



Special Use Permit #2018-0007
6 Prince Street – Misha’s Coffee House

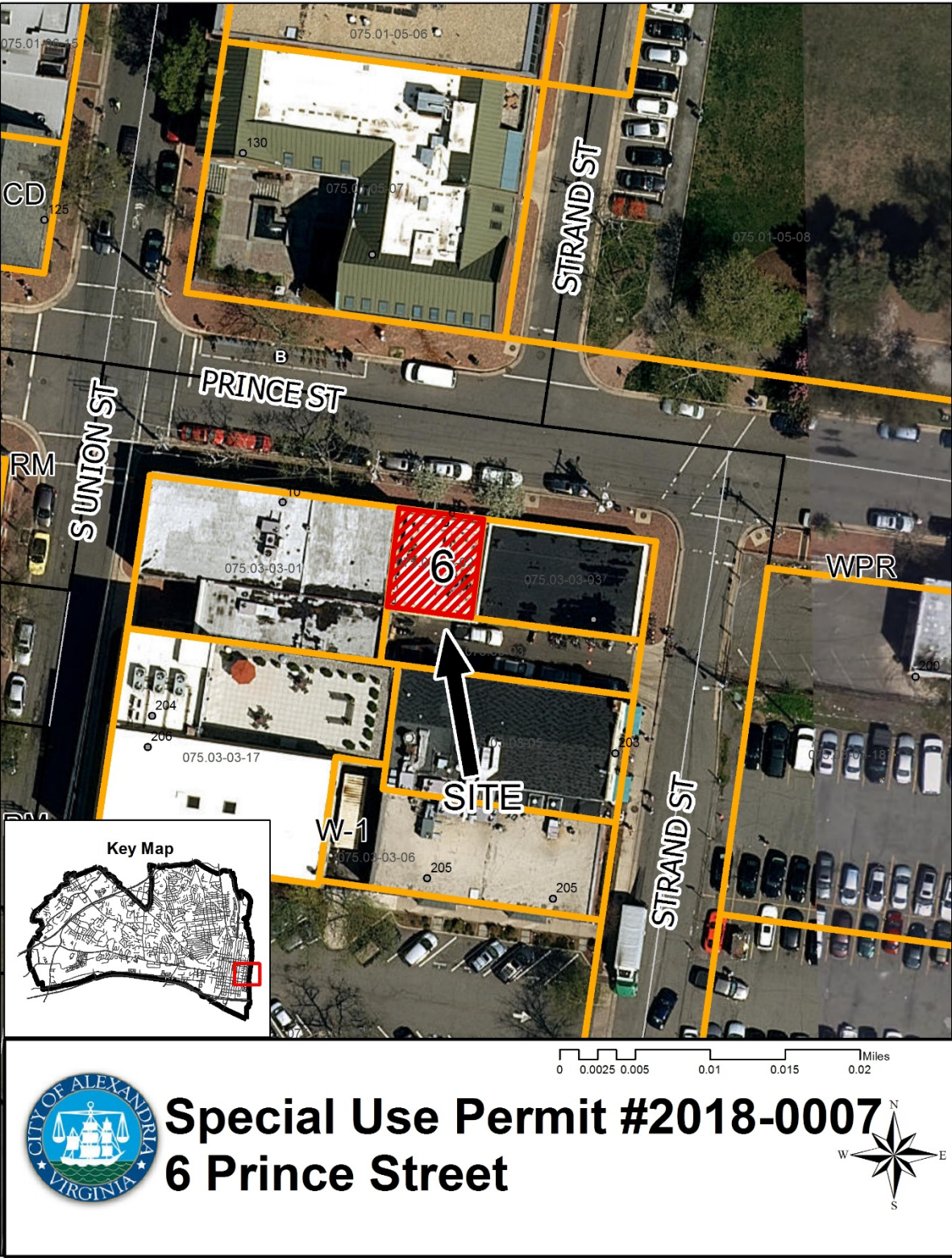
Application	General Data	
Public hearing and consideration of a request to operate a restaurant	Planning Commission Hearing:	April 3, 2018
	City Council Hearing:	April 14, 2018
Address: 6 Prince Street	Zone:	W-1 / Waterfront Mixed Use
Applicant: Misha’s at Six Prince Inc., represented by Mary Catherine Gibbs, attorney	Small Area Plan:	Old Town

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: Madeleine Sims, madeleine.sims@alexandriava.gov

PLANNING COMMISSION ACTION, APRIL 3, 2018: By unanimous consent, the Planning Commission recommended approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations.

