



***Special Use Permit # 2018-00086***  
***215 South Union Street***  
***B. Doughnut***

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<b>Application</b>	<b>General Data</b>	
<b>Request:</b> Public hearing and consideration of a request for a special use permit to operate a restaurant	<b>Planning Commission Hearing:</b>	November 1, 2018
	<b>City Council Hearing:</b>	November 17, 2018
<b>Address:</b> 215 South Union Street	<b>Zone:</b>	W-1/ Waterfront Mixed-Use
<b>Applicant:</b> La Plata Doughnuts, LLC/B. Doughnut	<b>Small Area Plan:</b>	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.

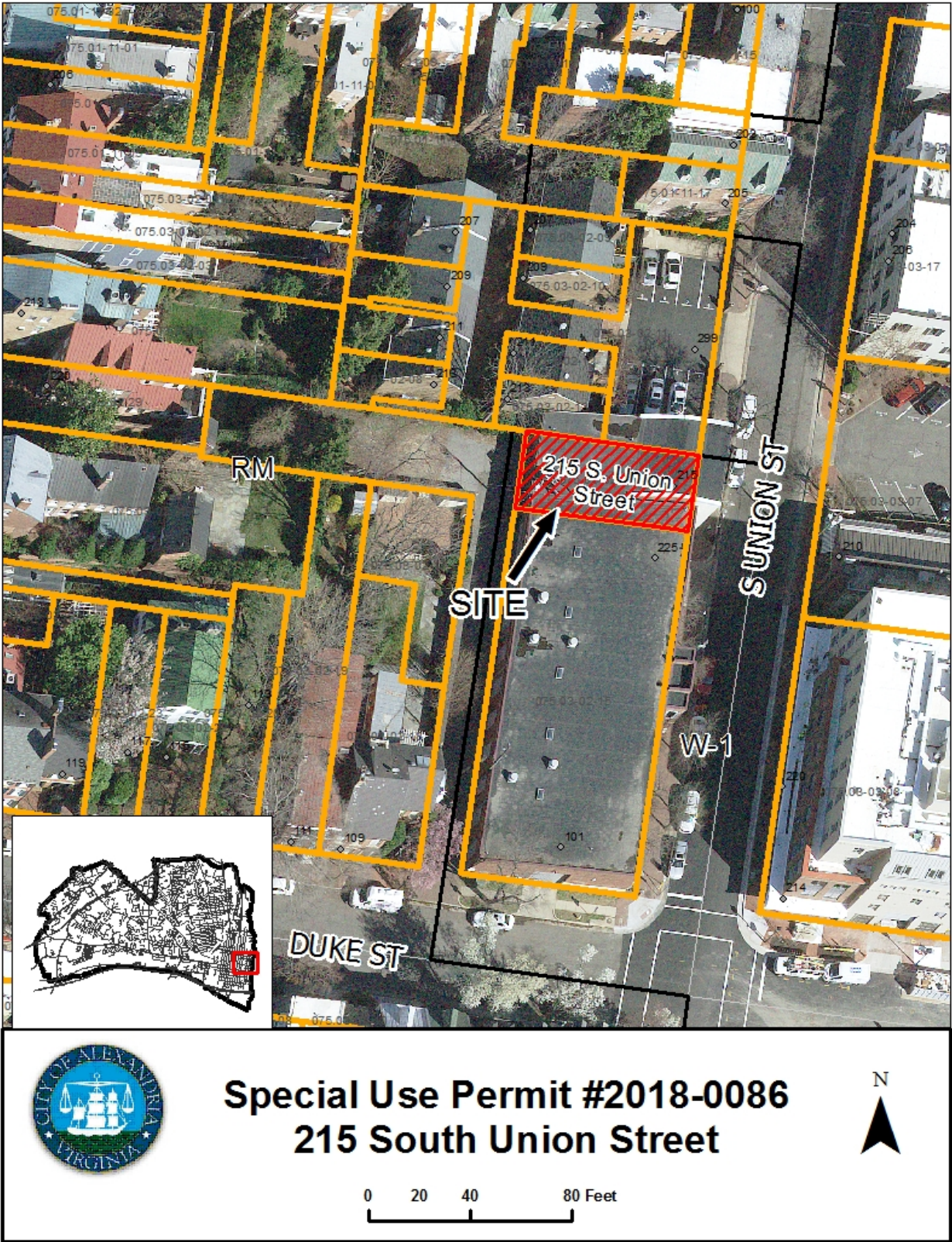
**Staff Reviewers:** Marlo J.W. Ford, AICP, [marlo.ford@alexandriava.gov](mailto:marlo.ford@alexandriava.gov)

