



## ***DOCKET ITEM #6***

***Special Use Permit #2016-0049***

***833 South Pickett Street (Parcel Address: 821 South Pickett Street) – Belvoir Collision Center***

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### **CONSENT AGENDA ITEM**

If no one asks to speak about this case prior to the hearing, it will be approved without discussion as part of the Consent Agenda.

<b>Application</b>	<b>General Data</b>	
Public hearing and consideration of a request to operate a general automobile repair business.	<b>Planning Commission Hearing:</b>	September 8, 2016
	<b>City Council Hearing:</b>	September 17, 2016
<b>Address:</b> 833 South Pickett Street (Parcel Address: 821 South Pickett Street)	<b>Zone:</b>	I/Industrial
<b>Applicant:</b> Belvoir Collision Center	<b>Small Area Plan:</b>	Eisenhower West Small Area Plan

**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:** Sara Brandt-Vorel, [Sara.BrandtVorel@alexandriava.gov](mailto:Sara.BrandtVorel@alexandriava.gov)



**Special Use Permit #2016-0049**  
**833 South Pickett Street (parcel**  
**address: 821 S. Pickett St)**



## **I. DISCUSSION**

### REQUEST

The applicant, Belvoir Collision Center, requests Special Use Permit approval to operate a general automobile repair business at 833 South Pickett Street.

### SITE DESCRIPTION

The subject site is one parcel of record with approximately 200 feet of frontage along South Pickett Street, a depth that varies from 375-400 feet, for a total parcel area of approximately 89,000 square feet. The subject site is developed with a one story commercial building of approximately 42,600 square feet and divided into two tenant spaces, each with their own loading docks accessible by the surface parking lot. The subject building is served by a single surface parking lot that runs the length of the building and is accessed by a double-wide curb cut from South Pickett Street.



*Figure 1: Exterior of 833 S Pickett Street and existing surface parking lot.*

Mosaic Tile, a home design showroom, occupies tenant space in the subject building closest to South Pickett Street. The parcel to the east is undeveloped as a result of a recent fire and being used for parking. The parcel to the west is developed with a two-story brick structure which contains office uses. The Virginia Roofing Corporation, a baseball academy, a photography studio and a wholesale grocery store are located to the south. The 22 acre South Port Apartment complex, composed of one to three bedroom apartment units is located to the north.

### BACKGROUND

The subject building was constructed in 1965 in brick with approximately 43,000 square feet and housed a number of industrial uses. In September 2013, a fire destroyed the adjacent commercial building at 801 South Pickett Street and caused damage to the subject building. In early 2014 the subject building underwent repairs to its eastern wall due to the earlier fire.

### PROPOSAL

The applicant proposes to operate a general automobile repair facility at 833 South Pickett Street and provide services to include the repair and replacement of damaged body panels on vehicles; mechanical operations such as the changing of radiators, condensers and suspension systems; and external work to include painting, washing, and detailing of vehicles. The applicant proposes to utilize two water-based paint booths and additional equipment will include two frame



machines, five hydraulic lifts, one alignment machine, and two large service bays. The applicant estimates that up to 35 vehicles may be on-site for repair during operations. Repair work shall be conducted inside the facility and vehicles will be parked in the outdoor surface parking lot. The applicant proposes to install fencing along the border of its parcel and across the midpoint of the parking lot to screen vehicles from the public view and from the adjacent tenant space.

While many of the vehicles will be driven directly to the facility for repair work, up to ten vehicles a week may be delivered by a tow truck. Additional delivery activity on site will include the weekly deliveries of vehicle parts required to complete repair work and vehicles removing waste products from the site.

Additional elements of the proposal are:

Hours of Operation: 7:30 a.m. – 8 p.m., Monday – Friday  
8 a.m. – 4 p.m., Saturday

Service Areas: Two paint booths, two frame machines, five hydraulic lifts, one alignment machine, and two indoor service bays

Customers: 10 customers per day

Employees: 17 employees per day

Noise: All work to be performed indoors, some low noise is expected from small hand-held power tools and small three-eight horsepower engines for the paint booths and compressors. Larger mechanical equipment comes equipped with noise resistant chambers to reduce noise. Interior of building has insulated walls to reduce noise.

