

APPLICATION SPECIAL USE PERMIT

RGI	SPECIAL USE PERMIT #	
PROPERT	Y LOCATION: 1625 Prince Street	
TAX MAP I	REFERENCE: 073.02-0B-4M	ZONE: OCH
Name: 1023	5 Prince Street LLC	
Address:		
PROPOSE	SUP for a reduction in required pa	rking spaces, with
modific	aitons to the side yard setback and minir	num tree canopy requirements.
	UNDERSIGNED, hereby applies for a Special Use Permie XI, Section 4-11-500 of the 1992 Zoning Ordinance of t	
perm	UNDERSIGNED, having obtained permission from ission to the City of Alexandria staff and Commissiograph the building premises, land etc., connected with the	ion Members to visit, inspect, and
permi	UNDERSIGNED, having obtained permission from ission to the City of Alexandria to post placard notice on quested, pursuant to Article IV, Section 4-1404(D)(7) of the exandria, Virginia.	the property for which this application
include accur mater reprethe the a illustr	UNDERSIGNED, hereby attests that all of the informating all surveys, drawings, etc., required to be furnished rate to the best of their knowledge and belief. The applications, drawings or illustrations submitted in support of the sentations made to the Director of Planning and Zoning applicant unless those materials or representations are rative of general plans and intentions, subject to substation 11-207(A)(10), of the 1992 Zoning Ordinance of the Contractions.	by the applicant are true, correct and cant is hereby notified that any written his application and any specific oral on this application will be binding on clearly stated to be non-binding or antial revision, pursuant to Article XI,
1625 Prince	Street LLC By: Robert Brant Attorney/Agent	HR# 8/22/2025
Print Name o	of Applicant or Agent Sig	nature Date
Moilin = /Ot-	t Address	
Mailing/Stree	et Address Telephon	ne# Fax#
City and Stat	te Zip Code	Email address

PROPERTY OWNER'S AUTHORIZATION		
As the property owner of See attached	, I hereby	
(Property Address)		
grant the applicant authorization to apply for the	use as	
(use)		
described in this application.		
Name:	Phone	
Please Print		
Address:	Email:	
Signature:	Date:	
site plan with the parking layout of the proposed floor and site plans. The Planning Director may request which adequately justifies a waiver. [/] Required floor plan and plot/site plan attace		of the
[] Requesting a waiver. See attached written	request.	
The applicant is the (check one):		
[] Owner		
[/] Contract Purchaser		
[] Lessee or [] Other: of th	e subject property.	
	y person or entity owning an interest in the applicant or o	wner,

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 .1625 Prince Street LLC		See attached
2.		
3.		

 $\underline{2.\ Property.}$ State the name, address and percent of ownership of any person or entity owning an interest in the property located at $\underline{1007\ King\ Street,\ Suite\ 2,\ Alexandria,\ VA\ 22314}$ (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
American Society For Industrial Security		501(c)(6) Corporation
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 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 the12-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	Member of the Approving
	Section 11-350 of the Zoning Ordinance	Body (i.e. City Council, Planning Commission, etc.)
1. 1625 Prince Street LLC	None	None
2. American Society For Industrial Security	None	None
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 nereby attest to the best of my ability that
the information provided above is true and correct.	0 m
	P HDA

8/22/2025	1625 Prince Street LLC By: Robert Brant Attorney/Agent	12/12
Date	Printed Name	Signature

If property owner or applicant is being represented by an authorized agent such as an attorney, realtor, or which there is some form of compensation, does this agent or the business in which the agent is employed business license to operate in the City of Alexandria, Virginia?	
[] Yes. Provide proof of current City business license N/A	
[] 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 Compound Council can understand the nature of the operation and the use. The description should fully discuss the activity. (Attach additional sheets if necessary.) See attached.	
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USE CHARACTERISTICS

4.	[] a n [] an [⁄] an	e 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). N/A	
	В.	How many employees, staff and other personnel do you expect? Specify time period (i.e., day, hour, or shift). N/A	
6.	Please	e describe the proposed hours and days of operation of the proposed use:	
	Day:	Hours:	
7.	Please	e describe any potential noise emanating from the proposed use.	
7.			
	A.	Describe the noise levels anticipated from all mechanical equipment and patrons.	
		Noise levels will be in compliance with City Code.	
	В.	How will the noise be controlled? N/A	

Pleas	se 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) Typical trash and garbage associated with residential uses.
B.	How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or pweek) Typical amount of trash generated by residential uses.
C.	How often will trash be collected? Once to twice a week.
D.	How will you prevent littering on the property, streets and nearby properties? Recycling and trash dumpsters will be provided.
	any hazardous materials, as defined by the state or federal government, be handled, stored, or gener roperty?
[]Y	′es. [✓] No.

