



APPLICATION SPECIAL USE PERMIT

SPECIAL USE PERMIT # _____

PROPERTY LOCATION: 699 Prince Street, Alexandria VA, 22314

TAX MAP REFERENCE: 074.02-09-30 **ZONE:** CD - Commercial Downtown

APPLICANT:

Name: J River 699 Prince St LLC

Address: _____
[Redacted]

PROPOSED USE: Existing hotel with multiple food and beverage amenities. We seek to have ability to host DJ's at existing rooftop venue.

- 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.

Matthew Karow
 Print Name of Applicant or Agent

 [Redacted]
 Mailing/Street Address

 [Redacted] [Redacted]
 City and State Zip Code

[Signature] 1.20.2026
 Signature Date

 [Redacted] [Redacted]
 Telephone # Fax #

 [Redacted]
 Email address

PROPERTY OWNER'S AUTHORIZATION

As the property owner of J River 699 Prince Street LLC, I hereby
(Property Address)
grant the applicant authorization to apply for the Special Use Permit use as
(use)
described in this application.

Name: Kevin Riegler

Phone _____

Please Print

Address: _____

Email: _____

Signature: 

Date: 1.20.2026

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: Authorized Agent/Signatory 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. MR Aparium Prince Street Parent Investor LLC	[REDACTED]	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 699 Prince Street, 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. MR Aparium Prince Street Parent Investor LLC	[REDACTED]	100%
2.		
3.	[REDACTED]	

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 require 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 indicated 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. 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.

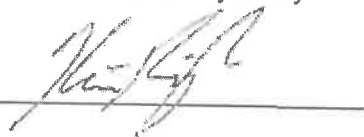
As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

1.20.2026

Kevin Riegler

Date

Printed Name



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).

Average 80-90 customers on Thursday-Saturday evenings, which is when we seek to add the additional entertainment offering.

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

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

Existing staff - no changes to current staffing (4-6 per shift).

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

Day:

Thursday

Hours:

5p-9p

Friday

5p-10p

Saturday

5p-10p

Sunday

1P-7P

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

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

Currently operating at or below 65 decibels (reader is installed) and no changes to these levels.

B. How will the noise be controlled?

Using currently existing measures including the decibel reader. A noise governor, and community liaison have also been appointed, internally.

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)
No additional trash or garbage from existing levels and use.

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

No additional trash or garbage from existing levels and use.

C. How often will trash be collected?

Current schedule remains in tact via our Trash and Recycling Broker, Road Runner.

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

No changes to current - currently staffed with restaurant staff, Housekeeping, Engineering and Manager on Duty to ensure dilligence.

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?
We currently operate the space which includes a Manager on Duty. No changes are required as no changes to existing business levels.

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.

Alcohol is already approved and sold in the space - no changes to current structure or offerings.

PARKING AND ACCESS REQUIREMENTS

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

0 Standard spaces
0 Compact spaces
0 Handicapped accessible spaces.
Valet Service Other.

Planning and Zoning Staff Only
Required number of spaces for use per Zoning Ordinance Section 8-200A _____
Does the application meet the requirement? <input type="checkbox"/> Yes <input type="checkbox"/> 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?

Valet per our existing Parking Management Plan at 277 S Washington

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? <input type="checkbox"/> Yes <input type="checkbox"/> No

- B. Where are off-street loading facilities located? Existing Hotel Loading Dock
-
- C. During what hours of the day do you expect loading/unloading operations to occur?
Existing loading operations - no changes.
-
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
Existing loading operations - no changes.
-

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 - no changes to existing hotel operation.

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?
2500 sq. ft. (existing) + 0 sq. ft. (addition if any) = 2500 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: Hotel Heron - existing hotel and restaurant.