Odors: No significant odors are expected.

Trash/Litter: Office trash, approximately 14 bags a week will be picked up bi-weekly. Recycling is scheduled to be picked up weekly. Approximately 200 pounds of sheet metal and bumpers are expected each week and will be picked up monthly in roll-away recyclers. Potential paint and lacquer thinner will be stored in the proper 50 gallon containers inside the facility and removed by Safety-Kleen or a similar company when the containers are full. Oil will be collected in a 55 gallon holding tank and emptied by US Filter when full.

#### PARKING

Section 8-200(A)(17) of the Zoning Ordinance requires general automobile repair businesses to provide one off-street parking space for every 400 square feet of floor area. The proposed 18,452 square foot general automobile repair use is required to provide a total of 47 parking spaces. The applicant exceeds their parking requirement by proposing to provide 67 off-street parking spaces in its on-site private parking lot, in addition to five parking spaces counted by the hydraulic lifts.

### ZONING/MASTER PLAN DESIGNATION

The subject site is located in the I/Industrial zone. Section 4-1203(H) of the Zoning Ordinance allows general automobile repair in the Industrial zone only with Special Use Permit approval.

The subject site is situated within the boundaries of the Eisenhower West Small Area Plan which supports industrial and commercial uses at this property. The Small Area Plan indicates that the long-term vision for the subject site includes the redevelopment of the land for a mixed-use residential building with ground floor Production, Wholesale, and Repair uses “(PWR),” designed to encourage “maker” and flex space for light industrial uses.

## **II. STAFF ANALYSIS**

Staff supports the applicant’s request for a general automobile repair use at this location. As the site is zoned Industrial, general automobile repair is an appropriate use at this location and compatible with other automobile related uses in the immediate area. The active use of the building maintains the economic vitality of the area and preserves locally-serving industrial service uses in the community. The building is well-situated for an automobile repair use with a double-wide curb cut providing access for delivery vehicles to the applicant’s site from South Pickett Street, and four delivery bays in the building frontage which could be modified for automobile repair uses.

In addition to the compatibility with zoning, the applicant has indicated willingness to provide additional efforts to reduce potential impacts of the use in the surrounding neighborhood. The applicant proposes to maintain the level of insulation in the building to reduce noise and to install fencing to screen the parking lot from sight. While the subject site for the general automobile repair use is approximately 150 feet from nearby residential uses, the two uses are separated by a screen of trees and a surface parking lot surrounding the residential building. In addition, a grade change of approximately 20 feet positions the subject site lower than the residential uses and serves to muffle potential noise. As the shared wall between the applicant and the adjacent Mosaic Tile is for the warehouse and storeroom for Mosaic Tile, the impacts of noise on potential office-like uses in Mosaic Tile should be mitigated.

Nonetheless, staff has included a number of conditions to specifically limit the potential impacts of general automobile repair use at the site. Specifically, Conditions #4, prohibits the display of junked, abandoned, and visible damaged or stripped vehicles; Condition #5 requires the applicant to install and maintain fencing around his portion of the parking lot; and Condition #6 which prohibits the parking or storage of vehicles in the public right-of-way. In addition, Condition #8 requires the applicant to store all vehicle parts and other waste materials in proper waste receptacles. To reduce the potential impact of noise, staff has included Condition #16 which requires all repair work to be done inside the building and Condition #17 which prohibits loudspeakers on the exterior of the building. Standard conditions limiting delivery times were included for this use in Condition #18 to ensure no deliveries occur during night and early morning hours. Traffic mitigation conditions were developed in Condition #7 which requires all loading and unloading to occur on-site to prevent traffic on South Pickett Street and Condition #10 which limits potential test-driving to major arterials in the area and prohibits the use of nearby residential streets. As the applicant’s parking lot is currently unstriped, staff included

Condition #21 to require the applicant to provide a final striping plan for the parking lot which shows the required number of parking spaces and the striping of the parking lot. Potential environmental impacts related to water disposal, fumes, and materials were regulated through Condition #11 which requires the proper disposal of all waste products; Condition #12 which requires the applicant to show their proposed discharge system for carwashes, should that feature be enacted on site; Condition #13 requiring the applicant to control any potential fumes and odors; and Condition #14 requiring the applicant's paint booths to be inspected twice a year to ensure they are maintained to EPA standards.

