DATE: July 1, 2005

SUBJECT: U-2607-88-1 USE PERMIT AMENDMENT for the Arlington Community Temporary Shelter, construct dormitory for maximum 21 occupants; premises known as 3127 N. 7th St. (RPC #19-010-005)

Applicant:
Doorways for Women and Families, Inc.
3179 Wilson Blvd.
Arlington, Virginia 22201

By:
Linda Dunphy, Executive Director

C.M. RECOMMENDATION:

Approve, subject to the conditions in the staff report, with a County Board review in two (2) years (July 2007).

ISSUES: None.

SUMMARY: This is a use permit amendment request to demolish an existing dormitory and construct a new facility on the same lot in the Lyon Park neighborhood and to increase the number of people in care from 16 to 21. After construction is complete, the property will provide adequate space for the proposed number of persons. The proposed use permit would allow temporary housing for women, their dependent children and/or families. The applicant, Doorways for Women and Families, Inc. (Doorways) has operated this non-profit shelter in the Lyon Park area with success and with no disruption to the neighborhood since 1989. The proposed use permit is not expected to adversely impact adjacent residential uses. Use permit conditions have been recommended to minimize potential impacts. Therefore, it is recommended that the new dormitory be approved, subject to the conditions in this staff report.

BACKGROUND: Doorways for Women and Families, Inc. formerly known as The Arlington Community Temporary Shelter, Inc. (TACTS), is a non-profit organization supporting homeless and abused women and their children with the subject emergency shelter. The County Board approved a use permit for TACTS for 12 women, their children and/or families in crisis situations in 1989. The use was amended in 1990 to increase capacity from 12 to 16 persons.
The use was last reviewed in July 1993 with no further review, and has continued to operate in compliance with the conditions of the use permit and without complaint.

**Site:** The 7,598 square foot site is located within a predominantly single-family neighborhood. It is located across 7th Street, North, just to the north of the Clarendon United Methodist Church. The oversized lot has a substandard average width of 45 feet, and a lot length of approximately 170 feet. Currently the site is developed with a 60-year old, two-story single-family home that houses a maximum of 16 women and children, a deck, a front porch, and an asphalt driveway.

**Zoning:** The site is zoned “R-6,” One-family Dwelling District.

**Land Use:** The site is designated on the General Land Use Plan as “Low Residential” (1-10 units per acre).

**Neighborhood:** Lyon Park Citizens Association. The Ashton Heights Civic Association is nearby and was also notified.

The applicant proposes to demolish the existing dwelling, construct a new three-level dormitory to provide short-term, emergency housing for a total of 21 women, their children and families in crisis situations. There would be a minimum of one (1) staff on-site at all times. The ages of the participants would vary from infancy to 60 years old. The shelter would operate 24 hours per day, seven days per week, and 365 days per year.

The basement of the building would consist of a meeting room, a counseling office, a laundry room, and storage and utility spaces. The basement has three window wells to provide natural light and walk-out stairs to the side yard. The first floor would consist of the main entrance, case manager’s office and director’s office, a handicapped accessible bedroom and bathroom, a pantry, a kitchen including dining area, an indoor play area, and a family room. The second floor would contain ten (10) bedrooms, and four (4) bathrooms for the residents. The attic would be used for storage, mechanical and equipment spaces. Outdoor spaces would include a front and a back porch on the first level, a driveway sufficient for three (3) parking spaces, an outdoor play area and landscaped green spaces.

