

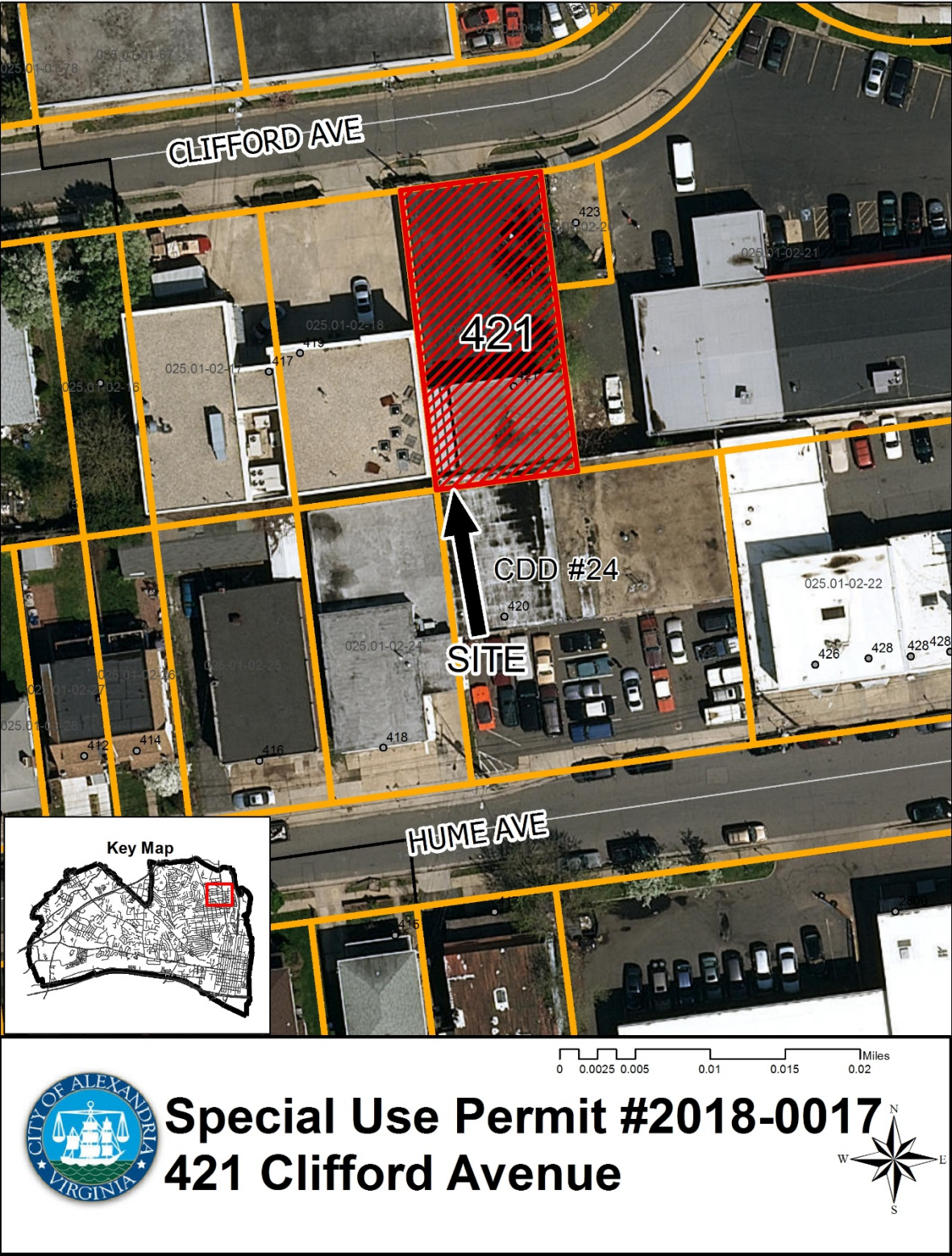


DOCKET ITEM #7
Special Use Permit #2018-0017
421 Clifford Avenue – Mother of Light Center

Application	General Data	
Public hearing and consideration of a request for a social service use comprised of volunteers who distribute food and clothing and conduct on-site appointments for individuals in need.	Planning Commission Hearing:	June 5, 2018
	City Council Hearing:	June 23, 2018
Address: 421 Clifford Avenue	Zone:	CSL / Commercial Service Low
Applicant: Mother of Light Center	Small Area Plan:	Potomac West

Staff Recommendation: APPROVAL subject to compliance with all applicable codes and ordinances and the recommended permit conditions found in Section III of this report.

Staff Reviewer: Madeleine Sims, madeleine.sims@alexandriava.gov



I. DISCUSSION

The applicant, Mother of Light Center, requests SUP approval to operate a social service use comprised of volunteers who distribute food and clothing off-site and conduct on-site counseling and tutoring appointments for individuals in need at 421 Clifford Avenue. Operations would include coordination and storage of donations, volunteer training, and counseling appointments related to the social service program.

SITE DESCRIPTION

The subject property is comprised of two equally sized, rectangular lots of record with a total of 50 feet of frontage along Clifford Avenue, 105 feet of depth, and a combined lot area of 5,250 square feet. The site is developed with a single story commercial building with two roll-up doors of approximately 1,500 square feet divided into two tenant spaces. The building is set back 74 feet from Clifford Avenue. The structure currently houses AZ Printing and Duplicating, Inc., a personal service copying business in one tenant space of approximately 300 square feet. The applicant would occupy the remaining 1,200 square foot tenant space. The building is served by an on-site parking lot.

The subject property is adjacent to other commercial uses, including Boyles Motor Sales and R Bratti Enterprises to the north, Verizon Wireless to the east, an anticipated daycare to the south, and a vacant commercial building to the west. Farther west of the subject property are several single-family homes. The Men's Home, a recovery home, is located one block south on Hume Avenue.



Figure 1: The subject building and parking lot. The subject tenant space is outlined in red.

BACKGROUND

The subject site has housed other commercial uses such as a sheet metal finishing shop office and personal copying service. In 2001, an applicant submitted SUP #2001-00035 for a light automobile repair facility, however, the application was withdrawn by the applicant before public hearings occurred. An application was also submitted in Fall 2017 for a light auto repair shop; the application was also withdrawn. The property owner was cited in 2008, 2010 and 2014 for tall grass and weeds which were immediately corrected. No zoning violations exist on record.

The applicant's original application submitted on February 15, 2018 requested SUP approval for a volunteer-operated respite day shelter for homeless individuals and those in need which included counseling sessions, on-site clothing and meals distribution and was docketed for the

May hearings. The applicant presented its proposal to the Del Ray Land Use Committee in April 2018 and learned of several neighbor concerns related to decreased property values and increased area crime if the proposed use located at 421 Clifford Avenue. Additionally, residents questioned the professional training volunteers would undergo to serve vulnerable individuals. In addition, the Department of Community and Human Services (DCHS) Office of Community Services were concerned that the applicant's proposed use would require registering with the Partnership to Prevent and End Homelessness and requested additional clarity in the proposal.

After discussions with the community at the Del Ray Land Use Committee meeting in early April the applicant revised their application to reflect a new business plan as a center for the storage of materials to be distributed to persons in need at their respective location and appointments for assistance with volunteers.

PROPOSAL

The applicant, Mother of Light Center, proposes operating a not-for-profit social service use operated by a volunteer board of directors at 421 Clifford Avenue in approximately 1,200 square feet of space. The applicant indicates it would operate as a volunteer center that would primarily act as a coordination point of food and clothing supplies for individuals in need. Its volunteers would collect non-perishable food and clothing and distribute these supplies directly to individuals in the Northern Virginia region. In addition, the applicant would offer counseling sessions including tutoring and application assistance to six clients a week. The applicant also would provide on-site distribution of clothing to eight clients a week on Saturday. Details of the proposed use are:

Volunteer Orientation and Training

On Saturday mornings, the applicant proposes conducting volunteer training for up to 10 volunteers. These trainings would include services provided by the Psychology Department of the Divine Mercy University in Arlington and the Green Cross. Once a month, on Saturday afternoon, the applicant would host a youth volunteering event for 10 youths. Activities would include organizing supplies, and making sleeping mats.

