

Special Use Permit #2025-00063 3210 Duke Street

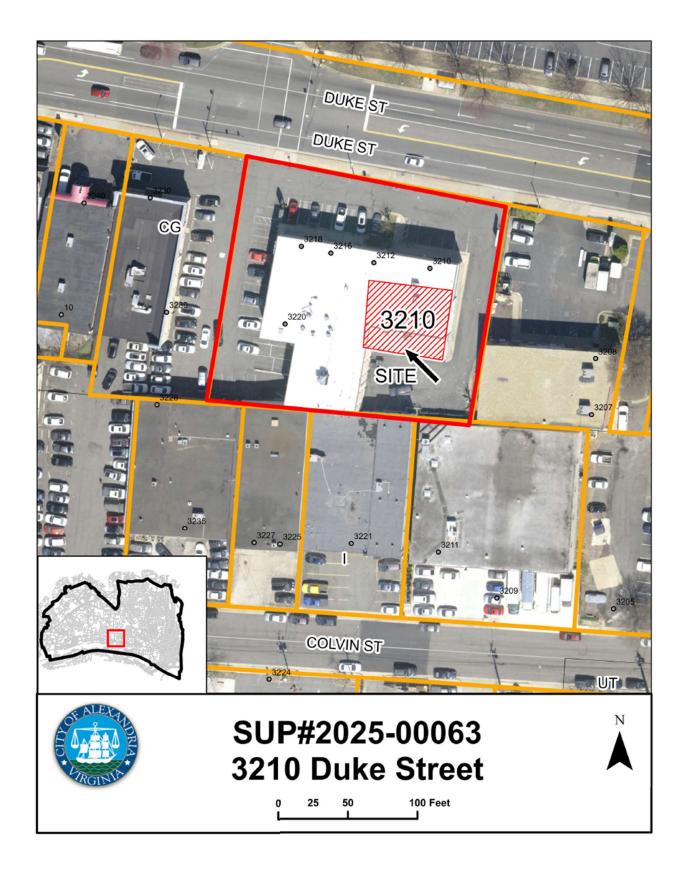
Application	General Data	
Public hearing and consideration of a	Planning Commission	December 2, 2025
request for a Special Use Permit for	Hearing:	
a light auto repair use.	City Council	December 13, 2025
	Hearing:	
Address:	Zone:	CG/ Commercial General
3210 Duke Street		
Applicant:	Small Area Plan:	Taylor Run/ Duke Street Small
Woodward Capital, LLC		Area Plan
Represented by Julio Veizaga		

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 Reviewers: Lanning Blaser, lanning.blaser@alexandriava.gov

Ann Horowitz, <u>ann.horowitz@alexandriava.gov</u>
Tony LaColla, <u>tony.lacolla@alexandriava.gov</u>

<u>PLANNING COMMISSION ACTION, DECEMBER 2, 2025:</u> On a motion by Vice Chair Koenig, seconded by Commissioner Ramirez, the Planning Commission voted unanimously to recommend approval of Special Use Permit #2025-00063. The motion carried on a vote of 6-0 on the Consent Calendar.



I. DISCUSSION

The applicant, Woodward Capital, LLC, requests Special Use Permit approval to operate a light auto repair business at 3210 Duke Street. The business would operate Monday to Friday from 9 a.m. to 6 p.m.

SITE DESCRIPTION

The subject property is one lot of record with approximately 75' of along Duke Street, frontage approximately 162' feet of depth and a total lot area of 11,900 square feet. The site is located on the East end of an office building. Two curb cuts allow for entry from Duke Street. The entrance to the proposed site is located to the South, see figure two.

The subject site shares a 31,400 square foot two-story office building with a variety of other businesses. Commercial uses span in all directions from the site. Located North across Duke Street Alexandria Commons the shopping center. City office buildings nearby are along Business Center Drive. Railroad and Metro tracks are located to the South. There are no residential properties in close proximity to the site.

BACKGROUND

The subject site was approved in 1989 and constructed under site



Figure 1 – Front Facing Façade



Figure 2 – Rear Loading Entrance

plan #89-0007. The two-story brick structure was added as an addition to the East end of the existing structure, which was approved under site plan #62-0029. The 5,423 square foot structure has gone through various commercial uses, including most recently as a tire shop. Another commercial use, Delta Rocks Billiards operates the second-floor suite of the site.