In addition, pursuant to a Planning Commission directive from November 2013, Condition #24 would require a staff-level review in September 2021, five years from the date of approval, and a full hearing review at the fixed-date of November 2023 to coordinate SUP review dates where future redevelopment is possible. The November 2023 date has been applied to recent SUPs in the area, including the cases at 600, 617, 620, 672, and 682 South Pickett Street.

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. The hours of operation of the general automobile repair business shall be limited to between 7:30 a.m. and 8 p.m., Monday through Friday, and 8 a.m. – 4 p.m., Saturdays. (P&Z)
3. The applicant shall post the hours of operation at the entrance of the business. (P&Z)
4. No junked, abandoned, visibly damaged, or stripped vehicles shall be displayed, parked, or stored outside. (P&Z)
5. The applicant shall install and maintain fencing around the perimeter of the parking lot to screen parked vehicles from the public right-of-way. (P&Z)
6. No vehicles shall be displayed, parked, or stored in any portion of the public right-of-way. (P&Z)
7. Loading or unloading of vehicles shall take place on-site and during the hours of operation. (P&Z)
8. No vehicle parts, tires, or other materials shall be permitted to accumulate outside except in a dumpster or other suitable trash receptacle or enclosure. (P&Z)

9. 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)
10. The applicant shall not use residential side streets for test-driving or diagnosing needed vehicle repairs. The applicant may use major arterials such as Duke Street, South Van Dorn Street, South Pickett Street, and Edsall Road for test-driving regardless of the uses located along those streets. (P&Z)
11. 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)
12. The applicant shall provide a plan that shows the method of connection for the discharge of vehicle wash to an approved sanitary sewer system and proper disposal of rainwater to the storm sewer system. In case the applicant chooses to install commercial car washing equipment, such equipment shall be equipped with a water recycling system approved by the building official. (T&ES)
13. 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)
14. The paint booths should be inspected and maintained twice a year by a third party expert to ensure that they conform to EPA standards and that the emissions of volatile organic compounds (VOCs) are kept to a minimum possible. (T&ES)
15. No paint or coatings shall be applied outside of the paint spray booth designed and built to the satisfaction of the Director of Code Administration. If automotive refinishing is permitted, no materials shall be disposed of by venting to the atmosphere and no paints or coating shall be applied outside of the approved paint spray booth.(T&ES)
16. 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. (T&ES)(P&Z)
17. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
18. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11 p.m. and 7 a.m.(T&ES)
19. The applicant shall require its employees who drive to use off-street parking. (T&ES)
20. The applicant shall encourage its employees to use public transportation to travel to and from work. Within 60 days of SUP approval, the business shall contact the Local Motion

at [localmotion@alexandriava.gov](mailto:localmotion@alexandriava.gov) for information on establishing an employee transportation benefits program. (T&ES)

21. The applicant shall provide a scaled striping plan for the proposed parking spaces that is consistent with the requirements of the Zoning Ordinance prior to marking the parking lot, subject to approval by the Directors of Planning and Zoning and Transportation & Environmental Services. (T&ES)
22. The applicant shall comply with the City of Alexandria Best Management practices manual for automotive related industries. A copy can be obtained online at [https://alexandriava.gov/uploadedFiles/tes/info/Automotive\\_BMP\\_manual.pdf](https://alexandriava.gov/uploadedFiles/tes/info/Automotive_BMP_manual.pdf) or by contacting T&ES at 703-746-4065. (T&ES)
23. 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 twice 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)
24. The Special Use Permit shall be reviewed by the Director of Planning & Zoning, with notice to the community, five years from approval (September 2021) in order to assess the redevelopment potential of the site and the compatibility of the use with other uses in the area. If the Director determines the use to be incompatible with surrounding uses or anticipated redevelopment, the Director shall docket the Special Use Permit for Planning Commission and City Council to take such action as they deem appropriate at the time. Notwithstanding the staff review, City Council shall review the Special Use Permit in November 2023 in order to assess the redevelopment potential of the site and the compatibility of the use with other uses in the area to take such action as they deem appropriate at the time. (P&Z)
25. The Director of Planning and Zoning shall review the Special Use Permit after it has been operational for one year, 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, Land Use Division Chief, Department of Planning and Zoning;  
Sara Brandt-Vorel, Urban Planner

