

DATE: June 10, 2025

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

FROM: Lanning Blaser, Planner
Department of Planning and Zoning

SUBJECT: Special Use Permit #2025-00013
Administrative Review for New Use
Site Use: Light Automobile Repair
Applicant: Zeshan Hafeez
Location: 4930 B Eisenhower Avenue
Zone: OCM(100) /Office Commercial Medium (100)

Request

Special Use Permit #2025-00013 is a request to operate a new automobile light repair use at 4930 B Eisenhower Avenue. The 1,800 square foot automobile light repair business would operate from 7 a.m. to 5 p.m. Monday through Friday and from 7 a.m. to 12 p.m. on Saturday. The business would service an average of five customers daily by appointment only and would perform tune ups, small repairs, and maintenance.

The site at 4930 B Eisenhower Avenue has two floors and contains 3,200 square feet of floor area. The applicant is using only the first floor of 1,800 square feet. The second floor will remain vacant and not in use by the applicant.

Parking

Section 8-200A(18) requires one parking space for every 400 square feet of floor area. The applicant has 1,800 square feet of first floor space, requiring a minimum of five parking spaces. There are four designated parking spaces in the shared parking lot, and one space at the indoor service bay. The applicant, therefore, meets the parking requirement.

Community Outreach

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. On April 8, 2025, staff received a letter from the condominium Unit Owners' Association of Build America Six, expressing opposition to the special use permit request. The association cited concerns about parking capacity in the shared lot and vehicle congestion stemming from other automobile related uses in the multi-unit building. At the time of the letter, it stated the applicant had not yet received approval from the condominium board to use the unit for an automobile repair business as required by the organization's bylaws. The applicant and his legal representative met with the Unit Owners' Association of Build America Six to discuss the association's concerns and confirmed the availability of five parking spaces, ensuring the Zoning Ordinance parking requirements would be met. Satisfied with the applicant's representations, the Unit Owners

Association of Build America Six rescinded its opposition to the SUP application request on June 5. No other public comments were received.

Staff Action

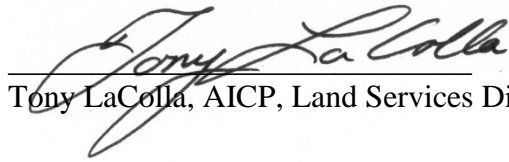
Staff supports the applicant's request for a light automobile repair use at this location through administrative SUP approval. The request complements the surrounding uses at the multi-unit complex, which includes other automobile repair uses, and the parking requirement is met with five available spaces. This light automobile repair use is not expected to have negative neighborhood impacts, as residential properties are not nearby. Standard conditions for automobile repair have been added to ensure an orderly appearance, environmental safeguards, and the management of parking.

Staff hereby approves the Special Use Permit request.

ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: June 10, 2025

Action: Approve

A handwritten signature in dark ink, appearing to read "Tony LaColla", is written over a horizontal line.

Tony LaColla, AICP, Land Services Division Chief

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

CONDITIONS OF SPECIAL USE PERMIT #2025-00013

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. Food, beverages, or other material shall not be stored outside. (P&Z)
3. All vehicles on the lot shall be stored in a neat and orderly manner and the area around the building shall be kept free of debris. (P&Z)
4. Junked, abandoned, or stripped vehicles shall not be displayed, parked, or stored outside. (P&Z)
5. Vehicles shall not be displayed, parked, or stored on a public right-of-way. (P&Z)
6. Loading or unloading of vehicles, if any, shall take place on-site and during the hours of operation. (P&Z)
7. Repair work shall not be done outside. All repairs of motor vehicles shall be conducted inside a building. (P&Z)
8. Vehicle parts, tires, or other materials shall not be stored or permitted to accumulate outside, except in a dumpster or other suitable trash receptacle or enclosure. (P&Z)
9. Debris or vehicle parts shall not be discarded on the public right-of-way. (P&Z)
10. The hours of operation shall be limited to between 7 a.m. and 5 p.m. Monday through Friday; 7 a.m. to 12 p.m. on Saturdays. (P&Z)
11. 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)
12. The area around the building shall be kept free of debris and maintained in an orderly and clean condition. (P&Z)
13. The applicant shall require its employees who drive to work to use off-street parking. (T&ES)
14. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape or invasion by animals. No trash and debris shall be allowed to accumulate outside of those containers. Outdoor trash receptacles shall be screened to the satisfaction of the director. (P&Z)

15. 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)
16. 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)
17. 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)
18. All waste products including, but not limited to organic compounds (solvents), motor oil, compressor lubricant and antifreeze shall be disposed of in accordance with all local, state and federal ordinances or regulations and not be discharged to the sanitary or storm sewers, or be discharged onto the ground. (T&ES)
19. The applicant shall comply with the City of Alexandria Best Management Practices manual for automotive related industries found here:
https://www.alexandriava.gov/uploadedFiles/tes/info/Automotive_BMP_manual.pdfCont
(T&ES)
20. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be monitored and picked up at least twice during the day and at the close of the business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is in operation. (T&ES)
21. Repair work done on the premises shall be limited to light automobile repair. Repainting or collision repair is not permitted. (T&ES) (P&Z)
22. 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. (T&ES)
23. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
24. The applicant shall comply with the City of Alexandria Best Management Practices manual for automotive related industries. A copy can be obtained on the [Environmental Quality Forms and Publications](#) Website. (T&ES)
25. Car wash discharges resulting from a commercial operation shall not be discharged into a storm sewer. It is recommended that the car washes be done at a commercial car wash facility. (T&ES)

