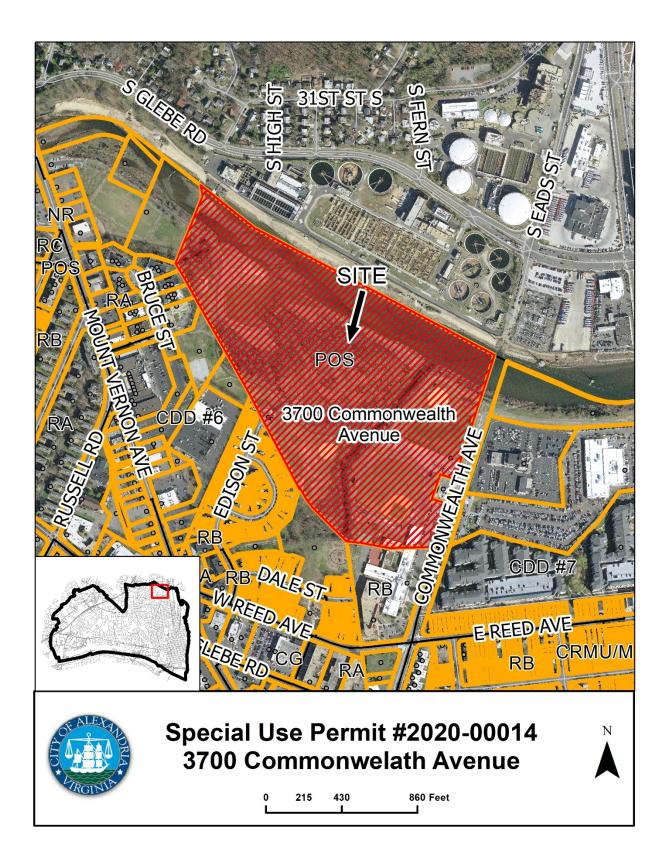


Application	G	eneral Data
Request: Public Hearing and	Planning Commission	June 2, 2020
consideration of a request for a	Hearing:	
Special Use Permit for a temporary	City Council	June 20, 2020
trailer for a summer recreation	Hearing:	
program		
Address:	Zone:	POS/ Public Open Space and
3700 Commonwealth Avenue		Community Recreation Zone
Applicant:	Small Area Plan:	Potomac West
City of Alexandria, Department of		
Recreation, Parks and Cultural		
Activities (RPCA)		

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: Alexa Powell, <u>alexa.powell@alexandriava.gov</u> Ann Horowitz, <u>ann.horowitz@alexandriava.gov</u>

PLANNING COMMISSION ACTION, JUNE 2, 2020: On a motion by Commissioner Lyle, seconded by Commissioner McMahon, the Planning Commission voted to recommend approval of Special Use Permit #2020-00014, as submitted. The motion carried on a vote of 6-0, with Commissioner Goebel absent



I. DISCUSSION

The applicant, the City of Alexandria Department of Recreation, Parks and Cultural Activities (RPCA), requests special use permit approval for a temporary trailer for summer recreation programs located at Four Mile Run Park.

SITE DESCRIPTION

The subject site at 3700 Commonwealth Avenue is located within Four Mile Run Park, an irregularly shaped parcel. located on the City's northern border with Arlington County and along the Four Mile Run stream. The City park is approximately 51.56 acres in area (Figure 1). There is also street access to the area of the park where the temporary trailer would be located from Commonwealth Avenue. The park contains parking spaces in three different locations including the lot where the temporary trailer would be installed.

Residential development exists across the street from the proposed temporary trailer to the east. Cora Kelly Elementary School and Frank Mann Field are located to

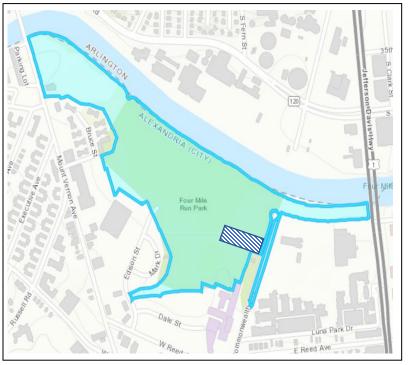


Figure 1: Four Mile Run Park. Blue stripped box depicts location of inset map (figure 2).

the south. Frank Mann Field is home to the minor league team the Alexandria Aces, the Bishop Ireton High School baseball team and various Alexandria little league teams.