Will a handl	led, stored, o	or generated on the property?	
[] Y	es. [[v] No.	
If yes	s, provide the	e name, monthly quantity, and specific disposal method below:	
			_
		e proposed to ensure the safety of nearby residents, employees and patrons? property will be secure.	_
			_
			_
ЭНОІ	L SALES		_
			_
 DHOI		roposed use include the sale of beer, wine, or mixed drinks?	_
			_
	Will the p [] Yes If yes, des	roposed use include the sale of beer, wine, or mixed drinks?	e ABC licens
	Will the p [] Yes If yes, des	roposed use include the sale of beer, wine, or mixed drinks? [/] No scribe existing (if applicable) and proposed alcohol sales below, including if the	e ABC licens
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	Will the p [] Yes If yes, des	roposed use include the sale of beer, wine, or mixed drinks? [/] No scribe existing (if applicable) and proposed alcohol sales below, including if the	e ABC licens

PARKING AND ACCESS REQUIREMENTS

14.	A.	How many parking spaces of each type are provided for the proposed use:
		Standard spacesCompact spacesHandicapped accessible spacesOther.
		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?
site pa	arkin ustria	NOTE: Pursuant to Section 8-200 (C) of the Zoning Ordinance, commercial and industrial uses may provide off g within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 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.	Ple	ease provide information regarding loading and unloading facilities for the use:
	A.	How many loading spaces are available for the use?
		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? At-grade parking garage located within
		the existing building.
	C.	During what hours of the day do you expect loading/unloading operations to occur? N/A
	D.	How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
		N/A
16.		eet access to the subject property adequate or are any street improvements, such as a new turning lane, ssary to minimize impacts on traffic flow?
	The	existing street access to the site is adequate and no road improvements
	are i	required.
		
SITI	E CHA	ARACTERISTICS
17.	Will t	ne proposed uses be located in an existing building? [/] Yes [] No
	Do yo	ou 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?
		sq. ft. (existing) + sq. ft. (addition if any) =sq. ft. (total)
19.	[]a: []a: []a: []a: [/]an	broposed use is located in: (check one) stand alone building house located in a residential zone warehouse shopping center. Please provide name of the center: a office building. Please provide name of the building: ASIS International her. Please describe:

End of Application

SUP#	
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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
loca	ation)
Th	ne applicant is requesting a parking reduction of 26 parking spaces.
Cı	urrently, 15 parking spaces are allocated for the proposed residential use,
	nich would require a minimum of 41 parking spaces
2.	Provide a statement of justification for the proposed parking reduction.
Se	e statement of justification attached.
3.	Why is it not feasible to provide the required parking?
Th	ne Property is located within the base flood elevation, which does not allow
	elow-grade parking for residential uses. Only 15 parking spaces are available
	r the Property in the existing at-grade parking level.
	and the person and an area of the management of the person
4.	Will the proposed reduction reduce the number of available parking spaces below the
	mber of existing parking spaces?
	✓Yes No.
	If the requested reduction is for more than five parking spaces, the applicant must submit a Parking
	innagement Plan which identifies the location and number of parking spaces both on-site and off-site, the
ava	silability of on-street parking, any proposed methods of mitigating negative affects of the parking reduction.

surrounding neighborhood.

- See Statement of Justification attached.

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

Paul Stoddard 301 King Street City Hall, Room 2100 Alexandria, Virginia 22314

Re: Consent to File for a Special Use Permit

1625 Prince Street, Alexandria, VA 22314, Tax Map No. 073.02-0B-4M (the

"Property")

Dear Mr. Stoddard,

ASIS International, as owner of the above-referenced Property, hereby consents to the filing of an application for a Special Use Permit on the Property and any related requests by 1625 Prince Street LLC.

Very truly yours,

ASIS International

By: from and

Its: Chief Human Resources Officer

Date: August 21, 2025

1625 Prince Street LLC

Paul Stoddard 301 King Street City Hall, Room 2100 Alexandria, Virginia 22314

Re: Authorization to File for a Special Use Permit

1625 Prince Street, Alexandria, VA 22314, Tax Map No. 073.02-0B-4M (the

"Property")

Dear Mr. Stoddard,

1625 Prince Street LLC hereby authorizes Walsh, Colucci, Lubeley & Walsh, P.C. to act as agent on its behalf for the filing and representation of an application for a Special Use Permit on the Property and any related requests.