26. 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, for information about completing this form. (T&ES)
27. 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)
28. 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)
29. 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. (T&ES)
30. The Director of Planning and Zoning shall review the special use permit(s) one year after the use is 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)

CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- 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, 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)
- 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 No paint or coatings shall be applied outside of a paint spray booth and no material shall be disposed of by venting into the atmosphere. (T&ES)
- R-3 All waste products including, but not limited to organic compounds (solvents), motor oil, compressor lubricant and antifreeze shall be disposed of in accordance with all local, state and federal ordinances or regulations and not be discharged to the sanitary or storm sewers, or be discharged onto the ground. (T&ES)
- R-4 The applicant shall comply with the City of Alexandria Best Management Practices manual for automotive related industries. A copy can be obtained on the [Environmental Quality Forms and Publications](#) Website. (T&ES)
- R-5 Repair work done on the premises shall be limited to light automobile repair. (T&ES)

- R-6 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. (T&ES)
- R-7 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. (T&ES)
- R-8 Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- R-9 Car wash discharges resulting from a commercial operation shall not be discharged into a storm sewer. It is recommended that the car washes be done at a commercial car wash facility. (T&ES)
- R-10 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-11 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-12 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-13 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)

Code Enforcement:

- C-1 If it is changing of use, a building permit is required.

Health Department:

No comments received.

Recreation, Parks, and Cultural Activities:

No comments received.

Police Department:

No comments received.

Fire:

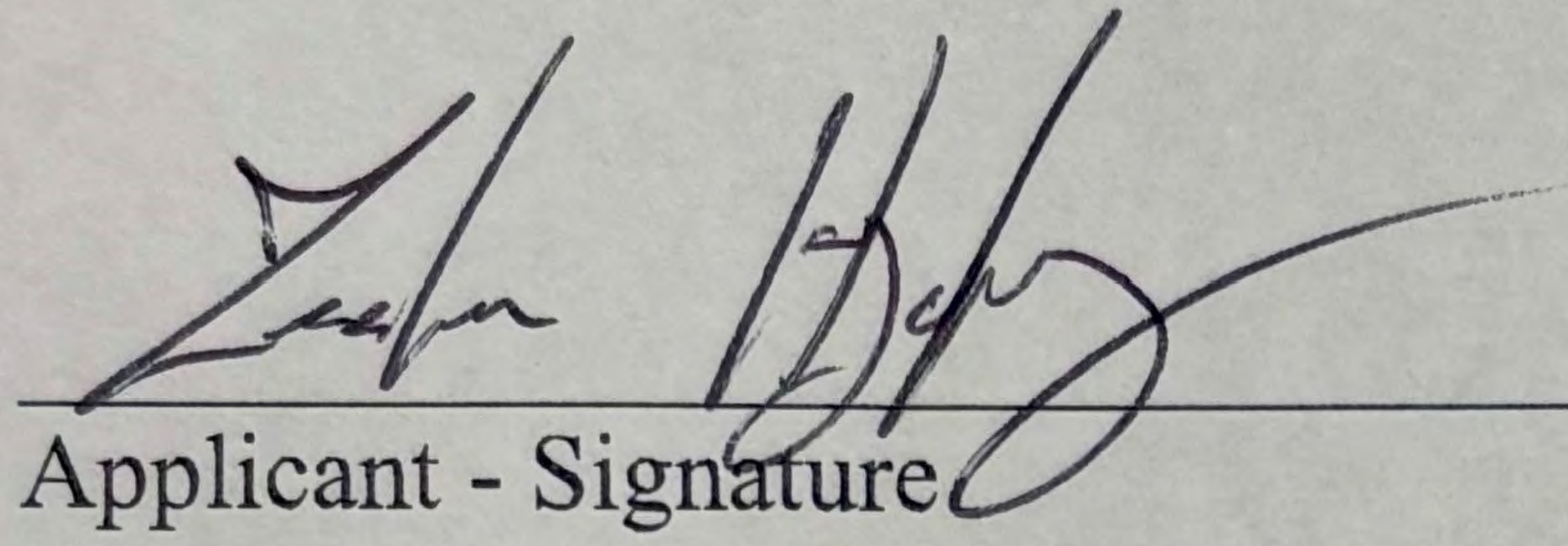
C-1 This new use will require a fire prevention permit.

Application can be accessed online at:

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 #2025-0013. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the light automobile repair use at 4930 B Eisenhower Avenue.


Applicant - Signature

6-12-25
Date

ZESHAN HAFEEZ
Applicant - Printed

6-12-25
Date