avenue is an Office/Commercial Warehouse, and directly across Eisenhower Avenue to the north is a business park with primarily small office spaces. A vast majority of these neighboring businesses are closed on Sundays when the church anticipates its largest gathering of patrons. Additionally, it has been identified that Commonwealth One has 50 additional parking spaces than is required by the Zoning Ordinance. Based on staff's survey of parking availability within 300 feet to the church, if the applicant seeks additional agreements in the future to accommodate up to 100 patrons Monday to Saturday (10 additional spaces) and up to 400 patrons on Sundays (40 additional spaces), the increase will not negatively impact neighboring properties and businesses.

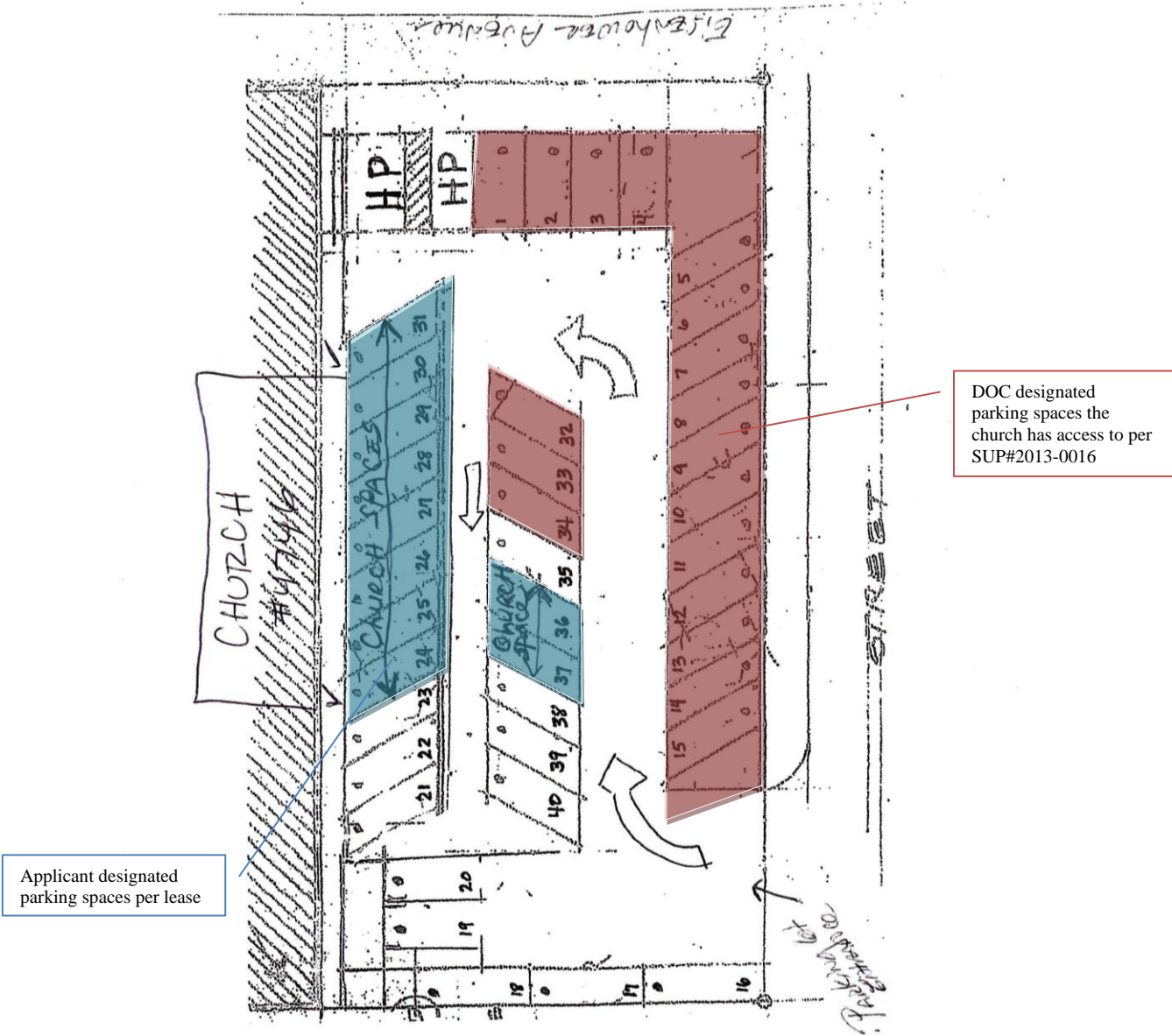
With the approval of SUP#2013-0016, staff discussed with the applicant and property owner about parking issues that may be associated with the three businesses on-site using the surface parking lot in the front of the building at one time. Given that three establishments will use the parking lot shared with the applicant and that the drive aisle is narrow and only allows for one-way traffic, staff was concerned about the potential for traffic tie-ups during peak pick-up/drop-off times of the dog day care. Staff discussed the issue with the property owner, who reported that the issue is addressed in the leases for both establishments, which prohibit the pick-up/drop-off of dogs or persons within the parking lot drive aisle. Staff discussed with the applicant that, with the provision of off-site parking, patrons should not pick-up or drop-off in the parking drive aisles. Staff has conditioned this in Condition #7. Additionally, in Condition #4 staff has required that the applicant post signs inside the building that indicates the location of all off-street parking spaces and inform patrons about the off-site parking between the parking lot and the church. Given the location of the off-street parking at 4875 Eisenhower Avenue, the applicant should advise patrons to cross the street at appropriate intersections and crosswalks.