Food and Clothing Collection and Distribution

From 8:30 a.m., to 12 p.m., Monday through Saturday, applicant would organize approximately five volunteers to distribute supplies to individuals identified and referred by local organizations at their place of residence or other off-site location. This would include reviewing requests for service, packaging materials to be distributed, organizing supplies, and tracking outreach activities. From 1 p.m. to 4 p.m., daily, the applicant would coordinate with five volunteers to schedule distribution and deliveries.

Counseling and Tutoring Appointments

The applicant proposes six on-site appointments with referred individuals for counseling and tutoring. The applicant indicates volunteers would provide application assistance to individuals in need, ESL tutoring, and spiritual counseling. Referrals for assistance would be provided by area churches to the Mother of Light Center who would service the call.

Religious service

The operation would offer a mass service for their core team of volunteers on the first Friday of every month for a maximum of 20 volunteers.

Trash

Primarily office supplies, paper plates, utensils, and food containers for a total of two 30-gallon bags a week of trash. Trash would be collected once per week

Noise and Odors

Noise would be limited as the operation would occur entirely indoors. No cooking is proposed and the applicant indicates they do not anticipate odors.

The applicant's proposed weekly schedule of activities and the number of volunteers and clients on site at any one time follow:

Tuesday and Thursday Schedule

1. Off-site distribution of materials and office activities related to the off-site distribution of materials such as packaging of items, organizing, scheduling and coordinating deliveries from 8 a.m. – 4 p.m. *(two shifts of five volunteers, some of whom will be off-site)*

Monday, Wednesday, and Friday Schedule

1. Off-site distribution of materials and office activities related to the off-site distribution of materials such as packaging of items, organizing, scheduling and coordinating deliveries from 8 a.m. – 4 p.m. *(two shifts of five volunteers, some of whom will be off-site)*
2. Between 2 p.m. to 4 p.m. one-on-one appointments scheduled for a maximum of two clients.

First Saturday of the Month Schedule

1. Off-site distribution of materials and office activities related to the off-site distribution of materials such as packaging of items, organizing, scheduling and coordinating deliveries from 8 a.m. – 4 p.m. *(two shifts of five volunteers, some of whom will be off-site)*
2. On-site mass limited to a maximum of 20 people, all of whom are indicated to be volunteers. *(20 volunteers)*

Second Saturday of the Month

1. Off-site distribution of materials and Office activities related to the off-site distribution of materials such as packaging of items, organizing, scheduling and coordinating deliveries from 8 a.m. – 4 p.m. *(two shifts of five volunteers, some of whom will be off-site)*
2. From 9 a.m. to 12 p.m. volunteer training and orientation for a maximum of 10 volunteers. *(10 volunteer trainees, two volunteers)*
3. From 9 a.m. to 12 p.m. one-on-one appointments scheduled with eight clients. *(eight clients, two volunteers)*
4. From 1 p.m. to 4 p.m. MOLC would host youth volunteers to help with administrative activities such as organization and creating sleeping mats. *(10 youths, two volunteers)*

Third Saturday of the Month

1. Off-site distribution of materials and Office activities related to the off-site distribution of materials such as packaging of items, organizing, scheduling and coordinating deliveries from 8 a.m. – 4 p.m. *(two shifts of five volunteers, some of whom will be off-site)*

Fourth Saturday of the Month Schedule

1. Off-site distribution of materials and Office activities related to the off-site distribution of materials such as packaging of items, organizing, scheduling and coordinating deliveries from 8 a.m. – 4 p.m. *(two shifts of five volunteers, some of whom will be off-site)*
2. From 9 a.m. to 12 p.m. volunteer training and orientation for a maximum of 10 volunteers. *(10 volunteer trainees, two volunteers)*
3. From 1 p.m. to 4 p.m. MOLC would host youth volunteers to help with administrative activities such as organization and creating sleeping mats. *(10 youths, two volunteers)*

PARKING

The subject property is served by an on-site parking lot, which the applicant indicates would provide eight parking spaces. The Zoning Ordinance Section 8-200 (A)(18) stipulates a miscellaneous commercial use provide one parking space for every 400 square feet of floor area, as such, the applicant is required to provide three parking spaces. The applicant meets this requirement through their existing, on-site parking lot which also accommodates the additional space required for the neighboring tenant's personal service business. The applicant is permitted to keep the existing on-site parking lot and the excess parking capacity through the grandfathering provisions as stated in Section 8-200 (F)(7) of the Zoning Ordinance. The applicant thus meets the zoning ordinance requirements for parking for a social service use.

ZONING/MASTER PLAN DESIGNATION

The subject property is zoned CSL / Commercial Service Low, which allows social service uses with Special Use Permit approval. The subject property is located within the Potomac West Small Area Plan that designates the property for low scale commercial and light industrial uses compatible with adjacent residential neighborhoods and, more specifically, within the Oakville Triangle / Route 1 Corridor Plan area, which is part of the Small Area Plan. The corridor plan anticipates redevelopment of the subject area for residential uses in the future.

II. STAFF ANALYSIS

Staff supports the applicant's proposal and finds the use unlikely to generate impacts with the conditions included in this report. The use would be limited in scope, quiet in nature, and occurs entirely indoors. Appointments, storage, and other services would be unlikely to generate impacts related to noise, odor, and traffic. The subject building, where activities would occur, is set back from the street and abuts commercial properties.

The DCHS concerns surrounding the proposal originally stemmed from the applicant's initial application proposing a day shelter with on-site services for individuals in need. The DCHS finds that the revised proposal to operate the social service at 421 Clifford Avenue as a place to coordinate volunteers, package donation materials, distribute the supplies of-site to those in need, and to conduct six counseling appointments a week would not conflict with the City's continuum of care obligations associated with the Hearth Act. To ensure that the applicant operates in compliance with the DCHS parameters, Condition #2 delineates how the applicant is permitted to operate through this SUP. The applicant is permitted to store materials on-site directly related to the distribution operations. Business office and administrative functions are permitted and off site distribution of materials are permitted. On-site appointments are permitted on Monday, Wednesday, and Friday between 2 p.m. to 4 p.m., for maximum of two clients per day as stated in Condition 2. These activities can vary from application assistance to personal counseling. No on-site distribution of materials would be permitted. Although the applicant also proposed on-site clothing distribution on Saturdays by appointment, staff has not included this service in Condition #2 and recommends that the operation is limited to off-site distribution. The traffic generated from the appointments in addition to the volunteer coordination efforts and volunteer training would overwhelm the relatively small building and neighborhood area. Last, staff believes it is unlikely that the applicant could reasonably limit the flow of people in need of clothing to appointments.

Any intensification of the use or addition of services not included in this proposal would require City Council approval of an amendment to the SUP, also stated in Condition #2. Condition #3 also ensures that the applicant does not exceed its operational scope or intensifies the use by requiring it to contact local continuums of care to ensure compliance with local communities and Hearth Act mandates as each municipality has a continuum of care for homeless services.

Condition #4 requires the applicant to contact City agencies that handle homeless and hunger-related services to establish partnerships and develop best practices for serving the Alexandria community.

A second community meeting occurred on May 7, 2018 with the Del Ray Land Use Committee, and the applicant. Staff heard concerns pertaining to volunteer training, parking, security, and client transportation. Staff has some letters of opposition detailing concerns over operation management, deliveries, and operations. A principle concern was the transportation and control over clients coming to the site to pick-up materials. As such, a prohibition on the on-site distribution of materials in Condition #2 would ease concerns over additional traffic (both foot and vehicular) and the neighbors concern over the transportation of individuals without vehicles.

Several conditions address security and operational concerns of nearby residents. Condition #6 requires the applicant to install the proposed security system before operations begin and Condition #5 which requires the applicant to establish an agreement with the Alexandria Police Department to enforce loitering and trespassing laws on private property. The site is also enclosed by a locking gate adding to safety measures that the applicant intends to lock when the property is not in use. Conditions #11 through #13 require the applicant to establish an on-site manager, keep the Department of Planning and Zoning updated with changes to the Mother of

Light Center board including contact information, and establishing a community liaison who the public can contact if issues arise, respectively.