**DISCUSSION:** The Doorways for Women and Families, Inc. has supported women and families in crisis in Arlington for 25 years. The existing 16-bed Emergency Shelter located in Lyon Park has provided service for women and children fleeing domestic violence or experiencing homelessness since 1989. The program provides basic life needs of shelter, food, and childcare, as well as transportation, and other supportive services in a home-like atmosphere. During 2004, 52 families with 81 children were served staying an average of 40 days. Doorways also has a Transitional Supportive Housing Program to help women achieve and maintain independent living after their stay at the shelter. The existing shelter is an orange frame single-family home and is more than 60 years old. According to the applicant, a recent architectural and safety evaluation found several structural and safety problems with the house, which prompted this application to completely rebuild the shelter. Doorways indicated that the cost of selling the existing house and purchasing another lot is prohibitive. In addition to the cost, since
it has had a good relationship with the neighborhood, Doorways chose to remain in Lyon Park instead of moving elsewhere. Doorways has requested up to $600,000 from the Community Development Block Grant (CDBG) Housing Development Fund (a revolving loan fund) to be combined with other resources for the redevelopment of the Emergency Shelter, which is addressed in an accompanying report. The current Doorways facility will need to be closed for approximately 12 months during the redevelopment. A Residential Services Relocation Plan will be developed by the organization with the help of County staff, and will include possible locations for temporary housing, cost estimates and sources of funds.

**Proposed Structure**: Doorways is proposing to demolish the existing building to construct a new two (2) story dormitory building on the same site. The new structure is proposed at a height of 25 feet with a street setback of 25 feet, a rear setback of 38 feet, and side yard setbacks of 8 and 10 feet. The total square footage is around 6,400 square feet and the coverage is 42.6 percent, lower than the current required 56 percent coverage in “R-6” districts. The proposal meets current height, setback and coverage requirements in the Zoning Ordinance for “R-6” districts. The proposed facility would be constructed of brick and siding. The proposed building is smaller than what could be permitted within the by-right building envelope.

The existing building has bedrooms in the basement. Doorways indicated that current fire and building codes no longer allow them to place bedrooms in the basement. They have to locate the bedrooms above ground which results in a larger floor area in the first two levels of the proposed building. In response to the staff and neighbors’ concern about the mass and volume of the initial proposal, the applicant has reduced the mass, height and square footage of the building significantly, yet maintained characteristics similar to the nearby residential houses. The applicant also improved the design and added details to the proposed building to break up the length of the building in order to decrease the massing, at additional cost to the construction. In addition, in response to the immediate adjacent neighbors’ request, Doorways proposes to select quieter air conditioning units and screen them with landscaping or fences.

Currently, there is a 32-inch caliper willow oak tree in the front yard of the site. The oak tree has a large canopy that extends over the roof of the existing shelter and it is within the footprint of the proposed building. Removal of the tree would be required to build the house as proposed. The applicant’s arborist and the County Arborist agreed that even if the new house is moved towards the rear of the lot, the critical root zone of the tree would still be within the limits of disturbance. Therefore, survival of the tree would still be questionable, given that the roots of the tree would be impacted during construction activities. The applicant is aware that trees identified to be preserved on the site will be required to be bonded in accordance with the County’s Tree Appraisal Policy. The applicant has also agreed to adhere to the Chesapeake Bay Ordinance and the County's Tree Ordinance, Tree Replacement Policy, Tree Appraisal Policy dated October 21, 2004, and County’s Landscape Standards as revised March, 2005. This agreement is addressed in Condition #11.

Doorways is interested in building a green dormitory and has been working with the County staff about the County’s Green House program.
Proposed Increase of Enrollment: Doorways proposes to increase the current maximum enrollment of the shelter from 16 to 21 residents. Staffing levels would not change. The proposed increase is based on the shelter’s optimal staffing ability, the continuing need for this service, and funding availability for the operation. The shelter provides services mainly to families. The five resident addition would allow the shelter to house one more family. The increase of one family would not change the use of the facility nor have significantly more impact on the community than what the existing shelter has. Furthermore, according to Doorways, the shelter is rarely at its full capacity because of the configuration of family sizes. The proposed new facility would continue to accommodate a variety of family sizes. Doorways is aware that any request to change the maximum enrollment in this shelter requires a use permit amendment to be approved by the County Board.