Overall, the location of the off-site parking does not create negative parking impacts to the operation of the church or surrounding businesses or uses. The applicant envisions that the additional 10 parking spaces at 4875 Eisenhower Avenue would serve as overflow parking should the church need to accommodate up to 200 patrons on Sundays. Again, the current membership of the church is approximately 75 patrons and the applicant has a shared parking agreement with the adjacent tenant at 4740 Eisenhower Avenue that would allow up to 150 patrons with 30 spaces on-site on Sundays. This request would amend SUP#2013-0016 to add an additional 10 spaces off-site and allow up to 200 patrons between the hours of 9:00am to 3:00pm on Sundays.

Subject to the conditions contained in Section IV of this report, staff recommends approval of the applicant's Special Use Permit request.

III. GRAPHICS

On-site parking spaces



Location of off-site parking at 4875 Eisenhower Avenue



IV. RECOMMENDED CONDITIONS AS AMENDED

Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the following conditions **AS AMENDED**:

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) (SUP#2013-0016)
2. **CONDITION AMENDED BY STAFF:** The maximum number of patrons that may be present on-site at any one time shall be 50 on Monday through Saturday and 150 on Sundays and up to 200 on Sundays between 9:00am – 3:00pm. If the applicant is able to acquire additional agreements for parking spaces either on site or off-site but within 300 feet from the church, the applicant may increase the number of patrons up to a maximum of 100 patrons Monday to Saturday and up to a maximum of 400 patrons on Sundays. The applicant shall provide documentation of such agreements to the Department of Planning & Zoning. (P&Z) (SUP#2013-0016)
3. **CONDITION ADDED BY STAFF:** The applicant shall submit a copy of the agreements by which it provides off-site parking annually to the Director of Planning and Zoning. (P&Z).
4. **CONDITION ADDED BY STAFF:** The applicant shall post signs inside the building indicating the location of all off-street parking, inform its patrons about the off-site parking between the parking lot and the church, and shall encourage them to use the off-street parking. (P&Z)
5. The applicant shall post the hours of operation at the entrance of the business. (P&Z) (SUP#2013-0016)
6. The applicant shall conduct staff training sessions on an ongoing basis, including as part of any employee orientation, to discuss all Special Use Permit provisions and requirements. (P&Z) (SUP#2013-0016)
7. No pick-up/drop-off shall occur within the drive aisle of the parking lot in front of the business. (P&Z) (SUP#2013-0016)
8. Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in closed containers which do not allow invasion by animals. No trash or debris shall be allowed to accumulate on site outside of those containers. (P&Z) (SUP#2013-0016)
9. All waste products including but not limited to organic compounds (solvents), shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES) (SUP#2013-0016)

10. The applicant shall control odors, smoke and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES) (SUP#2013-0016)
11. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES) (SUP#2013-0016)
12. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES) (SUP#2013-0016)
13. The applicant shall require its employees who drive to use off-street parking and/or provide employees who use mass transit with subsidized bus and rail fare media. The applicant shall also post DASH and Metrobus schedules on-site for employees. (T&ES) (SUP#2013-0016)
14. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES) (SUP#2013-0016)
15. 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 a result of a complaint that rises to the level of a violation; 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#2013-0016)

STAFF: Karl Moritz, Deputy Director, Department of Planning and Zoning;
Richard Lawrence, AICP, 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.