Parking lot maintenance, parking, and traffic flow are also addressed through conditions in this SUP report. Condition #7 requires the applicant to submit a scaled plan depicting a minimum of four parking spaces. Condition #8 requires the applicant maintain the parking lot in good condition. The use would be unlikely to generate additional traffic or parking needs because of its small size. Nevertheless, staff has included Condition #9 to encourage volunteers and employees to access the site via Route 1, minimizing the amount of traffic on the residential portions of Clifford Avenue. Condition #10 requires the applicant to train employees, and volunteers, on the conditions of this Special Use Permit.

Condition #14 establishes the parameters for deliveries, requiring them to occur only during operational hours between 8 a.m. to 4 p.m., be entirely on-site, and be met by a staff person. Condition #15 prohibits the outdoor storage of materials and donations except for cleaning materials stored under a roof. Environmental impacts are not anticipated as the applicant indicates no hazardous materials other than common, household cleaners would be used, nevertheless staff has included conditions pertaining responsible environmental practices including noise control, odor, pollution, litter, and storm water runoff (Conditions #16 - #22). Condition #23 requires all employees and volunteers to use off-street parking. Condition #24 requires the applicant to encourage its employees and volunteers to use public transportation when accessing the site. Litter would be managed by on-site volunteers who would patrol the site for litter, as formalized in Condition #24 requiring the applicant to patrol the surrounding area for litter three times daily. As the site is in an area slated for redevelopment, staff has also included Condition #25 to establish an administrative SUP review five years from approval (June 2023) with notice to the community to assess redevelopment potential and compatibility with the surrounding area with the potential for docketing with the Planning Commission and City Council.

Subject to the conditions contained in Section III of this report, staff recommends **approval** of the Special Use Permit request.

III. RECOMMENDED CONDITIONS

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

1. The Special Use Permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)
2. The applicant shall operate consistent with the description below. Any intensification of the use, including an increase of homeless services, will require City Council approval of an amendment to the SUP. (P&Z)
 - a. The operating hours shall be between 8 a.m. and 4 p.m., Monday through Saturday.
 - b. Religious services are permitted as an accessory use to the operation.
 - c.
 - d. On-site storage of materials for the off-site distribution only is permitted. No on-site distribution of materials, such as clothing and food, shall be permitted.
 - e. Administrative office activities are permitted.
 - f. On-site appointments are permitted for counseling, tutoring or assistance with social service applications three days a week from 2 p.m. to 4 p.m. for a maximum of two clients per day.
 - g. Volunteer training is permitted.
 - h. Youth volunteer events are permitted Saturday between 1 p.m. and 4 p.m., only.
 - i. Cooking is not permitted on-site.
 - j. A maximum of 17 volunteers is permitted on-site at any one time.
3. The applicant shall contact the local homeless continuums of care for the jurisdictions where its clients may reside and who may request homeless services that extend beyond this approval. (P&Z) (DCHS)
4. The applicant shall contact the Partnership to Prevent and End Homelessness in the City of Alexandria, Hunger-Free Alexandria, and Partnership for a Healthier Alexandria to develop possible partnerships. (P&Z) (DCHS)
5. The applicant shall execute and maintain an up-to-date agreement with the Alexandria Police Department (APD) that allows APD to enforce no trespassing and no loitering laws and policies on the property. (P&Z)
6. The applicant shall install a security system as proposed in the application materials dated May 11, 2018. (P&Z)
7. The applicant shall submit a parking layout plan that includes a minimum of four parking spaces and for striping of parking spaces subject to the approval of the Director of Planning and Zoning. (P&Z)

8. The parking lot shall be maintained in good condition and kept free of weeds and tall grass. (P&Z)
9. The applicant shall direct patrons, employees, and volunteers to access the site via Route 1 through its website, volunteer training, and promotional materials. (P&Z)
10. The applicant shall conduct employee and/or volunteer training sessions on an ongoing basis, including as part of any employee or volunteer orientation process, to discuss all special use permit provisions and requirements. (P&Z)
11. The applicant shall establish a board member of the Mother of Light Center to act as an on-site manager during operating hours. (P&Z)
12. The applicant shall maintain an up to date list and contact information of the Mother of Light Center's board of directors with the Director of Planning and Zoning. (P&Z)
13. The applicant shall establish a community liaison from its board of directors who shall provide their contact information to neighbors and the City. (P&Z)
14. Supply deliveries, loading, and unloading activities shall occur between the hours of 8 a.m. to 4 p.m., and must occur entirely on-site and met by staff or a volunteer. (P&Z) (T&ES)
15. No outdoor storage of materials is permitted, other than those permitted in conditions. (P&Z)
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. 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)
19. Exterior power washing of the building shall not be completed using any kind of detergents. (T&ES)
20. Chemicals, detergents or cleaners stored outside the building shall be kept in an enclosure with a roof. (T&ES)

21. 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)
22. 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)
23. The applicant shall require its employees and volunteers who drive to use off-street parking. (T&ES)
24. The applicant shall encourage its employees and volunteers 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)
25. The Special Use Permit shall be reviewed by the Director of Planning & Zoning, with notice to the community, five years from approval (June 2023) 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. (P&Z)
26. 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: Mary Christesen, Acting Division Chief, Department of Planning and Zoning
Ann Horowitz, Principal Planner
Madeleine Sims, Urban Planner

Staff Note: In accordance with section 11-506(c) of the zoning ordinance, construction or operation shall be commenced and diligently and substantially pursued within 18 months of the date of granting of a special use permit by City Council or the special use permit shall become void.

IV. CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- F-1 Given no specific parking requirement for this use, the Miscellaneous Commercial parking requirement has been considered for this use. For a 1,200 sf building, a minimum of 3 spaces are required. Eight spaces are provided on-site.
- R-1 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-2 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-3 Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-4 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-5 Exterior power washing of the building shall not be completed using any kind of detergents. (T&ES)
- R-6 Chemicals, detergents or cleaners stored outside the building shall be kept in an enclosure with a roof. (T&ES)
- R-7 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-8 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-9 The applicant shall require its employees and volunteers who drive to use off-street parking. (T&ES)
- R-10 The applicant shall encourage its employees and volunteers 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)
- C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)
- C-2 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C-3 Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)

Code Enforcement:

- C-1 A building permit, plan review and inspections are required prior to the start of construction.
- C-2 This is a change in use and will require a registered design professional to provide a building code analysis that describes existing conditions.
- C-3 If this center will be regulated by the Virginia Department of social services a request for building evaluation application will be required to be submitted to the department of code administration prior to occupancy.

Fire:

- C-1 The proposed occupancy condition appears to be a change of use for the building. Suggest applicant meet with a design professional to determine what if any changes to the property would be required.
- C-2 Depending on the use of the property, a fire prevention permit may be required.

Department of Community and Health Services:

F-1 The Department of Community and Human Services (DCHS) reviewed the SUP application and met with a representative from the Mother of Light organization. This application is of interest to the department as the stated mission is to serve the residents of Alexandria who are also served by DCHS . The department wants to partner with community organizations that support and encourage safety and well-being for Alexandria's most vulnerable residents. Some areas where more information is needed: the data points and factors used to determine the location, service needs and hours of operation.

Based on the application, the Mother of Life is partnering with churches and other organizations. DCHS recommends that they reach out and partner with some of the key agencies leading some of the work within its mission:

1. Partnership to Prevent and End Homelessness (PPEH) is the homeless continuum of care (CoC). The PPEH is made of organizations serving persons experiencing homelessness and is tasked with implementing the City's strategic plan to prevent and end homelessness by developing and implementing services and resources to this end. It captures the numbers and demographics of the homeless population and evaluates homeless services for efficiency and effectiveness. As the Mother of Light has identified outreach to persons experiencing homelessness as a major part of its mission, it is essential for the Mother of Light to meet with the Partnership to discuss its homeless services. To note, homeless outreach has not been identified as a need at this time.
2. Hunger-Free Alexandria and Partnership for a Healthier Alexandria are two coalitions within the City that are addressing food insecurity and coordinating food distribution and delivery. Thus, DCHS recommends that Mother of Light meets and, if possible, partner with these agencies to provide seamless coordinated services to those in need.

