

City of Alexandria, Virginia
Department of Planning & Zoning

SPECIAL USE PERMIT CERTIFICATE

Article XI, Division A, Section 11-510 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia requires that you display this Special Use Permit in a conspicuous and publicly accessible place. A copy of the list of conditions associated with the special use permit shall be kept on the premises and made available for examination by the public upon request.

Special Use Permit #2022-00071

Approved by Planning and Zoning: October 26, 2022

Permission is hereby granted to: Monarch Montessori School, LLC

to use the premises located at: 218 East Monroe Avenue

for the following purpose: see attached report

It is the responsibility of the Special Use Permit holder to adhere to the conditions approved by City Council. The Department of Planning and Zoning will periodically inspect the property to identify compliance with the approved conditions. If any condition is in violation, the permit holder will be cited and issued a ticket. The first violation carries a monetary fine. Continued violations will cause staff to docket the special use permit for review by City Council for possible revocation.

10/26/2022

Date

Karl Moritz

(by T. LaColla)

Karl Moritz, Director
Department of Planning and Zoning

DATE: October 26, 2022

TO: Tony LaColla, AICP, Division Chief
Department of Planning and Zoning

FROM: Mavis Stanfield, Urban Planner
Department of Planning and Zoning

SUBJECT: Special Use Permit #2022-00071
Administrative Review for New Use
Site Use: Day Care Center
Applicant: Monarch Montessori School, LLC
Location: 218 East Monroe Avenue
Zone: R2-5 / Single-and two-family zone

Request

Special Use Permit #2022-00071 is a request to operate a day care establishment, Montessori School, Inc., at 218 East Monroe Avenue. The business would care for up to 98 children, with a staff of 12 individuals. The children cared for would be six weeks to five years of age. The hours of operation would be Monday through Friday from 8 a.m. to 5:30 p.m.

The applicant's proposed pick-up and drop off plan utilizes five off-street, parking spaces located in the on-site parking lot. The spaces would be utilized during pick-up and drop off times for parents who would park and walk their children to meet daycare center staff.

Background

The day use is proposed to be located in a two-story masonry education wing of an existing church, St. Paul's Pentecostal Church which has owned the property since 1995. Records reflect that the church was constructed in the early 1960's. In 1997, Special Use Permit #97-0024 was approved to expand an existing day care center use. According to the applicant, that day care center use vacated the property in 2005. The 12,944 lot is surrounded by single-family homes and is five lots west of Mount Vernon Avenue.

Parking

Per Zoning Ordinance Section 8-200(A)(16)(a), a minimum of 0.25 spaces per 1,000 square feet of floor area and a maximum of three spaces per 1,000 square feet are required for day care uses. The use consists of 2,579 square feet of space and therefore the minimum number of spaces would be less than one space; any parking requirement of two spaces or less is waived. However, staff typically requires one space per 20 children for day care centers for pick-up and drop off, so the required parking is five spaces in the on-site parking lot for pick-up and drop off, based on 98 children.

Community Outreach

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. Staff did not receive any comments about the request.

Staff Action

Staff generally supports the applicant’s request for a day care at this location. The use would serve residents with an additional childcare option, which is a continuous need in the area.

However, given the constraints of the limited parking area, which measures approximately 49 by 78 feet, and the inadequate arrangement of parking spaces, staff finds the pick-up and drop off plan would accommodate the safe transfer of children in the five spaces only along the east side of the parking lot with spaces on the west side of the lot blocked off by pylons or stanchions.

Staff has included a condition that requires the applicant to maintain this arrangement of parking during pick-up and drop off, until the one-year review for the SUP occurs, at which time the property shall have been surveyed and re-stripped, in accordance with Zoning Ordinance specifications for turning radii and parking space dimensions. Further, the conditions specify that only parents dropping off or picking-up children may use the parking lot during the pick-up and drop off times, with the exception of the Church van, which is always on the property. After the parking lot has been redesigned and restriped according to regulations, the applicant may use the entire lot for pick-up and drop off.

In addition to the limitations of the parking lot, staff has concerns about the ability of parents to drop off and pick-up potentially up to 98 children within a 15-minute timeframe in the morning and the evening, as the applicant originally proposed. Staff has asked the applicant to extend that period to a minimum of one hour, from 7 a.m. to 8 a.m. in the morning and from 5 p.m. to 6 p.m. in the evening. The applicant has agreed to this timeframe, and this is required in Condition #4.