BACKGROUND

Four Mile Park has been designated as a City park since the 1970's. Active and passive uses have been added gradually since that time. In March 2014, the Park and Recreation Commission endorsed the Citywide Parks Improvement Plan and forwarded the document to the City Council for approval in April 2014. Since that time, RPCA has acted on many of the recommendations of the Citywide Parks Improvement Plan at Four Mile Run Park, including the wetland restoration, renovation of the sport court, community garden, wayfinding signage, design of the wetlands bridge, and improvements to the Edison Street park entrance.

PROPOSAL

The applicant proposes to sponsor the use of a temporary trailer to operate RPCA recreation and environmental education programs for high school students at 3700 Commonwealth Avenue. The proposal is for summer classroom use between June-October 2020, May-October 2021, and May-October 2022. The "Science Lab" trailer and programs would be provided by an RPCA partner organization, the Four Mile Run Conservatory Foundation, with the intent to have students inventory wildlife and study wetland water quality. The applicant would install an eight foot by

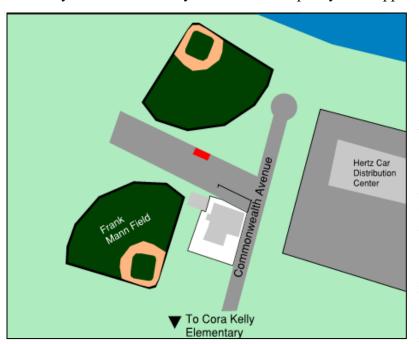


Figure 2: Site of the proposed temporary trailer within Four Mile Run Park.

32-foot temporary trailer in the Four Mile Run Park Commonwealth Avenue parking lot. The hours of operation would be between 9 a.m. and 5 p.m., daily. Up to four students would participate at any given time during the hours of operation supervised by up to two on-site instructors. Minimal noise from the air conditioner is expected. RCPA anticipates one bag of trash per week consisting of office paper and lunch wrappers. The partner organization will remove garbage from the site. Waste receptacles are present throughout the park and the partner organization frequently holds litter pick-up events.

PARKING

Of the total 88 parking spaces, available throughout the park, there are approximately 68 unmarked spaces off Commonwealth Avenue, between the two baseball/softball fields (*figure 3*).

If approved, the proposed temporary trailer in the Four Mile Run Park Commonwealth Avenue parking lot would occupy roughly four parking spaces. According to RCPA, the parking lot is currently used by park patrons and those accessing the softball field and Frank Mann Field with the highest use of the parking occurring during Alexandria Aces games.



Figure 3: Temporary trailer site

The Zoning Ordinance does not provide specific requirements for park uses at locations in the Public Open Space and Community Recreation Zone (POS).

ZONING/MASTER PLAN DESIGNATION

The site is zoned Public Open Space (POS). Section 7-1101(C) of the Zoning Ordinance requires City Council approval of a Special Use Permit for temporary trailers used for classrooms, which are not for Alexandria City Public School (ACPS) use.

Located within the Potomac West Small Area Plan, the site is designated for public recreation use.

II. STAFF ANALYSIS

Staff supports the applicant's request to locate a temporary trailer on this site. The recreation program classroom use is reasonable and appropriate for this location given its proximity to similar uses like the Cora Kelly School as well as other neighboring recreation facilities. The scale, operations, and nature of the temporary trailer programs suggest a limited impact to the surrounding neighborhood. Staff believes that the recreations program use, generally, and the proposed environmental education, in particular, will deliver on the Citywide Parks Improvement Plan Objective 2.1 to *design programs that are contextually relevant to residents*, Objective 3.1 to *initiate community outreach, establishes a sustainable stewardship program with partner organizations*, and provides youth with hands-on experience in STEM career fields. all of which benefit the surrounding community. Staff does not object to the addition of a trailer on the site based on the modest nature and scale of the request as well as the inclusion of conditions that will mitigate any potential impact.

Staff notes that the applicant's request has a negligible impact on the overall number of parking spaces provided for visitors and there are several alternative lots in the vicinity that are available to the public during peak times to accommodate overflow parking. RCPA indicates that most of the park users live within the neighborhood, and most people who visit the park either walk, drive, or bike. In addition, there are 25 parking spaces at the Conservatory Center at Four Mile Run that are available outside of the center's operation hours, and 54 parking spaces in the parking lot adjacent to Cora Kelly Elementary School and Frank Mann Field that are available outside of school hours. Nonetheless, staff has included Conditions #4 and #5 to encourage the use of public transportation for employees and program participants.