Parks and Recreation:

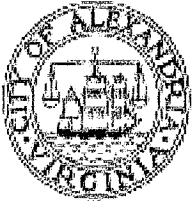
No comments.

Police Department:

No comments received.

Health Department:

F-1 Please Contact the Alexandria Health Department at 703-746-4910 if you would like support and courtesy training for Volunteers in Food Handling and Safety.



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # _____

PROPERTY LOCATION: 421 Clifford Avenue, Alexandria, 22305

TAX MAP REFERENCE: 025.01-02-19 **ZONE:** _____

APPLICANT:

Name: Mother of Light Center

Address: P.O. Box 1482, Falls Church, VA 22041

PROPOSED USE: ~~A respite day center for the homeless and disadvantaged.~~

SOCIAL SERVICE 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.

MOLC, Elizabeth Currier

Print Name of Applicant or Agent

4010 Renault Place

Mailing/Street Address

Alexandria, VA

City and State

22309

Zip Code

Elizabeth Currier
Signature

703-850-6701

Telephone #

bethcurrier@cox.net

Email address

05/11/18 EC
02/15/18
Date

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

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

SUP # _____

PROPERTY OWNER'S AUTHORIZATION

As the property owner of 421 Clifford Ave Alexandria ^{VA 22305}, I hereby
 (Property Address)
 grant the applicant authorization to apply for the Social Service Use use as
 (use)
 described in this application.

Name: Azfar Aziz Phone: 703-549-0949

Please Print
 Address: 421 Clifford Ave Alex. VA 22305 Email: AZPrinting@Comcast.net

Signature: [Signature] Date: 05/10/18

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 ten percent.

MOTHER OF LIGHT CENTER IS A 501(C)3 non profit
ORGANIZATION. BOARD OF OFFICERS LIST IS ATTACHED.

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. non-profit <i>MOLC</i>	board of officers list	<i>100%</i>
2.	attached	
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 421 Clifford Avenue, Alexandria, VA 22305 (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. Azfar Aziz	421 Clifford Ave.	100
2. Mahrukh Aziz	421 Clifford Ave.	100
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. None <i>MOLC</i>	<i>none</i>	<i>N/A</i>
2. <i>Azfar Aziz</i>	<i>none</i>	<i>N/A</i>
3. <i>Mahrukh Aziz</i>	<i>none</i>	<i>N/A</i>

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.

February 16, 2018

Date

Elizabeth Currier

Printed Name

Elizabeth Currier
Signature

Revised SUP Application: Mother of Light Center
421 Clifford Avenue, Alexandria

Narrative Description

The Mother of Light Center is a 501(c)3 nonprofit extending Catholic services to men and women who are poor, needy, disadvantaged, and homeless. The Center will announce the good news of God's love in word and action by sharing the love, mercy, and information these people need to journey toward lives of stability, meaning, and hope.

The Center will include a prayer area that will promote an atmosphere of peace, healing, and reverence, and it will be available for individual prayer, quiet reflection, and prayer petitions for our volunteers.

The Center will assist the needy through a network of 12 Catholic churches within a 10-mile radius of the Center to help direct and focus our community engagement. These 12 churches will be the source of our network **for service, support, and volunteers** (see the attached map of churches). Our approach will be to go out to those we seek to serve with practical assistance and spiritual support.

A major part of our mission will be contact with homeless people, reaching them where they are to provide supplies (sleeping mats, seasonal comfort items, snacks) and a personal connection. Each area church knows where its homeless populations are and will guide us in reaching them. All requests for homeless services beyond this contact will be referred to the Department of Community and Homelessness.

We will also provide practical direct assistance to the disadvantaged and needy through our field Community engagement program. This program will distribute food and emergency clothing to the poor and needy through a network of 12 churches and other partners. We will receive calls for service to families or individuals and deliver the needed support directly. Additional services and support that are available from partners and parishes in the area, such as the St. Vincent de Paul Society, St. Lucy Guild, Catholic Council of Women, and Knights of Columbus, will be coordinated as needed.

Limited one-on-one contact will take place at the Center through a network of churches and community volunteers. These services will include counseling by mental health workers and how to access supportive help from trained volunteers, ESL tutoring, and social assistance services (identification applications, social service applications, etc.).

Our **support** from these churches will be in the form of materials needed for our operation, such as nonperishable food for distribution, food for the community engagement program for the homeless, provide clothing upon request as part of our community engagement., and other support items as needs arise (Metro farecards, supermarket gift certificates, laundromat vouchers). These and other churches in the Arlington Diocese will also support the Center with financial donations.

The 12 churches will provide most of our community **volunteers**. Our volunteers will be trained in available resources from city, state, private, and religious programs, such as housing, employment, and financial assistance programs.

Counselors from the psychology department of Divine Mercy University in Arlington will facilitate mandatory training for the Center's community volunteers in the following areas:

- Understanding trauma and psychological first aid
- Scenarios and practice for connecting with the homeless
- Accompanying people in the journey with dignity, compassion, presence, prayer
- Mental Health First Aid USA training
- Healing Emotional Affective Responses to Trauma (HEART Model), a two-day workshop

Additional training for the broader base of volunteers will be given by the Green Cross organization, a nonprofit corporation that trains social service groups in dealing with clients in distressed situations (homeless, chronically poor).

Ongoing monthly training for all volunteers will take place on the 4th Saturday of each month. Topics will vary, and instructors will come from the Green Cross, Catholic Charities, Divine Mercy University, and other organizations as appropriate. All volunteers will also receive an extensive orientation on the rules and regulations of the Center's operation. We also welcome and encourage volunteer support from the neighborhood, underscoring our unity of purpose to help those less fortunate in the neighborhood and neighboring areas.

Capacity of Proposed Use

How many patrons, clients, pupils, and other such users do you expect?

We anticipate scheduling 5 volunteers each morning from 8am to noon and 5 volunteers each afternoon from 1pm to 4pm Monday through Saturday.

One-on-one sessions with referred clients will be held on Mondays, Wednesdays, and Fridays from 2pm to 4pm. Appointment sessions will have 1 volunteer and no more than 2 clients during these times.

On Saturdays, in addition to the volunteer community activities, volunteer training and orientation will be held on the fourth Saturday of the month from 9am to noon. The training and orientation group may not exceed 10 volunteers. Youth volunteer activities will be held on the second and fourth Saturdays from 1pm to 4pm for no more than 10 participants. We will provide clothing upon request as part of our community engagement. No more than 10 clients and 2 additional volunteers may participate.

Daily breakdown of expected use is as follows:

Mon., Wed., Fri.: 5 volunteers at any one time 8am–4pm
 1 volunteer and up to 2 clients 2pm–4pm

Total participants at any one time: 8

Tues. and Thurs.: 5 volunteers at any one time 8am–4pm

Total participants at any one time: 5

Saturday: 5 volunteers at any one time 8am–4pm
 2 volunteers and up to 8 clients 9am–noon on 2nd Sat.
 2 volunteers and up to 10 youth volunteers 1pm–4pm on 2nd and 4th Sat.
 10 volunteers for orientation/training 9am–noon on 4th Sat.

Total participants on the first and third Saturdays: 5 at one time.

Total participants on the 2nd and 4th Saturdays: 17 in the morning
 17 in the afternoon

First Friday: Mass celebrated on the first Friday of every month for volunteers only. 20
 volunteers maximum. Carpooling will be arranged to reduce traffic
 volume and prevent parking issues.

Planned Outreach from the MOLC to the Neighboring Community

Mother of Light Center has been in contact with the Del Ray Citizens Association. Our first meeting with the Land Use Committee of this association on April 10, resulted in a substantial change to the Special Use Permit application. We listened to the neighbors carefully and took great steps in altering our original plan to alleviate the community's concerns.

Our presentation of the revised SUP to the Land Use Committee on May 8 was well received and resulted in positive support from the Committee, and subsequently from the association.

Recognizing that many neighbors might not have been informed about the MOLC, or the change in the method of carrying out our mission, we have planned for MOLC board members and friends to reach out to the neighbors by canvassing door to door. We will be distributing flyers and hope to answer questions on a one to one basis. Currently, this canvassing is scheduled for May 17-20, and June 2-3. We are not limiting ourselves to these dates, they are only our starting point.