There would be 24-hour staff coverage of the house by a qualified case manager or volunteers. Doorways staff would monitor the house regularly and provide training and information about services, as well as counseling. Doorways encourages and facilitates the shelter’s adults to obtain employment. Therefore, the adult residents would not be in the shelter most of the workdays. The proposed use is expected to have minimal impact on the neighborhood since the majority of these individuals will be working or attending school during the day and will not have automobiles. The proposed three (3) parking spaces would be sufficient for their needs. Should there be any need for overflow parking, the shelter has established an agreement with the Clarendon United Methodist Church to use the church’s parking lot across the street.

Civic Associations: The applicant presented their plans to the Lyon Park Citizens Association several times at its executive committee meetings and a general membership meeting on June 8, 2005. The nearest neighbors to the subject site have been actively involved in the discussion. Their major concerns and Doorways’ response are listed below:

- Noise. In order to reduce the disturbance to the adjacent neighbors from the dormitory’s residents and the mechanical equipment serving the building, Doorways agrees to enhance the landscaping buffer at the rear property line, screen the six proposed air conditioners, and construct a seven (7) foot tall fence along the rear portion of the property. The air conditioners would only be operational during the warmer months of the year. Doorways stated that the proposed building would be divided into six zones for on-site staff to control the temperature. All six compressors would rarely be in operation at the same time. Doorways has proposed to choose the quietest units available and enclose the air conditioning compressors with sound-proof fences. Some neighbors to the north of the property requested that Doorways consider moving the air conditioning units to the front of the property. Staff considers Doorways’ choice of equipment and the screening measure to be sufficient in minimizing the disturbance to the rear properties. Due to the narrow street frontage of the subject lot and its location, moving the air conditioning units could impact the use of the handicap ramp and the residential character of the design.

Ongoing conversation about the landscaping buffer would continue between the neighbors, the Lyon Park Citizens Association, and Doorways. Other conditions are recommended to require the applicant to submit the landscaping plan, including the details of the fences, the driveway, interior walkways, porches, and final placement and
screening of the air conditioning compressors to the owners of the immediate adjacent lots and the Lyon Park Citizens Association prior to construction.

- Massing of the proposed building. After the meetings with the neighborhood, the applicant moved the storage space on the attic level to the basement so the building height was reduced. Architectural details have been added to visually decrease the volume of the building.

- Trash location. The neighbors were concerned that the additional outdoor dumpsters would be unpleasant. Doorways addressed that concern by proposing to enclose the dumpsters in a bin area on the side of the house. The neighbors pointed out that trash and donated items, especially large pieces of furniture, sometimes are not collected timely. The response to promptly remove unsightly objects from the shelter’s on-site staff has been somewhat irregular. Doorways has developed a communication plan/protocol with the neighbors to address any concerns during the construction of the shelter and in the future when the new shelter becomes operational. They plan to purchase new furniture for the shelter, thereby reducing the need for furniture donation.

- Smoking by the residents. It is Doorways’ policy that smoking is prohibited inside the dormitory.

**Planning Commission:** The Planning Commission voted unanimously to recommend approval of the use permit amendment at its June 29, 2005 meeting, with the following recommendations:

- Doorways should consider using sound-absorbing masonry instead of wooden fence to enclose the air conditioning compressors. The acoustical masonry fence is more effective and equally economical. The Commission recommends that the air conditioning units remain in the back of the property, because having them in the front yard would make the proposed building appear to be more commercial. Staff agrees with the Commission’s recommendation that the air conditioning compressors be located in the rear yard and has included language in Condition #25.

Condition #25: The applicant agrees to provide the final landscaping plan, including the materials and details of the fences, the driveway, interior walkways, porches, and final placement and screening of the air conditioning compressors, to the owners of the immediate adjacent lots and the Lyon Park Citizens Association prior to the issuance of a building permit. The applicant agrees to install the air conditioning compressors in the rear yard along with sound absorbing masonry screening walls. The owners and the Lyon Park Citizens Association shall be given at least 10 days to comment to the County while the plan is undergoing county review.

