

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	#2024-00083
Approved by Planning and Zoning:	February 25, 2025
Permission is hereby granted to:	Uptown Petro Holdings, LLC
to use the premises located at:	801 North Washington Street
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.

February 25, 2025

Date

Karl Moritz (by T. LaColla)

Karl Moritz, Director
Department of Planning and Zoning

DATE: February 25, 2025

TO: Tony LaColla, Division Chief,
Land Use Services, Department of Planning and Zoning

FROM: Mavis Stanfield, Planner
Department of Planning and Zoning

SUBJECT: Special Use Permit #2024-00083
Administrative Review for Change of Ownership
Site Use: Automobile service station
Applicant: Uptown Petro Holdings, LLC
Location: 801 North Washington Street
Zone: CDX/Commercial downtown

Request

Special Use Permit #2024-00083 is a request to change ownership of an existing automobile service center from NOVA Petroleum Suppliers, LLC to Uptown Petro Holdings, LLC. No other changes to the automobile service center business are proposed and the applicant would continue operating with the same name, Old Town Shell.

Community Outreach

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. The North Old Town Independent Citizens Civic Association was sent an e-mail with information about the current application. Staff did not receive any comments to cause docketing of the change of ownership request.

Staff Action

Staff supports the change of ownership request and finds the continued operation of an automobile service center at this location to be a positive amenity to the community, offering gas sales and vehicle repair at a well-maintained location. Staff has carried forward the previous conditions and amended and added current standard conditions. For example, limitations on the types of convenience retail items that may be sold and the sale of alcohol have been removed. Conditions that have been added include requiring employees to use off-street parking (Condition #28) and other transportation-related conditions.

Staff has modified Condition #4, which was added with SUP#96-0073, to permit a maximum of 17 vehicles to be parked or stored on-site, "consistent with the parking plan submitted with this application." During a zoning inspection conducted on February 14, it was discovered that two parking spaces shown on the "parking plan" located along the northern property line are now being used as drive aisles for a service bay, and therefore the number must be reduced to 15 vehicles parked or stored on-site. However, this reduction in the number of parking spaces does not adversely affect the property with respect to the required minimum number of spaces, as the parking requirement is only 13 spaces, where one space per gasoline pump and one space per 400 square feet of floor area is required. The service station has eight pumps and 1,886 square

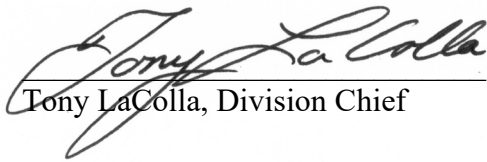
feet which equates to a minimum requirement of 13 spaces. The reference to the “parking plan” is also being removed from this condition, since it does not appear that the parking plan has been used for many years.

Staff hereby approves the Special Use Permit request.

ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: February 25, 2025

Action: Approved


Tony LaColla, Division Chief

Attachments: 1) Special Use Permit Conditions
2) Statement of Consent

CONDITIONS OF SPECIAL USE PERMIT #2024-00083

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 a controlling interest. (P&Z) (SUP#96-0073)
2. Repair work done on the premises shall be limited to light automotive repair. (P&Z) (SUP#96-0073)
3. No repair work shall be done outside. (P&Z) (SUP#96-0073)
4. **CONDITION AMENDED BY STAFF:** No more than 175 vehicles shall be parked or stored outside at any time and they shall be parked in a neat orderly arrangement ~~consistent with the parking plan submitted with this application.~~ (P&Z) ~~(SUP#96-0073)~~
5. No junk, stripped, or abandoned vehicles shall be displayed, parked, or stored on a public right-of-way or on the property. (SUP#2015-00078)
6. No vehicle parts, tires, or other materials shall be permitted to accumulate outside except in a dumpster or other suitable trash receptacle or enclosure. (P&Z) (SUP#96-0073)
7. The hours of operation shall be limited to 6:00 AM to 11:00 PM, Monday through Saturday, and 7:00 AM to 9:00 PM, Sunday. (P&Z) (SUP#96-0073)
8. The premises shall not be used at any time for storage of automobiles that are not on the premises for the purpose of being serviced. (P&CD) (SUP #807)
9. **CONDITION DELETED BY STAFF:** ~~No banners, streamers, flags, or similar advertising devices shall be displayed on the premises, but signs advertising may be displayed in accordance with Article IX, Section 9-100 of the zoning ordinance of the City of Alexandria, Virginia.~~ (P&Z) ~~(SUP#2015-00078)~~
10. No overnight heavy duty trucks or heavy industrial equipment shall be stored. (P&CD) (SUP #807)
11. Condition deleted.
12. The applicant shall post the hours of operation at the entrance to the business. (P&Z) (SUP#96-0073)
13. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (P&Z) (SUP#2015-00078)

14. **CONDITION AMENDED BY STAFF:** ~~No alcoholic beverages shall be sold. On and off-premise alcohol sales are permitted in compliance with Virginia ABC requirements. (P&Z) (SUP#96-0073)~~
15. **CONDITION DELETED BY STAFF:** ~~Convenience retail items sold shall be limited to cigarettes, sodas, prepackaged snack foods, chips, cookies, gum, magazines and similar such items. (P&Z) (SUP#96-0073)~~
16. All waste products including but not limited to organic compounds (solvents), motor oils, and antifreeze shall be disposed of in accordance with all local, state and federal ordinances or regulations and shall not be discharged into the sanitary or storm sewers. (T&ES) (Health) (SUP#96-0073)
17. The applicant shall comply with the City of Alexandria Best Management Practices Manual for Automotive Related Industries. A copy can be obtained by contacting the Division of Environmental Quality at (703)746-4065 or at <http://alexandriava.gov/Environment> under Forms and Publications. (SUP#2015-00078)
18. **CONDITION DELETED BY STAFF:** ~~The applicant shall contact the Community Relations Unit of the Alexandria Police Department at 703-746-6388 for a security survey for the business and a robbery awareness program for all employees. (P&Z) (SUP#2015-00078)~~
19. The applicant shall maintain the following elements in good condition:
 - a. street trees along North Washington and Madison Streets;
 - b. plantings along Washington and Madison Streets; and
 - c. landscaping at the north property line so as to create a separation between this site and the one to the north. (SUP#2015-00078)
20. Condition deleted.
21. Condition deleted.
22. No repair work shall be done outside on the subject properties. All repairs of motor vehicles at the site shall be conducted inside a building or structure. (P&Z) (SUP#2015-00078)
23. Supply deliveries, loading and unloading activities shall not occur between the hours of 11 :00pm and 7:00am. (P&Z) (SUP#2015-00078)
24. 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. (P&Z) (SUP#2015-00078)

25. 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 and Environmental Services. (P&Z) (SUP#2015-00078)
26. **CONDITION AMENDED BY STAFF:** The Director of Planning and Zoning shall review the special use permit one year after it has been operational ~~for one year, and then~~ again every three years for compliance with all conditions and may ~~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) or 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 to offset land use impacts not addressed in the city code.~~ (P&Z) (SUP#2015-00078)
27. **CONDITION ADDED BY STAFF:** Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in closed containers which do not allow invasion by animals. No trash or debris shall be allowed to accumulate on site outside of those containers. (P&Z)
28. **CONDITION ADDED BY STAFF:** The applicant shall require its employees who drive to use off-street parking. (T&ES)
29. **CONDITION ADDED BY STAFF:** 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)
30. **CONDITION ADDED BY STAFF:** 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)

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.

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2024-00083. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the automobile service station use at 801 North Washington Street.

Hope Gardepe
Applicant - Signature

2/25/2025
Date

Hope Gardepe
Applicant - Printed

2/25/2025
Date