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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 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-2 The applicant shall provide a plan that shows the method of connection for the discharge of vehicle wash to an approved sanitary sewer system and proper disposal of rainwater to the storm sewer system. In case the applicant chooses to install commercial car washing equipment, such equipment shall be equipped with a water recycling system approved by the building official. (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 paint booths should be inspected and maintained twice a year by a third party expert to ensure that they conform to EPA standards and that the emissions of volatile organic compounds (VOCs) are kept to a minimum possible. (T&ES)
- R-5 No paint or coatings shall be applied outside of the paint spray booth designed and built to the satisfaction of the Director of Code Administration. If automotive refinishing is permitted, no materials shall be disposed of by venting to the atmosphere and no paints or coating shall be applied outside of the approved paint spray booth.(T&ES)
- R-6 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. (T&ES)
- R-7 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-8 Supply deliveries, loading, and unloading activities shall not occur between the hours of 11 p.m. and 7 a.m. (T&ES)
- R-9 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-10 The applicant shall encourage its employees to use public transportation to travel to and from work. Within 60 days of SUP approval, the business shall contact the Local Motion at [localmotion@alexandriava.gov](mailto:localmotion@alexandriava.gov) for information on establishing an employee transportation benefits program. (T&ES)
- R-11 The applicant shall provide a scaled striping plan for the proposed parking spaces that is consistent with the requirements of the Zoning Ordinance prior to marking the parking

lot, subject to approval by the Directors of Planning & Zoning and Transportation & Environmental Services. (T&ES)

- R-12 The applicant shall comply with the City of Alexandria Best Management practices manual for automotive related industries. A copy can be obtained online at [https://alexandriava.gov/uploadedFiles/tes/info/Automotive BMP manual.pdf](https://alexandriava.gov/uploadedFiles/tes/info/Automotive_BMP_manual.pdf) or by contacting T&ES at 703-746-4065. (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 twice 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)
- C-1 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-2 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 City Council approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov), for information about completing this form. (TES)

Fire:

- F-1 Applicant is required to obtain a fire prevention permit for this use and occupancy condition.

Code Enforcement:

- F-1 A building permit and certificate of occupancy is required for this use prior to operating this business in this space.

Health Department:

No Health Department comments.

Recreation, Parks and Cultural Activities:

No comments received.

Police Department:

No comments received.



## APPLICATION

## SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2016-0049

PROPERTY LOCATION: 833 S. Pickett St. Alexandria, VA

TAX MAP REFERENCE: \_\_\_\_\_ ZONE: I

APPLICANT:

Name: Belvoir Collision Center

Address: 7901 Hill Park Ct #6 Lorton, VA 22079

PROPOSED USE: General Automotive Use

☒ 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.

Brad Jenkins  
Print Name of Applicant or Agent

7901 Hill Park Ct. #6  
Mailing/Street Address

Lorton, VA 22079  
City and State Zip Code

[Signature] 6-28-16  
Signature Date

703 337 4670 703 337 4697  
Telephone # Fax #

Brad@belvoircollisioncenter.com  
Email address

ACTION-PLANNING COMMISSION: \_\_\_\_\_ DATE: \_\_\_\_\_

ACTION-CITY COUNCIL: \_\_\_\_\_ DATE: \_\_\_\_\_

# PROPERTY OWNER'S AUTHORIZATION

As the property owner of 833 S. Pickett St. Alexandria, VA I hereby  
(Please Print)  
grant the applicant authorization to apply for the General Automotive use as  
described in this application. (use)

Name Mark S. Miller, Mar/Member

Phone 202-259-4750

Please Print

Address PO Box 143, Broad Run, VA

Email Mark.miller@gmail.com

Signature: [Signature] 20137

Date: 6/29/16

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 ten percent

Reed Jenkins 100% owner

7901 Hill Park Ct #6 Loudon, VA 22079



# 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 ten 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.	Brad Jenkins	7901 Hill Park Ct. #6 Lorton, VA 22079	100%
2.			
3.			