**PLANNING COMMISSION ACTION:**

On a motion by Commissioner McMahon, seconded by Vice Chairman Macek, the Planning Commission voted to recommend approval of Special Use Permit #2018-0086 subject to all applicable codes, ordinances, and staff recommendations. The motion carried on a vote of 6-0.

Reason: The Planning Commission agreed with staff analysis.

Vice Chairman Macek stated support for the application and suggested amending the W-1 Zone to permit restaurants through administrative Special Use Permit, consistent with other commercial zones in the City.



PROJECT LOCATION MAP

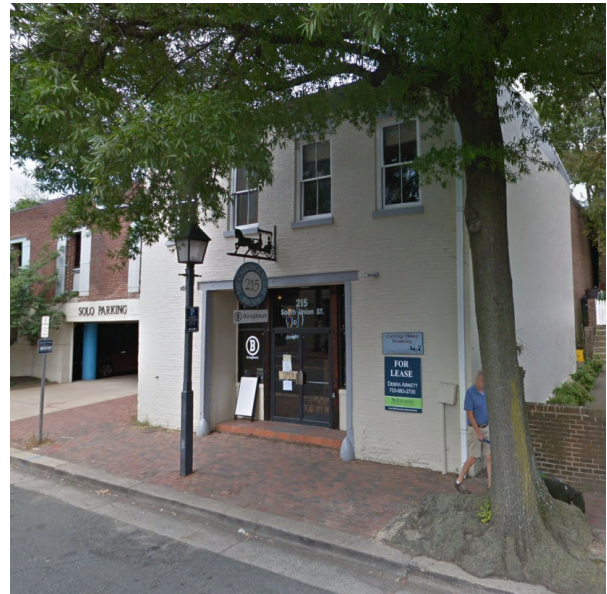


## I. DISCUSSION

The applicant, La Plata Doughnuts, LLC requests Special Use Permit approval to operate a restaurant within an existing retail doughnut operation at 215 South Union Street.

### SITE DESCRIPTION

The subject property is one lot of record with 32 feet of frontage on South Union Street, a depth of 70 feet and a lot area of 2,223 square feet. The lot is developed with a two-story commercial building, known as the “Carriage House Shops,” which is comprised of multiple tenant spaces on the ground and upper level. The ground level of the building faces South Union Street while the upper level leads to a private alley at the rear of the building.



*Figure 1: Front Façade View*

A parking garage is located to the north of the lot and a private parking lot for residents of a townhouse development at the rear of the property is located immediately to the south. Office, retail and the Indigo Hotel are sited across the street to the east. Townhouses border the property to the west.

### BACKGROUND

According to Real Estate Assessment, the original portion of the building was constructed around 1830. Old Town Coffee, Tea, and Spice had operated at the tenant space for several decades before closing in 2016. The tenant space has remained vacant since that time.

Prior to the adoption of the 1992 Zoning Ordinance, the property was zoned I-1, industrial. At that time, retail and personal service uses would have been allowed as a by-right use. After the adoption of the ordinance, the parcel was zoned W-1 which required a special use permit to allow retail and personal service establishments.

