



APPLICATION SPECIAL USE PERMIT

SPECIAL USE PERMIT # _____

PROPERTY LOCATION: 612-B South Pickett Street, Alexandria, VA

TAX MAP REFERENCE: 067.02-02-11 **ZONE:** CDD #28

APPLICANT:

Name: DLA AUTO BODY INC

Address: [REDACTED]

PROPOSED USE: GENERAL AUTOMOTIVE REPAIR

- ☒ 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.

DARA AL-MAHWI

Print Name of Applicant or Agent

[REDACTED]

Mailing/Street Address

[REDACTED]

City and State

Zip Code

Signature

[REDACTED]

Telephone #

[REDACTED]

Email address

09/16/2025

Date

N/A

Fax #

PROPERTY OWNER'S AUTHORIZATION

As the property owner of 612-B South Pickett Street, Alexandria, VA, I hereby
(Property Address)
grant the applicant authorization to apply for the GENERAL AUTOMOTIVE REPAIR use as
(use)
described in this application.

Name: Leonard A. Greenberg

Phone: [REDACTED]

Address: [REDACTED]
Please Print

Email: [REDACTED]

Signature: [Signature]

Date: 09/16/2025

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.

Dara Al-Mahwi - DLA Auto Body INC - 50%

Lilan Fouadmati - DLA Auto Body INC - 50%

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 Dara Al-Mahwi		50%
² Lilan Fouadmati		50%
³		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located a 612 B South Pickett Street, Alexandria, VA, 22304 (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 LRW LLC		100%
² See attached detail sheet		
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 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 Dara Al-Mahwi	None	None
² Lilan Fouadmati	None	None
³ LRW LLC	None	None

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.

09/16/2025

Dara Al-Mahwi

10bfo4dd-93f5-4899-ac57-1f02b08175d | Digitally signed by 10bfo4dd-93f5-4899-ac57-1f02b08175d
Date: 2025.09.16 13:25:20 -0400

Date

Printed Name

Signature

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.)

The applicant proposes to operate a general automobile repair facility within the Industrial (I) zone. The business will provide routine and comprehensive repair services

_____ for
passenger vehicles and light trucks. Typical services will include diagnostic testing, brake and suspension
repair, exhaust system replacement, engine and transmission

_____ work,
and other mechanical repairs necessary to maintain vehicles in safe operating condition. In addition, the facility
~~will perform limited automobile body and fender work,~~

_____ collision repair, and spray painting. All such activities will be conducted indoors in fully enclosed service bays.
Spray painting will be carried out exclusively within a licensed

_____ and
~~professionally installed paint booth designed and operated in compliance with all applicable City of Alexandria,~~
Virginia Department of Environmental Quality, OSHA,

_____ and
~~EPA regulations. Paint mixing will be conducted inside of a ventilated mixing booth, in full compliance with~~
applicable codes and best practices, to ensure proper

_____ will
capture and filtration of fumes. All paints, solvents, and related chemicals will be stored in approved fire-rated
cabinets or containment systems within the facility. The business

_____ will
implement strict handling procedures, including secondary containment for liquid materials, to prevent spills or
leaks. Disposal of all waste materials, including paints,

_____ and
solvents, oils, and filters, will be managed by licensed contractors and in compliance with all federal, state, and
~~local environmental requirements, ensuring safe recycling or~~

_____ disposal. The facility will operate during standard business hours, generally Monday through Saturday, 8:00 AM
to 6:00 PM, with no overnight or extended late-night

_____ operations. Customer vehicles will be serviced by appointment to minimize queuing and traffic impacts. The
business will maintain a clean and orderly site, with all vehicles

_____ awaiting service or pick-up parked in designated on-site spaces. No outdoor storage of parts, fluids, or
inoperable/wrecked vehicles will be permitted. The applicant is

_____ committed to operating a responsible, well-managed facility that supports Alexandria residents and businesses
by providing professional automotive repair and refinishing

_____ services while minimizing environmental and neighborhood impacts.

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).

5 Per Day

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

10 Per day

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

Day:

Monday through Friday

Hours:

8:00AM - 6:00PM

Saturday

8:00AM - 1:00PM

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

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

Noises will be limited to occasional air tool use, but noise levels will be very low because of the controls put in place.

B. How will the noise be controlled?

The work space is deep within the building and surrounded by CMU walls, the only opening from the space has 2 successive garage doors which can be closed, resulting in very low noise levels, lower than most similar operations.

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

None

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)
Occasional cardboard shipping boxes
-

- B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
around 20 Lbs per week
-

- C. How often will trash be collected?

Weekly

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

We will have our own 2 yard dumpster, which will be serviced regularly. all work will be completed inside the space and trash will be removed from the space to the dumpster. our supervisor will police the area directly outside of our space to closing for the day to ensure there is no overflow trash.