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services

- F - 1 The applicant has submitted parking agreements with the Virginia Probation and Parole Office, who share portions of the existing on-site parking lot with the applicant for use on Sundays. The Commonwealth One Federal Credit Union located to the southwest across Eisenhower Avenue from the applicant's property has also agreed to the use of 10 off-site parking spaces for use on Sundays. Since the Parole Office is closed during the weekends, and the credit union is also closed on weekends (with the exception of patrons utilizing the ATM), Transportation staff believes this additional on-site and off-site parking, when combined with the existing 10 spaces the applicant is providing, will be sufficient to accommodate the approximately 200 parishioners expected for Sunday services. (T&ES)
- R - 1 All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
- 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. (T&ES)
- R - 3 Deliveries, loading and unloading activities shall not occur between the hours of 11:00 pm and 7:00 am. (T&ES)
- R - 4 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)

Code Enforcement

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Ken Granata, Acting Plan Review Supervisor at ken.granata@alexandriava.gov or 703-746-4193.
- C-1 Building and trades permits are required for this project. Five sets of *construction documents* sealed by a *Registered Design Professional* that fully detail the construction as well as layout and schematics of the mechanical, electrical, and plumbing systems shall accompany the permit application(s).

- C-2 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-3 Alteration to a building/structure shall comply with the Uniform Statewide Building Code (USBC).
- C-4 Before a building permit can be issued on any proposed future alterations, a certification is required from the owner or owner's agent that the building has been inspected by a licensed asbestos inspector for the presence of asbestos.
- C-5 The developer shall provide a building code analysis with the following building code data on the plan: a) use group; b) number of stories; c) type of construction; d) total floor area per floor/tenant; e) fire protection plan; occupant load for the Gymnasium. (Depending on occupant load, more than 2 exits may be required).
- C-6 A Certificate of Occupancy shall be obtained prior to any occupancy of the building or portion thereof.
- C-7 Required exits, parking, and accessibility within the building for persons with disabilities must comply with USBC Chapter 11. Handicapped accessible bathrooms shall also be provided.
- C-8 Toilet Facilities for Persons with Disabilities: Larger, detailed, dimensioned drawings are required to clarify space layout and mounting heights of affected accessories. Information on door hardware for the toilet stall is required (USBC 1109.2.2).

Police Department

- F-1 No objection to the shared parking agreement.

Health

- F-1 No comments

Parks and Recreation

- F-1 No comments received



REVISED

APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2013-0048

PROPERTY LOCATION: 4746 Eisenhower Ave. Alex., Va.

TAX MAP REFERENCE: 068.04.01.1B ZONE: OCM(100)

APPLICANT: My Father's House Christian Church

Name: My Father's House Christian Church Address: P.O. Box 1203 Alexandria, Va. 22313

PROPOSED USE: Church / Religious Services

[X] 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.

[X] 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.

[X] 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

[X] 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

Print Name of Applicant or Agent: Louis G. Whiting Mailing/Street Address: P.O. Box 1203 City and State: Alexandria, Va. Zip Code: 22313

Signature: [Signature] Date: 7-25-13 Telephone #: 703-212-8562 Fax #: NA Email address: PASTOR LOU@MFMCC.ORG

ACTION-PLANNING COMMISSION: DATE:

ACTION-CITY COUNCIL: DATE:

SUP 2013-00048

PROPERTY OWNER'S AUTHORIZATION

As the property owner of 4746 Fishers hereby
(Property Address)
grant the applicant authorization to apply for the shared parking use as
(use)
described in this application.