- The Commission suggested that Doorways allow the County’s Historic Preservation staff to salvage the existing building prior to the demolition. The applicant agrees. Additionally, the Commission suggested that Doorways change some of the circular windows to square in order to be more compatible with the historic neighborhood’s character. The applicant has agreed to change some of the windows following review by
the County’s Historic Preservation Coordinator of the design. Staff added Condition #26 to address these issues as follows:

Condition #26: The applicant agrees to submit the final building façade design drawings to the Arlington County Historic Preservation Coordinator for review prior to the issuance of a building permit. The applicant further agrees to allow the staff of the Arlington County Historic Preservation Program in the Neighborhood Services Division to conduct an architectural investigation of the existing single-family dwelling at 3127 N. 7th Street prior to the issuance of the Demolition Permit, and to retrieve any architectural elements that are deemed historically significant from the house.

- The Commission recommended a more appropriate two-year review period for the use permit, not one-year as recommended by staff. The proposed shelter is currently scheduled to be under construction from April to end of 2006. Staff agrees and the review period has been revised to July 2007.

CONCLUSION: The service Doorways provides continues to be relevant and needed by many residents in the County. Staff supports this use permit request for a residence for 21 persons and up to a maximum of one on-site case manager. The proposed new shelter would provide adequate space for the number of persons proposed after reconstruction. The use would not change but rather would continue to operate under use permit approval as it has for more than 15 years in a new, efficient, and aesthetically pleasing building. The applicant’s proposal acknowledges the single-family dwelling character of the surrounding neighborhoods and is compatible with the existing residential area. Doorways has agreed to the recommended conditions to further mitigate the impact. Therefore, it is recommended that the new dormitory be approved, subject to the conditions in this staff report, and with a review in two (2) years (July 2007).

1. The applicant (as used herein, the term applicant includes the owner, the applicant and their agents, employees, and all successors and assigns) agrees to comply with the plans prepared by Rust, Orling and Neale Architects, approved by the County Board at the County Board meeting of July 9, 2005 together with any modifications proposed by the applicant and accepted by the County Board or vice versa. This use permit approval expires three (3) years after the date of County Board approval if the owner has not obtained a building permit for construction in the approved plan and commenced construction under that building permit. Extension of this approval shall be at the sole discretion of the County Board. The applicant agrees that this discretion shall include a review of this use permit and its conditions for their compliance with County policies for land use, zoning, and special exception uses current at that time.

2. The applicant agrees to comply with the following before issuance of a final building permit for any structure on the property and to remain in compliance with this condition until the Certificate of Occupancy is issued.

   a. The applicant agrees to identify a person who will serve as liaison to the community throughout the duration of construction. The applicant agrees to
provide the name and telephone number of this individual, in writing, to the Zoning Administrator, the presidents of the Lyon Park Citizen Association and the Ashton Heights Civic Association, and to post that information at the entrance of the project.

b. Before commencing any clearing or grading of the site, the applicant shall hold a meeting with those whose property abuts the project to review the hauling route, location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Zoning Administrator is to be notified of the date of the meeting before a Clearing and Grading permit is issued. Copies of plans showing the hauling route, construction worker parking and temporary pedestrian and vehicular circulation shall be posted in the construction trailer and given to each subcontractor before they commence work on the project.

c. Throughout construction of the project, the applicant agrees to advise abutting property owners in advance and in writing of the general timing of utility work in abutting streets or on-site that may affect their services or access to their property.

d. At the end of each work day during construction of the project, the applicant agrees to ensure that any streets used for hauling construction materials and to enter the construction site are free of mud, trash and debris.

e. The applicant agrees that construction activity, except for construction worker arrival to the construction site and indoor construction activity, will commence no earlier than 7:00 a.m. and end by 6:30 p.m. on weekdays and will commence no earlier than 10:00 a.m. and end by 6:30 p.m. on Saturdays, Sundays, and holidays. “Holidays” are defined as New Year’s Day, Martin Luther King Day, Presidents’ Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans’ Day, Thanksgiving, and Christmas. Indoor construction activity defined as activity occurring entirely within a structure fully enclosed on all sides by installed exterior walls, windows, and/or doors shall end at midnight each day, and any such activity that occurs after 6:30 p.m. shall not annoy or disturb reasonable persons of normal sensitivities. The applicant agrees to place a minimum of one sign per street front indicating the permissible hours of construction around the construction site, to place one additional sign within the construction trailer containing the same information, and to provide a written copy of the permissible hours of construction to all subcontractors.