Subject to the conditions 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 temporary trailer is permitted at the site for summer use as a classroom between June-October 2020, May-October 2021, and May-October 2022. (P&Z)
- 3. The applicant shall require its employees who drive to use off-street parking. (T&ES)
- 4. The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at <u>goalex@alexandriava.gov</u> for information on establishing an employee transportation benefits program. (T&ES)
- 5. The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
- 6. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least once a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
- 7. The Director of Planning and Zoning 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)

<u>STAFF:</u> Tony LaColla, Division Chief, Land Use Regulatory Services Ann Horowitz, Principal Planner Alexa Powell, Urban Planner

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

IV. CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

Findings:

- 1. SWM and Floodplain have no comments.
- 2. T&ES/OEQ does not have any comments on this SUP application. The use must conform to the City's noise code.
- 3. After review of the information provided, an approved grading plan is not required at this time. Please note that if the land disturbance meets or exceeds 2500 square feet, a released grading plan will be required prior to submitting for permits. (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 <u>goalex@alexandriava.gov</u> 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 <u>goalex@alexandriava.gov</u> for more information about available resources. (T&ES)
- 4. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least once a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)

City Code Requirements:

 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 <u>commercialrecycling@alexandriava.gov</u>, for information about completing this form. (T&ES)

- 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)
- 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 and plan review are required prior to placement of trailer.

<u>Fire:</u> No comments or concerns

<u>Health Department:</u> No comments received

<u>Police Department:</u> No comments received



APPLICATION SPECIAL USE PERMIT

SPECIAL USE PERMIT #_

PROPERTY LOCATION: 3700 COMMONWEALTH AV, ALEXANDRIA, VA

TAX MAP REFERENCE: 007.04-09-04

ZONE: POS

SA

APPLICANT:

Name: City of Alexandria, Department of Recreation, Parks, and Cultural activities

Address: 1108 Jefferson Street, Alexandria, VA 22314

PROPOSED USE: Temporary trailer to be used for environmental education summer programs

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.

gent	
	Telephone # Fax #
22314	james.spengler@alexandriava.gov
Zip Code	Email address
OMMISSION:	DATE:
:IL:	DATE:

	SUP #
PROPERTY OWNER'S AUTHORIZATION	
As the property owner of	, I hereby
(Property Address)	
grant the applicant authorization to apply for the	use as
(use)	
described in this application.	
Name:	Phone
Please Print	
Address:	Email:
Signature:	Date:

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.

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

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

Name	Address	Percent of Ownership
¹ City of Alexandria		100%
² City of Alexandria		
³ City of Alexandria		

And

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1108 Jenerson Street, Alexandria, VA 22314 (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name 3700 comminwealth Ave Address Percent of Ownership		
Name	Address	Percent of Ownership
¹ City of Alexandria	1108 Jofferson Street, Alexandria, VA-22314	100%
² City of Alexandria		
³ City of Alexandria		9 12

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity and "None" in the corresponding fields).

For a list of current council, commission and board members, as well as the definition of business and financial relationship, click here.

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
¹ City of Alexandria	None	None
² City of Alexandria		
³ City of Alexandria		

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.

02-07-2020 Date Printed Nam

Sidnature

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.)

The proposed permit requests an 8 x 32 construction trailer to be placed in the Four <u>Mile Run Park Commonwealth Avenue Parking Lot. The trailer will be used during the</u> summer months (May to September) to facilitate environmental education programs for <u>high school students. The "Science Lab" trailer and programs will be managed by a</u> partner organization, the Four Mile Run Conservatory Foundation, with the intent to <u>have students inventory wildlife and study wetland water quality.</u>

Attachment 1 shows the location within the parking lot. Attachment 2 is a diagram of the trailer, option 832 (without the restroom option).

The parking lot is currently used by park patrons accessing the softball field and Frank <u>Mann Field. The spaces in the lot are not marked, though the size of the trailer will</u> occupy roughly four parking spaces. The highest use of the parking lot is during <u>Alexandria Aces games, though the RPCA Recreation Services Division has</u> confirmed that four spaces will not have a significant impact to this use and they will communicate the purpose of the trailer to adjacent park user groups.

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).
 There will be a max number of four pupils at any given time between the hours of 9 am-4 pm during the week
 with minimal use during the weekends.
 - B. How many employees, staff and other personnel do you expect? Specify time period (i.e., day, hour, or shift).
 There will be 1-2 instructors on site.
- 6. Please describe the proposed hours and days of operation of the proposed use:

Day: Monday-Sunday	Hours: 9 am-5 pm
Please describe any potential noise emanating	from the proposed use.

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

Air conditioner.		

B. How will the noise be controlled?

7.

Noise will be minimal.

