

Special Use Permit #2016-0085
1601 Duke Street – VINCI School
(Sub-parcel addresses: 1601A, 1603, 1607 Duke Street)

Application	General Data	
Public hearing and consideration to operate a private academic school	Planning Commission Hearing:	January 5, 2017
	City Council Hearing:	January 28, 2017
Address: 1601 Duke Street (Sub-parcel addresses: 1601A, 1603, 1607 Duke Street)	Zone:	OCH/ Office Commercial High
Applicant: VINCI Education Corporation	Small Area Plan:	King Street Metro/Eisenhower Avenue

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: Ann Horowitz, ann.horowitz@alexandriava.gov

PLANNING COMMISSION ACTION, JANUARY 5, 2017: On a motion made by Commissioner Brown and seconded by Commissioner Lyle, the Planning Commission recommended approval of the request, subject to compliance with all applicable codes, ordinances, and staff recommendations. The motion carried on a vote of 6 to 0, with Commissioner Wasowski absent.

Reason:

The Planning Commission agreed with the staff recommendation.

Commissioner Brown inquired about the capacity of the existing playground for day care center and elementary school use. Staff responded that state licensing requires that a maximum of 32 children are permitted on the playground at any one time and that the applicant takes children to the playground in shifts.



Special Use Permit #2016-0085
1601 Duke Street (sub-parcel address-
es: 1601A, 1603 & 1607 Duke St)



I. DISCUSSION

The applicant, VINCI Education Corporation, requests Special Use Permit approval to operate a private academic elementary school within an existing day care operation at 1601 Duke Street.

SITE DESCRIPTION

The subject site is located on one corner parcel of record. The parcel has 151 feet of frontage on Duke Street, 123 feet of frontage on Daingerfield Road, and a lot area of 16,975 square feet. The parcel contains three sub-parcels: 1607, 1603, and 1601A Duke Street. The existing day care operation is located in a two-story, 11,906 square foot building at 1607 Duke Street; a portion of the parking lot is sited at 1603 Duke Street; and a playground and the remaining portion of the parking lot are located at 1601A Duke Street. The surface parking lot contains six spaces and a five-space pick-up and drop-off lane in front of the building.



A mix of commercial uses, primarily offices, surrounds the subject site. In addition to office uses, Table Talk restaurant is located to the west. LaPorta's restaurant and the Residence Inn are located across Duke Street to the south. A day care establishment is located to the east across Daingerfield Road.

BACKGROUND

The building was constructed in 1959. Automobile repair and retail businesses operated from this location for several years. Between 1983 and 2015, the Society of American Florists and Ornamental Horticulturalists occupied the building. City Council approved SUP #1632 to permit more than 75% of the required parking to be accommodated in a surface parking lot.

Staff approved a drop-off and pick up plan on April 1, 2016 for the applicant to take over use of the space at 1601 Duke Street with a by-right day care center. Plan approval was based on a 122-child day care center, accommodating children between the ages of 16 months to five years in seven classrooms. The hours of operation were 7:00 a.m. to 6:30 p.m., Monday through Friday. Drop-off times were from 7:00 a.m. to 8:30 a.m. and pick-up times were from 5:00 p.m. to 6:30 p.m. Parking for the use was accommodated in the six-space parking lot and at the Colonial Parking Garage, 481 Reinekers Lane, where eight additional spaces are located. Nonetheless, a majority of teachers walk or travel by Metro to the center. The day care opened in September 2016 with an enrollment of approximately 42 children.

PROPOSAL

The applicant, VINCI Education Corporation, requests to add a private academic elementary school to the existing 2,760 square foot, day care establishment. In addition to the Alexandria day care center, the VINCI Education Corporation operates three similar institutions in other countries. It incorporates a blended learning approach of Montessori Methods, Reggio inspired Creative Learning Centers, and developmentally appropriate technology. STEM (Science, Technology, Engineering, and Math) and Art programs are integrated in the curriculum. Up to ninety-five elementary school students would be admitted and the maximum number of day care students would be reduced from 122 to 100. Three of the seven classrooms would be dedicated to the elementary school students and 5 of the 17 teachers would serve the private school. Children would play outdoors in shifts at the on-site playground.

A summary of the applicant’s proposed operation is:

- Hours of operation: 7:00 a.m. to 6:00 p.m., Monday through Friday
- Pick-up and drop-off hours: 7–7:45 a.m., day care
8 – 9 a.m., elementary school
3–6 p.m., day care and elementary school
- Number of children: 100 day care (six months to 5 years)
95 elementary (5 - 12 years)
195 total children proposed
- Number of classrooms: 4 day care
3 elementary
7 total classrooms proposed
- Number of teachers: 12 teachers for day care
5 teachers for elementary
17 total teachers proposed
- Play area: One on-site play area
- Deliveries: Catered lunches would be delivered between 11 a.m. and 12 p.m., Monday – Friday.
- Noise: Minimal noise expected while children are indoors.
- Trash/Litter: Ten bags of trash per week are collected twice a week.

PICK-UP AND DROP-OFF PLAN

For transportation of elementary school-aged children, the applicant proposes that parents follow a process similar to the pick-up and drop-off plan approved for the day care operation. Parents would enter the surface parking lot at Duke Street and park vehicles in a five-space pick-up and

drop-off lane in front of the building. Parents would also have the option to park in one of the on-site parking spaces. Parents exit the parking lot onto Daingerfield Road. Morning drop off would occur between 7 a.m. and 7:45 a.m. for the day care operation and between 8 a.m. and 9 a.m. for the elementary school. Late afternoon pick-up of children would take place between 3 p.m. and 6 p.m. Vehicles would commonly transport multiple children as siblings and students in organized carpools would travel together. In addition, approximately 15% of the children and a majority of teachers are expected to walk or travel by Metro to the institution, as the existing day care center transportation figures indicate.