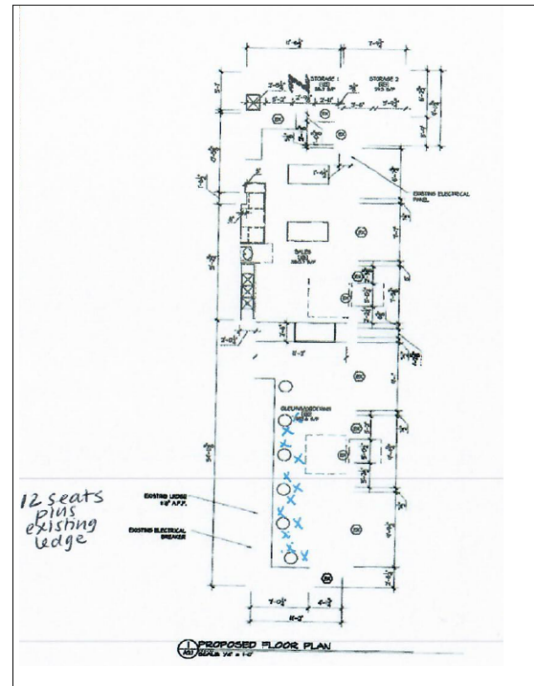
On June 23, 1993, City Council approved Special Use Permit #2645 to operate a retail sales business and tailor shop. On February 20, 1993, City Council approved Special Use Permit #2645-A to operate retail sales and personal service uses at the site.

### PROPOSAL

The applicant requests SUP approval for a restaurant use through the addition of six tables and up to 30 seats (12 seats and seating for 18 at a wall bench) to an existing retail doughnut shop. The doughnuts are baked off-site at the company’s commissary kitchens in La Plata, Maryland, and Leesburg, Virginia and delivered every morning to the site.



**Figure 2: Existing Interior Layout for Seating Area**



**Figure 3: Proposed Seating Plan**

Besides the addition of seats and tables, the previous operation of the business remains the same as follows:

Hours of Operation: 6 a.m. to 8 p.m., daily

Number of Seats: Seating for up to 30. Includes 12 indoor seats and one wall bench for up to 18 customers

Type of Service: Dine-in or Carry-out

Live Entertainment: No live entertainment is proposed

Employees: One to two employees per day

Delivery: No customer delivery service will be offered.

Noise: Typical restaurant noises expected.

Trash/Litter: Up to two bags of trash would be generated each day and would be stored inside the building and the applicant would remove the trash from the tenant space daily. City trash receptacles are located on both sides of the street. In addition, the applicant would maintain the area surrounding the store and pick up litter in the front and rear of the property.

## PARKING

The subject property is located within the Central Business District (CBD). Pursuant to Section 8-300(B) of the Zoning Ordinance, restaurants located within the CBD do not have an off-site parking requirement.

## ZONING/MASTER PLAN DESIGNATION

Because the applicant wishes to add tables and seating, the use would be classified as a restaurant use, pursuant to Section 2-190 of the Zoning Ordinance. The site is zoned W-1/Waterfront Mixed Use. Per section 5-503(J) of the Zoning Ordinance, restaurants may be 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 adjacent to the Waterfront Plan area which encourages active uses and amenities along and around the waterfront to include retail stores, restaurants and enhanced parks and public spaces. The subject property is also within the Old and Historic District and is subject to additional regulations pertaining to exterior alterations including but not limited to lighting and signage.

## **II. STAFF ANALYSIS**

Staff supports the applicant's request to operate a doughnut and coffee shop restaurant with seating for up to 30 patrons in a tenant space which has remained vacant for two years. The patrons and employees at adjacent office, retail and hotel uses, as well as residents, would benefit from a nearby restaurant use, generating additional activity to support the Waterfront Plan.

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

### Parking

The applicant's business would unlikely increase parking demands 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 businesses and neighborhoods. Driving trips would not be generated for the sole purpose of visiting the restaurant given that patrons generally would also be visiting the waterfront and other businesses in Old Town. Employees are required to park off-street, as stated in Condition #12, and the applicant is encouraged to participate in the City's discount employee parking program, required in Condition #16. Further, the applicant shall encourage employees to take public transportation (Condition #13) and direct patrons to off-street parking (Condition 15).

Resident parking on the 100 block of Duke Street would not be significantly impacted as the block is part of the City pay-by-phone program which requires non-residents to pay by the hour for parking. In addition, there is a parking garage that is adjacent to the subject parcel.