SUP#2483, given in 1991 for light mechanic repair was the only SUP found. The business has gone through multiple owners since this SUP had been granted, requiring the request to get approval from Planning Commission and City Council. Aside from the 1962 construction of the commercial site, the 1989 addition of 3210 Duke Street and subsequent SUP#2483 approval of a light mechanic repair shop, no other city council approvals have been given for this location.

One ZEN case occurred recently, ZEN#2024-00185 which was related to a prohibited sign being installed. Upon receipt of the violation the sign was removed. No other violations were found.

PROPOSAL

The applicant proposes a light auto repair shop that would perform routine services such as minor repairs, spark plugs & battery



Figure 3 - East Facing Facade



Figure 4 – Rear Parking Lot

testing, oil changes and other minor repair work as outlined in section 2-116 of the zoning ordinance. The use would operate Monday to Friday from 9 a.m. to 6 p.m. The applicant estimates no more than four employees on site. The use would operate primarily on an appointment basis with an estimated six to ten vehicles per day. The entrance to the site is located to the rear, where customers can drive and drop off their vehicles.

PARKING

Zoning ordinance section 8-200(18) requires one parking space for every 400 square feet of use. The site occupies 2,200 square feet of first floor space in the 5,423 square foot building. The minimum parking requirement is 13 spaces. The site has eight parking spaces in the rear, five parking spaces in front of the business and two mechanical lifts for a total of 15 parking spaces. The business shares the parking lot with the second-floor suite, Delta Rocks Billiards, which currently operates from 2 p.m. to 3 a.m. daily. The parking requirement is satisfied due to the minimum parking requirement of thirteen total parking spaces being met.

ZONING/MASTER PLAN DESIGNATION

The subject property is in the CG/Commercial general zone, which permits light auto repair pursuant to a special use permit per Zoning Ordinance section 4-403(R). The application must comply with Zoning Ordinance section 11-500 with outlines the Special Use Permit authority.

According to the Taylor Run/Duke Street Small Area Plan, this site was rezoned from I-1/Industrial to CG/ Commercial General as part of the 1992 Small Area Plan Taylor Run/Duke Street updates. The Taylor Run/ Duke Street small area plan designates this area for auto oriented retail and light industrial commercial uses and services. Page 24 of the Taylor Run Duke Street Small Area Plan states the proposed use for this site as quoted, "Part of the Cameron Valley Project includes the construction of a shopping center and the Hechinger's store. Commercial General, which allows auto oriented retail and services and shopping centers, corresponds to the approved development plan." Given the small area plan has not been updated since 1992, the site is still in alignment with the current zoning designation.

II. STAFF ANALYSIS

Staff is supportive of the applicants' request to operate a light auto repair business at 3210 Duke Street. As the site is zoned CG/ Commercial, light auto repair is an appropriate use in the area. The applicant's operation will use the rear of the site and will be minimally visible from Duke Street. The nature of this business should not produce adverse effects that would be greater than surrounding businesses.

The request is in alignment with the Taylor Run/Duke Street small area plan which supports light industrial uses in this area. In addition to the sites' combability with zoning and the location along the Duke Street corridor, the continued use of the site will maintain economic vitality and help continue to service the community. The building is well situated for the continued use of this type of operation.

The proposed use is expected to have minimal impacts to the surrounding neighborhood. Standard SUP conditions are added to mitigate potential impacts. Condition #5 is added to ensure repair work is done indoors to assist with noise control. Conditions are included to ensure the proper disposal of parts, solvents, and other auto-related materials and to ensure all vehicles are stored properly on the site. Condition #24 has been added to ensure any proposed signage will be in compliance with the zoning ordinance. The use will be required to obtain any necessary permits.

Subject to the conditions stated 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 business or entity in which the applicant has a controlling interest. (P&Z)
- 2. All vehicles on the lot shall be stored in a neat and orderly manner. No junked, abandoned, or stripped vehicles shall be displayed, parked, or stored outside. (P&Z)
- 3. No vehicles shall be displayed, parked, or stored on a public right-of-way. (P&Z)
- 4. Loading or unloading of vehicles, if any, shall take place on-site and during the hours of operation. (P&Z)
- 5. No repair work shall be done outside. All repairs of motor vehicles shall be conducted inside a building or structure that is approved by the Director of Planning and Zoning. (P&Z) (T&ES)
- 6. No vehicle parts, tires, or other materials shall be stored or permitted to accumulate outside, except in a dumpster or other suitable trash receptacle or enclosure. (P&Z)
- 7. The hours of operation shall be limited to between 9 a.m. and 6 p.m., Monday to Friday. (P&Z)
- 8. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all SUP provisions and requirements. (P&Z)
- 9. All waste products including, but not limited to organic compounds (solvents), motor oil, compressor lubricant and antifreeze shall be disposed of in accordance with all local, state and federal ordinances or regulations and not be discharged to the sanitary or storm sewers, or be discharged onto the ground. (T&ES)
- 10. The applicant shall comply with the City of Alexandria Best Management Practices manual for automotive related industries. Obtain a copy of the manual online at: https://media.alexandriava.gov/docs-archives/tes/info/automotive=bmp=manual.pdf (T&ES)
- 11. The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)