3. The applicant agrees that the dwelling shall meet the standards and requirements of the Department of Human Services (Social Services and the Environmental Health Bureau), the State of Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services, the Community Code Enforcement Office, the Inspection Services Office and the Fire Department, including the installation of smoke detection systems/alarms as specified by the Fire Marshal.
4. The applicant agrees that occupancy may not exceed 21 clients at any one time. In addition, the applicant agrees to provide 24-hour staff/volunteer coverage of the facility.

5. The applicant agrees to develop a plan for temporary pedestrian and vehicular circulation during construction. This plan shall identify temporary sidewalks and any other feature necessary to ensure safe pedestrian and vehicular travel around the site during construction. This plan shall be determined by the Department of Environment Services to meet these standards before the issuance of the Clearing, Grading and Demolition Permit.

6. The applicant agrees to comply with all state and local laws and regulations not expressly modified by the County Board's action on this plan and shall obtain all necessary permits for any work on or improvements to the property.

7. The applicant agrees that all landscaping on the site shall be established and maintained in accordance with the concept Landscape Plan approved by the County Board on July 9, 2005, and these conditions. The applicant further agrees that all landscaping called for in the conceptual landscape plan shall be installed and shall comply with and be subject to all penalties provided for in the County’s Landscape standards before the issuance of a certificate of occupancy for any structure on that lot unless another timing arrangement is approved by the Zoning Administrator because of the impractical or impossible nature of such timing. Furthermore, the applicant agrees to obtain the County Manager's or his designee's approval of a final landscape plan, consistent with the conceptual Landscape Plan and the final site development/engineering plan, prior to the issuance of the grading and demolition permit. Upon approval, the final landscape plan shall govern construction of the site.

The final site development and landscape plan shall include the following details, if applicable:

- The location and dimensions of utility meters, utility vaults and boxes, transformers, mechanical equipment including air conditioning compressors, fire hydrants, standpipes, stormwater detention facilities, the location of all existing and proposed utility lines and of all easements.

- The location, dimensions, and materials for driveways, driveway aprons, parking areas, interior walkways and sidewalks.

- Topography at two (2) foot intervals and the finished first floor elevation of all structures.

8. The applicant agrees that, except as otherwise specifically provided in these conditions, all required easements and right-of-way agreements shall be submitted to the County Manager or designee for approval and be recorded by the applicant before the issuance of a Final Building Permit.
9. Upon approval of the final site-engineering plan, the applicant agrees to submit a performance bond estimate for the construction or installation of all facilities within the public rights-of-way or easements to the County Manager or designee for review and approval. Upon approval of the performance bond estimate, the applicant agrees to submit a performance bond and agreement for the construction or installation of all these facilities including any required stormwater detention facility on the property within the public rights-of-way or easements to the County Manager or designee. This bond shall be executed by the applicant in favor of the County before the issuance of the Final Building Permit for any house on the property.

10. Landscaping shall conform to Department of Environmental Services (Transportation Planning) Standards and Specifications and to the following requirements:

   a. New planting materials shall be of good nursery stock and a nursery guarantee shall be provided by the applicant for two (2) years including the replacement and maintenance (to include but not be limited to pruning, feeding, spraying, mulching, weeding and watering) of all landscape materials following the issuance of the final certificate of occupancy for each individual unit.

   b. New plant materials and landscaping shall meet the American Standard for Nursery Stock Z60.1-73, and shall also meet the following standards:

      (1) Major deciduous trees, including street trees (shade or canopy trees such as Oaks, Maples, London Plane Trees, Japanese Zelkovas, etc.) - a height of 12 to 18 feet with a minimum caliper of 4 to 4 1/2 inches.