### Litter

As there is no applicant access to the rear of the building where the property owner stores trash in a dumpster, it would deposit the restaurant trash inside the building and remove it daily from the restaurant, as mandated in Condition #9. This would not result in an increase in outdoor trash storage at the rear of the property, which has been a concern of adjacent neighbors.

Specifically, neighbors have expressed concerns regarding trash storage outside the building and the abatement of rodent issues. As the applicant's business would not contribute to these concerns, the neighbors are working independently with the property owner of 215 South Union Street and with the City's Health Department to mitigate the concerns relating to the dumpster at the rear of the property and the control of pests. Staff recently conducted a site inspection and noted the area to the rear was clear of trash and debris.

Staff also notes that in this area of Old Town there are several City trash receptacles within one block of the established business which would minimize litter impacts. Nevertheless, staff has included conditions designed to mitigate the potential impact of littering, including requiring the applicant to monitor for litter and trash three times a day (Condition #8).

### Delivery

The applicant has indicated that it would receive deliveries over a brief time frame from a car or van from South Union Street as access to the restaurant is convenient from the street (Figure 4). Residents who live to the west of 215 South Union Street requested that deliveries would not occur at the rear of the building. The delivery arrangements as stated in Condition #10 limit delivery to the front of the restaurant and the size of delivery vehicles.

### Diversity of Uses

Although this use replaces a retail operation, the addition of a restaurant with seating would contribute to the vitality of the redeveloped waterfront area as the Waterfront Plan is implemented and would not provide an imbalance of uses in the immediate area.



*Figure 4: Entryway to 215 S. Union*

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, ordinances, and the following conditions:

1. The Special Use Permit shall be granted to the applicant only or to any business or entity in which the applicant has a controlling interest (P&Z)
2. The indoor hours of operation for the restaurant shall be limited to 6 a.m. to 12 a.m., daily. (P&Z)
3. The applicant shall post the hours of operation at the entrance of the business. (P&Z)
4. The maximum number of indoor seats at the restaurant shall be limited to 30 seats. (P&Z)
5. There shall be no outside seats. (P&Z)
6. No customer delivery services shall be available from restaurant. (P&Z)
7. On and off-premises alcohol sales are not permitted. (P&Z)
8. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises, including the rear alley, 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. (P&Z)
9. The applicant shall store trash and garbage inside the building. (P&Z)
10. Delivery shall take place by car or van on South Union Street only. No large truck delivery to the premises is permitted. (P&Z)
11. Neither the applicant nor its customers shall use reserved parking spaces in the adjacent parking lot to the north or park in the alleyway to the west of the restaurant. (P&Z)
12. The applicant shall require its employees who drive to use off-street parking. (T&ES)
13. 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](mailto:goalex@alexandriava.gov) for information on establishing an employee transportation benefits program. (T&ES)
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](mailto:goalex@alexandriava.gov) for more information about available resources. (T&ES)

15. The applicant shall encourage patrons to park off-street through the provision of information about nearby garages on advertising and on the restaurant's website. (T&ES)
16. The applicant shall contact the T&ES parking planner at 703.746.4025 for information about applying to participate in the Discount Parking Program for Employees of Old Town Businesses (or other similar program if one is created) that offers discounted parking at select City parking facilities on evenings and weekends. (T&ES)
17. Exterior power washing of the building shall not be completed using any kind of detergents. (T&ES)
18. Chemicals, detergents or cleaners stored outside the building shall be kept in an enclosure with a roof. (T&ES)
19. 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)
20. 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)
21. The applicant shall control odors, smoke and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES)
22. 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)
23. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 6:00am. (T&ES)
24. 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 after 9:00 PM. (T&ES)
25. The Director of Planning and Zoning shall review the special use permit after it has been operational for one year, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the Director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c)



the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

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

STAFF: Anthony LaColla, AICP, Division Chief, Land Use Services, Department of Planning and Zoning;  
Ann Horowitz, Principal Planner  
Marlo Ford, AICP, Urban Planner