PARKING

Section 8-200 (A)(11) of the Zoning Ordinance requires that an elementary school provides one parking space for every 25 classroom seats and a day care provides two spaces for each classroom. The combined institution would be required to provide a total of 12 parking spaces (four for the school and eight for the day care). It exceeds the requirement with the six on-site spaces and eight spaces in the Colonial Parking/One Parking garage, located at 206 Daingerfield Road and within 300 feet of the site as required for private schools in Section 8-200(C)(4) of the Zoning Ordinance.

ZONING/MASTER PLAN DESIGNATION

The proposed use is located in the OCH Zone. Section 4-1103(U) of the Zoning Ordinance allows private academic schools in the OCH Zone with SUP approval. Day care centers are permitted uses in this zone, pursuant to Section 4-1102(E.2).

The property is located in the King Street Metro/Eisenhower Avenue Small Area Plan that designates it for commercial use.

II. STAFF ANALYSIS

Staff supports the applicant's request to add a private academic school to its existing day care center at 1601 Duke Street. As school enrollment figures are trending higher in the metropolitan area, the addition of a private elementary school in the City would accommodate potential demand for additional educational options.

Staff does not anticipate neighborhood impacts, such as playground noise, given that commercial uses surround the proposed institution. Although a potential for traffic congestion on Duke Street could result during pick-up and drop-off, staff believes that the five-space loading zone is sufficient to accommodate the morning and afternoon transfer of students. The distinct morning drop-off times for day care students and for elementary school students as well as the three hour window for afternoon pickup would sufficiently stagger the number of vehicles entering the site. Nonetheless, staff has included Condition 6 that requires the applicant to monitor the pick-up and drop-off process to ensure that traffic does not result in Duke Street congestion. Parents and employees would be informed of pick-up and drop-off requirements at parent orientation, as stated in Condition 5. Further, the Director of Planning and Zoning may require revisions to the pick-up and drop-off plan if traffic impacts result.

In addition, the proximity of the institution to Metrorail and to three bus lines with stops on Daingerfield Road provide alternative travel means for parents and teachers, minimizing the overall number of vehicles traveling to and from the site and requiring parking. The site is also walkable from the Carlyle, Upper King Street, and Rosemont neighborhoods. For employees who drive, the applicant must lease eight off-street employee parking spaces, as stated in Condition 10.

Additional SUP conditions have been included related to noise levels (Condition 11), delivery hours (Condition 12), and litter abatement (Condition 13).

Subject to the conditions contained in Section III of this report, staff recommends approval of the Special Use Permit 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 in which the applicant has a controlling interest.
2. The hours of operation for the combined day care center and private school shall be limited to between 7 a.m. and 6 p.m. (P&Z)
3. The maximum number of children permitted at the combined day care center and private school at any one time shall be 195. (P&Z)
4. The facility shall obtain all required state, federal, and local licenses and certificates prior to opening its place of business. (P&Z)
5. The applicant shall conduct employee-training sessions on an ongoing basis, including as part of any employee orientation, to discuss all Special Use Permit provisions and requirements. The applicant shall also inform parents on an ongoing basis and as part of any parent orientation of all applicable Special Use Permit provisions and requirements. (P&Z)
6. The applicant shall provide adequate drop-off and pick-up facilities in the on-site parking lot to minimize impacts on pedestrian and vehicular traffic. Drop-off and pick-up shall not occur on the public rights-of-way. The applicant shall ensure that traffic does not back up onto Duke Street. The Director of Planning & Zoning reserves the right to revisit this agreement and may impose amended or additional requirements to ensure that adequate pick-up and drop-off facilities are maintained.

7. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape or invasion by animals. No trash or debris shall be allowed to accumulate outside of those containers. (P&Z)
8. The applicant shall require its employees who drive to use off-street parking. (T&ES)
9. The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
10. The applicant shall maintain an up-to-date parking agreement for 8 off-street parking spaces for employees during business hours to the satisfaction of the Directors of Planning and Zoning and Transportation and Environmental Services. Evidence of the parking agreement shall be provided during regular SUP inspections. (T&ES)
11. The use shall comply with the City's noise ordinance. All loudspeakers shall be prohibited from the exterior of the building. (T&ES)
12. Deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
13. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be monitored and picked up at least once during the day and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is in operation. (T&ES)
14. The Director of Planning and Zoning shall review the special use permit one year after approval 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 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)

STAFF: Alex Dambach, Division Chief, Land Use Regulatory Services
Ann Horowitz, 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:

- R-1 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-2 The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
- R-3 The applicant shall maintain an up-to-date parking agreement for 8 off-street parking spaces for employees during business hours to the satisfaction of the Directors of Planning and Zoning and Transportation and Environmental Services. Evidence of the parking agreement shall be provided during regular SUP inspections. (T&ES)
- R-4 The use shall comply with the City's noise ordinance. All loudspeakers shall be prohibited from the exterior of the building. (T&ES)
- R-5 Deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-6 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be monitored and picked up at least once during the day and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is in operation. (T&ES)
- C-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)
- C-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)
- C-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 Once the applicant has filed for a building permit and additional information has been provided, code requirements will be based upon the building permit plans and the additional information submitted. If there are any questions, the applicant may contact Charles Cooper, Plan Review Division at Charles.cooper@alexandriava.gov or 703-746-4197.
- 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 A change of use is required for this request to change from an I-4 to E occupancy. A building permit and plan review are required.

Fire:

- C-1 The current fire prevention permit will need to be renewed and revised to reflect any changes in use of the facility, location of the students, and the number of students.

Health:

Food Facilities

- C-1 An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual, corporation or location to another. Permit application and fee are required.
- C-2 Construction plans shall be submitted to the Health Department located at 4480 King Street and through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction. There is a \$200.00 plan review fee payable to the City of Alexandria.
- C-3 Construction plans shall comply with Alexandria City Code, Title 11, Chapter 2, The Food Safety Code of the City of Alexandria. Plans shall include a menu of food items to be offered for service at the facility and specification sheets for all equipment used in the facility, including the hot water heater.
- C-4 A Food Protection Manager shall be on-duty during all operating hours.
- C-5 The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.
- C-6 In many cases, original wooden floors, ceilings and wall structures in historical structures may not be suitable for food service facilities. Wood materials shall be finished in a manner that is smooth, durable, easily-cleanable, and non-absorbent.
- C-7 Facilities engaging in the following processes may be required to submit a HACCP plan and/or obtain a variance: Smoking as a form of food preservation; curing/drying food; using food additives to render food not potentially-hazardous; vacuum packaging, cook-

chill, or sous-vide; operating a molluscan shellfish life-support system; sprouting seeds or beans; and fermenting foods.