Name James I. Yates

Phone 703-626-6933

Address P.O. Box 510 Occoquan
VA, 22125

Email JIMY@Mudspring.com

Signature: [Handwritten Signature]

Date: 6-26-13

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

JAMES N. and Toni R. Yates = 100%

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 ten 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.	My Father's House	Alex, Va.	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 4744 Eisenhower Ave., Alex, Va. (address) unless the entity is a corporation or partnership, in which case identify each owner of more than ten 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.	Jim + Tami Yates	Dequon Va.	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 field.)

For a list of current council, commission and board member 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.	Father's House	NONE	NO
2.	J + T	NONE	NO
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

6-27-13
Date

Louis B. Whiting
Printed Name


Signature

REVISED

SUP # 2013-0048

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.)

My Father's House Christian Church is a not for profit organization organized for religious purposes. We are leasing the space at Ironhorse Avenue. We have a current membership of approximately one hundred members but we need to allow for growth/capacity up to approximately 200 members. There is a shared parking agreement for 20 (twenty) additional spaces with D.O.C. on Sundays. In addition, there is a shared parking agreement with Commonwealth One on Sundays for 10 (ten) additional off-site parking spaces.

USE CHARACTERISTICS

REVISED

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 shred parking agreement

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).
SUNDAYS 9AM TO 11:30PM (200 PEOPLE)
TUESDAY 7:00AM TO 9:00AM

B. How many employees, staff and other personnel do you expect?
 Specify time period (i.e., day, hour, or shift).
N/A - the Pastor is the only employee

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

Day	Hours
<u>SUNDAYS</u>	<u>9 AM to 11:30pm</u>
<u>Monday - Saturday</u>	<u>24 hours</u>

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

A. Describe the noise levels anticipated from all mechanical equipment and patrons.
Low to moderate noise levels from both MECHANICAL EQUIPMENT AND PATRONS

B. How will the noise be controlled?
P.A. system (includes microphones, speakers, musical instruments) controlled by A SOUND BOARD.

ATB

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

NA - there will be no odors emanating from the proposed use (church/religious services). Therefore, we do not need any plans to control them.

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)

office paper, plastic vials

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

one (1) 30lb bag per week

C. How often will trash be collected?

weekly trash pick up will be scheduled

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

trash receptacles are placed in high to moderate traffic areas of the facility.

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

NA (there will be no hazardous material on site)

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:

NA (organic compounds will not be used in the facility)

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

patrons will be instructed to cross at crosswalks and/or nearby corners and to obey all traffic signals; and to follow instructions of church parking attendants.

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

NA (there will be no sales or distribution of alcoholic beverages)

SUP # 2013-00048

PARKING AND ACCESS REQUIREMENTS

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

<u>5</u>	Standard spaces
<u>4</u>	Compact spaces
<u>1</u>	Handicapped accessible spaces
<u>0</u>	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?

4875 Eisenhower Ave. Alexandria, Va.

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? NONE

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? There are no off-street loading facilities.

C. During what hours of the day do you expect loading/unloading operations to occur? There will be no loading/unloading hours of operation.

D. How frequently are loading/unloading operations expected to occur per day or per week, as appropriate? No loading/unloading operations are expected.

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? Street access is adequate and no improvements are needed.

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? 0 square feet

18. What will the total area occupied by the proposed use be?
12,500 sq ft (existing) + 0 sq. ft. (addition if any) = 12,500 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



APPLICATION - SUPPLEMENTAL

PARKING REDUCTION

Supplemental information to be completed by applicants requesting special use permit approval of a reduction in the required parking pursuant to section 8-100(A)(4) or (5).

1. Describe the requested parking reduction. (e.g. number of spaces, stacked parking, size off-site location)

THE LOCATION HAS TEN (10) ASSIGNED PARKING SPACES. CHURCH IS REQUESTING INCREASE PARKING CAPACITY BY APPROXIMATELY FORTY (40) SPACES THROUGH A COMBINATION OF ON-SITE AND OFF-SITE. OFF-SITE SPACES WILL BE GARAGE, RELIGIOUS, AND...

2. Provide a statement of justification for the proposed parking reduction.

THE LARGE LOCATION ONLY CONTRIBUTES TO... REQUEST FOR STACKED PARKING WILL ALLOW FOR A... PARKING CAPACITY...

