

DATE: April 21, 2025

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

FROM: Mavis Stanfield, Planner  
Department of Planning and Zoning

SUBJECT: Special Use Permit #2025-00017  
Administrative Review for New Use  
Site Use: Animal Care with Overnight Accommodations  
Applicant: James R. Graham/CityVet  
Location: 3660 King Street  
Zone: CG / Commercial general

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### **Request**

Special Use Permit #2025-00017 is a request to operate an animal care facility with overnight accommodations, with the trade name CityVet. The use would consist of a veterinary clinic for household pets, providing treatment, medications, vaccinations and related services. Animals may be hospitalized overnight strictly in connection with a medical procedure, but there would be no animal boarding.

The animal care facility would be open daily from 7 a.m. to 7 p.m., with approximately 20 clients per day and with a range of 5 to 10 employees per day. The care facility would occupy 3,600 square feet of space, with four exam rooms, four doctors, a pharmacy, lab, and a grooming area further to the back of space. There would be no outdoor facilities. The veterinary facility would be located in the middle of the existing Bradlee Shopping Center, between the Michael's craft store to the southeast and the Fresh Market grocery store to northwest.

### **Background**

According to tax assessment records, the Bradlee shopping center was constructed in 1957, has a gross floor area of 156,584 square feet and is located on roughly 10 acres. The property is surrounded by the Fairlington Towne Home townhouses to the north and west, the Minnie Howard campus also to the west, and the Fairlington multifamily development in Arlington County to the north and east, with additional shopping center parking, the Episcopal high school campus and more commercial development to the south.

### **Parking**

According to Section 8-200(A)(16)(c)(i) of the City's Zoning Ordinance, an animal care facility located outside the City's Enhanced Transit Area is required to provide a minimum 0.75 off-street parking spaces per 1,000 square feet of floor area. Thus, the 3,600 square-foot animal care facility is required to provide a minimum of three off-street parking spaces.

Parking on the property was provided in accordance with significantly higher parking rates that are currently established by the Zoning Ordinance. The applicant has stated that the property has 674 parking spaces, which equates to approximately one space per 250 square feet of building space. The previous parking rates, combined with the addition of spaces which has occurred over time, establish that the number of parking spaces exceeds today's commercial parking requirements. The applicant indicates that two loading spaces will be available for the animal care use, one in the parking lot in front of the tenant space and one behind the tenant space in the drive aisle that faces the Minnie Howard Campus.

**Community Outreach**

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. Notice was also sent via email to the Seminary Hill Association. No comments were received regarding the application.

**Staff Action**

Staff supports the applicant's request for an animal care facility with overnight accommodation at this location. The business would be located in the middle of an existing shopping center which has ample parking. As no outdoor use is proposed, there are no negative impacts anticipated. The use is permitted when located in a commercial complex and the shopping center meets the definition of a commercial complex. The business would provide the community with an additional option for veterinary care.

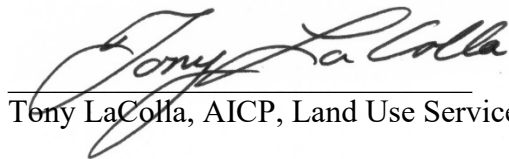
Standard conditions have been included in the staff report, such as picking up litter (Condition #4), prohibiting supply deliveries between 11 p.m. and 7 a.m. (Condition #5), controlling odors (Condition #6) and conditions related to restricting parking to off-street spaces and encouraging use of public transportation (Conditions #7 through #10).

Staff hereby approves the Special Use Permit request.

**ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:**

Date: April 21, 2025

Action: Approve



Tony LaColla, AICP, Land Use Services Division Chief

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

## **CONDITIONS OF SPECIAL USE PERMIT #2025-00017**

The new owner 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 corporation in which the applicant has a controlling interest. (P&Z)
2. No food, beverages, or other materials shall be stored outside. (P&Z)
3. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all SUP provisions and requirements. (P&Z)
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)
5. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11 p.m. and 7 a.m. (T&ES)
6. Control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES)
7. The applicant shall require its employees who drive to use off-street parking. (T&ES)
8. 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)
9. 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)
10. The applicant shall encourage patrons to park off-street through the provision of information about parking at the shopping center, in nearby garages or lots in the business' advertising and website. (T&ES)
11. The Director of Planning and Zoning shall review the special use permit one year after it has been operational, and then again every three years for compliance with all conditions and may docket the matter for consideration by the Planning Commission and City Council

if 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; or the Director has determined that new or revised conditions are needed to offset land use impacts not addressed in the City Code.  
(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.

## 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 Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-3 Control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES)
- R-4 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-5 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)
- R-6 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)
- R-7 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)
- C-1 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov), for information about completing this form. (T&ES)
- C-2 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)

- C-3 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)

Code Enforcement:

A building permit will be required.

Health Department:

No comments.

Parks and Recreation:

No comments.

Police Department:

No comments.

Fire:

C-1 This use will require a fire protection system.

- C-2 This new use may require a fire prevention permit.  
The permit application can be accessed online at:  
[www.alexandriava.gov/fire-department/the-fire-marshals-office](http://www.alexandriava.gov/fire-department/the-fire-marshals-office)

## STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2025-0017. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the animal care facility with overnight accommodation at 3660 King Street.

James R. Graham  
Applicant - Signature

April 24, 2024  
Date

James R. Graham  
Applicant – Printed

April 24, 2024  
Date