#### IV. CITY DEPARTMENT COMMENTS

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

##### Transportation & Environmental Services:

##### **Findings:**

1. The site is located within the Central Business District. Since restaurants within the CBD do not have a parking requirement, there is no parking required for this business. (T&ES)

##### **Conditions:**

1. The applicant shall require its employees who drive to use off-street parking. (T&ES)
2. 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](mailto:goalex@alexandriava.gov) for information on establishing an employee transportation benefits program. (T&ES)
3. 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](mailto:goalex@alexandriava.gov) for more information about available resources. (T&ES)
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6. Exterior power washing of the building shall not be completed using any kind of detergents. (T&ES)
7. Chemicals, detergents or cleaners stored outside the building shall be kept in an enclosure with a roof. (T&ES)
8. 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)
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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)

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13. 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 after 9:00 PM. (T&ES)

Code Enforcement:

F-1 This is an existing use. No code comment required.

Fire:

No comments or concerns

Health:

No comments received

Parks and Recreation:

No comments received

Police Department:

No comments received



## APPLICATION

# SPECIAL USE PERMIT

SPECIAL USE PERMIT # \_\_\_\_\_

PROPERTY LOCATION: 215 S. Union Street, Alexandria, VA 22314

TAX MAP REFERENCE: 075 ZONE: W-1

### APPLICANT:

Name: Laplata Doughnuts, LLC / BDoughnut

Address: PO Box 1204, Laplata, MD 20646

PROPOSED USE: doughnut shop / coffee shop

☒ **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.

Jacob Brier  
Print Name of Applicant or Agent

215 S. Union Street  
Mailing/Street Address

Alexandria, VA 22314  
City and State Zip Code

[Signature] 10/11/18  
Signature Date

(703) 819-8336  
(301) 753-1558  
Telephone # Fax #

JakeBaldusBrier@gmail.com  
\* Joli.Jordan33@gmail.com  
Email address

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

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



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

**PROPERTY OWNER'S AUTHORIZATION**

As the property owner of 215 S. Union St. Alex., I hereby  
(Property Address)  
grant the applicant authorization to apply for the RESTAURANT use as  
(use)  
described in this application.

Name: George W. & Agnes G Spica Phone 703 960-1299  
Please Print  
Address: 5714 Tremont Dr. Email: NONE  
Alex., Va. 22303  
Signature: Agnes G Spica / [Signature] Date: 3/16/18

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.

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# 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. <i>Laplata Consulting, LLC</i>	<i>106 St Mary's Avenue Laplata, MD 20646</i>	<i>100%</i>
2.		
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at \_\_\_\_\_ (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. <i>George Spicer</i>	<i>5714 Tremont Ct. Alexandria, VA 22303</i>	<i>50%</i>
2. <i>Agnes Spicer</i>	<i>5714 Tremont Ct. Alexandria, VA 22303</i>	<i>50%</i>
3.		

**3. Business or Financial Relationships.** Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are required to disclose any business or financial relationship, as defined by [Section 11-350 of the Zoning Ordinance](#), existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please 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. <i>Laplata Consulting, LLC</i>	<i>None</i>	<i>None</i>
2. <i>George &amp; Agnes Spicer</i>	<i>None</i>	<i>None</i>
3.		

**NOTE:** Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

*10/11/18*  
Date

*Jacob Grier*  
Printed Name

*[Signature]*  
Signature

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

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.)

This request is for the operation of a retail doughnut and coffee shop. All doughnuts  
served are delivered fresh every morning from the company's commissary kitchen located  
in Leesburg and La Plata, MD. Coffee will be made onsite. There is a hand sink, three  
compartment sink, commercial fridge, and doughnut display with sneeze guard installed.

12 seats proposed plus an existing seating bench.



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).  
50 per day

B. How many employees, staff and other personnel do you expect?  
Specify time period (i.e., day, hour, or shift).  
1-2 per day

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

Day:	Hours:
<u>Tues-Sun</u>	<u>6 am - 8 pm</u>
_____	<u>+ usual hours all from</u>
_____	<u>8 am - 4 pm</u>
_____	_____
_____	_____

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

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

Below average coffee shop setting noise.