      (2) Evergreen trees (such as Scotch Pines, White Pines, Hemlocks, etc.) - a minimum height of 8 to 10 feet.

      (3) Ornamental deciduous trees (such as Cherries, Dogwoods, Serviceberries, Hornbeams, etc.) - a height of 10 to 14 feet with a minimum caliper of 1 1/2 to 2 inches.

      (4) Shrubs - a minimum spread of 18 to 24 inches.

      (5) Groundcover - in 2" pots.

   c. All new lawn areas shall be sodded; however, if judged appropriate by the County Manager or his designee, based on accepted landscaping standards, seeding may be substituted for sod. All sod and seed shall be state certified.

   d. Exposed earth not to be sodded or seeded shall be well-mulched or planted in ground cover. Areas to be mulched may not exceed the normal limits of a planting bed.
e. Soil depth shall be a minimum of four (4) feet for trees and tall shrubs and three (3) feet for other shrubs.

f. Finished grades shall not exceed a slope of three to one or the grade that existed before the site work began, or otherwise approved by the County Manager or his designee.

g. The applicant agrees to maintain the site in a clean and well-maintained condition before the issuance of the Clearing, Grading and Demolition Permit and agrees to secure and maintain the site throughout the construction and phasing process.

h. The applicant agrees to notify the Department of Parks, Recreation and Community Resources (DPRCR) Urban Forester at least 72 hours in advance of the scheduled planting of any street trees in the utility strip and to be available at the time of planting to meet with staff of DPRCR to inspect the plant material, the tree pit and the technique of planting. Soil used in the tree pit must meet the specifications for street tree plantings available from the DPRCR Urban Forester.

i. The applicant agrees to show on the landscape plan the locations and sizes of the proposed optional decks/patios. The applicant agrees that the unenclosed decks/patios shall only be added to the units in locations shown on the Site and Grading Plan. Minor modifications (less than 200 square feet in area) to the design of the building, decks, patios and lot layout may be approved by the County Manager or his designee.

j. The applicant agrees that any fences along the exterior property lines of this development are subject to Section 32, 3-e of the Arlington County Zoning Ordinance.

11. The applicant agrees to hire a certified arborist or horticulturist to identify and prepare documents as part of the final landscaping plan that would denote all trees and shrubs proposed to be preserved on the site and to submit a tree protection plan which identifies by species trees and shrubs to be saved, in addition to identifying any new trees and shrubs which would be included on the site prior to the issuance of the grading and demolition plan. The applicant further agrees that any trees to be preserved shall be indicated by a posted sign, in English and Spanish, on or near the trees. The tree protection plan shall be approved by the County Manager or his designee as part of the final landscaping plan prior to the issuance of any grading and demolition plan. The applicant understands and agrees to meet the County standards for tree replacement values for the loss of any mature trees lost or removed during construction of the site, prior to the issuance of the final Certificate of Occupancy.

12. The applicant agrees to contact all utility companies, including the electric, telephone and cable television companies, and offer them access to the site at the time of utility installation to install their underground cables. In order to comply with this condition the
applicant agrees to submit to the Zoning Administrator copies of letters from the applicant to the utility companies offering them access as stated above.

13. The applicant agrees that all permanent utility services serving the dormitory dwelling on the site shall be located below ground. Any utility improvements necessary to provide adequate utility services to this development shall be paid for by the applicant and shall not result in the installation of any new utility poles.

14. The applicant agrees that all engineering design plans and subsequent construction shall be in accordance with the latest edition of the Arlington County Department of Environmental Services (Transportation Planning) Construction Standards and Specifications.