Parks and Recreation:

No comments received

Police Department:

No comments received



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2016-0085

PROPERTY LOCATION: 1601 Duke Street, Alexandria VA

TAX MAP REFERENCE: 073.02-02-16 **ZONE:** OCH

APPLICANT:

Name: Vinci Education Corporation

Address: 1601 Duke Street, Alexandria VA 22314

PROPOSED USE: Partial E- Education, Private School - Academic

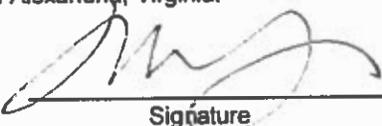
THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

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.

Mark R. Yoo Architect PLLC
Print Name of Applicant or Agent
221 S Henry Street,
Mailing/Street Address
Alexandria, VA 22314
City and State Zip Code


Signature 10/24/2016
Date
202.251.3235 571.351.2357
Telephone # Fax #
mark@markyooarchitect.com
Email address

ACTION-PLANNING COMMISSION: _____ **DATE:** _____

ACTION-CITY COUNCIL: _____ **DATE:** _____

SUP # _____

PROPERTY OWNER'S AUTHORIZATION

As the property owner of 1601 Duke Street, Alexandria VA 22314, I hereby
(Property Address)
grant the applicant authorization to apply for the E-education, Private School use as
(use)
described in this application.

Name: VINCI Education Corporation

Phone: 650-269-2955

Please Print
Address: 1601 Duke Street Alexandria VA 22314

Email: dan.yang@vincieducation.com

Signature: 

Date: Oct. 24th 2016

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.

Vinci Education Corporation, 1601Duke Street, Alexandria, VA 22314

DR. Dan Yang 100% sole owner
in Vinci Education Corp.

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.} Vinci Education Corporation	1601 Duke Street, Alexandria VA 22314	100%
^{2.} Vinci Education Corporation		
^{3.} Vinci Education Corporation		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1601 Duke 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.} Vinci Education Corporation	1601 Duke Street, Alexandria VA 22314	100%
^{2.} Vinci Education Corporation		
^{3.} Vinci Education Corporation		

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.} Vinci Education Corporation	NA	NA
^{2.} Vinci Education Corporation		
^{3.} Vinci Education Corporation		

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.

10/24/2016

 Date Printed Name

Mark R. Yoo Architect PLLC



 Signature

VINCI School – Private School, Academic Special Use Permit

NARRATIVE DESCRIPTION

VINCI School is a new type of school historically caring and educating children from infant to 12 years old.

Neuroscientists have documented that our earliest days, weeks and months of life are a period of unparalleled growth when trillions of brain cell connections are made. Research and clinical experience also demonstrate that health and development are directly influenced by the quality of care and experiences a child has with his parents, teachers and caregivers.

We know that as babies, the way we are held, talked to and cared for teaches us about who we are and how we are valued. This profoundly shapes who we will become.

Early experiences set a course for a lifelong process of discovery about ourselves and the world around us. Simply put, early experiences matter.

VINCI School aspires to the leader in bridging at-home and center-based care and learning, personalized to each child's need, using technology as a tool. Our award-winning and field-proven Blended Learning Approach, consisting of Montessori Methods, Reggio inspired Creative Learning Centers, and developmentally appropriate technology fuels children's curiosity and passion for life. Each child's potential has no limit and VINCI School aims to maximize the growth of each child by leveraging technology, data tools, analytics and the most suitable content.

VINCI School is founded by VINCI Education, based on over 5 years of research, pilots in both public and private schools and feedback from industry experts, teachers and parents resulting the highly awarded VINCI Curriculum which, in 2015, is becoming a recommended early learning curriculum by the National Association of Elementary Principals.

The VINCI school daycare is currently approved by The City of Alexandria Office of Code Administration to occupy up to 195 students from the ages of six months to five years. The school is currently designed to utilize seven classrooms for the daycare use during the hours of 7am to 6pm. VINCI School is requesting to modify and extend the age ranges that it will attend the school from six months to twelve years. To do this the VINCI School requires an additional use of Private School for Academic Use to be added to the existing Daycare use of the building. This Private School for Academic use requires a Special Use Permit in

the City of Alexandria. The school will use three of the existing seven total classrooms for teaching of the students that range from five to twelve years in age. Since existing classrooms, and facilities are to be utilized to accommodate the extended age range the existing approved Occupancy for the building will not require modification. Additionally the existing plumbing and life safety facilities are in excess of the required minimums to accommodate the use change to the older students. The open hours of the students will remain unchanged at 7:00am to 6:00pm, however, students attending first grade through sixth grade will have the staggered start time of 8:00am. This in comparison to the peak drop off time of 7:00am to 7:45 for the daycare will help to mitigate pick-up and drop-off traffic congestion.

The facility is located within 1000 feet of the King Street Metro Station, and being located on a major walking path between central Old Town and the King Street Metro Station, has resulted in a high percentage of students being dropped off and picked up by walking on site rather than driving. It is currently calculated that 15% of the current students are walking on and off site. Based on a worst case maximum occupancy of 195 this would result in only 165 students having automobile pick-up and drop off. Estimating for both carpooling and siblings an average of 1 car per three students for each drop -off and pick up results in a total of 55 cars per day dropping off or picking up. During a standard drop off time of over two hours from 7-9am this results assuming a standard average drop off duration of five minutes results in an estimated three cars on site during peak pick-up and drop-off hours at the worst case maximum capacity. There are currently four pick-up and drop-off spaces on site with an additional six standard parking spaces on site. This is results in a total of ten parking spaces on site with an average of three being utilized at any one time during peak pickup and drop-off hours. The result in an estimated excess of parking on site during peak pickup and drop-off hours of 7-9am.