The area we plan to cover is west of Route 1 between E. Glebe Road and E. Randolph Avenue with Mt. Vernon Avenue and Commonwealth Avenue bordering on the west.

Furthermore, we have actively engaged the neighbors in having a voice in the development of our policies and procedures. We've been heartened by the positive response we've received, mostly through several residents planning on volunteering in the Center.

Potential Noise Level

We do not expect that there will be any unacceptable noise levels. The nature of the activities is conducive to quiet reflection and an adult work environment. In addition, the capacity restrictions, work schedule, and normal business hours operations will ensure that there is no disruption of quiet enjoyment of the neighborhood.

Potential Odors

We do not anticipate any odors because of our activities.

Trash and Litter

All trash will be of a normal business type: office paper, disposable plates and cups, food wrappers. Items that can be recycled will be handled separately from regular trash.

We expect to generate two 30-gallon-bags of trash a week.

Trash is collected twice a month. Trash will be collected once per week once we are operational.

Regarding littering: All food for clients will be consumed off site. Any food or refreshments used by the volunteers will be consumed on-site. In addition, we aim to be a good neighbor and will regularly check the surrounding area for trash.

Hazardous Materials: None

Organic Compounds (paint, ink, etc.): None for operation of the location. Any paint used in the rehabilitation of the location will be removed from site by a licensed contractor. Only standard household cleaning supplies will be used.

What methods are proposed to ensure the safety of nearby residents, employees, and patrons? The property will be equipped with a security camera. In addition, the property has a locking gate, which will prevent loitering.

Parking and Access Requirements:

8 standard spaces

Parking is located on-site. *All volunteers will be instructed NOT to park on the street. We will strictly enforce this rule and include it in our policies and procedures.*

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SUP # _____

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).

~~55 guests maximum at any one time.~~ Days of operation for guests are Monday through Saturday 8 am - 4 pm
~~8:00am - 1:30pm.~~

see attached schedule of activities

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

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

~~5 volunteers. Volunteers may commit to one day a week for one of two shifts: 7:30am - 10:30am or 10:30am - 2:00pm.~~ 5-17 volunteers, stay - see attached

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

Day:

Wednesdays and Saturdays

Hours:

8:00am - 1:30pm

see attached schedule of activities

Monday - Saturday

8 am - 4 pm

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

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

We do not expect that there will be any unacceptable noise levels. The nature of the activities are conducive to quiet reflection. Additionally, the restrictions on occupancy will control noise.

B. How will the noise be controlled?

Our hours of operation will preclude noise at an unacceptable level to neighbors and businesses. Additionally, the restrictions on occupancy will control noise.



REVISED

SUP # _____

8. Describe any potential odors emanating from the proposed use and plans to control them:
We do not anticipate any odors as a result of our activities. We have nothing in our plans that would cause odors.

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, paper plates, disposable cups, utensils and napkins. Some beverage and food containers.

- B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
Two 30 gallon trash bags per week.

- C. How often will trash be collected?
2 times per month.

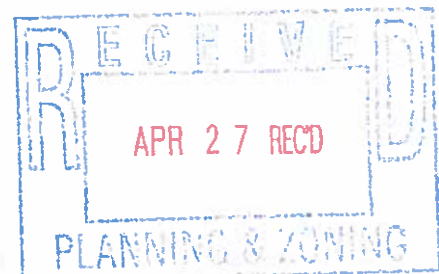
When operational - 1x per week

- D. How will you prevent littering on the property, streets and nearby properties?
All food will be for consumption within the building only. Additionally, we aim to be a good neighbor and will regularly patrol the surroundings for trash.

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:
We will not use volatile organic compounds. All cleaners will be normal, household types

12. What methods are proposed to ensure the safety of nearby residents, employees and patrons?
The property will be equipped with a security camera with internet connections. Volunteers will have the ability to see what is happening on the property in real time. Additionally, the property has a locking gate which will prevent loitering. All guests will be informed that they are to be off the property within one hour of closing and will not be allowed on the property more than one-half hour before opening.

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:

8 Standard spaces
 _____ Compact spaces
 _____ 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?

Street parking is available within 500 feet of the building

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?
~~N/A~~ 9AM - NOON
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
~~N/A~~ 1-2X DAILY MON - SAT.
INDIVIDUAL CARS - not trucks.

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?

We believe street access to the property 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?
- 1200 sq. ft. (existing) + 0 sq. ft. (addition if any) = 1200 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

MOTHER OF LIGHT CENTER- DAILY SCHEDULE

Time	Activity	Area
8am	Open doors	
	Morning Prayer	Prayer area

1st Shift 8:30 – noon Schedule 5 volunteers

- Review community activities and request for services for the day Main area
- Prep for community activities and service calls
 - package supplies as needed (food boxes, snack bags)
 - spiritual material (prayer cards)
 - available services brochures (based geographically)
- Organize and categorize supplies: nonperishable food items, resource materials, clothing (socks, hats, coats), comfort items (bottled water, personnel cleaning wipes)
- Track community activities – location, supplies, numbers served from Office
previous outing. Update all prayer requests.

2nd Shift 1:00 – 4:00pm Schedule 5 volunteers

- Schedule and coordinate delivery schedule Main area
- Ensure all community volunteers have sufficient material
- End of day clean up
- Closing Prayers Prayer area

5 volunteers per shift.

Additionally, any counseling or one-on-one assistance sessions will be scheduled on Monday, Wednesday and Friday from 2-4pm, and on the second Saturday of every month from 9am - noon. These will be by appointment only, for one or two clients at a time. Held in office space.

MOTHER OF LIGHT CENTER- SATURDAY SCHEDULE

Normal daily schedule – plus:

On the second Saturday of each month:

- | | |
|---------------|--|
| 9:00 – noon | One on One assistance or counseling – by appointment only. |
| 1:00 – 4:00pm | Youth participation activities, examples: stocking shelves, arranging clothes, making sleeping mats for distribution. Space limited to 10 youths, 2 volunteer supervisors per session. |

On the fourth Saturday of each month:

- | | |
|---------------|--|
| 9:00 – noon | Volunteer training and orientation programs. Space limited to 10 per session. |
| 1:00 – 4:00pm | Youth participation activities, examples: stocking shelves, arranging clothes, making sleeping mats for distribution. Space limited to 10 youths, 2 volunteer supervisors per session. |

Weekly/monthly schedule:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Closed	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only Evening Mass for volunteers only	8:30am – 4:00pm Community activities
Closed	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities 9:00 – noon One on one assistance by appointment only. 1:00 – 4:00pm Youth activities.
Closed	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities
Closed	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities 9:00 – noon Volunteer training and orientation. 1:00 – 4:00pm Youth activities.
Closed	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities	8:30am – 4:00pm Community activities 2:00 – 4:00pm One on one counseling/assistance by appointment only	8:30am – 4:00pm Community activities