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:

Hazardous materials will be stored and disposed of according to state and federal regulations. Fire extinguishers and first-aid kits will be available 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:

paint, lacquer Thinner, degrease solvent will be store in a special mixing room.
the disposal will be assign to specialized/certified vendor monthly

- 12.** What methods are proposed to ensure the safety of nearby residents, employees and patrons?
Customers will be restricted to waiting/reception areas, away from work zones.
Clear signage and barriers will ensure patrons do not enter restricted areas. All
employees will receive safety training in compliance with OSHA and industry
standards. Hazardous materials will be stored and disposed of according to state
and federal regulations. Fire extinguishers and first-aid kits will be available on-site.
-

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:

214 Standard spaces
 Compact spaces
1 Handicapped accessible spaces.
 Other.

Planning and Zoning Staff Only Required number of spaces for use per Zoning Ordinance Section 8-200A <u> </u> 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? 2

Planning and Zoning Staff Only Required number of loading spaces for use per Zoning Ordinance Section 8-200 <u> </u> Does the application meet the requirement? ☐ Yes ☐ No

- B. Where are off-street loading facilities located? Directly in front of the space
- C. During what hours of the day do you expect loading/unloading operations to occur?
6:00AM to 8:00AM
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
Once per Week
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?
This is adequate and should not require any modification to accommodate our use since there are only customer vehicle arriving periodically

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?
6,827 sq. ft. (existing) + _____ sq. ft. (addition if any) = 6,827 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: Small bay industrial building, one of 4 buildings in an industrial center

End of Application



Department of Planning & Zoning Special Use Permit Application Checklist

Supplemental application for the following uses:

- ☐ Automobile Oriented
- ☐ Parking Reduction
- ☐ Signs
- ☐ Substandard Lot
- ☐ Lot modifications requested with SUP use

Interior Floor Plan

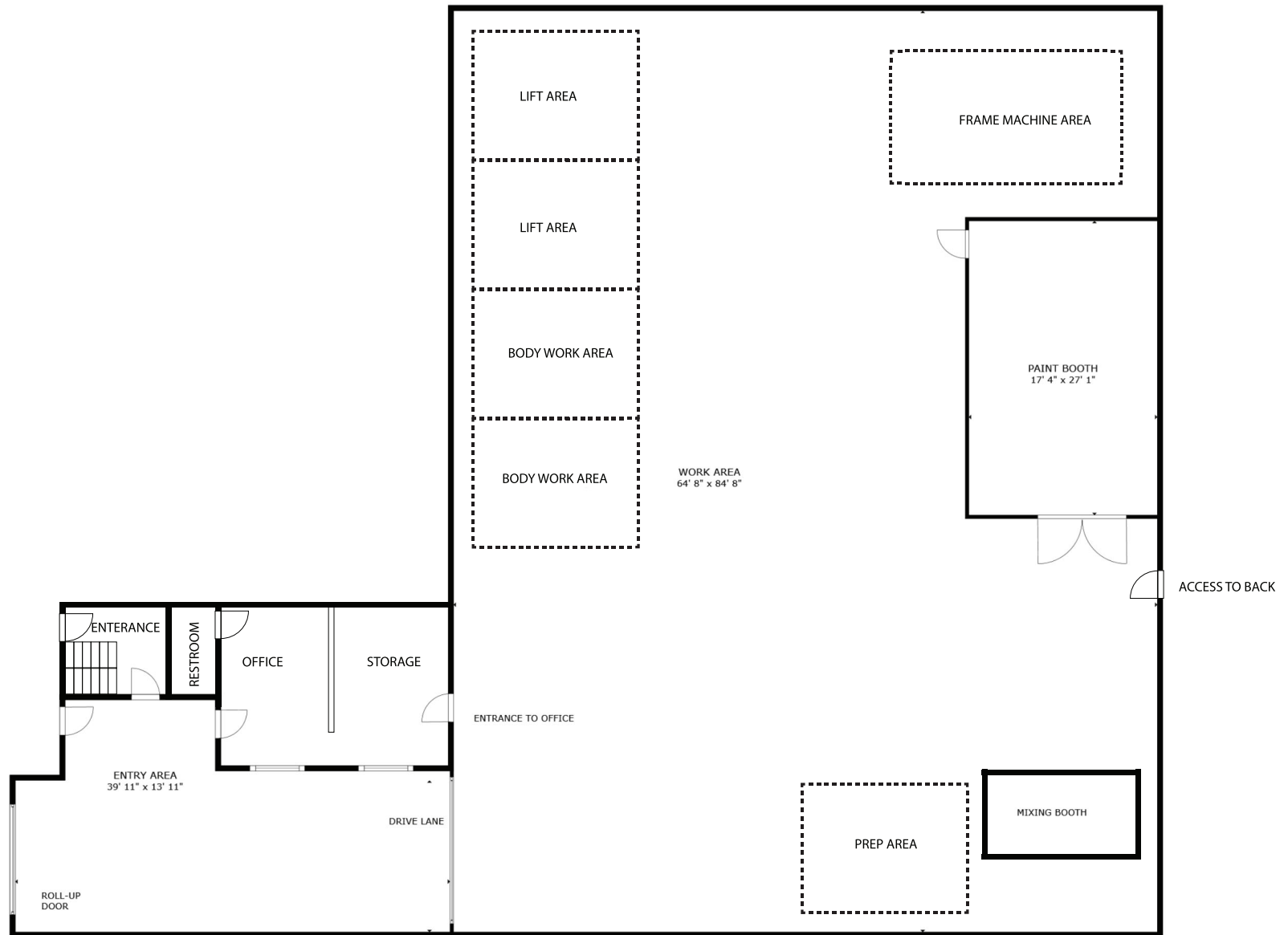
- ☐ Include labels to indicate the use of the space (doors, windows, seats, tables, counters, equipment)

If Applicable

- ☒ Plan for outdoor uses

Contextual site image

- ☐ Show subject site, on-site parking area, surrounding buildings, cross streets



FLOOR PLAN

GROSS INTERNAL AREA
FLOOR PLAN 6,161 sq.ft.
TOTAL : 6,161 sq.ft.

SIZES AND DIMENSIONS ARE APPROXIMATE, ACTUAL MAY VARY.