B. How will the noise be controlled?

There is limited seating, and limited equipment. There is no need for noise control.



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

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

Coffee grounds, patron trash. Enclosed trashcans. Trash service.

\_\_\_\_\_

\_\_\_\_\_

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)  
Leftover doughnuts, coffee beverage trash, napkins, cups.

\_\_\_\_\_

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

\_\_\_\_\_

C. How often will trash be collected?

Trash is to be collected by staff from trash cans as needed. Trash service collects 3 times a week.

\_\_\_\_\_

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

Store trashcans, city trash cans on each block surrounding the shop.

\_\_\_\_\_

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:

\_\_\_\_\_

\_\_\_\_\_

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

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.

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

*The shop isn't open late. There are other businesses in the same building. Street lights as well. The business will <sup>normally</sup> close by 4pm.*

### ALCOHOL SALES

13.

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

☐ Yes ☒ No

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

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

## PARKING AND ACCESS REQUIREMENTS

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

N/A Standard spaces  
N/A Compact spaces  
N/A Handicapped accessible spaces.  
N/A Other.

\* street parking is available on S. Union Street or streets nearby

### 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

\* no required parking

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? no loading spaces; employees can unload doughnuts from parcel spots at front of business or will park in the garage next door & carry them inside

### 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

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

- B. Where are off-street loading facilities located? no off street loading facilities / none necessary
- C. During what hours of the day do you expect loading/unloading operations to occur? early morning; very little to unload. only doughnut shop employees will be unloading doughnuts from their cars prior to opening
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate? doughnuts will be dropped off once daily by an employee. there will be no loading trucks or truck deliveries

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?

n/a

#### 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) = 1000 sq. ft. (total)

19. The proposed use is located in: (check one)

☒ a stand alone building Carriage House (215 S Union Street)  
☐ 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



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: 12      Outdoors: N/A      Total number proposed: 12 seats + existing seating bench = 13
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:  
Doughnuts & coffee
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? N/A  
Will delivery drivers use their own vehicles?      \_\_\_\_\_ Yes      \_\_\_\_\_ No  
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:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## OLD TOWN RESTAURANT POLICY

### **Changes to Old Town Small Area Plan Chapter of the Master Plan Adopted by City Council on November 13, 1993**

On November 13, 1993, the City Council adopted Resolution No. 1872, which outlines new policy and criteria used in applying the revised Old Town Restaurant Policy. Individuals who apply for a special use permit to operate a restaurant in Old Town must address in their entirety five criteria in order to be considered for a special use permit. An application will not be formally accepted for processing until this questionnaire is completed.

#### **GOALS OF THE OLD TOWN RESTAURANT POLICY**

1. To lessen the on-street parking impact of restaurants in Old Town and adjacent areas;
2. To prevent rowdiness and vandalism from patrons leaving restaurants, particularly in the late evening; and
3. To control the spread of litter in Old Town.

#### **POLICIES TO ATTAIN THE GOALS OF THE OLD TOWN RESTAURANT POLICY**

City Council shall not approve a request for special use permit for any new restaurant, carry-out or fast food establishment or an expansion of an existing restaurant, carry-out or fast food establishment, unless it finds that the request does not significantly impact nearby residential neighborhoods. City Council shall consider the cumulative impact of the proposal and the number of already established restaurants, carry-outs, fast food establishments and the number of food service seats, bar seats and standing service areas in the immediate area. In the case of an expansion or other intensification, the entire operation of the establishment may be taken into account in determining its impact upon the nearby residential neighborhoods. In making that determination, City Council shall consider the following factors:

- The availability of off-street parking.
- The predicted impact of the restaurant on parking supply in the adjacent neighborhood.
- The extent to which the restaurant is open in the late night hours.
- The extent to which alcohol (such as spirits, mixed drinks, wine, and beer) consumption will predominate over food consumption, including consideration of the number of bar seats, if any, and the standing areas in the vicinity of bars.
- The predicted extent of litter generated in nearby neighborhoods.