Very truly yours,

1625 Prince Street LLC

Colin Thomas

Colin Thomas

Its: Manager

Date: 8/21/2025

APPLICANT OWNERSHIP BREAKDOWN

Contract Purchaser/Applicant of 1625 Prince Street (TM No. 073.02-0B-4M)

1625 Prince Street LLC (Contract Purchaser/Applicant)

Member(s): Percent Ownership:

Colin Thomas 100%

<u>Note</u>: None of the people or entities listed above have a business or financial relationship with any member of the Board of Architectural Review, Board of Zoning Appeals, City Council, or Planning Commission as defined by Section 11-350 of the Zoning Ordinance.

Statement of Justification

The Applicant, 1625 Prince Street LLC, is the contract purchaser of Property located at 1625 Prince Street (the "Property"), which is currently improved with a 5-story office building that is part of a larger, four-building office complex known as the King Street Exchange condominium. The approximately 41,411 square foot building and three other buildings in the office condominium complex are situated on top of a two-level parking garage that spans the block bounded by Prince Street, Dechantal Street, and Daingerfield Road. The building is located within 1,000 linear feet of the King Street Metro station. It is currently vacant, but has historically been occupied by office uses. The Property is zoned to the OCH zoning district, which permits multi-unit residential uses up to a 2.0 FAR when located within 1,000 linear feet of a Metro station. The Applicant is proposing to convert the existing office building into a 45-unit multi-unit residential building. Although the proposed use is permitted by-right, due to restrictions on the location of the Property within a floodplain and limitations on the parking spaces that are available to the Applicant, the Applicant is requesting an SUP for a parking reduction to reduce the parking requirements for the proposed residential units. In conjunction with the parking reduction SUP, the Applicant is requesting modifications to the tree canopy coverage and minimum side yard requirements pursuant to Section 11-416(C) of the Zoning Ordinance. With the proposed conversion, the building will contain approximately 39,147 SF of residential GFA and forty-five (45) multi-unit dwellings, including 31 onebedroom and 14 two-bedroom units.

As identified in the submitted application materials, the 45 proposed residential units are comprised of 31 one-bedroom and 14 two-bedroom units. Pursuant to the parking requirements set forth in Section 8-200 of the Zoning Ordinance, a minimum of 41 parking spaces are required to be provided for the proposed multi-unit dwellings. With the acquisition of the existing office building, the Applicant is also acquiring the rights to 82 parking spaces within the two-level garage. Of these spaces, only 15 are located on the at-grade level of the parking garage. Because the lower level of the parking garage is below the base flood elevation, it is not possible to utilize the lower-level spaces for the residential units. Accordingly, the available residential parking supply is limited to the 15 spaces on the at-grade level.

The requested parking reduction is appropriate given the highly walkable character of this area, the Property's proximity to the King Street Metro Station, and the variety of available transit options in the immediately surrounding area. The Applicant anticipates that many of the future residents of the building will likely be car-less by choice, and believes that this building is an ideal location for individuals with a car-free lifestyle. While there is recent precedent in the City for parking reductions of up to 100% of the required parking for residential conversions, this building is significantly closer to Metro than those buildings. Moreover, the availability of 15 parking spaces in the secure garage guarantees that at least some parking will be available to residents.

In order to remain in compliance with the floodplain regulations set forth in the Zoning Ordinance, the lower level of below-grade parking below the base flood elevation will not be made available to residents. Access to the lower level of the garage is provided through a separate garage entrance on Dechantal Street from the north side of the building, and the Applicant will have the ability to restrict future residents access to the lower level, ensuring that no residents park below grade. The Applicant

will work closely with staff during the subsequent minor site plan amendment and building permit process to ensure compliance with all applicable floodplain regulations.

The Applicant also requests modification to the required side yard setback for the multi-unit dwelling. For the purpose of this application the walkway and terrace level plaza located directly east of the existing office building are included as a part of the Property. As such, the existing building is approximately 23-feet away from the delineating Property line. Due to the proposed residential use and retention of the existing building, it is not possible to comply with the required 1:2 side yard setback ratio without approved modifications. Given that this is an existing condition, the requested modification is appropriate. Finally, the Applicant requests a modification of the tree canopy coverage requirement. New plantings will be provided in the plaza area directly adjacent to existing building, but given that the existing building footprint covers a majority of the Property it is not possible for the Applicant to provide the required 25% (5,780.75 SF) canopy coverage requirement.

The proposed conversion of this Property will facilitate the adaptive re-use of an existing vacant office building to provide much needed housing in area of the City that has multiple transit options, and bring vibrancy to a vacant office building which has struggled to find a new tenant. Furthermore, this proposal is in keeping with a number of recent approvals that have allowed parking reductions to facilitate the conversion of aging office buildings and create new housing opportunities in an efficient, environmentally friendly manner that does not involve redevelopment. Approval will allow the Applicant to add to the City's housing supply, bring residents to a highly walkable and transit-oriented area of the City, and move forward with the conversion of an aging office building.