SUP #

B. Describe any potential odors emanating from the proposed use and plans to control them:
 N/A

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

One bag per week

- C. How often will trash be collected?Partner organization will remove garbage from site.
- D. How will you prevent littering on the property, streets and nearby properties?
 Waste receptacles are present throughout the park and the partner organization frequently holds litter-pick up events.
- **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:

12. What methods are proposed to ensure the safety of nearby residents, employees and patrons? Unit will be locked when not occupied and anchored. A/C and power will be <u>turned off at night.</u>

First aid equipment will be on site.

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.

SUP #		

PARKING AND ACCESS REQUIREMENTS

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

4	Standard spaces
	Compact spaces
	Handicapped accessible spaces.
	Other.

Planning and Zoning Staff Only	
Required number of spaces for use per Zening Ordinance Sect	ion 8-200A
Does the application meet the requirement? []Yes []No	

- B. Where is required parking located? (check one)
 - [√] on-site [] off-site
 - If the required parking will be located off-site, where will it be located?

PLEASE NOTE: Pursuant to Section 8-200 (C) of the Zoning Ordinance, commercial and industrial uses may provide offsite 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? <u>N/A</u>

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 #		
	В.	Where are off-street loading facilities located? <u>No loa</u>	dinoptoccur		-
	C.	During what hours of the day do you expect loading/ur	lloading operati	ons to occur?	
	D.	How frequently are loading/unloading operations expe	.,		<, as appropriate?
16.		t access to the subject property adequate or are any str ary to minimize impacts on traffic flow?	reet improveme	nts, such as a nev	v turning lane,
	N/A				-
SITE	СНАБ	RACTERISTICS			-
17.	Will the	proposed uses be located in an existing building?	[] Yes	[/] No	
	Do you	propose to construct an addition to the building?	[] Yes	[J] No	

How large will the addition be? ______ square feet.

18. What will the total area occupied by the proposed use be?

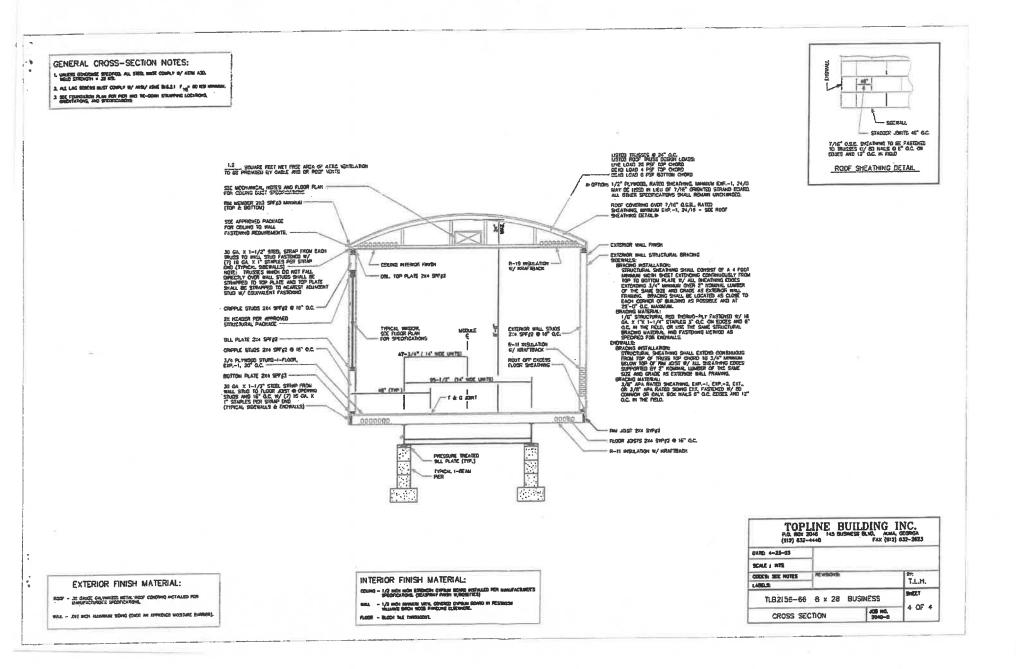
_____sq. ft. (existing) + <u>256</u>____sq. ft. (addition if any) = <u>11,775</u>__sq. ft. (total)