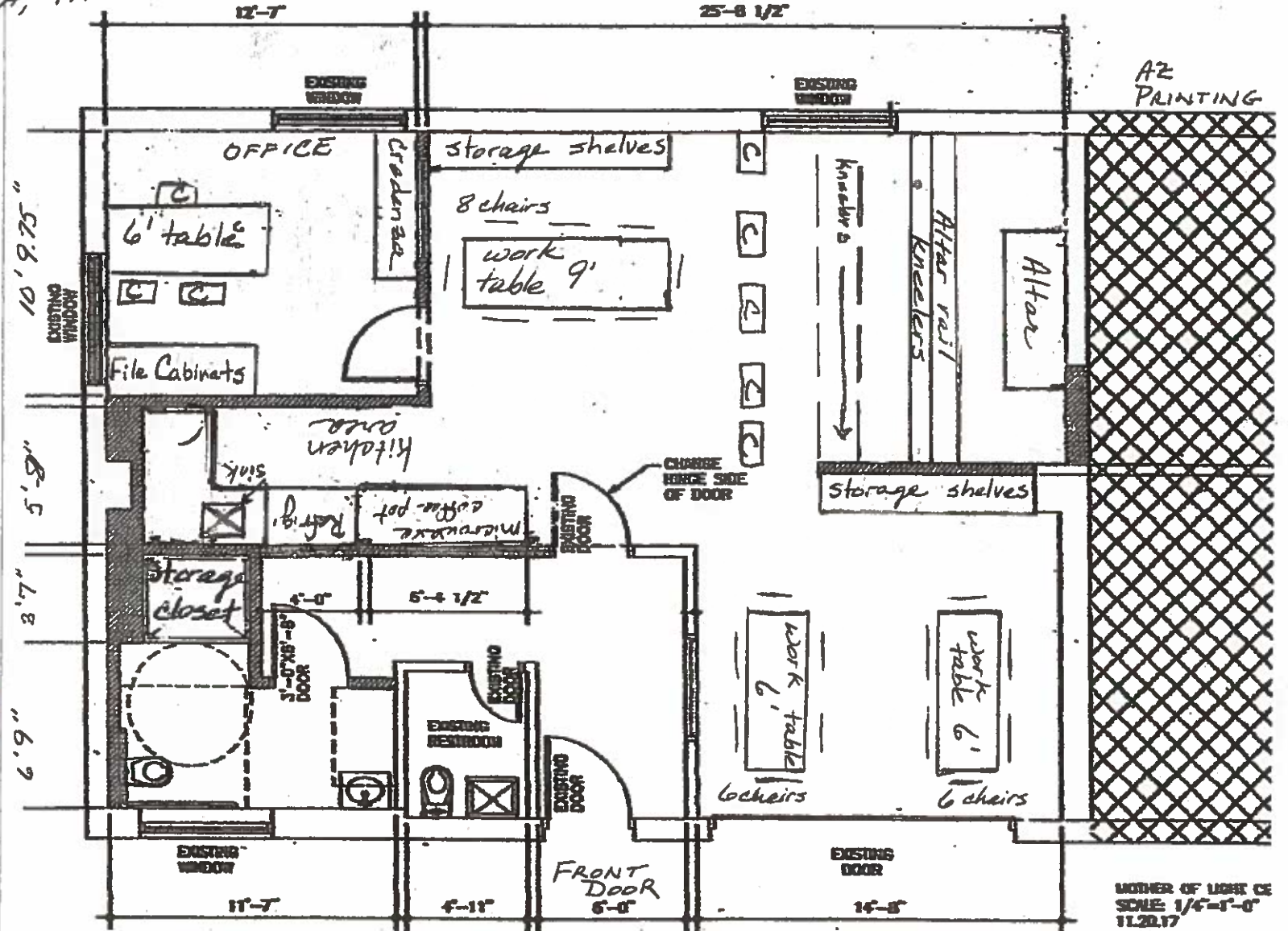
REVISÉ

-

MOTHER OF LIGHT CENTER
 421 CLIFFORD AVE.
 ALEXANDRIA, VA 22305

Contact:
 Elizabeth Carrier
 703-850-6701

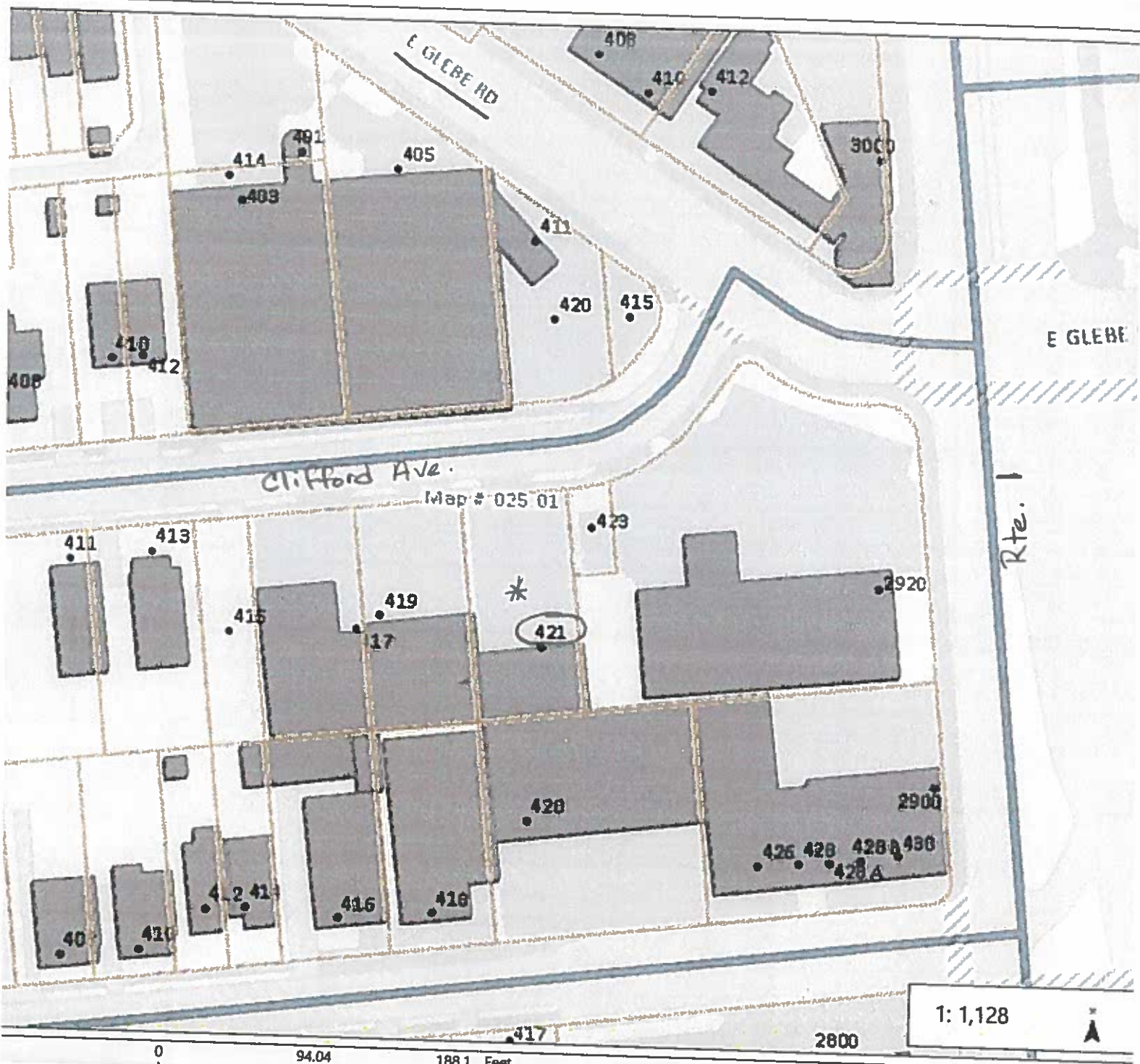
1200 sq. ft.



REVISED

of Alexandria, Virginia

Clifford Avenue and Adjacent Properties



tor_Auxiliary_Sphere

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.

Google Maps aerial views of clifford avenue, alexandria va



**Mother of Light Center
PO Box 1482
Falls Church, VA 22041**

**EIN: 81-1635879
IRS Tax Exempt date: June 29, 2016
Date of Incorporation: February 10, 2016**

Board of Officers

**Chair: Matilde Alvarado
PO Box 1482
Falls Church, VA 22041**

Vice Chair: Vacant

**Secretary: Evangeline Ganuelas
PO Box 1482
Falls Church, VA 22041**

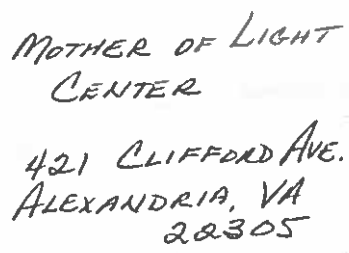
**Treasurer: Elizabeth Currier
PO Box 1482
Falls Church, VA 22041**