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 933 S. Pickett St. Alexandria, VA (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten 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.	Karee L. Miller	P.O. Box 163 Broad Run, VA 20137	50%
2.	Mark S. Miller	P.O. Box 163 Broad Run, VA 20137	50%
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 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.	Brad Jenkins	None	None
2.	Karee Miller	None	None
3.	Mark Miller	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.

6-28-16  
Date

Brad Jenkins  
Printed Name

  
Signature



If property owner or applicant is being represented by an authorized agent such as an attorney, realtor, or other person for which there is some form of compensation, does this agent or the business in which the agent is employed have a business license to operate in the City of Alexandria, Virginia?

☒ Yes. Provide proof of current City business license

☐ No. The agent shall obtain a business license prior to filing application, if required by the City Code.

### NARRATIVE DESCRIPTION

3. The applicant shall describe below the nature of the request in detail so that the Planning Commission and City Council can understand the nature of the operation and the use. The description should fully discuss the nature of the activity. (Attach additional sheets if necessary.)

Belvoir Collision will write estimates and repair collision damage to cars, to include Auto Body Sheet metal and mechanical Repairs. Those vehicles will be Painted and detailed before delivering them to customers. Damaged cars are generally driven in for repair but in some cases (10 times a week) vehicles are delivered via tow-truck. Belvoir collision intends to move to this site as a means of growth as the new facility will be larger and more ideally located for our customer base. our equipment will include 2 paint booths, 2 frame machines, 2 hydraulic lifts, 1 alignment machine (scissor lift). our paint booths utilize water-borne paint and are pre-existing so belvoir will be minimizing the environmental impact and not adding 2 additional paint booths into the environment. vehicles on location for repairs shall be stored on the inside of the building, though belvoir intends to Fence-in its parking lot to minimize the view of any damaged vehicles from the street. Belvoir also will recycle all cardboard through American disposal and any organic waste will be disposed of by safety-kleen.

## 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).

10 total cars per day M-F 7:30 a.m. to 8 p.m.  
2 Insurance clients, 3 customers for estimates

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

17 Employees M-F 7:30 a.m. - 8 p.m.  
3 Employees Saturday 8 a.m. - 4 p.m. (As Needed)

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

Day:

Monday - FridaySaturday (As Needed)

Hours:

7:30 a.m. - 8 p.m.8 a.m. - 4 p.m.

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

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

minimal noise levels, small hand held power tools, small  
3-8 hp motors to run paint booths and compressor

- B. How will the noise be controlled?

All work will be performed inside with insulated walls,  
all motors are inside noise resistant chambers on machines

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

Potential Paint odors and body filler odors, paint booths are filtered  
and has constant exhaust fans. The shop will also have exhaust  
fans. shop will conform with all state & federal codes

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)

office paper & cardboard, plastic bumpers & sheet metal

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

3 30 gal bags of office trash a day  
Bumpers & sheet metal 200lbs a week

- C. How often will trash be collected?

office trash 2 times a week, cardboard recycled 1 time a week  
bumper & metal 1 time a month vendors will be AAA trash removal and  
American Disposal company

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

Facility will have multiple trash bins inside and outside building.  
Trash will be emptied into larger outside bin daily, plastic and metal recycling  
bin will be on site and will be emptied 1 time a month by roll away recyclers

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:

Paint less than 12 gal a month, will be sprayed on vehicles and left  
over goes into a 50 gal drum, that will be disposed of when full by  
Safely-Kleen, lacquer thinner less than 12 gal a month stored in 50 gal drum