- 12. 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)
- 13. The applicant shall require its employees who drive to work to use off-street parking. (T&ES)
- 14. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape or invasion by animals. No trash and debris shall be allowed to accumulate outside of those containers. Outdoor trash receptacles shall be screened to the satisfaction of the director. (P&Z)
- 15. 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 twice during the day and at the close of the business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is in operation. (T&ES)
- 16. The applicant shall control odors, smoke and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the department of transportation and environmental services. (T&ES)
- 17. Car wash discharges resulting from a commercial operation shall not be discharged into a storm sewer. Car washes shall be done at a commercial car wash facility. (T&ES)
- 18. No paint or coatings shall be applied outside of a paint spray booth and no material shall be disposed of by venting into the atmosphere. (T&ES)
- 19. The application of paints or coatings shall be prohibited at the site, unless a paint spray booth is designed and built to the satisfaction of the Director of Code enforcement. No materials shall be disposed of by venting into the atmosphere and no paints or coatings shall be applied outside of the approved paint spray booth. (T&ES)
- 20. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- 21. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
- 22. Repair work done on the premises shall be limited to light automobile repair. (P&Z)

23. The Director of Planning and Zoning shall review the special use permit one year after it has been operational, and then again every three years for compliance with all conditions and may docket the matter for consideration by the Planning Commission and City Council if 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; or the Director has new or revised conditions are needed to offset land use impacts not addressed in the city code. (P&Z)

STAFF: Tony LaColla, AICP, Land Use Services Division Chief Ann Horowitz, Principal Planner Lanning Blaser, Urban Planner

<u>Staff Note:</u> 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

<u>Transportation & Environmental Services:</u>

- 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 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)
- C-3 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)
- R-1 No paint or coatings shall be applied outside of a paint spray booth and no material shall be disposed of by venting into the atmosphere. (T&ES)

- R-2 Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-3 The applicant shall control odors, smoke and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the department of transportation and environmental services. (T&ES)
- R-4 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-5 The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
- R-6 The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
- R-7 All waste products including, but not limited to, organic compounds (solvents), motor oil, compressor lubricant and antifreeze shall be disposed of in accordance with all local, state and federal ordinances or regulations and not be discharged to the sanitary or storm sewers or be discharged onto the ground. (T&ES)
- R-8 The Applicant must follow the City of Alexandria Best Management Practices manual for automotive related industries. Obtain a copy of the manual online at https://media.alexandriava.gov/docs-archives/tes/info/automotive=bmp=manual.pdf (T&ES)
- R-9 No repair work shall be done outside on the subject property. All repairs of motor vehicles at the site shall be conducted inside a building or structure. (P&Z) (T&ES)
- R-10 Car wash discharges resulting from a commercial operation shall not be discharged into a storm sewer. This condition, if incorporated, will require a change in the operation from what is presented in the application. It is recommended that the car washes be done at a commercial car wash facility. (T&ES)
- R-11 The application of paints or coatings shall be prohibited at the site, unless a paint spray booth is designed and built to the satisfaction of the Director of Code enforcement. No materials shall be disposed of by venting into the atmosphere and no paints or coatings shall be applied outside of the approved paint spray booth. (T&ES)
- R-12 All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)

R-13 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least once a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)

Code Enforcement:

C-1 A building permit is required for new use.

Fire:

C-1 This new use will be required to apply for a fire prevention permit.

Application can be accessed online at: www.alexandriava.gov/fire-department/the-fire-marshals-office.

Health:

No comments.

Recreation, Parks, and Cultural Activities:

No Comments.

Police Department:

No Comments.