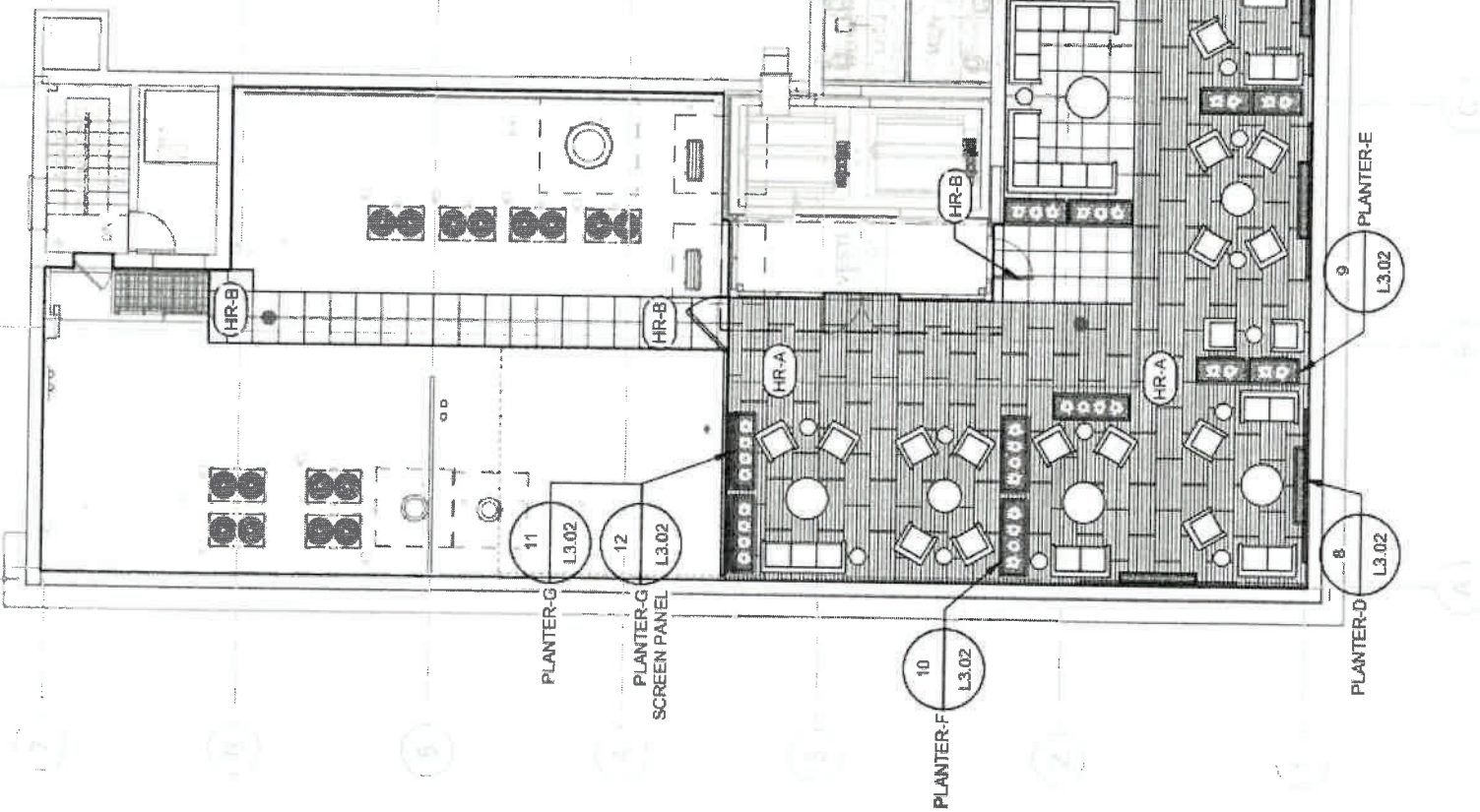
End of Application

HARDSCAPE SCHEDULE - ROOF LEVEL

LABEL	DETAIL			PRODUCT		
	NO.	SHEET	NAME	NO.	SHEET	NAME
HR-A	2	L2.03	WOOD TILE PEDESTAL PAYER	8	L3.01	HARDWOOD DECK TILE
HR-B	1	L2.03	PEDESTAL PAYER	9	L3.01	PEDESTAL PAYER