Reason: The Planning Commission agreed with the staff analysis



I. DISCUSSION

The applicant, Misha's at Six Prince Inc., requests Special Use Permit approval to operate a restaurant at 6 Prince Street.

SITE DESCRIPTION

The subject site is one lot of record that is developed with a single-story brick commercial building that covers the entire lot. The lot has approximately 30 feet of frontage on Prince Street, and a depth of approximately 34 feet for a total lot area of 1,020 square feet. The building has previously housed retail uses, most recently Olde Towne Gemstones.

The subject site is surrounded by commercial uses including Big Wheel Bikes to the east, Chadwicks to the southeast, the Old Dominion Boat Club to the east, small offices to the west, and the Strand Building to the north which houses multiple commercial uses. Though not immediately adjacent, residential areas are nearby on the 100 block of Prince Street.



Figure 1: The subject site

BACKGROUND

The subject site has housed retail establishments over the years, and this proposal reflects its first Special Use Permit request. No Zoning or Code violations exist for the property.

PROPOSAL

The applicant proposes operating a 28-indoor seat restaurant at the subject site. The applicant proposes operating hours of 6 a.m. – 8 p.m., Sunday through Thursday and 6 a.m. – 10 p.m. Friday and Saturday. The applicant proposes to sell coffee, beverages, and baked goods. The applicant does not propose coffee roasting or baking on-site. The applicant originally submitted an application that would include outdoor dining, however the applicant withdrew the request as an encroachment into the public right-of-way is required. The applicant will submit an encroachment and outdoor dining request at a later date.

Elements of the proposal are:

<u>Hours of Operation:</u>	6 a.m. – 8 p.m., Sunday – Thursday 6 a.m. – 10 p.m., Friday – Saturday
<u>Number of Seats:</u>	28 indoor seats
<u>Type of Service:</u>	Carry-out and dine-in
<u>Alcohol Sales:</u>	None
<u>Delivery:</u>	No delivery service of food to customers
<u>Live Entertainment:</u>	No live entertainment
<u>Trash:</u>	Five to 10 bags of trash are expected to be generated and consist primarily of paper products and food wrappers.
<u>Litter:</u>	Litter would primarily consist of paper products. The applicant proposes placing trash receptacles inside the restaurant and employees would manage litter produced by patrons.
<u>Noise:</u>	Minimal noise is expected to be generated from patrons and coffee brewing equipment.

PARKING

The restaurant is located in the City’s Central Business District (CBD). Section 8-300(B) of the Zoning Ordinance exempts restaurants in the CBD from parking requirements. The applicant meets the Zoning Ordinance requirement for parking.

ZONING/MASTER PLAN DESIGNATION

The site is zoned W-1 / Waterfront Mixed Use. The restaurant is permitted with Special Use Permit approval in the W-1 zone.

The proposed restaurant is within the boundaries of the Old Town Small Area Plan section of the Master Plan. It is also within the Waterfront Plan area which encourages active uses and amenities along the waterfront such as stores, restaurants, waterfront dining, enhanced parks and public spaces, and programmed activities.

The site is also within the Old and Historic District and subject to additional regulations pertaining to exterior alterations including but not limited to lighting, signage, and exterior vents.

II. STAFF ANALYSIS

Staff recommends approval of the Special Use Permit request for a restaurant at 6 Prince Street. The proposed use would generate additional activity to support the Waterfront Plan as it would contribute to activating the area. The proposed restaurant would be located in an area that calls for active ground floor uses.

Staff has also analyzed the request according to the requirements of Old Town Restaurant Policy:

Parking

The use complies with the Central Business District and is not required to provide parking. The applicant's business would unlikely generate additional parking due to the small nature of the business, the presence of multi-modal transportation (DASH bus, Metro and King Street Trolley) and the walkability of the location to nearby neighborhoods. It would be unlikely to generate unique driving trips, given that patrons would be also visiting the waterfront and other businesses in Old Town. In addition to conditions requiring employees to park off-street (Condition #21), encouraging employees to take public transportation (Condition #22), direct patrons to off-street parking and participating in any coordinated parking program formed as a result of parking strategies from the Old Town Area Parking Study (Condition #23). Also of note, the 100 block of Prince Street participates in a pay-by-phone program which requires non-residents to pay by the hour for parking.