APPLICATION SPECIAL USE PERMIT

K	RGIN	SPECIAL USE PERI	MIT #	
PRO	PERTY LOCATI	ON: 3210 DUKE ST.	, ALEXANDRIA VA 22314	
APP	LICANT:	061.04 -01 -02	zone: C	G
Addre				
PRO	POSED USE: _	ight Automobile Ser	vice Facility	
V			pecial Use Permit in accordance with g Ordinance of the City of Alexand _r ia	
V	permission to th	e City of Alexandria staff	rmission from the property owner and Commission Members to vionnected with the application.	
~	permission to the	City of Alexandria to post pl suant to Article IV, Section 4	ermission from the property owner acard notice on the property for white -1404(D)(7) of the 1992 Zoning Ord	ch this application
V	including all surve accurate to the be materials, drawin representations n the applicant unl illustrative of gen	eys, drawings, etc., required est of their knowledge and be gs or illustrations submitted added to the Director of Planess those materials or reperal plans and intentions, see the seed of the seed o	Il of the information herein provide to be furnished by the applicant are elief. The applicant is hereby notified in support of this application and ning and Zoning on this application resentations are clearly stated to subject to substantial revision, pursed in ance of the City of Alexandria, Vincential Provision, Vincential Provision, Pursed in ance of the City of Alexandria, Vincential Provision, Pursed in ance of the City of Alexandria, Vincential Provision, Pursed in ance of the City of Alexandria, Vincential Provision, Pursed in ance of the City of Alexandria, Vincential Provision, Pursed in a Provision	e true, correct and ad that any written any specific oral will be binding on be non-binding or uant to Article XI,
Print	Vin Voites Name of Applicant or	a a Woodward GANN L	Signature	Oalas las Date
Mailir	ng/Street Address		Telephone #	Fax#
City a	and State	Zip Code	Email address	

Last updated: 11.11.2019

PROPERTY OWNER'S AUTHORIZATION	
As the property owner of Benjamin Yava	r i , I hereby
(Property Address) grant the applicant authorization to apply for the	Light Automobile Service Facility
	(use)
described in this application.	(2007)
_{Name:} Benjamin Yavari	Phone Phone
Please Print	
Address:	
Signature:	Date: 09/25/2025
The state of the s	>
	an attached.
2. The applicant is the (check one):	
[] Owner	
[] Contract Purchaser	
[-] Lessee or	
[] Other:	of the subject property.
•	hip of any person or entity owning an interest in the applicant or owner, in which case identify each owner of more than three percent.
	<u> </u>

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or 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 held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. Mull street		(-50)
capital		000
2. Mussad LLC		42%0
3.	*	

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 3210 Duke St.. 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.		
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 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. Hull street capital	NONE	NONE	
2. Woodward Capital LLC	NONE	NONE	
3. Mehrobach Larrie Yavari 2000 prime Youver	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.

U loulas Date

Printed Name

Signature

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

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.		
2		2
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 _______3210 Duke St 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 Mehrdad & Carrie Yavari		12%
² Josephine Yavari		22%
³ Benjamin Yavari		22%

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 Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1.		
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

Signature

the information provided above is true and correct.

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 a	applicant, unless the entity is a corporation or partnership, in which case identify each
owner of more th	han three percent. The term ownership interest shall include any legal or equitable interest
	f the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.		
2		
[
3.		

2.	Property.	State the name,	address and	percent of or	wnership of	any person o	or entity ownir	ng an
		property located		3210 Duke	St Alexan	dria VA 223	314	(address),
unl	ess the ent	ity is a corporation	n or partnersh	nip, in which	case identify	each owner	of more than	three
per	cent. The t	erm ownership in	terest shall in	clude any leg	gal or equita	ble interest he	eld at the time	e of the
		the real property						

Name	Address	Percent of Ownership
¹ John Yavari		22%
² Chester Yavari		22%
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 Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1.		
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.

If property owner or applicant is being represented by an authorized agent such as an attorney, realtor, or other which there is some form of compensation, does this agent or the business in which the agent is employed have business license to operate in the City of Alexandria, Virginia?	person for a
[] 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 Commissio Council can understand the nature of the operation and the use. The description should fully discuss the na activity. (Attach additional sheets if necessary.)	n and City ture of the
Light automotive service facility for routine maintenance and minor repairs. Work such	
as basic oil change, brakes and rotors, axles, spark plugs, battery testing and	
replacement and other work as defined in Alexandria Virginia Zoning Code 2-116.	
Last updated: 10.21,2020	