Lunches are currently catered for the daycare students and this will not be modified. Catered lunches are dropped off between 11:00 and 11:20 each day in a standard sized catering van and are loaded through the front door. No loading area is needed for this as it utilizes an existing loading area identified directly in front of the front door on the site plan. Since the expanded ages of students will be occupying existing classrooms and utilities no additional trash, services, noise or congestion will be generated by the expansion.

This Special Use Permit is essentially the conversion of a portion of the existing approved occupancy from a more limited range of six months to five years to a more expanded range of six months to twelve years. This expansion of the student ages will provide a greater range of student experiences by providing both a consistency and longevity of teaching for students starting at an early age, as well as, the ability to provide access to the VINCI method of teaching to both older and younger siblings of students.

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).

Proposed 95 students with ages ranging from 5 years to 12 years old, 7:00am - 6:00pm,

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

5 teachers, same hours and schedule as above

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

Day:
M-F

Hours:
7:00am - 6:00pm

Saturday

NA

Sunday

NA

Evenings

NA

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

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

None

B. How will the noise be controlled?

NA

SUP #	11/4/16
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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)
Standard paper trash.

B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
10 bags of trash per week, two existing wheeled trash containers are adequate and are emptied twice per week.

C. How often will trash be collected?
Twice a week, private collector - American Disposal, Mondays and Thursdays

D. How will you prevent littering on the property, streets and nearby properties?
Private parking lot maintenance and cleaning.

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?
No additional methods than standard security and traffic pattern management.

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:

- 13 Standard spaces
- Compact spaces
- 1 Handicapped accessible spaces.
- Other.

<p>Planning and Zoning Staff Only</p> <p>Required number of spaces for use per Zoning Ordinance Section 8-200A <u> </u></p> <p>Does the application meet the requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

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?

8 spaces off site. Located at: One Parking, 1800 Diagonal Road, Al

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? 4 standard sp

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

B. Where are off-street loading facilities located? 1 Standard parking spaced size loading spot.

There are five available loading spaces on site for pickup and dropoff.

C. During what hours of the day do you expect loading/unloading operations to occur?

11:00 - 11:20 Daily LUNCH ONLY: STUDENT PRIMARY PICKUP & DROP OFF BTW: 7:00 - 9:00 AM & 3:00 - 5:00 PM

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

Once a day. M - F LUNCH, 2X DAILY STUDENTS.

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, per pickup and drop-off plan approved by City of Alexandria.

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? Na square feet.

18. What will the total area occupied by the proposed use be?

2760 sq. ft. (existing) + 0 sq. ft. (addition if any) = 2760 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



COLONIAL PARKING, INC. AUTOPAY
AUTHORIZATION FROM

Internal Use Only	
<input type="text"/>	<input type="text"/>
Processed By (INTL)	Date Entered

Dear Valued Customer:
Thank you for selecting Colonial Parking, Inc. as your parking provider,

To enroll in our AutoPay recurring payment program; please complete this form and return by e-mail to monthly@ecolonial.com or fax to Customer Care, 202-295-8111. Once received your authorization request will be updated or processed for your next invoice. Please keep a copy of this form for your records. AUTOPAYSM enrollment is also available through the "Make A Payment" feature on www.ecolonial.com.

Please be sure to provide all information indicated below. The omission of any requested information will prevent or delay the processing of this request.

Colonial Parking AUTOPAYSM

I Dan Yang authorize Colonial Parking to charge my monthly parking fee or balance due on the first business day of each month beginning August (fill in desired starting month).

*Please note AUTOPAYSM enrollments received after the 1st of the month may not take effect until the next billing cycle. Upon enrollment your invoice will note your AUTOPAYSM enrollment on the remittance slip.

I understand that I am in full control of my payments, and at any time I may decide to discontinue my AUTOPAYSM enrollment by providing written notice to Colonial Parking, Inc. via fax, mail or email. I understand I am responsible for notifying Colonial Parking, Inc. of any status or information changes pertaining to my selected method of payment.

In the event my credit card charge cannot be processed, due to credit limit being exceeded, expiration of card, termination of card, or any other denial reason, I agree to pay the outstanding balance due to Colonial Parking Inc. within 3 business days to prevent my account from becoming delinquent. I agree it is my responsibility to maintain a valid credit card for payment application. I must provide Colonial Parking Inc. with any information necessary required to allow Colonial Parking Inc. to reinstate my AUTOPAYSM, if terminated for any reason.

Authorizing Signature

Date

Email Address

Phone #

Colonial Account Number

Name (as it appears on the credit/debit card or bank account)

Credit/Debit Card

Type of card (check one)

Amex Discover MasterCard Visa

Card Number (16 digit, except for AMEX 15 digit)

Expiration Date (MM/YY)

Security Code
(on signature panel of card)

Pre-Authorized Debit/ACH/ Electronic Check

Bank Name

ABA Routing Number (9 digit)

Checking/Savings Account Number
(include 0's preceding the account number)

	B	C	D	E	F	G	H	I
1	Name	Card	Permit	Access Level	Res Space	Effective	Category	Termination
2	Parker 1	62793	1295			8/1/2016	Non-Reserved	
3	Parker 2	62794	1570			8/1/2016	Non-Reserved	
4	Parker 3	62790	1605			8/1/2016	Non-Reserved	
5	Parker 4	59202	1606			8/1/2016	Non-Reserved	
6	Parker 5	59288	1622			8/1/2016	Non-Reserved	
7	Parker 6	59287	1623			8/1/2016	Non-Reserved	
8	Parker 7	62789	1628			8/1/2016	Non-Reserved	
9	Parker 8	62787	1629			8/1/2016	Non-Reserved	