#### **CRITERIA TO BE USED TO EVALUATE NEW OR EXPANDED RESTAURANTS**

**Parking Management Plan.** The applicant must submit a parking management plan (PMP), which specifically addresses the following issues:

- The parking demand generated by the proposed restaurant.
- The availability of off-street parking for patrons. For the purpose of this policy, availability shall be measured in terms of the number of vacant off-street parking spaces within 500 feet from the entrance to the restaurant.
- How employees who drive will be accommodated off the street at least in the evenings and on weekends.
- The predicted impact of the restaurant on the parking supply at the evening, weekend, and daytime peaks.
- A proposal to reduce the impact of parking created by the restaurant on nearby areas. Acceptable alternatives for reducing parking impacts include, but are not limited to, the following: validated parking or valet parking for patrons, and off-street parking or transit subsidies for employees.

**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

*patrons can park in nearby garages*
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

*\* employees that drive will have the ability to park in the parking garage next door*
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

*\* Most patrons will walk to this destination*

**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.

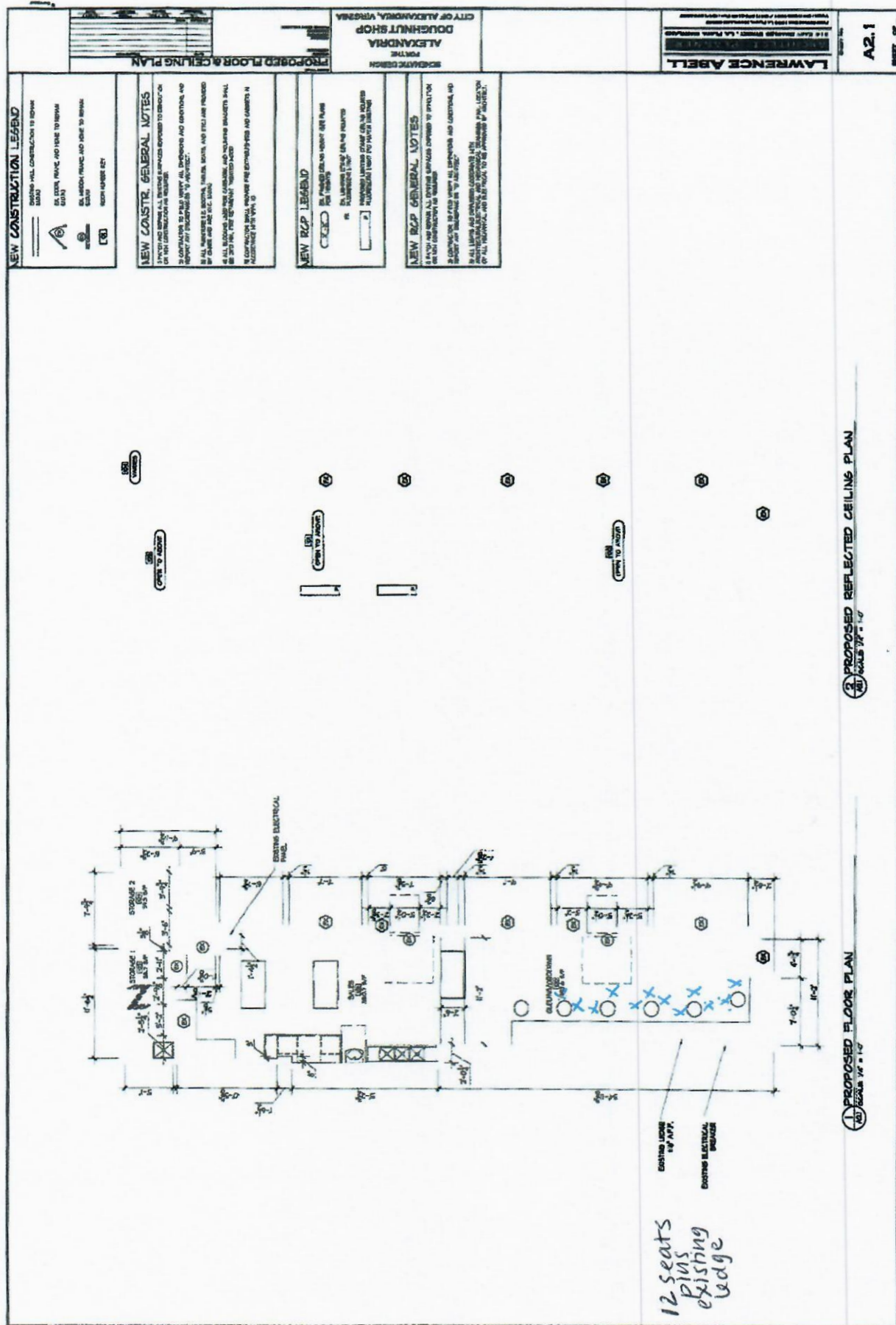
*\* shop will normally only be open in morning/early day time*