USE CHARACTERISTICS

f 7	The state of the s	The second secon
		n existing use without a special use permit,
	The state of the s	n existing use with a special use permit,
[] ot	her. Please describe:	
Pleas	se describe the capacity of t	the proposed use:
A.	How many patrons, clien	nts, pupils and other such users do you expect?
	Specify time period (i.e.,	day, hour, or shift).
	Estimated 6 - 10 veh	hicles per day, primarily by appointment to manage flow
В.	How many ampleyees	stoff and all arranged decreased decreased and all arranged arranged and all arranged arrang
Ь.	Specify time period (i.e.,	staff and other personnel do you expect?
	4 full-time employees (2	certified technicians, 1 service manager, 1 administrative/custom
	service staff) per day.	, see a see
Pleas	se describe the proposed ho	ours and days of operation of the proposed use:
Day:		Hours:
	ay - Friday	9:00 AM - 6:00 PM
		9.00 AM - 6:00 PM
	se describe any potential no	pise emanating from the proposed use.
Pleas	se describe any potential no	
	se describe any potential no Describe the noise levels	pise emanating from the proposed use.
	se describe any potential no Describe the noise levels Expected to generate minin	oise emanating from the proposed use. s anticipated from all mechanical equipment and patrons. mal noise levels. Equiment primary source of noise would and small power tools all during working hours contained within the
	se describe any potential no Describe the noise levels Expected to generate minin include tools such as lifts a	bise emanating from the proposed use. s anticipated from all mechanical equipment and patrons. mal noise levels. Equiment primary source of noise would and small power tools all during working hours contained within the raffic will be limited
A.	Describe any potential no Describe the noise levels Expected to generate miniminclude tools such as lifts at shop bay area. Customer to	bise emanating from the proposed use. s anticipated from all mechanical equipment and patrons. mal noise levels. Equiment primary source of noise would and small power tools all during working hours contained within the raffic will be limited
A.	Describe any potential no Describe the noise levels Expected to generate minin include tools such as lifts at shop bay area. Customer to How will the noise be con	bise emanating from the proposed use. s anticipated from all mechanical equipment and patrons. mal noise levels. Equiment primary source of noise would and small power tools all during working hours contained within the raffic will be limited antrolled? Bay doors kept closed when possible. Patron conversations at normal speaking levels. Building structure and doors will act
A.	Describe any potential no Describe the noise levels Expected to generate miniming include tools such as lifts at shop bay area. Customer to the tools will the noise be confident and the shop bay area.	bise emanating from the proposed use. s anticipated from all mechanical equipment and patrons. mal noise levels. Equiment primary source of noise would and small power tools all during working hours contained within the raffic will be limited antrolled? Bay doors kept closed when possible. Patron conversations at normal speaking levels. Building structure and doors will act
A.	Describe any potential no Describe the noise levels Expected to generate minin include tools such as lifts at shop bay area. Customer to How will the noise be con	bise emanating from the proposed use. s anticipated from all mechanical equipment and patrons. mal noise levels. Equiment primary source of noise would and small power tools all during working hours contained within the raffic will be limited antrolled? Bay doors kept closed when possible. Patron conversations at normal speaking levels. Building structure and doors will act
A.	Describe any potential no Describe the noise levels Expected to generate minin include tools such as lifts at shop bay area. Customer to How will the noise be con	bise emanating from the proposed use. s anticipated from all mechanical equipment and patrons. mal noise levels. Equiment primary source of noise would and small power tools all during working hours contained within the raffic will be limited antrolled? Bay doors kept closed when possible. Patron conversations at normal speaking levels. Building structure and doors will act