SUP2016-0085
Application Materials
11/4/16

Commonwealth of Virginia

SUP2016-0085
Application Materials
11/4/16

DEPARTMENT OF SOCIAL SERVICES



CONDITIONAL LICENSE CHILD DAY CENTER

Issued to: VINCI School of Alexandria, operated by VINCI School LLC

Address: 1601 Duke Street, Alexandria, Virginia 22314

This conditional license is issued in accordance with provisions of Chapters 1, 17 and 18, Title 63.2, Code of Virginia and other relevant laws, the regulations of the State Board of Social Services and the specific limitations prescribed by the Commissioner of Social Services as follows:

<u>CAPACITY</u>		<ul style="list-style-type: none"> No more than 34 children may be on the playground at any one time.
80		
<u>GENDER</u>	<u>AGE</u>	
Both	16 months through 5 years	

This conditional license is issued to allow for the licensee to demonstrate compliance with sections of the standards, which could not be determined, because the facility is not yet fully operational.

This conditional license is issued because the licensee is temporarily unable to comply with the following section(s) of standards: 22 VAC 40-185-70.A and 270.A.

This license is not transferable and will be in effect September 21, 2016 through March 20, 2017 unless revoked for violations of the provisions of law or failure to comply with the limitations stated above.

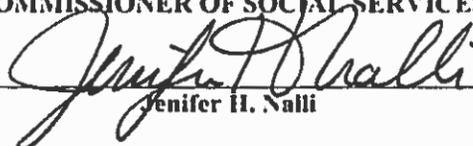
ISSUING OFFICE:

Virginia Department of Social Services
Division of Licensing - Fairfax Licensing Office
3701 Pender Drive, Suite 125
Fairfax, VA 22030

Telephone: (703) 934-1505

CDC 1107952-L106
LICENSE NUMBER

MARGARET ROSS SCHULTZE
COMMISSIONER OF SOCIAL SERVICES

By 
Jennifer H. Nalli

Title LICENSING ADMINISTRATOR

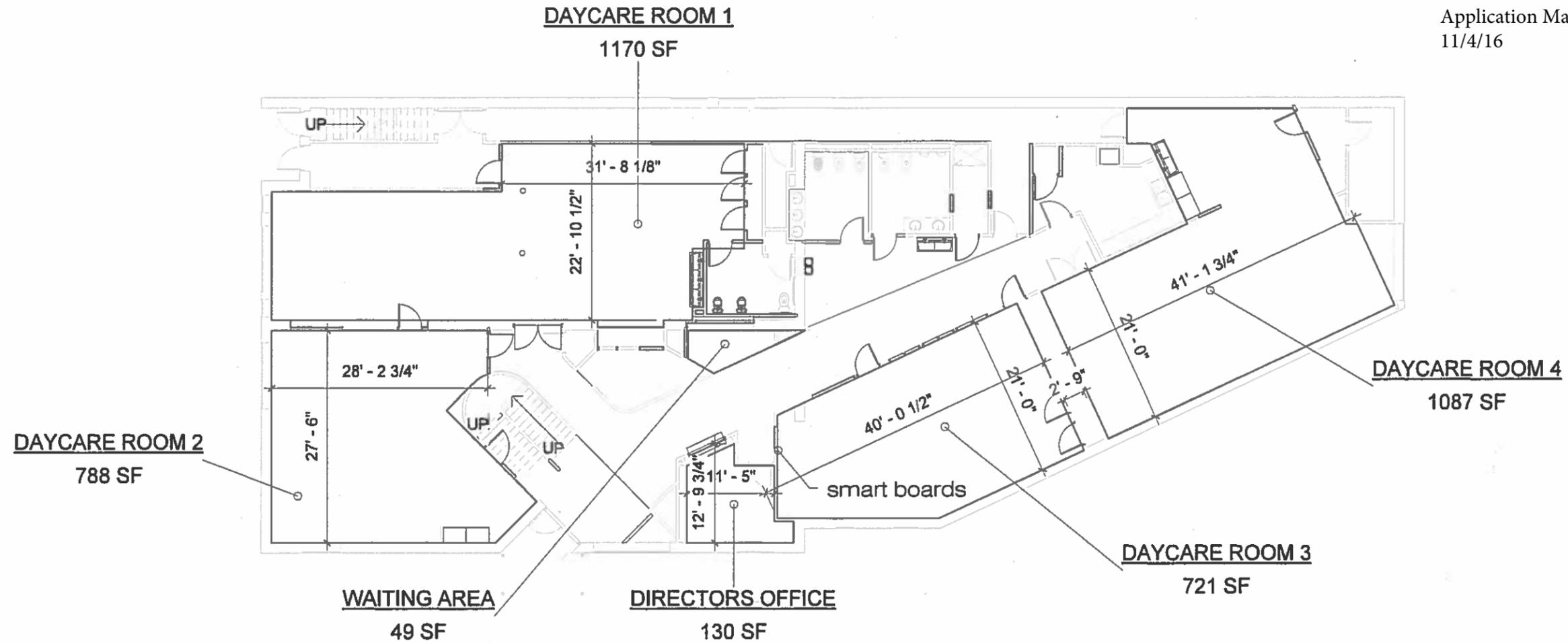
Date September 21, 2016



Existing VINCI School parking area showing ADA parking spaces and loading and unloading spaces.



Existing VINCI School parking area showing parking spaces on site.



1 Main Level Occ. - SUP
 SK101.01 1/16" = 1'-0"

Occupancy Calculations Existing 1st Floor				
Name	Level	Use	Area	Occupants
DAYCARE ROOM 3	Main Level	Daycare [1-4] 16mo - 5yrs	721 SF	20.00
DAYCARE ROOM 4	Main Level	Daycare [1-4] 16mo - 5yrs	1087 SF	30.00
DAYCARE ROOM 1	Main Level	Daycare [1-4] 16mo - 5yrs	1170 SF	32.00
DAYCARE ROOM 2	Main Level	Daycare [1-4] 16mo - 5yrs	788 SF	20.00
Main Level			3767 SF	102 OCC.