15. The applicant agrees that all sanitary sewers and water mains, including water services, shall have a minimum of ten (10) feet horizontal clearance from each other and five (5) feet from all other utilities, and shall have a minimum of 10 feet horizontal clearance from buildings and other structures unless otherwise approved by the County Manager or his designee. Water mains 16 inches and larger, and mains placed more than 10 feet below the surface shall have a minimum of 15 feet horizontal clearance from buildings and other structures; and sanitary sewers 15 inches and larger, or sewers placed more than 10 feet below the surface shall have 15 feet minimum clearance from buildings and other structures. All water mains and sanitary sewers shall meet County Standard design criteria and shall be shown on the final engineering plan and approved by the County Manager or his designee.

16. The applicant agrees to provide off-street parking for all construction equipment and vehicles, including construction workers’ vehicles, during the hours of construction of the subject site. All Port-a-Johns shall be located on the interior of the site away from the public streets for the term of construction on the site. The applicant agrees to contact the Department of Environmental Services (Transportation Planning) to obtain any necessary Construction Equipment permits.

17. The applicant agrees that at the time of any transfer of any part of the property, the purchaser shall be provided with a copy of the conditions of the use permit as well as with information clearly stating that all owners of property on the site and their successors and assigns are bound to the terms and conditions of this use permit.

18. The applicant agrees to comply with all federal, state and local laws and regulations not modified by the County Board's action on this use permit and to obtain all necessary permits. In addition, the applicant agrees to comply with all of the agreed-upon conditions approved by the County Board as a part of this use permit approval. The applicant agrees the County has the authority to take actions to include issuance of a stop work order when the applicant is not in full compliance with any of the agreed-upon conditions. Further, temporary Certificates of Occupancy will not be issued without approval by the Zoning Administrator.
19. The applicant agrees to produce a photographic record of development, starting with a record of the exterior of the site and the interior of the house as it appears before demolition is begun, including photographic records during construction, and ending with a photographic record of the development as it appears after completion of construction. These photographs shall comply with the following specifications:

All photographic records shall be taken using black and white film. Submission of a photo contact sheet and 8" x 10" prints on photographic paper shall be the minimum acceptable standard. Color photographs on compact disc must be submitted in addition to black and white photographs and the photo contact sheet at the end of the project prior to the issuance of the Master Certificate of Occupancy.

The photographic record shall include the following:

a. Before Clearing, Grading and Demolition of the site (shall be submitted before issuance of the Clearing, Grading and Demolition Permit)–Views of north, south, east and west facades, as location permits, of buildings to be demolished, as well as at least one photo of the site before any clearing or grading including the existing physical relationship with adjacent buildings and streets.

b. Site Clearance (shall be submitted before issuance of the Footing to Grade Permit)–Views of cleared site facing north, south, east and west, as location permits, with adjacent buildings and streets included.

c. Construction Phase (shall be submitted before issuance of the Shell and Core Certificate of Occupancy Permit)–At a minimum, views of the site: during excavation, upon completion of the first floor above grade, at topping out, and during the exterior cladding phase.

d. Site Completion (shall be submitted before issuance of the Master Certificate of Occupancy)–North, south, east and west facades of completed building or buildings, as well as at least one view of completed project in context of adjacent buildings and streets.

The photographic record of the site as it appears before demolition shall be delivered to the Zoning Administrator prior to the issuance of a clearing, grading or demolition permit. The remaining records, including the completed compact disc with the entire photographic history, shall be delivered to the Zoning Administrator, before the issuance of a Master Certificate of Occupancy, for placement in the County archives.

If the applicant uses the "Fast Track" Permit Process, the Site Clearance and Construction Phase photographs shall be submitted before the issuance of the Footing to Grade Structure Permit, or the first Building Permit, whichever comes first. The Construction Phase photographs, showing any construction to grade, shall be submitted before the Final Building Permit. The Construction Phase photographs showing all construction above grade and the Site Completion Photographs and completed compact disc showing...
the entire photographic history of the site shall be submitted before issuance of the Master Certificate of Occupancy.