Litter

Staff also notes that in this area of Old Town there are street trash cans, including at the corner of Prince Street and The Strand, throughout the Waterfront Park, the corner of South Union and Duke Streets, along South Union Street, and along King Street to accommodate patrons who carry-out their beverages and baked goods. Nevertheless, staff has included conditions designed to mitigate the potential impact of littering, including requiring the area to be monitored for litter and trash three times a day (Condition #20) and the presence of trash cans inside the operation (Condition #10) to accommodate dine-in patrons.

Alcohol and Late-Night Hours

The applicant does not propose late night hours or alcohol sales, and staff does not anticipate the development of activities commonly associated with late-night establishments. Given the lack of potential impacts, staff has added included the hours of operation of 6 a.m. to 12 a.m. in Condition #2 to provide the applicant with flexibility for the implementation of its business plan.

Diversity of Uses

This area of Old Town does not have a dense concentration of commercial uses as is typical of King Street. Though this use replaces a retail operation, the addition of a small-scale coffee shop would contribute to the vitality of the redeveloped waterfront area as the Waterfront Plan is implemented.

Additional Consideration

Staff has also included conditions requiring the applicant to abide by the Noise Ordinance (Condition #19), delivery hours (Condition #18), and prohibiting the usage of detergents when power washing the building (Condition #11) and ensuring any chemicals or other materials are disposed of in accordance with local, state, and federal law (Condition #17).

III. RECOMMENDED CONDITIONS

Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the following conditions:

The owner is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral by the Director to public hearing by the Planning Commission and City Council.

1. The Special Use Permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)
2. The hours of operation for the restaurant shall be 6 a.m. to 12 a.m., daily. Meals ordered before 12 a.m. may be served, but no new patrons may be admitted and all patrons must leave by 1 a.m., daily. (P&Z)
3. The maximum number of indoor seats at the restaurant shall be 28 seats. (P&Z)
4. The applicant shall post the hours of operation at the entrance of the business. (P&Z)
5. No live entertainment shall be permitted. (P&Z)
6. No customer delivery service shall be available from the restaurant. (P&Z)
7. On and off-premises alcohol sales are not permitted. (P&Z)
8. No outdoor dining is permitted at the restaurant. (P&Z)
9. No food, beverages, or other material shall be stored outside, with the exception of materials specified in other conditions. (P&Z)
10. The applicant shall ensure a trash receptacle is available inside the restaurant for patron use. (P&Z)
11. Exterior power washing of the building shall not be completed using any kind of detergents. (T&ES)
12. Chemicals, detergents or cleaners stored outside the building shall be kept in an enclosure with a roof. (T&ES)

13. If used cooking oil is stored outside, the drum shall be kept securely closed with a bung when not receiving used oil, it shall be placed on secondary containment, and it shall be kept under cover to prevent rainwater from falling on it. (T&ES)
14. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape, invasion by animals, or leaking. No trash or debris shall be allowed to accumulate outside of those containers. Outdoor containers shall be maintained to the satisfaction of the Directors of P&Z and T&ES, including replacing damaged lids and repairing/replacing damaged dumpsters. (P&Z) (T&ES)
15. Kitchen equipment, including floor mats, shall not be cleaned outside, nor shall any cooking residue or wash water be washed into the streets, alleys or storm sewers. (T&ES)
16. The applicant shall control cooking 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 & Environmental Services. (T&ES)
17. All waste products including but not limited to organic compounds (solvents and cleaners) shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES)
18. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
19. The use must comply with the city's noise ordinance. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
20. 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)
21. The applicant shall require its employees who drive to use off-street parking. (T&ES)
22. 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)

23. The applicant shall direct patrons to the availability of parking at nearby public garages and shall participate in any organized program to assist with both employee and customer parking for businesses that is formed as a result of suggested parking strategies in the King Street Retail Strategy (Old Town Area Parking Study). (T&ES)
24. 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)
25. 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)
26. All windows shall remain transparent. The placement or construction of items that block the visibility through windows of the interior of the commercial space from the street and sidewalk, including but not limited to walls, window film, storage cabinets, carts, shelving, boxes, coat racks, storage bins, and closets, shall be prohibited. This is not intended to prevent retailers from displaying their goods in display cases that are oriented towards the street frontage. (P&Z)
27. 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: Madeleine Sims, madeleine.sims@alexandriava.gov
Ann Horowitz, ann.horowitz@alexandriava.gov
Mary Christesen, mary.christesen@alexandriava.gov

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.