**Asst. Treasurer: Lawrence J. Holmes, Jr.
PO Box 1482
Falls Church, VA 22041**

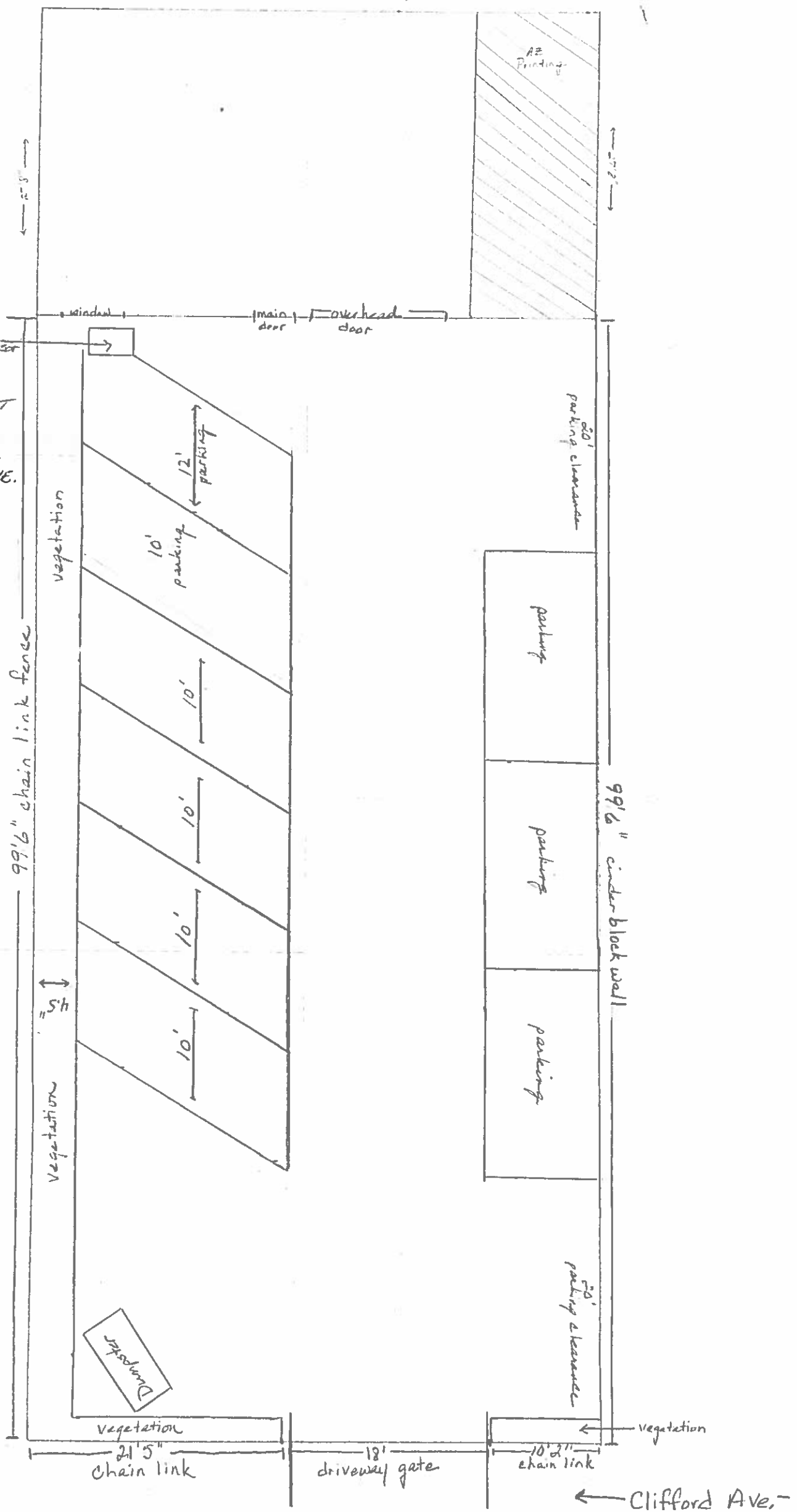
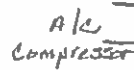
**Spiritual Director: Father Matthew Zuberbueller
PO Box 1482
Falls Church, VA 22041**

**Director: Deacon Gerard Anthony
PO Box 1482
Falls Church, VA 22041**

← 47' 7" →



Scale: (approx.)
 $\frac{1}{8}'' = 1 \text{ ft.}$





Saint Rita Catholic Church

February 8, 2018

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

To Whom It May Concern:

As Pastor of St. Rita Catholic Church, it gives me great pleasure to write this letter of support for Mother of Light Center's "Special Use Permit" application. The proposed Center at 421 Clifford Ave. will provide spiritual and practical resources for men and women who are less fortunate.

Since 1914, St. Rita Parish has been a hallmark in the city of Alexandria. I anticipate that St Rita Parish and Mother of Light Center will enter into a strong and dynamic partnership. The parish will be committed to providing volunteers to sustain the works of the Center, as well as in-kind donations, and other shared resources. Our outreach program has grown and we see our work extended at Mother of Light Center.

I fully support the efforts of Mother of Light Center to bring love and services to the vulnerable, low-income men and women in our neighborhood. I will recommend Mother of Light Center to sponsors, and I look forward to hearing about its success.

Yours respectfully,

Fr. Daniel Gee
Pastor, St. Rita Catholic Church



The Lamb Center

City of Alexandria

Dept of Zoning and Planning

301 King St #2100, Alexandria, VA 22314

Dear Staff,

The Lamb Center is a day time drop-in center and has been serving the poor and poor in spirit in Fairfax City for over 25 years. Our center provides a place for those in need to come when they often have no place else to go. We provide meals and other services, and connect those experiencing homelessness to employment, housing, medical care, mental health care, and recovery programs among other things.

The Mother of Light team has spent hundreds of hours in consultation with us and shadowing our staff. We fully support their efforts to start a drop-in center in the City of Alexandria. There center will provide a place of respite for those in need and fill a gap in badly needed services.

We fully support their request for a Special Use Permit.

Blessings,



John MacPherson

Executive Director

The Lamb Center



*A Daytime Drop-in Counseling Center for the Poor & the Poor in Spirit
An Outreach Ministry of Local Churches*



3160 Campbell Drive • PO Box 1385 • Fairfax, Virginia 22031
Office: (703) 691-3178 • Fax: (703) 273-9643





**Carpenter's
Shelter**

At The Hubert N. Hoffman, Jr. Center for Homeless Families

Board of Directors

Officers

Louise Roseman, *Chair*
Kerry Donley, *Vice Chair*
Adam Cole, *Treasurer*
Jen Lachman, *Secretary*

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Kathryn Kolbe
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Collin Moller
Tim O'Hara
Greg Souchack
Jim Taylor
Kim Weir
Jonathan F. Wolcott

Executive Director
Shannon Steene

February 14, 2018

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

To Whom It May Concern:

I met last year with Matilde Alvarado to learn about Mother of Light Center (MOLC) and the work they will be doing at 421 Clifford Avenue in Alexandria. Officer Bennie Evans of the Alexandria Police Department introduced us as they were interested in serving the population that we also serve at our David's Place program and the City of Alexandria's Winter Shelter Program. Ms. Alvarado was provided the opportunity to shadow our staff in David's Place to see the services provided.

I wish Ms. Alvarado and her team at the Mother of Light Center the very best of luck in this endeavor.

Sincerely,

Mary-Parker Lamm
Deputy Director

930 N. Henry Street
Alexandria, VA 22314
t: 703 548 7500
f: 703 548 3167

United Way #8228
CFC #87293

CarpentersShelter.org



February 12, 2018

Asfar Aziz
421 Clifford Ave
Alexandria, VA 22305


To Whom it May Concern:

As the owner of the property at 421 Clifford Ave in Alexandria, I am writing to strongly support the issuance of a Special Use Permit to the Mother of Light Center. The Center will provide beneficial services both spiritual and practical to the less fortunate in the City of Alexandria. I fully welcome their mission and I am impressed to know that volunteers who are giving their time and effort to help those in need will run the Center.

I will continue to administer my printing business as a part time job in the same Clifford Ave. location. I don't foresee any problems since this group will have procedures and rules in place, which will be enforced to keep the Center functioning well. I understand there will always be a volunteer manager on duty at the Mother of Light Center who can respond to any concerns and take action when any issue arises. I am confident that they will offer a great service to the community in Alexandria.

Please feel free to contact me at (571) 259-7118 and I will be glad to answer any questions you may have.