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

1. Maximum number of patrons shall be determined by adding the following: *includes existing seating bench*
  - 13 Maximum number of patron dining seats
  - + N/A Maximum number of patron bar seats
  - + 10 Maximum number of standing patrons
  - = 23 Maximum number of patrons
2. 2 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

*no alcohol*





Dear Ms. Lyman, Chair Alexandria Planning Commission and members of the Alexandria Planning Commission,

I understand that B Doughnut has filed an application for a Special Use Permit and is requesting to change its operations 215 South Union Street from a retail establishment to a restaurant by the addition of twelve seats for the on-site consumption of food.

While the property is zoned commercial, the properties abutting to the west of 215 South Union property are all zoned and used for residential purposes; as such, it is critical that the operations of the proposed restaurant be conducted in a manner that respects and does not negatively impact the residential properties. It is important to note that the alley at the rear of 215 South Union is a private alley that was created for ingress and egress for the properties which abut the alley.

I am supportive of this application, but it is essential that the SUP conditions address major concerns of the residential neighbors to mitigate potential negative impacts.

1. **Item 15 – Loading and Unloading of Deliveries:** It is my understanding that the applicant has indicated that they will load and unload from spots in front of the business and that they understand that there is no off-street loading off the private alley.

*Could the SUP to include as a requirement that any loading and unloading by and for this business take place through the front doors and not the rear door on the second floor of the building which exits into the private alley.*

This request is important because each of the residences adjacent to the alley have bedrooms that are on the alley. Delivery noises for a business that opens as early as 6:00 a.m. will be quite disruptive to the adjacent residences.

2. **Item 9 – Trash:** As previously stated, this property backs onto a private alley. The only trash facility located in the alley is one dumpster for 215 S. Union St. The Owner of 215 South Union and the owners of the residential properties abutting the alley are negotiating an understanding which will permit the owner of 215 South Union to use a limited area of the alley adjacent to that property for a trash enclosure provided it does not interfere with the ingress and egress to their respective properties by the residential owners.

The residential neighbors have had a significant rodent problem in the alley which the adjacent residents pay for rodent abatement even though we do not have any trash in the alley which would cause rodents.

Could the SUP to include as a requirement either:

- A. That all restaurant trash is held in an interior “trash room/closet” and picked up through the front door of the property.

Or, if that is not feasible that;

- B. The rear dumpster be replaced with rodent protective roller bins in the rear alley that the garbage service can collect as needed but not less than three times per week.

The neighbors have previously offered to the landlord of 215 S. Union Street that if he would change the trash service from a dumpster to roller bins the neighbors will pay for a shed enclosure on our



private property (subject to BAR approval) to enclose the trash cans. We will agree to this now. This will help mitigate rodent infestation.

Collection by roller bin will be much less intrusive to the residential neighbors as there will be no loud truck noises during early morning trash collection times.

3. **Parking and Access:** There is no parking associated with this building. The residents have parking behind their homes in this private alley. Please see the attached photo of dumpster on right, building owner truck and building tenant which block residents' access to the alley.



*Could it be stipulated in the SUP that the tenant will not park in the rear alley at any time.*

Thank you for your consideration and attention.

Sincerely,

Lauren Stack  
220 S. Lee Street

cc: Duncan Blair