	so provide information regarding to a large 199
i ieas	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 General office and employee trash (food waste, paper, packaging) as well as
	automotive related waste such as auto parts packaging and shop rags.
_	
B.	How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day week)
	An approximate estimation of 3 standard trash bags per week would be generated at an
	average volume of work and usage.
C.	How often will trash be collected?
	Trash will be collected weekly
D.	How will you prevent littering on the property, streets and nearby properties?
D.	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper hims. Ensuring
D.	How will you prevent littering on the property, streets and nearby properties?
	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper bins. Ensuring available containers for trash disposal in the site.
Will a	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper hims. Ensuring
Will a	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper bins. Ensuring available containers for trash disposal in the site. Any hazardous materials, as defined by the state or federal government, be handled, stored, or ge roperty?
Will a	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper bins. Ensuring available containers for trash disposal in the site. Any hazardous materials, as defined by the state or federal government, be handled, stored, or ge roperty?
Will a the pi [/] Y	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper bins. Ensuring available containers for trash disposal in the site. Any hazardous materials, as defined by the state or federal government, be handled, stored, or ge roperty? The second of the property of the state of federal government, be handled, stored, or ge roperty? The second of the property of the state of federal government, be handled, stored, or ge roperty? The second of the property of the state of federal government, be handled, stored, or ge roperty?
Will a the pr [^] Y If yes Oil fi	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper bins. Ensurin available containers for trash disposal in the site. any hazardous materials, as defined by the state or federal government, be handled, stored, or ge roperty? Tes. [] No.
Will a the pr [^] Y If yes Oil fi	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper bins. Ensuring available containers for trash disposal in the site. In any hazardous materials, as defined by the state or federal government, be handled, stored, or get roperty? The second of the name, monthly quantity, and specific disposal method below: It is provide the name, monthly quantity, and specific disposal method below: It is provided the name, monthly quantity, and specific disposal method below: It is provided the name, monthly quantity, and specific disposal method below: It is provided the name, monthly quantity, and specific disposal method below:
Will a the pr [^] Y	How will you prevent littering on the property, streets and nearby properties? All trash is gathered and remains indoors, collected in the proper bins. Ensuring available containers for trash disposal in the site. In any hazardous materials, as defined by the state or federal government, be handled, stored, or generate. It is a provide the name, monthly quantity, and specific disposal method below: It is provide the name, monthly quantity, and specific disposal method below: It is a proper waste container.

[] Yes	s. [ν] N	No.	
If yes, p	provide the nam	me, monthly quantity, and specific disposal method below:	
-			8
			W.
All auto contain spill kits use. Ve	omotive fluids a lers, and handle s, and first aid s chicle repair wo	oposed to ensure the safety of nearby residents, employees and patrons? and hazardous materials will be properly labeled, stored in sealed led in accordance with fire and environmental codes. Fire extinguishers, supplies will be maintained on site, with employees trained in their proper ork will be conducted entirely within the enclosed shop bays to prevent, and all customer areas will remain clean, well-lit, and clearly separated	
from w	ork zones.	and all customer areas will remain clean, well-lit, and cleany separated	
HOL	SALES		
A.	Will the propos	osed use include the sale of beer, wine, or mixed drinks?	
	[r] Yes	[] No	
			ABC lie
		be existing (if applicable) and proposed alcohol sales below, including if the emises and/or off-premises sales.	, (DO 11)
			-
			-
			-
			-
			-
			-
			-

11.			unds, for example paint, ink, lacquer thinner, or cleaning or degreasir erated on the property?	g solvent, be
	[] Yes	s. [r] No		
	If yes, p	provide the name	e, monthly quantity, and specific disposal method below:	
				_
				_
12.	All auto	omotive fluids an	posed to ensure the safety of nearby residents, employees and patron d hazardous materials will be properly labeled, stored in sealed d in accordance with fire and environmental codes. Fire extinguishers	
	hazard		k will be conducted entirely within the enclosed shop bays to prevent and all customer areas will remain clean, well-lit, and clearly separated	<u>1</u>
AL C		SALES		
13.	OHOL	SALES		
	A.	Will the propos	ed use include the sale of beer, wine, or mixed drinks?	
		[r] Yes	[] No	
			existing (if applicable) and proposed alcohol sales below, including in mises and/or off-premises sales.	the ABC license will
F	Regarding	Question 13 - It s	eems like there was a mistype editing the PDF. The answer should be no	for alcohol sales.
		-		
	Last upo	dated: 10.21.2020		

PARKING AND ACCESS REQUIREMENTS

14.	A.	How many parking spaces of each type are provided for the proposed use:
		11 Standard spaces
		Compact spaces
		1 Handicapped accessible spaces.
		Other.
		Planning and Zoning Staff Only
	Re	equired number of spaces for use per Zoning Ordinance Section 8-200A
	Do	pes the application meet the requirement? [] Yes [] No
	В.	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 or indu	rking ustrial	OTE: Pursuant to Section 8-200 (C) of the Zoning Ordinance, commercial and industrial uses may provide offwithin 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? 2
		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