Sincerely,



Asfar Aziz
Property Owner

421 East Clifford Avenue | Alexandria, VA 22305
703.549.0949 | email azprinting@comcast.net | web alexandriacopy.com

Message sent
Outlook

Print Cancel
May 1 Hearing - request deny Special Use Permit #2018-0017 for 421 Clifford Avenue

Laurie Young <ldyoungdesign@verizon.net>

Mon 4/16/2018 11:38 AM

To: PlanComm <PlanComm@alexandriava.gov>;

Dear Planning Committee Members,

I am a resident of Ashby Street and I am writing to request that you deny the request for Special Use Permit #2018-0017 by Mother of Light Center for a respite day center at 421 Clifford Avenue. The North side of Del Ray is already saturated with public service buildings and residences. There are two half-way homes within a block of my street as well as the property on Clifford, and there should not be any more.

My immediate neighbors and I have valid concerns. A data-based white paper published in *The Journal of Experimental Criminology* outlines data that illustrates "The presence of a shelter appears to cause property crime to increase by 56% within 100m of that shelter, with thefts from vehicles, other thefts, and vandalism driving the

increase." https://crim.sas.upenn.edu/sites/crim.sas.upenn.edu/files/Ridgeway_Effect%20of%20Emergency%20Shelters-v5_1.2.2018.pdf

Even without residency services, where are these people expected to go after closing? D.C. has been unable to eliminate the tents in areas around 21st and E Street NW, even though the city repeatedly attempts to clean up grills, upholstered furniture, mattresses, and other materials as well as offering individuals other safe locations to reside. I worry that our neighborhood will experience the same problem as DC.

Many people worry about decreasing property values. *The Washington Post* article by Terrence McCoy in February 2016 states that "homeless shelters sometimes raise the property values if the shelter helps stabilize a distressed community." Our neighborhood is **not** a distressed community, because we have eliminated the crack houses. We don't hear gunshots at night. We've lived here over two decades stabilizing the neighborhood has taken perseverance and work that I am not willing to sacrifice for a respite day center for homeless.

I understand that compassion is necessary for the homeless. Conversely, this house is all I have and I feel threatened. Please deny Special Use Permit #2018-0017 for Mother of Light respite day center at 421 Clifford Avenue.

Laurie Young
317 Ashby Street
703-519-8386
ldyoungdesign@verizon.net

To: Madeleine Sims
Subject: RE: For 421 Clifford Fw: CCC # 145500

From: Kim Agee
Sent: Thursday, May 03, 2018 11:40 AM
To: Ann Horowitz <ann.horowitz@alexandriava.gov>
Subject: CCC # 145500

Problem location map:

<http://apps.alexandriava.gov/MapThis/?a=-77.0519743334513,38.8319605678534&cityworks=1>

· · Initial customer description · ·

To Whom It May Concern:

I am a homeowner on Clifford Avenue in Alexandria, VA, and my husband is an active duty military officer. I am writing to you regarding the Special Use Permit for 421 Clifford Avenue. My husband and I have strong reservations against the use of the space as a respite center for the homeless and disadvantaged at this location.

I have previously worked directly with homeless populations through AmeriCorps and I have worked for, or volunteered with, non-profit organizations for over 10 years. I understand the importance of these services for the most vulnerable populations. However, I have personally experienced some of the risks that come with working with these groups. I am a mother with two young children. I would no longer be comfortable allowing my children to play outside our home with this shelter located on our same block. And I would no longer be comfortable walking alone in the evenings outside my own home.

Thank you for your time. Please feel free to contact me for further discussion.

Best regards,

Erin Behrman

407a Clifford Avenue

Alexandria, VA 22305

Thank you.

Kim Agee
City Of Alexandria
Department of Planning & Zoning
703 746 3809

To: Madeleine Sims
Subject: RE: For 421 CLifford Avenue SUP2018-0017 Fw: MOL

From: Ashley Preston <ashleyapreston@gmail.com>
Sent: Wednesday, May 9, 2018 3:08 PM
To: Madeleine Sims
Subject: Fwd: MOL

Madeleine-

These are some of my concerns. Our neighbors and my family have valid concerns about this organization, lack of planning, and lack of experience.

I feel very frustrated with this whole process.

Thank you
Ashley apreston

Annie,

Although this is not directly specifically towards you- this is how I feel so i apologize if this appears harsh.

I heard from my husband and neighbors that the meeting did not go well last night, and many of their concerns were dismissed. I am having a difficult time understanding how the Del Ray Land Use Committee who is supposed to represent and understand the complaints of the actual citizens of the neighborhood can be in support of a center who is does not have all of their kinks worked out. The organization is not from Del Ray and the volunteers are not from the Del Ray area. The people that are being "shuttled over" are not from Del Ray, but from Fairfax and Arlington Areas. Again this is not a neighborhood issue. Is this shuttle finalized and will people be shuttled back out or will people be free to loiter in the neighborhood and surrounding area? Are they provided cab vouchers to facilitate people getting back?

If this were just a distribution center and food prep area, my biggest complaints would be the need for increased sanitation and trash being emptied every week as compared to twice a month. My household of my husband and myself is only 2 people, and we have our trash emptied every week. I can't imagine the smell that is going to come from their dumpsters/trash area if it is emptied twice a month. This street also is not equipped for large amounts of deliveries, and this shelter doesn't have a loading or unloading doc to receive deliveries such as A-SPAN. I am also not sure with all these deliveries/donations how trash again can only be emptied 2x's a month.

My husband was discussing that up to 17 workers would be there at one time. They also stated that they would be using the parking lot at Bingo's Tire and Verizon Store for their overflow parking, which is a shared parking lot only for Verizon and Bingos. I would like to see this in writing, because Bingo's Tire does not even have enough room to accommodate their own customers, let alone accommodate people working next door. I highly doubt bingo's and the Verizon store are going to be open to this. These continue to be ideas coming from MOL- the neighbors want concrete answers.

My husband asked about the screening process about individuals coming to the center. He was directly made aware at the meeting that this would just be based on referrals and no screening process would occur. He was also made aware that no one would be turned away. This is setting up the facility for extremely unsafe practices without the proper amount of police and medical response in the near by area. It is also a Virginia State Law that Sex Offenders cannot be within 100 feet of a Child care Center; if they are violent sex offenders by Virginia State Law they are not allowed to be present during day care hours at all. Sex Offenders are just one of the problems with the lack of screening processes. Although not all homeless have mental health issues, a large part of mental health is noncompliance with psych meds and drug/ETOH abuse. There are no trained counselors on this board, and not one is CPI trained to diffuse

heated situations/self defense. On the 400 block of Clifford alone, you have 2 first responders, a social worker, and 2 individuals who work in case management. We work with homeless everyday and are not naive to issues. We are not being irrational, we are truly concerned for our own safety. Again, we want concrete answers.

We don't have a patrol in our area due to lack of crime. In addition, EMS does multiple runs daily to these types of facilities. If Del Ray is truly concerned about an ambulance being present for Del Ray residents (this was a large discussion in the last meeting,) are they aware of the multiple EMS calls that come in daily from shelters? The answer is many, and this can be a strain on our community and our resources. Has this been taken into consideration?

It was suggested to the neighbors for us to check in monthly with MOL and make sure they are abiding by their SUP. If Del Ray Land Use Committee is for this organization-- shouldn't they be checking in monthly with MOL? The neighbors are not for this organization due to lack of planning and lack of experience in these issues. We have a petition against the organization signed by neighbors and local businesses, we aren't supporting this organization.

Since I've started this process of emailing---- I have had NO clear answers to any of my questions. MOL was asked to reach out to the neighbors by The land use committee at the initial meeting. They didn't --- not even an attempt. How can Del Ray Land Use Committee approve this? We were told at the first meeting that the website would be corrected the following day. MOL had over 30 days to correct their website and didn't make any changes as requested. How are we supposed to believe that they will follow through with anything when they didn't follow with these simple tasks to "talk to your neighbors" or fix your website?

Again I'm sorry if this appears harsh but I really am upset that we are living on this street yet we have no opinion and are not provided any answers to questions that should be easy answers to this organization.