2500 sq foot

*DS
Equipment
In place
at cladding
against wall*



11 PLANTER-G
L3.02

12 PLANTER-G
SCREEN PANEL
L3.02

10 PLANTER-F
L3.02

9 PLANTER-E
L3.02

8 PLANTER-D
L3.02

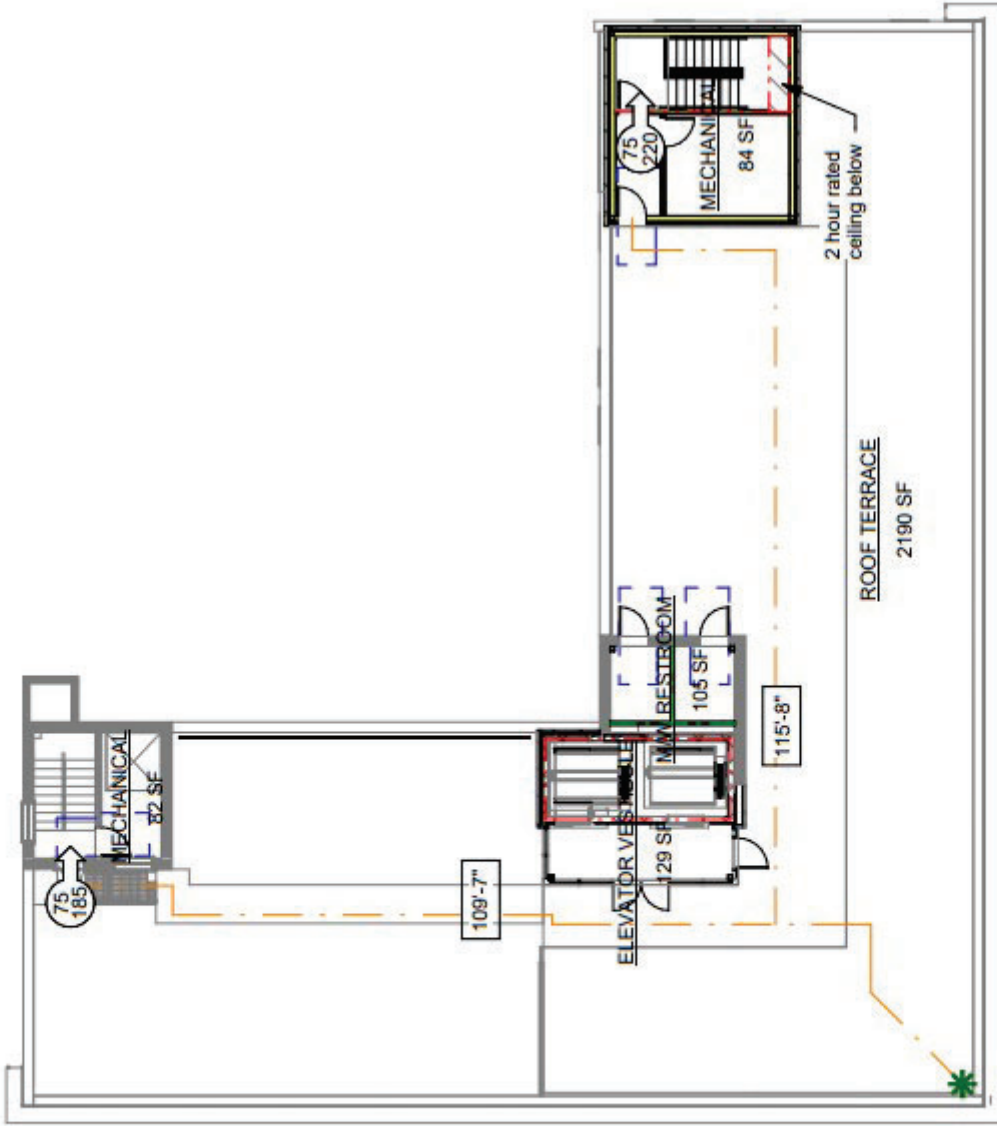
7 PLANTER-C
L3.02

9 PLANTER-E
L3.02

10 PLANTER-F
L3.02

8 PLANTER-D
L3.02

A B C D E F G H
1 2 3 4 5



OCCUPANT LOAD - PENTHOUSE				
LOCATION	AREA	OCC LOAD FACTOR	OCCUPANT LOAD	
ELEVATOR VESTIBULE	129 SF	300 SF	1	
M/W RESTROOM	105 SF	300 SF	1	
MECHANICAL	167 SF	300 SF	2	
ROOF TERRACE	2190 SF	15 SF	146	
	2590 SF		150	

4 PENTHOUSE
 00016007
 1/16" = 1'-0"