- 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: Park

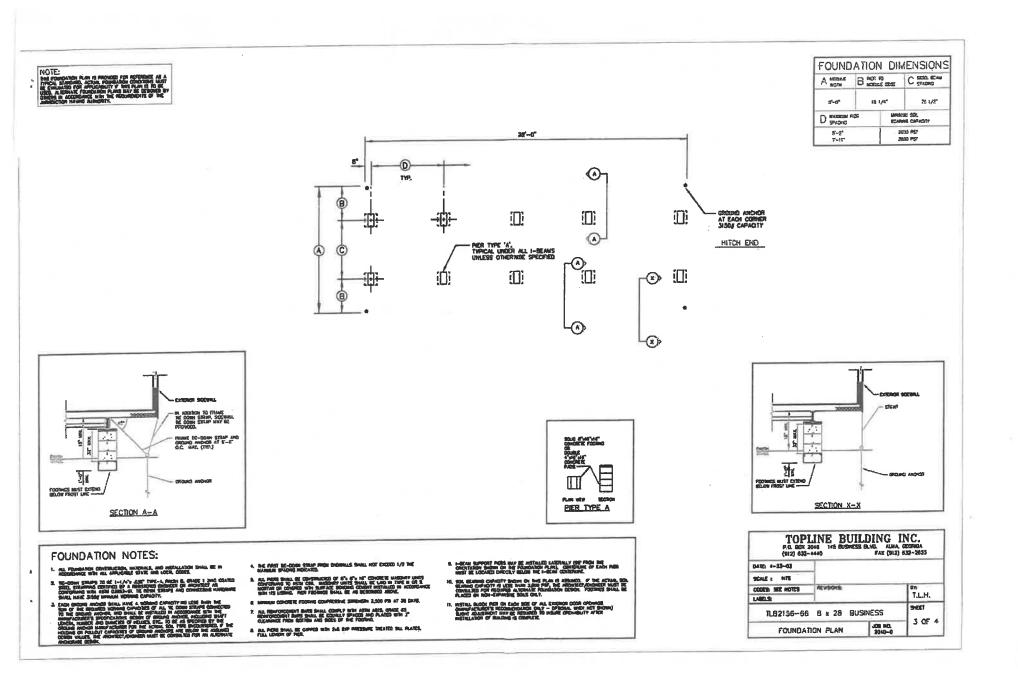
End of Application

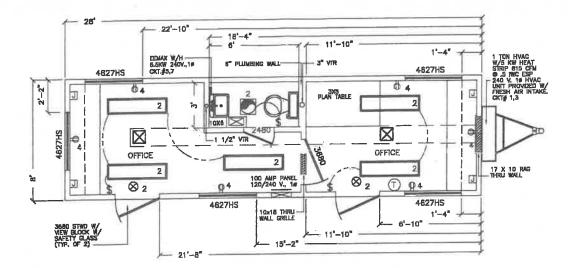


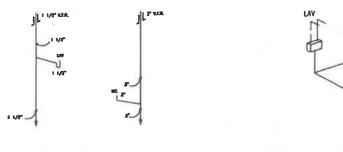
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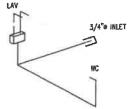
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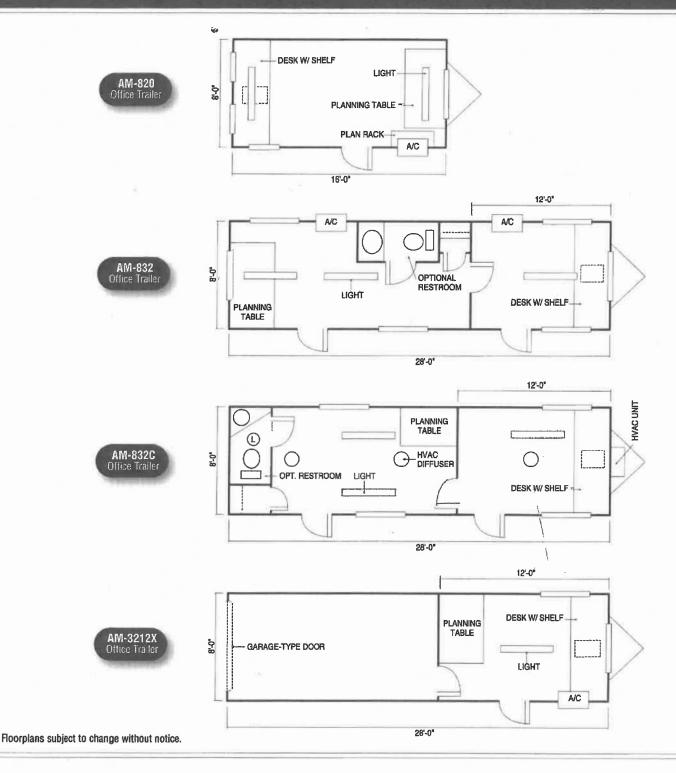
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