uring what hours of londay - Friday, ow frequently are loon a part to part refer access to the substant to minimize in eet access is ade	ading/unloadineeded bas	ing operations exposis, twice a weel	ected to occur, p	er day or pe	r week, as approp
reet access to the sussary to minimize in	needed bas ubject property	y adequate or are	is estimated		
ssary to minimize in	npacts on traf	THE RESERVE OF THE RESERVE OF THE PARTY OF T	any street improv	rements, suc	ch as a new turning
ARACTERISTI	cs				
Water value	LANCONICE N	Control of the second	10 100	1,211	
M Stollessone secure	MICH. MARKS	and the second	11,000	s [႔	No
2	PHILAN TO	traffere sense në	2200	sq. ft. (tota	al)
stand alone building house located in a warehouse a shopping center. F an office building. Pl	g residential zo Please provide ease provide	ne e name of the centon name of the building			
lication					
֡֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜֜	rou propose to construct will the total area of the sq. ft. (existing proposed use is located in a warehouse is shopping center. Fin office building. Plother. Please describer.	rou propose to construct an addition be? N/A It will the total area occupied by the sq. ft. (existing) + proposed use is located in: (chestand alone building house located in a residential zo warehouse a shopping center. Please provide in office building. Please provide other. Please describe: Commercial	rou propose to construct an addition to the building? I large will the addition be? N/A square feet. It will the total area occupied by the proposed use be sq. ft. (existing) + sq. ft. (addition proposed use is located in: (check one) stand alone building house located in a residential zone warehouse shopping center. Please provide name of the center of the first please describe: Commercial Building	rou propose to construct an addition to the building? [] Ye Plarge will the addition be? N/A square feet. It will the total area occupied by the proposed use be? Sq. ft. (existing) + sq. ft. (addition if any) = 2914 proposed use is located in: (check one) stand alone building house located in a residential zone warehouse shopping center. Please provide name of the center: In office building. Please provide name of the building: wither. Please describe: Commercial Building	rou propose to construct an addition to the building? [] Yes [] Yes [] Yes [] Yes [] Iarge will the addition be? N/A square feet. [] squ

