
AGSI – Archer Property
Minor Special Exception - SPMI 2009-0007
MEMORANDUM

DATE: March 16, 2010
TO: Mike Elabarger, Project Manager, Land Use Review
FROM: Matt Archer, Owner
RE: Applicant Response to 1st Referral Comments

The following provides the Applicant's response to 1st referral comments for SPMI 2009-0007. The Staff comment is repeated, and the Applicant's responses are in bold and italics.

Department of Building and Development - Zoning Administration – December 8, 2009

C. SECTION 6-1310 - ISSUES FOR CONSIDERATION:

See the Applicant's Statement of Justification for responses to this Section.

D. SECTION 5-614 – ISSUES FOR CONSIDERATION:

8. Section 5-614(F)(1) - requires a sketch plan as part of a zoning permit application for permitted small businesses. However, Section 5-614(F)(2) states that special exceptions may contain a condition for a site plan in lieu of a sketch plan, when the Board of Supervisors finds such a condition is necessary to mitigate potential off-site impacts of the proposed use.

See the attached maps and property diagrams serving as the Special Exception plat.

E. GENERAL COMMENTS

9. The number of required parking spaces for the small business will be equal to the number of permitted employees not residing on the premises, and should be identified during the Minor Special Exception process.

The Applicant proposes five (5) non-resident employees, two of which carpool together, resulting in four (4) vehicles coming to the Property for employment each day. It is proposed that three (3) vehicles will be housed inside garage bays during business hours, with one (1) employee vehicle parked on the driveway adjacent a garage bay. This is detailed in the Statement of Justification.

Resident vehicles will be parked either in the one (1) remaining garage bay or outside on the driveway. See Special Exception Plat Sheet 6, and Exhibit B.

F. SPECIAL EXCEPTION PLAT COMMENTS

10. *Parking.* Proposed parking areas should be shown and clearly labeled on the special exception plat.

See Special Exception Plat Sheet 6, and Exhibit B.

11. *Small Business Use.* All areas to be used for the Small Business use (offices, storage, etc.) should be clearly labeled on the plat.

The proposed small business use will utilize no more than 1,000 square feet in the basement of the property. A room measuring approximately 600 square feet is currently used at the proposed intensity (i.e., six total employees). See Exhibit C.

12. The special exception plat must have a scale of 1 inch = 200 feet.

See Exhibit A; this map is to the requested scale.

13. The special exception plat must be labeled with the owners' names and zoning of adjacent property.

See Special Exception Plat Sheets 2, 3, and 4; owner's name and zoning district are provided.

14. The special exception plat must show the location and general description of vegetation and existing tree cover.

See Exhibit A; existing vegetation and tree cover are identifiable on this map.

15. The special exception plat must show topography at contours of not more than five (5) feet.

See Exhibit A; 5' topography is provided as requested.

VA Department of Transportation – November 30, 2009

1. The driveway entrance shall comply with VDOT commercial entrance standards. See Figures 4-11 and 4-15 on pages G-89 and G-93 of the VDOT *Road Design Manual*. Since the driveway already serves four houses, it may already meet or exceed those standards.

To the best of the Applicant's knowledge, the driveway entrance (where private access easement drive meets April Circle) is built to the required commercial entrance standards.

Department of Planning –December 7, 2009

Staff finds that the proposed use of the subject property for a “small business” is consistent with the type of land uses anticipated within the Rural Policy Area, however, additional consideration of the scale and intensity of the proposed use is required. Specifically, the number of employees and additional vehicular trip generation associated with the proposed “small business” use may not be compatible with the residential character or primary residential uses of the surrounding properties at the proposed scale and intensity, within the existing subdivision. The Plan recommends that these types of locate within the towns and villages within the Rural Policy Area.

The Applicant concurs with Staff regarding the appropriateness of the proposed use. Regarding the ‘scale and intensity’ of the proposed use, the Applicant believes that five (5) non-resident employees, coming to the Property in a maximum four (4) vehicles per day, can be accommodated on the Property with no negative impacts to the surrounding property owners.

Loudoun County Health Department – November 20, 2009

The Health Department withholds any opinion on this application at this time. The applicant has not provided enough information as to the number of persons in the household.

The Applicant and Property/Business owner resides at the Property with his wife and small child. Proposed are up to five (5) non-resident employees who would come to the Property Monday through Friday for an average of eight (8) hours per day, to work for the Applicant’s information technology company in an office work space in the basement of the residence totaling no more than 1,000 square feet.

Office of Transportation Services – December 18, 2009

1. The Applicant should confirm the maximum number of employees (other than individuals who reside at the residence) that are proposed to work on-site.

The Applicant and Property/Business owner resides at the Property with his wife and small child. Proposed are up to five (5) non-resident employees who would come to the Property Monday through Friday for an average of eight (8) hours per day, to work for the Applicant’s information technology company in an office work space in the basement of the residence totaling no more than 1,000 square feet.

2. The Applicant should confirm whether either of the two (2) part-time off-site employees referenced in the Statement of Justification will travel to the residence at anytime for employment purposes.

There are no longer ‘part-time off-site’ employees being proposed. See answer above for the number of proposed employees.