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services:

- F-1 All or a portion of this project property is located within a delineated 100-year floodplain defined by FEMA as a **Zone AE**: *“Areas subject to inundation by the 1-percent-annual-chance flood event determined by detailed methods. Base Flood Elevations (BFEs) are shown. Mandatory flood insurance purchase requirements and floodplain management standards apply.”* The BFE for this project site is **10.2’ (NAVD88)**.

The building is considered historic and as such, this project is not subject to the floodplain regulations found in the ordinance.

All other conditions apply. Section 6-307 Other Conditions, (B):

"All uses, activities and development occurring within any floodplain district shall only be undertaken in strict compliance with the Virginia Uniform Statewide Building Code (VA USBC)."

- R-1. Exterior power washing of the building shall not be completed using any kind of detergents. (T&ES)
- R-2. Chemicals, detergents or cleaners stored outside the building shall be kept in an enclosure with a roof. (T&ES)
- R-3. If used cooking oil is stored outside, the drum shall be kept securely closed with a bung when not receiving used oil, it shall be placed on secondary containment, and it shall be kept under cover to prevent rainwater from falling on it. (T&ES)
- R-4. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape, invasion by animals, or leaking. No trash or debris shall be allowed to accumulate outside of those containers. Outdoor containers shall be maintained to the satisfaction of the Directors of P&Z and T&ES, including replacing damaged lids and repairing/replacing damaged dumpsters. (P&Z) (T&ES)
- R-5. Kitchen equipment, including floor mats, shall not be cleaned outside, nor shall any cooking residue or wash water be washed into the streets, alleys or storm sewers. (T&ES)
- R-6. The applicant shall control cooking 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 & Environmental Services. (T&ES)

- R-7. All waste products including but not limited to organic compounds (solvents and cleaners) shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES)
- R-8. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-9. The use must comply with the city's noise ordinance. 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-10. 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)
- R-11. The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-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)
- R-13. The applicant shall direct patrons to the availability of parking at nearby public garages and shall participate in any organized program to assist with both employee and customer parking for businesses that is formed as a result of suggested parking strategies in the King Street Retail Strategy (Old Town Area Parking Study). (T&ES)
- R-14. 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)
- C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)

- C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C-3 Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)
- C-4 All other conditions apply. Section 6-307 Other Conditions, (B): (T&ES)
"All uses, activities and development occurring within any floodplain district shall only be undertaken in strict compliance with the Virginia Uniform Statewide Building Code (VA USBC)."

Code Enforcement:

No comments received.

Fire:

No comments or concerns.

Health:

- C-1 An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual, corporation or location to another. Permit application and fee are required.
- C-2 Construction plans shall be submitted to the Health Department located at 4480 King Street and through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction. There is a \$200.00 plan review fee payable to the City of Alexandria- fee must be paid separate from any other departmental fees.
- C-3 Construction plans shall comply with Alexandria City Code, Title 11, Chapter 2, The Food Safety Code of the City of Alexandria. Plans shall include a menu of food items to be offered for service at the facility and specification sheets for all equipment used in the facility, including the hot water heater.
- C-4 A Food Protection Manager shall be on-duty during all operating hours.
- C-5 The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.

- C-6 In many cases, original wooden floors, ceilings and wall structures in historical structures may not be suitable for food service facilities. Wood materials shall be finished in a manner that is smooth, durable, easily-cleanable, and non-absorbent.
- C-7 Facilities engaging in the following processes may be required to submit a HACCP plan and/or obtain a variance: Smoking as a form of food preservation; curing/drying food; using food additives to render food not potentially-hazardous; vacuum packaging, cook-chill, or sous-vide; operating a molluscan shellfish life-support system; sprouting seeds or beans; and fermenting foods.

Parks and Recreation:

No comments received.

Police Department:

No comments received.



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # _____

PROPERTY LOCATION: 6 Prince Street Alexandria, VA

TAX MAP REFERENCE: 075.03-03-02 **ZONE:** W-1

APPLICANT:

Name: Misha's at Six Prince Inc

Address: 6 Prince Street, Alexandria, VA

PROPOSED USE: Coffee House

☒ **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.

Mary Catherine Gibbs, Hart & Gibbs P.C.