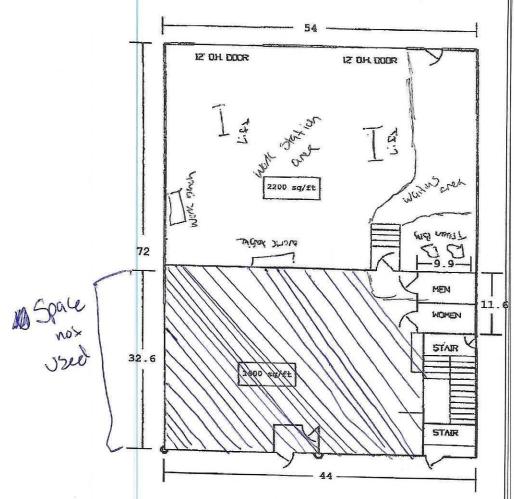
22



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

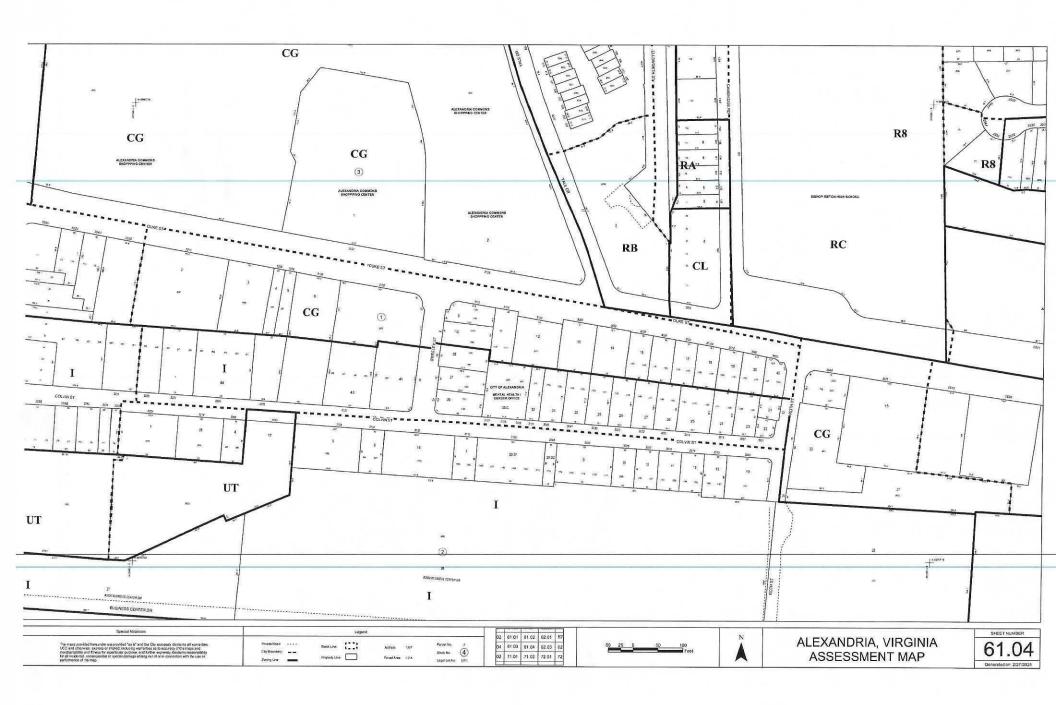
3210 Duke St



FRONT OF BUILDING FIRST LEVEL

SCALE NOVE

Ceiling Heights in front Portion are 10'9"



Department of Planning & Zoning

Administrative Special Use Permit New Use Light Automobile Repair Supplemental

DIUKA	GE OF STRIPPED VEHICLES
V	Any junked, abandoned, or stripped vehicles must be parked or stored inside.
	e storage location for junked, abandoned or stripped vehicles?
No ju	nked or stripped vehicles will be stored. All vehicles under these conditions will be towed off site
/EHICL	E LOADING AND UNLOADING
	All loading or unloading of vehicles must take place on private property, and not on the public right-of-way.
Vhere	on private property will vehicle loading take place?
	doors during working hours
Dy oay	doors during working nours
ISCAR	DING OF VEHICLE PARTS
1	All debris or vehicle parts must be kent or wint.
	All debris or vehicle parts must be kept on private property, and not on the public right-of-way.
escrib	e methods for keeping debris and vehicle parts off the public right-of-way?
Sweep	ng frequently and storing all parts and debris on site and in appropriate containers.

Last updated: 11.5.2019

VEHICLE PARKING
VEHICLE PARKING
Vehicles must be displayed, parked, or stored on private property, and not on the public right-of-way.
Where on private property will vehicles be displayed, parked or stored?
Only parked in shop area or in assigned parkins spaces during work hours.
STORAGE AND DISPOSAL OF VEHICLE PARTS
All vehicle parts, tires, or other materials must be kept inside the building, in a dumpster or other suitable trash receptacle or enclosure.
Describe the methods that will be used to ensure vehicle parts, tires and other materials are contained?
Within the site in proper containers and bins until collected or disposed off by the proper channels
VEEDING THE DIMEDING AND SIZE ALTON
KEEPING THE BUILDING AND SITE CLEAN
The area around the building must be kept free of debris and maintained in an orderly and clean condition.
How will you monitor the building and site to keep it clean?
Provide disposal containers and have constant staff on site to inspect site and ensure cleanliness
and have constant start on site to hispect site and ensure cleanliness
WASTE PRODUCTS
All waste products, including but not limited to, organic compounds (solvents), motor oils, and antifreeze
must be disposed of following all local, state and federal ordinances or regulations. Waste products may not be discharged into the sanitary or storm sewers.
What are the plans for disposing of waste products?
Third party disposal services pickign up waste products from site. Such as LORCO
BEST MANAGEMENT PRACTICES
You must follow the City of Alexandria Best Management Practices manual for automotive related industries. Contact the T&ES Environmental division at (703)519-3400 to obtain a copy of the manual.
Have you reviewed the Best Management Practices manual?
What steps will you take to follow the Best Management Practices Manual?
Yes. Compliance review and training for all employees. All steps to prevent spills, leaks and maintain a shop will be
followed and supervised daily during working hours. Appropriate storage will be obtained for any automotive materials and training and education will be provided to all employees yearly.

CONTROLLING ODORS AND SMOKE
Odors, smoke and any other air pollution from operations at the site must be controlled to prevent the from leaving the property or becoming a nuisance to neighboring properties, as determined by to Department of Transportation and Environmental Services.
What equipment is included in the building to help control odors, smoke and air pollution?
Exhaust Air Venting System
CAR WASHING
Car wash discharges resulting from a commercial operation may not be discharged into a storm sewer. It is recommended that any car washing be done at a commercial car wash facility.
Where will car washing take place?
No car washing for commercial operation will be done on site. If required, car washing will be done at a commercial car wash facility.