3. Why is it not feasible to provide the required parking?

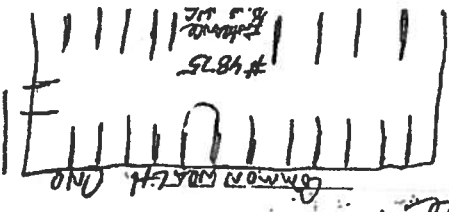
TEN (10) ASSIGNED SPACES WILL ONLY ALLOW FOR A FIFTY (50) SEAT CAPACITY. STACKED PARKING, COM-SITE AND OFF-SITE WILL INCREASE SEATING CAPACITY BY ADDITIONAL PARKING SPACES.

4. Will the proposed reduction reduce the number of available parking spaces below the number of existing parking spaces?

Yes No

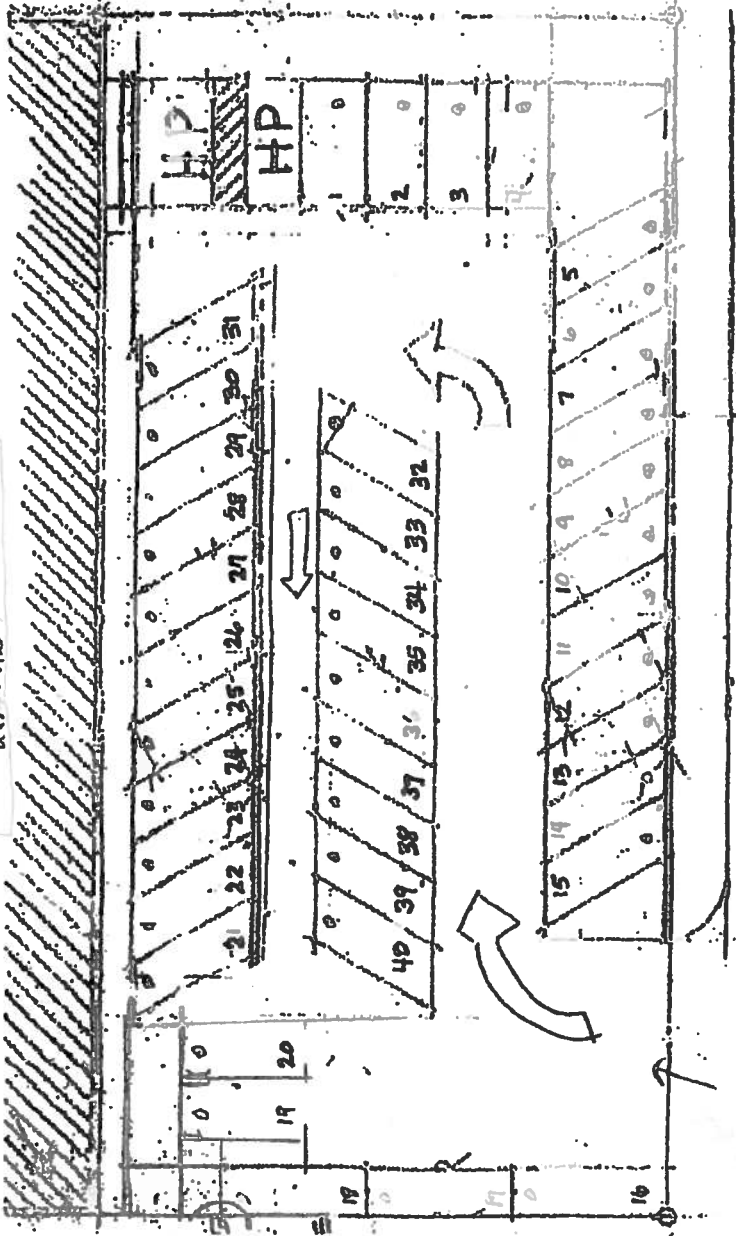
5. If the requested reduction is for more than five parking spaces, the applicant must submit a Parking Management Plan which identifies the location and number of parking spaces both on-site and off-site, the availability of on-street parking any proposed methods of mitigating negative affects of the parking reduction

6. The applicant must also demonstrate that the reduction in parking will not have a negative impact on the surrounding neighborhood



Linden Avenue

My Father's House
Christmas Church
#4704 Eisenhower Ave.
Arlington, Va.



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