12. What methods are proposed to ensure the safety of nearby residents, employees and patrons?

All paint is sprayed inside booths that are filtered and equipped with  
an exhaust system, employees must wear respirators when painting. All will  
be stored 2 inches off the floor on a pallet that sits in a liquid catching tub  
to prevent leaks

#### 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.

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## PARKING AND ACCESS REQUIREMENTS

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

67 Standard spaces  
 \_\_\_\_\_ Compact spaces  
3 Handicapped accessible spaces  
 \_\_\_\_\_ Other.

## 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?

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? 3

## 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? No off street loading required
- C. During what hours of the day do you expect loading/unloading operations to occur?  
9a.m - 5p.m M-F parts vendors with regular size pickup trucks,  
Tow truck dropping vehicles off about 10 times a week
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?  
Parts vendors M-F 9a.m - 5p.m 12 a day, Tow trucks loading/unloading  
10 times a week
16. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?  
Yes access is adequate, no improvements needed

#### SITE CHARACTERISTICS

17. Will the proposed uses be located in an existing building? ☒ Yes ☐ No
- Do you propose to construct an addition to the building? ☐ Yes ☒ No
- How large will the addition be? \_\_\_\_\_ square feet.
18. What will the total area occupied by the proposed use be?  
18,452 sq. ft. (existing) + \_\_\_\_\_ sq. ft. (addition if any) = 18452 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

# REVISED

SUP # \_\_\_\_\_



## APPLICATION - SUPPLEMENTAL

### AUTOMOBILE-ORIENTED USES

Supplemental information to be completed by applicants requesting special use permit approval of an automobile-oriented use (e.g., automobile repair garage, car wash, auto or trailer sales).

1. What type of automobile oriented use do you propose?

☐ automobile or motor vehicle parking or storage lot.

☐ automobile or trailer rental or sales.

☐ automobile service station.

☒ automobile repair, including car wash.

☐ other: \_\_\_\_\_

2. What types of repairs do you propose to perform?

Shop will repair or replace damaged body panels on vehicles

Shop will paint vehicles

Shop will perform minor mechanical operations to include change radiators, and shocks, suspension wash and detail repaired vehicles

3. How many of each of the following will be provided?

5 hydraulic lifts or racks

\_\_\_\_\_ service pits

2 large service bays

4. How many vehicles will be parked on-site at any one time. Please provide information on the type (i.e., for sale, customers, employees, or repairs)?

Total 50 67

50 35 for repair

2 for customers

15 employees

5. Will a loudspeaker or intercom system be used outside of the building? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please note: All repair work must occur within an enclosed building.

## Sara Brandt Vorel

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**From:** Brad Jenkins <Brad@belvoircollisioncenter.com>  
**Sent:** Tuesday, July 19, 2016 4:02 PM  
**To:** Sara Brandt Vorel  
**Subject:** Re: SUP clarifying questions

**REVISED**

Good afternoon Sara,  
I hope your day is going well.

1. We do not really change oil so much so it would be rare but we do have a holding tank that is 55 gallons and it does close. It will be placed inside of a spill catching container with wet dry absorbent lining the bottom. The tank will be 2 inches off the floor. When the tank is full we will call US Filter which is a used oil disposable company.
2. Parking will be 67 spaces with 4 handicap all will be standard spaces.

I would like to keep the car washing aspect as part of the application but if we are unable to meet the requirements there is a car washing facility right up the road who we have contracted with before.

Thanks for all the help.

Brad Jenkins  
Belvoir Collision Center  
7901 Hill Park Ct., Suite 6  
Lorton, VA 22079  
(Office) 703-337-4670  
(Fax) 703-337-4697

A hand-drawn floor plan of a building, likely a school or institutional structure. The plan shows a large rectangular building with several rooms. On the left side, there is a long, narrow room labeled 'Hall' and a larger room labeled 'Class Room'. To the right of these are several smaller rooms, some labeled 'Room' and others 'Office'. A central corridor or hallway runs through the building. In the foreground, there is a large, open area with many small rectangular shapes, possibly representing a parking lot or a courtyard. The drawing is done in black ink on a white background.

**Main Floor**

Inventory  
of the  
space

5. Pickett Street



Google Maps

SUP2016-0049



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