21. The applicant agrees to remove and replace any existing curb, gutter and sidewalk along the street frontages of this site, which is in poor condition or damaged by the applicant according to Arlington County standards and specifications, prior to the issuance of any certificate of occupancy for the property.

22. The applicant agrees to install address indicator signs which comply with Section 27-12 of the Arlington County Code or successor provision in a location visible from the street and as shown on the final site development and landscape plan, prior to the issuance of any certificate of occupancy for the property.

23. The applicant agrees that screened exterior space shall be provided for the collection, storage and compaction of trash, as well as appropriate facilities for the recycling of reusable materials as defined by the County. Drawings showing compliance with this condition shall be approved by the Zoning Administrator before the issuance of the Footing to Grade Structure Permit.

24. The applicant agrees to install a seven (7) foot fence along the north side property line starting from the back porch to the rear of the property prior to the issuance of Certificate of Occupancy. The fence shall be built of durable materials such as a board-on-board wooden fence, a brick wall, or a combination of such materials. The details of the fence shall be included in the final landscaping plan.

25. The applicant agrees to provide the final landscaping plan, including the materials and details of the fences, the driveway, interior walkways, porches, and final placement and screening of the air conditioning compressors, to the owners of the immediate adjacent lots and the Lyon Park Citizens Association prior to the issuance of a building permit. The applicant agrees to install the air conditioning compressors in the rear yard along with sound absorbing masonry screening walls. The owners and the Lyon Park Citizens Association shall be given at least 10 days to comment to the County while the plan is undergoing county review.

26. The applicant agrees to submit the final building façade design drawings to the Arlington County Historic Preservation Coordinator for review prior to the issuance of a building permit. The applicant further agrees to allow the staff of the Arlington County Historic Preservation Program in the Neighborhood Services Division to conduct an architectural investigation of the existing single-family dwelling at 3127 N. 7th Street prior to the issuance of the Demolition Permit, and to retrieve any architectural elements that are deemed historically significant from the house.

U-2607-88-1 Use Permit Amendment - 13 -
New Shelter Construction and Increase of Enrollment
PLA-4074
PREVIOUS COUNTY BOARD ACTIONS:

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
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<tbody>
<tr>
<td>January 7, 1989</td>
<td>Approved use permit (U-2607-88-1) for a short-term emergency shelter for 12 women and families.</td>
</tr>
<tr>
<td>January 9, 1990</td>
<td>Approved a use permit amendment (U-2607-88-1) to increase the capacity of the emergency shelter from 12 women and families to a maximum of 16 persons plus staff.</td>
</tr>
<tr>
<td>July 10, 1990</td>
<td>Continued use permit (U-2607-88-1) for a short-term emergency shelter with a review in three (3) years.</td>
</tr>
<tr>
<td>July 23, 1993</td>
<td>Continued use permit (U-2607-88-1) for a short-term emergency shelter, subject to all previous conditions and amended Condition #4, with no further review.</td>
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Approved Conditions:

1. The dwelling shall meet the requirements of the Community Inspections Division, the Environmental Health Bureau and the Fire Department, including the installation of smoke detectors/alarms as specified by the Fire Marshal.

2. Occupancy of the dwelling shall be limited to a maximum of 16 persons plus staff.

3. The building and property shall comply with all applicable codes and ordinances and shall be maintained in a state of good repair and appearance.

4. The applicant shall facilitate the establishment of a neighborhood advisory group including representatives from the community to address concerns regarding the use. The applicant shall ensure that the neighborhood representatives have an appropriate name to contact, if necessary, and the advisory group shall convene on an as needed basis.

5. Occupants and staff of this facility shall only use the four (4) required on-site parking spaces. The adjacent church parking lot may be used for overflow parking if a written informal agreement is reached between the church and the applicant.

6. A plan for the care of children when their parent(s) are not in the facility shall be developed prior to the issuance of a certificate of occupancy.

7. Fencing along the property lines shall be extended forward as far as possible within existing zoning regulations.