NO CHANGE TO OCCUPANCY ON THIS FLOOR

DATE OF PLOT: 11/4/16

SEAL

1/16" = 1'-0"

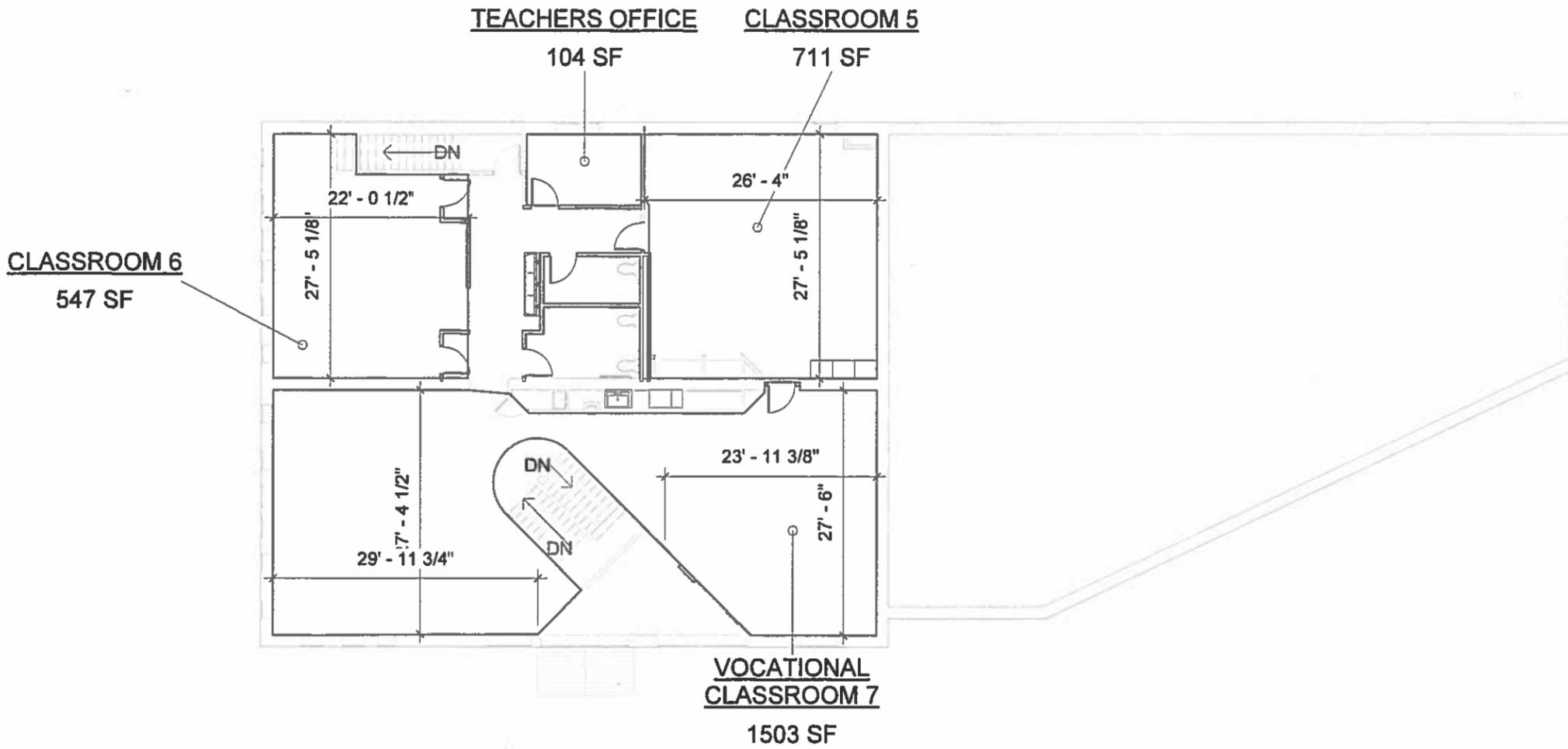
Mark R. Yoo Architect
 221 S Henry Street, Alexandria, VA 22314
 PH 703.251.3235 FX 571.351.2357
 mark@markyooarchitect.com

Project: Vinci School/Daycare
 Vinci School SUP
 1601 Duke Street
 Alexandria, VA 22314