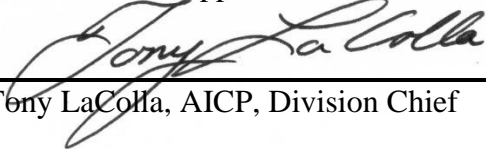
Staff has also included conditions consistent with other day care SUPs, including employee training (Condition #2), litter (Condition #13), and noise (Condition #15). To further minimize traffic and support environmental measures, Conditions #and #9 encourage patrons and employees to use alternative transportation such as metro rail, buses and bicycles.

Staff hereby approves this special use permit request.

ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: October 26, 2022

Action: Approved



Tony LaColla, AICP, Division Chief

- Attachments: 1) Special Use Permit Conditions
2) City Department Comments
3) Statement of Consent

CONDITIONS OF SPECIAL USE PERMIT #2022-00071

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

1. The special use permit shall be granted to the applicant only or to any business or entity in which the applicant has controlling interest. (P&Z)
2. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all Special Use Permit provisions and requirements. (P&Z)
3. Within one year of the approval of this Special Use Permit, the applicant shall secure the services of a licensed professional to survey the parking lot and design parking that meets the requirements of Sect. 8-200(D) of the Zoning Ordinance to the satisfaction of the Director of Planning & Zoning. The applicant shall stripe the parking lot in accordance with the dimensions shown on the survey and may use the entire parking lot for pick-up and drop off afterwards. (P&Z)
4. The applicant shall stagger the arrival and departure of patrons to ensure that the use of five off-street parking spaces located on the parking lot associated with the day care use (and the church on weekends) is conducted safely in parking spaces on the east side of the parking lot. No other vehicles, such as those of the day care center staff, shall park in the parking lot during the times of pick-up and drop off, except for the church van. The timeframe for pick-up and drop off shall be 7 a.m. to 8 a.m. in the morning and 5 to 6 p.m. in the evening, Monday through Friday. (P&Z)
5. The Director of Planning & Zoning reserves the right to revisit the pick-up and drop-off plan and may impose amended or additional requirements to ensure pick-up and drop-off facilities are maintained and do not impact traffic circulation. These measures may include, but are not limited to, adjusted staggered pick-up/drop off time and/or additional staffing and/or personnel directing patrons. (P&Z)
6. Enrollment is capped at 98 children. Enrollment over 98 children will require an amendment to the Special Use Permit and reevaluation of the pick-up and drop-off plan. (P&Z)
7. The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
8. 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)
9. The applicant shall encourage patrons to park off-street through the provision of

information about nearby garages or lots in the business' advertising and website. (T&ES)

10. The applicant shall require its employees who drive to use off-street parking. (T&ES)
11. No vehicles associated with the use shall be permitted to idle for more than 10 minutes when parked. (T&ES)
12. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape, invasion by animals, or leaking. (T&ES)
13. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
14. 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)
15. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property lines. (T&ES)
16. The applicant shall obtain permission to use nearby City Parks by applying to the Department of Recreation, Parks and Cultural Activities. (RPCA)
17. 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)

CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- R-1 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)

- R-2 The applicant shall require its employees who drive to use off-street parking. (T&ES)

- R-3 The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)

- R-4 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)

- R-5 The applicant shall encourage patrons to park off-street through the provision of information about nearby garages or lots in the business' advertising and website. (T&ES)

- R-6 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-7 All waste products including but not limited to organic compounds (solvents and cleaners) shall be disposed of in accordance with all local, state and federal ordinances or regulations. (T&ES)

- R-8 No vehicles associated with this project shall be permitted to idle for more than 10 minutes when parked. (T&ES)

- R-9 Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape, invasion by animals, or leaking. (T&ES)

Code Enforcement:

- C-1 Building permit is required. The daycare use shall be I-4 or E, not I-2, the church use is A-3, not A-4.

Health Department:

No comments received.

Parks and Recreation:

R-1 Provide a diagram of the daycare's playspace, including location, size, and programming.
(The applicant satisfied this recommendation)

Police Department:

No comments received.

Fire:

No comments received.

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2022-00071. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the daycare at 218 E Monroe Avenue.

C. Haynes
Applicant - Signature

11/9/2022
Date

CHARLOTTE C. HAYNES
Applicant - Printed

11/9/2022
Date