Print Name of Applicant or Agent

700 N. Fairfax St., Suite 600

Mailing/Street Address

Alexandria, Virginia 22314

City and State

Zip Code

Mary Catherine Gibbs 11/22/18
Signature Date

(703) 836-5757

(703) 548-5443

Telephone #

Fax #

mcgibbs@hartlanduselaw.com

Email address

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

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

SUP # _____

PROPERTY OWNER'S AUTHORIZATION

As the property owner of 6 Prince Street, Alexandria, VA, I hereby
 (Property Address)
 grant the applicant authorization to apply for the SUP for a coffee house use as
 (use)
 described in this application.

Name: Michael P Young, Trustee
Prince Street Partnership, LLC (to be formed)

Phone: (703) 969-1402

Please Print 6 Prince St
 Address: 721 N. Fayette Street, Alexandria, VA 22314

Email: myoung7988@aol.com
andrea.seward@comcast.net

Signature: Michael P. Young
TRUSTEE

Date: 3-15-18

1. Floor Plan and Plot Plan. As a part of this application, the applicant is required to submit a floor plan and plot or site plan with the parking layout of the proposed use. The SUP application checklist lists the requirements of the floor and site plans. The Planning Director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver.

☒ Required floor plan and plot/site plan attached.

☐ Requesting a waiver. See attached written request.

2. The applicant is the (check one):

☐ Owner

☐ Contract Purchaser

☒ Lessee or

☐ Other: _____ of the subject property.

State the name, address and percent of ownership of any person or entity owning an interest in the applicant or owner, unless the entity is a corporation or partnership, in which case identify each owner of more than three percent.

Andrea Smith - 721 N. Fayette St. Alexandria, VA 22314 25%

Chriss Smith - 721 N. Fayette St, Alexandria, VA 22314 25%

Michael Von Elmendorf - 323 N. Patrick St, Alexandria, VA 22314 25%

Rachael Von Elmendorf - 323 N. Patrick Street, Alexandria, VA 25%

OWNERSHIP AND DISCLOSURE STATEMENT

REVISED

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. Andrea Smith	721 N. Fayette, Street Alexandria, VA 22314	50%
2. Michael Von Elmendorf	323 N. Patrick Street Alexandria, VA 22314	50%
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 6 Prince Street, Alexandria, VA (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. Andrea Smith	721 N. Fayette St, Alex, VA 22314	25%
2. Chriss Smith	721 N. Fayette St, Alex, VA 22314	25%
3. Michael Von Elmendorf Rachael Von Elmendorf	323 N. Patrick St, Alex, VA 22314 323 N. Patrick St, Alex, VA 22314	25% 25%

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. Andrea Smith	None	
2. Chriss Smith	None	
3. Michael Von Elmendorf Rachael Von Elmendorf	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.

2/8/18
Date

Mary Catherine Gibbs, Hart & Gibbs P C

Printed Name

MC Gibbs by JS
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.)

Misha's, a long time small business operating on S. Patrick Street, is looking to open a second location near the

waterfront. The new location would be a place where the ownership seeks to sell the coffee and pastries that it sells at S. Patrick Street out of 6 Prince St. No coffee roasting would occur at this location.

The applicant proposes a small coffee house with 28 seats inside and 12 seats outside (seasonally). The applicant

proposes to be open during the week from 6am to 8pm (Sunday - Thursday) and 6am to 10pm on Friday and

Saturday. Applicant will have approximately 10-15 employees who will work in 2-3 shifts, approximately 2-3

employees per shift.

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).

The coffee house will operate from 6am to 8pm Sunday thru Thursday; 6am to 10pm Friday and Saturday;
and will expect 300-400 patrons daily; 150-200 per shift

B. How many employees, staff and other personnel do you expect?

Specify time period (i.e., day, hour, or shift).

Ten to Fifteen employees and staff that will work in two - three 8 hour shifts.

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

Day:

Sunday - Thursday

Hours:

6am to 8pm

Friday - Saturday

6am to 10pm

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

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

Expected noise level is low as anticipated from a coffee shop; mechanical equipment noise

level is expected to be low and will be interior to the building.

B. How will the noise be controlled?

Expected noise level is low based on projected use. As a result, no measures would be required

manage noise.