Drawing Title: **First Floor**

ISSUE: SHEET No: **SK101.01**

SUP2016-0085
 Application Materials
 11/4/16

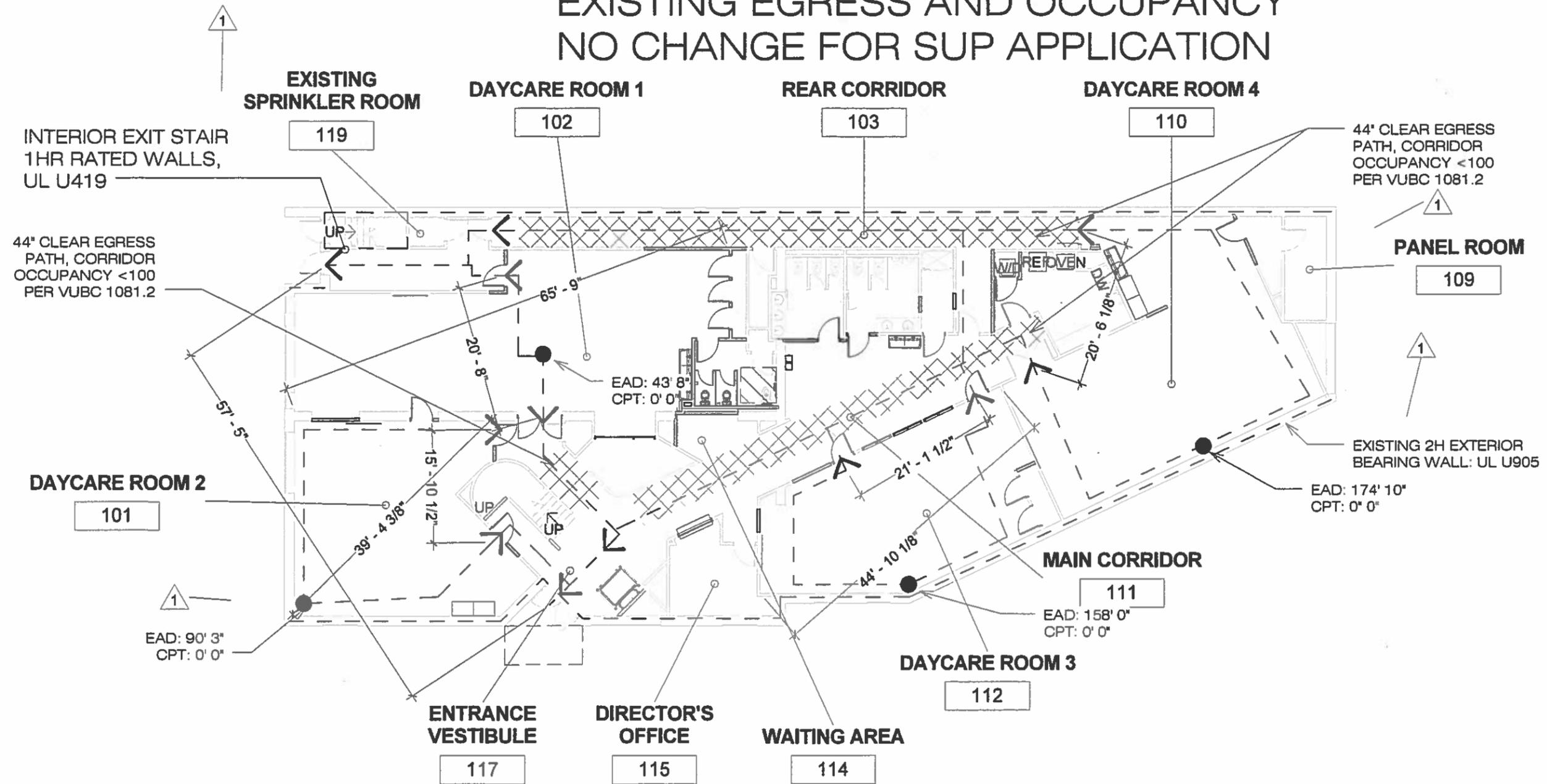


1 Second Level Occ. - SUP
 SK101.02 1/16" = 1'-0"

Occupancy Calculations 2nd Floor				
Name	Level	Use	Area	Occupants
CLASSROOM 6	Second Level	Classroom [E] 5-12yrs	547 SF	27.35
CLASSROOM 5	Second Level	Classroom [E] 5-12yrs	711 SF	35.55
VOCATIONAL CLASSROOM 7	Second Level	Classroom [E] 5-12yrs	1503 SF	30.06
Second Level			2761 SF	93 OCC.

ISSUE	Project	DATE OF PLOTTING
SHEET No.	SEAL	DATE OF PLOTTING
SK101.02	Mark R. Yoo Architect <small>221 S Henry Street, Alexandria, VA 22314 PH: 202.251.3235 FX: 571.351.2357 mark@markyooarchitect.com</small>	1/16" = 1'-0"
	Vinci School/Daycare Vinci School SUP 1601 Duke Street Alexandria, VA 22314	
	2nd Floor	

EXISTING EGRESS AND OCCUPANCY NO CHANGE FOR SUP APPLICATION



DATE OF PRINTING: OCTOBER 24 2016

1/16" = 1'-0"

SEAL

Mark R. Yoo Architect

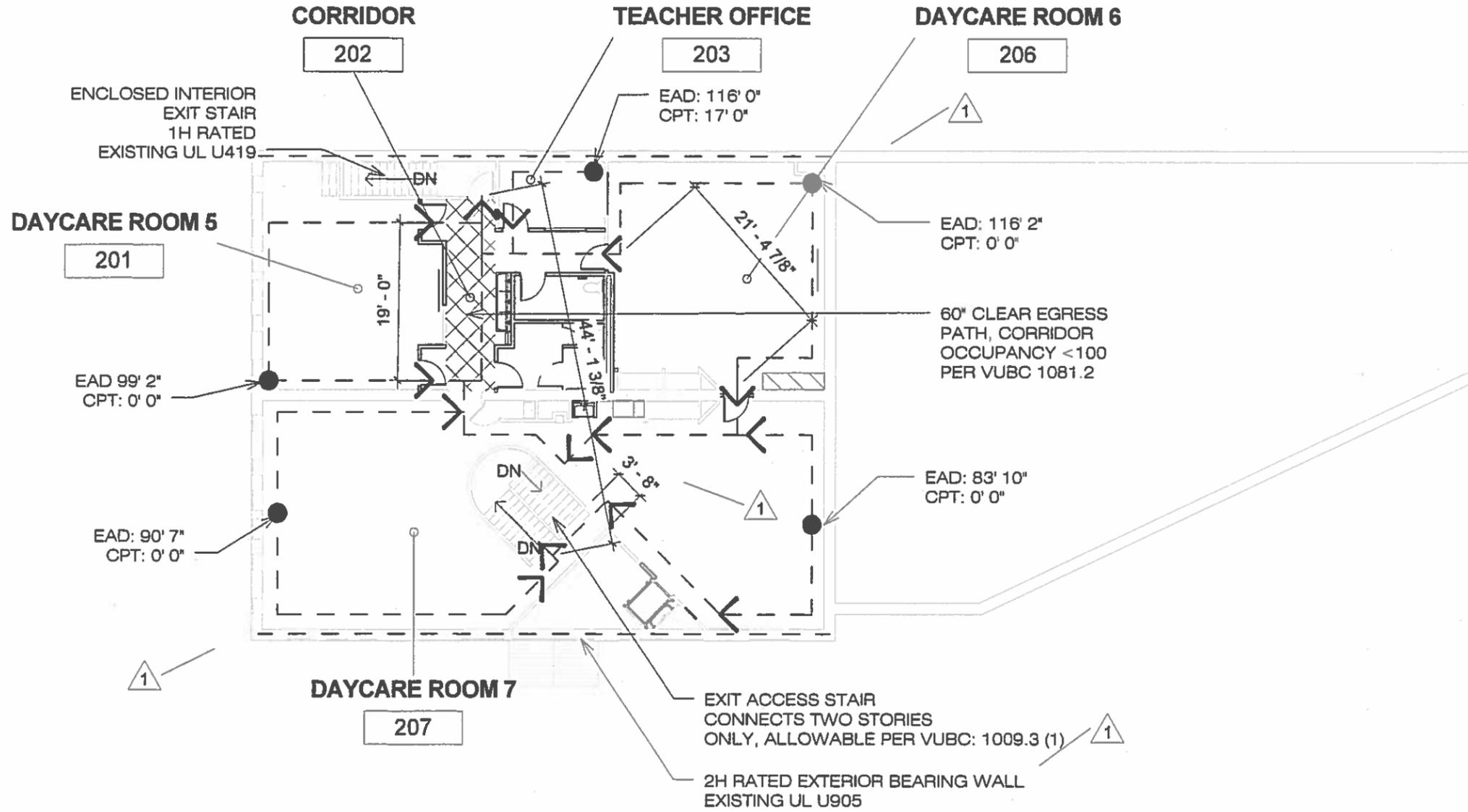
221 S Henry Street, Alexandria, VA 22314
 PH 202.251.3235 FX 571.351.2357
 mark@markyooarchitect.com

Project
Vinci School/Daycare
Vinci School SUP
1601 Duke Street
Alexandria, VA 22314

Drawing Title
1st FL LS Plan

1 Main Level Life Safety - SUP
 SK101.03 1/16" = 1'-0"

SHEET No.
SK101.03



1 Second Level Life Safety - SUP

SK101.04 1/16" = 1'-0"

DATE OF PUBLISHING: OCTOBER 24 2016

1/16" = 1'-0"

SEAL

Mark R. Yoo Architect

221 S Henry Street, Alexandria, VA 22314
 PH: 202 251 3235 FX 571 351 2357
 mark@markyooarchitect.com

Vinci School/Daycare
 Vinci School SUP
 1601 Duke Street
 Alexandria, VA 22314

2nd FL LS Plan

Project

Drawing Title

ISSUE

SHEET No.

SK101.04

CBP8

1501 DUKE STREET
SUITE 200
ALEXANDRIA, VIRGINIA 22314-3449

PHONE (703) 836-0100
TELECOPIER (703) 836-0285

December 7, 2016

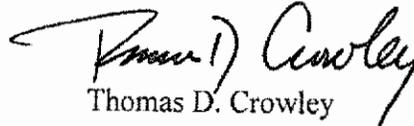
Ms. Becky Otwell
Director
Vinci School Alexandria
1601 Duke Street
Alexandria, VA 22314

Dear Ms. Otwell,

It was a pleasure meeting with you and learning about the Vinci School Alexandria's current and future plans. As your neighbor and owner of the property directly across from Vinci School Alexandria on the corner of Duke Street and Dangerfield Road, we support your plans to increase the age range of the children attending Vinci School Alexandria to include children from age 6 to age 12. We support your Special Use Application from the City of Alexandria that will help achieve these goals.

If we can assist the Vinci School Alexandria achieve its expansion goals in any other way, please do not hesitate to contact me.

Very truly yours,



Thomas D. Crowley
CBP8 Partner

TDC:drk



1615 Duke Street Alexandria, VA 22314
Phone: 703.528.0700 Fax: 703.641.1543
www.aasa.org

December 7, 2016

City of Alexandria
Department of Planning and Zoning
301 King Street
Alexandria, VA 22314

Dear Planning Commission and City Council Members:

We have been advised of the VINCI School's application to expand their student services. Based on our observations, the VINCI School has been a good addition to the area. Considering the early morning opening and late afternoon closing, the additional cars that come to the school have low impact on the surrounding businesses. The grounds are kept clean and the renovations to the building are an enhancement to the area. The new playground is a great visual improvement over the parking lot that occupied the space before.

We have no concerns with the school's plans to utilize the remainder of its space and support the plan to allow additional educational opportunities to the children of the City of Alexandria.

Please do not hesitate to contact me with questions.

Sincerely,

A handwritten signature in black ink that reads "Chuck Woodruff". The signature is written in a cursive style with a large, stylized "C" and "W".

Chuck Woodruff
Chief Operating Officer

CC: Becky Otwell, Director VINCI School Alexandria



PO Box 2496
Alexandria, Virginia 22301-0496
United States
Phone: 866-909-3399
Fax: 206-338-2161
www.cheetah.org

SUP2016-0085
Application Materials
12/12/16

December 6, 2016

To Whom It May Concern,

We, the Cheetah Conservation Fund, located at 200 Dangerfield Rd. #200, Alexandria VA 22314, have no quarrels with the VINCI School utilizing an existing portion of their building for additional students. If you have any questions, please contact us at 1-866-909-3399 ext. 115 for further information.

Thank you and have a wonderful day,

Reid Nelson
Donor Relations Coordinator
Cheetah Conservation Fund



December 12, 2016

Becky Otwell
Vinci School
1601 Duke Street
Alexandria, VA 22314

Dear Becky:

The new Vinci school has been a model new addition to the area. With the early morning opening and late afternoon closing, we don't even notice the few additional cars that come to the school. The grounds are kept clean and the renovations to the building are an enhancement to the area. The new playground is a great visual improvement over the parking lot that occupied the space before. We have no issues with the schools plans to utilize the remainder of its space.

Best Regards,

A handwritten signature in black ink, appearing to read 'Jeff Peterson', is written over the typed name.

Jeff Peterson
Owner
Minuteman Press of Alexandria
1429A Duke Street
Alexandria, VA 22314