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

NONE

9. Please provide information regarding trash and litter generated by the use.

- A. What type of trash and garbage will be generated by the use? (i.e. office paper, food wrappers)
Expected trash and garbage generated will include paper products and food wrappers
-
- B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
5-10 bags of trash are expected to be generated per day.
-
- C. How often will trash be collected?
Trash will be collected six days a week.
-
- D. How will you prevent littering on the property, streets and nearby properties?
Trash receptacles will be placed inside the location; staff will be responsible for managing litter produced by patrons on the property.
-

10. Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?

☐ Yes. ☒ No.

If yes, provide the name, monthly quantity, and specific disposal method below:

- 11.** Will any organic compounds, for example paint, ink, lacquer thinner, or cleaning or degreasing solvent, be handled, stored, or generated on the property?

☐ Yes. ☒ No.

If yes, provide the name, monthly quantity, and specific disposal method below:

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

N/A

ALCOHOL SALES

13.

- A. Will the proposed use include the sale of beer, wine, or mixed drinks?

☐ Yes ☒ No

If yes, describe existing (if applicable) and proposed alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales.

PARKING AND ACCESS REQUIREMENTS

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

0 _____ Standard spaces
 0 _____ Compact spaces
 0 _____ Handicapped accessible spaces.
 0 _____ 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? _____ 0 _____

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? N/A
- C. During what hours of the day do you expect loading/unloading operations to occur?
Mornings between 7-10
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
Two - three times per week
16. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?
Street access is adequate

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?
1000 sq. ft. (existing) + _____ sq. ft. (addition if any) = _____ 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: Existing retail building connected to other retail buildings.

End of Application

REVISED

SUP # _____
Admin Use Permit # _____



SUPPLEMENTAL APPLICATION

RESTAURANT

All applicants requesting a Special Use Permit or an Administrative Use Permit for a restaurant shall complete the following section.

1. How many seats are proposed?
Indoors: 28 Outdoors: 0 Total number proposed: 28

2. Will the restaurant offer any of the following?
Alcoholic beverages (**SUP only**) _____ Yes ☒ No
Beer and wine — on-premises _____ Yes ☒ No
Beer and wine — off-premises _____ Yes ☒ No

3. Please describe the type of food that will be served:
Pastries and pre-packaged foods will be offered; no food will be prepared on-site.

4. The restaurant will offer the following service (check items that apply):
_____ table service _____ bar ☒ carry-out _____ delivery

5. If delivery service is proposed, how many vehicles do you anticipate? _____
Will delivery drivers use their own vehicles? _____ Yes _____ No N/A
Where will delivery vehicles be parked when not in use?

6. Will the restaurant offer any entertainment (i.e. live entertainment, large screen television, video games)?
_____ Yes ☒ No
If yes, please describe:

REVISED

SUP # _____

Parking impacts. Please answer the following:

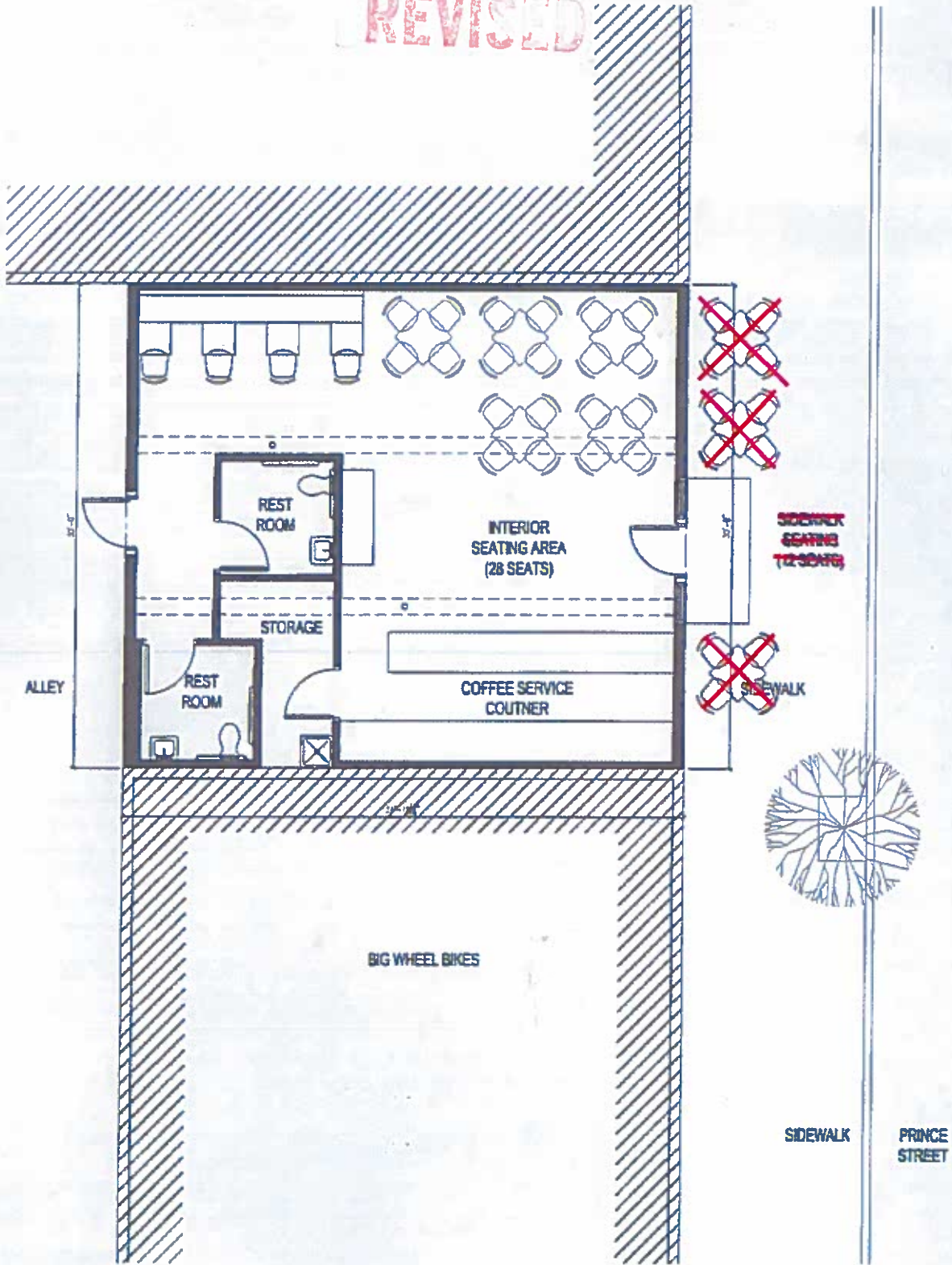
1. What percent of patron parking can be accommodated off-street? (check one)
☒ 100%
☐ 75-99%
☐ 50-74%
☐ 1-49%
☐ No parking can be accommodated off-street
2. What percentage of employees who drive can be accommodated off the street at least in the evenings and on weekends? (check one)
☒ All
☐ 75-99%
☐ 50-74%
☐ 1-49%
☐ None
3. What is the estimated peak evening impact upon neighborhoods? (check one)
☒ No parking impact predicted
☐ Less than 20 additional cars in neighborhood
☐ 20-40 additional cars
☐ More than 40 additional cars

Litter plan. The applicant for a restaurant featuring carry-out service for immediate consumption must submit a plan which indicates those steps it will take to eliminate litter generated by sales in that restaurant.

Alcohol Consumption and Late Night Hours. Please fill in the following information.

1. Maximum number of patrons shall be determined by adding the following:
28 Maximum number of patron dining seats
+ _____ Maximum number of patron bar seats
+ _____ Maximum number of standing patrons
= 28 Maximum number of patrons
2. 3 Maximum number of employees by hour at any one time
3. Hours of operation. Closing time means when the restaurant is empty of patrons. (check one)
☐ Closing by 8:00 PM
☒ Closing after 8:00 PM but by 10:00 PM
☐ Closing after 10:00 PM but by Midnight
☐ Closing after Midnight
4. Alcohol Consumption (check one)
☐ High ratio of alcohol to food
☐ Balance between alcohol and food
☒ Low ratio of alcohol to food

REVISED



2 PRINCE STREET CONCEPT PLAN - #1 GROUND FLOOR

JANUARY 14TH, 2018



City of Alexandria, Virginia

Map Title



1: 1,128



Legend

- Tax Map Index
- Parcels
- Blocks
- Fire Stations
- Addresses
- Metro Stations
- Metro Lines
 - Blue
 - Yellow
 - Yellow Blue
- City Boundary
- Rail Lines
- Parcels
- Buildings
- Surface Water
- Streams
- Parks
- City of Alexandria

Notes

188.1 0 94.04 188.1 Feet

WGS_1984_Web_Mercator_Auxiliary_Sphere
City of Alexandria, VA

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION