



# County of Fairfax, Virginia

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To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

April 13, 2012

Douglas MacCleery  
Mount Vernon Unitarian Church  
1909 Windmill Lane  
Alexandria, VA 22307

Re: Interpretation for SPA 82-V-069-2, Mount Vernon Unitarian Church  
Tax Map 093-3 ((1)) 10B and ((18)) A: Building Addition

Dear Mr. MacCleery:

This is in response to your letter of March 5, 2012 requesting an interpretation of the development conditions and Special Permit Amendment (SPA) Plat approved by the Board of Zoning Appeals (BZA) with the above referenced application. As I understand it, the question is whether the proposed expansion to add 748 square feet to the existing Commons area would be in substantial conformance with SPA 82-V-069-2. This determination is based on your letter; a photograph of the front entrance, titled Exhibit A; two plat drawings, titled Exhibits B1 and B2; copies of the proposed floor plans, titled Exhibits C and D; an elevation of the proposed addition, titled Exhibit E; and a drawing and calculation of the square foot increase titled Exhibit F, all of which were undated and prepared by the applicant. Copies of your letter, exhibits and the development conditions are attached.

As I understand it, you are proposing to renovate the existing building by expanding the Commons area and relocating the existing vestibule from its location on the east side of the building to the front of the Commons area. The proposed building addition will measure 748 square feet in area and will be covered with a roof and external building materials consistent with the existing Meeting House. The approved Gross Floor Area (GFA) for the site is 21,729 square feet; the proposed gross floor area is 22,477 square feet. There will be no increase in the number of seats and no trees will be removed to accommodate the proposed expansion.

Sect. 8-004 of the Zoning Ordinance states that minor modifications to an approved special permit may be permitted when it is determined by the Zoning Administrator that such are in substantial conformance with the approved special permit. Par. 4 (B) (7) (a) and (b) further stipulates that for approved special permits for places of worship and places of worship with a child care center, nursery school or private school of general or special education, the modifications may be permitted, provided that the sum total of all such structures or additions shall not exceed the greater of 500 square feet of gross floor area, or

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**Department of Planning and Zoning**  
Zoning Evaluation Division  
12055 Government Center Parkway, Suite 801  
Fairfax, Virginia 22035-5509  
Phone 703 324-1290  
FAX 703 324-3924  
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**Integrity \* Teamwork \* Public Service**

five (5) percent of the approved gross floor area up to a maximum of 2,500 square feet of gross floor area; and the maximum permitted FAR for the zoning district shall not be exceeded. The proposal for an addition of 748 square feet is within the limitation specified by the above Zoning Ordinance provision. The notice package informing adjacent property owners of the proposed modification has been reviewed by staff and satisfies the requirements of the Zoning Ordinance.

It is my determination that the proposed building addition and relocation of the vestibule described above are in substantial conformance with SPA 82-V-069-2, provided that the external materials used for the building addition are consistent with those used on the existing structure. This determination has been made in my capacity as the duly authorized agent of the Zoning Administrator. If you have any questions regarding this interpretation, please contact Rebecca Horner at (703) 324-1290.

Sincerely,



Barbara C. Berlin, Director, AICP  
Zoning Evaluation Division, DPZ

O:\rhorner\Action Assignments\Mount Vernon Unitarian Church\MVUC Minor Modification Letter FINAL.doc

Attachments: A/S

cc: Members, Board of Zoning Appeals  
Gerald W. Hyland, Supervisor, Mount Vernon District  
Diane Johnson-Quinn, Deputy Zoning Administrator, Permit Review Branch, ZAD, DPZ  
Ken Williams, Plan Control, Land Development Services, DPWES  
Kevin Guinaw, Chief, Special Projects/Applications Management Branch, ZED, DPZ  
File: SPA 82-V-069-2, SPI 1203 004, Imaging, Reading

March 5, 2012

Barbara C. Berlin, Director of the Zoning Evaluation Division,  
Department of Planning and Zoning  
12055 Government Center Parkway, Suite 801  
Fairfax, Virginia 22035

Dear Ms. Berlin,

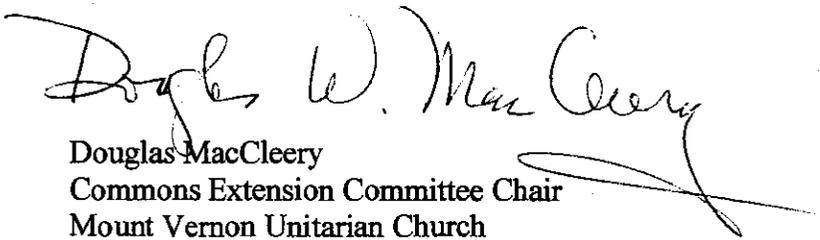
Enclosed is a request from the Mount Vernon Unitarian Church (MVUC) for a minor amendment to its Special Permit (SPA 82-V-069-2 (dated July 27, 1994)) under the provisions of Paragraph 4(B) of Section 8-004 of the Fairfax County Zoning Ordinance.

The Mount Vernon Unitarian Church (MVUC) is at 1909 Windmill Lane, Alexandria, VA 22307-1996 (Lot #: 0933-01-0010B).

The application for a minor amendment includes several attachments, including three copies of the plat (11" by 17") with the proposed addition highlighted and circled in red. Also enclosed is a check from MVUC for the \$520 processing fee.

If you have any questions, or need additional information, please contact Douglas MacCleery ([ram668@aol.com](mailto:ram668@aol.com); Ph. 703-360-6528) or Ron Brandt ([brandtron@verizon.net](mailto:brandtron@verizon.net); Ph. 703-765-4779).

Respectfully yours,

  
Douglas MacCleery  
Commons Extension Committee Chair  
Mount Vernon Unitarian Church

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Department of Planning & Zoning  
MAR 07 2012  
Zoning Evaluation Division

March 5, 2012

To: Zoning Administrator, Fairfax County Department of Planning and Zoning

From: Mount Vernon Unitarian Church (Douglas MacCleery, Commons Extension Committee Chair)

Subject: Application for a minor amendment to SPA 82-V-069-2 (dated July 27, 1994)

The Mount Vernon Unitarian Church (MVUC) at 1909 Windmill Lane, Alexandria, VA 22307-1996 (Lot #: 0933-01-0010B) requests a minor modification to its existing Special Use Permit, SPA 82-V-069-2 (dated July 27, 1994), under the provisions of Paragraph 4(B) of Section 8-004 of the Fairfax County Zoning Ordinance.

We propose to expand and renovate the Commons area of our existing Church Building. The proposed expansion would add a net area of 748 square feet to the existing Commons area located in the church building. The existing Commons area tends to be crowded and noisy before, between and after Sunday services and during events. The expansion would relieve this situation and also allow us to renovate, update, and improve the acoustics of the entire Commons area. We propose to move the entrance vestibule to the front of the Commons area and to add a covered roof treatment that is consistent with the overall architecture of the Meeting House. The addition would use construction materials consistent with those used in the existing church (consistent window design and brick exterior).

The existing area of the church building of which the Commons is a part is 7,335 square feet. The proposed addition would increase this to 8,083 square feet. The floor area of all existing MVUC buildings is 21,729 square feet. The proposed addition would increase this to 22,477 square feet and result in an increase of 3.44%. The plat associated with our exiting special permit indicates that the distance from the church building to the lot line is 152 feet. The proposed addition would not reduce this distance (the distance from the corner of the roof over the vestibule of the proposed addition to the lot line is 165 feet).

We believe that the proposed addition meets the requirements of Par. 4 of Section 8-004 for a minor modification. The proposed addition would:

- (1) Not lead to any expansion of the hours of operation of MVUC.
- (2) Not provide for any increase in the number of seats in the worship area of the church or require additional parking spaces. It would just improve the use of the church building for the congregation.
- (3) Not permit uses other than those approved pursuant to our existing special permit.
- (4) Not reduce the effectiveness of transitional screening, buffering, and landscaping or open space. No trees will need to be removed to accomplish this expansion.

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Department of Planning & Zoning

MAR 07 2012

Zoning Evaluation Division

(5) Not lead to changes in bulk, mass, orientation or location which would adversely impact the relationship of the Meeting House to any adjacent property.

(6) Not result in an increase in the amount of clearing and/or grading for stormwater management, including clearing and/or grading associated with spillways, inlets, outfall pipes or maintenance roads. As mentioned previously, the addition is modest (748 sq. ft.) and no trees will need to be removed to accomplish this expansion.

(7) Be entirely consistent with the existing uses of the MVUC Meeting House. It is well under five (5) percent of the approved gross floor area (21,729 sq. ft.) allowed for in Par. 4 of Section 8-004. The maximum permitted FAR for the zoning district will not be exceeded.

Since we believe that the proposed addition meets all the criteria in Par. 4 of Section 8-004, we respectfully request that our application for a minor modification be approved.

If you have any questions, or need additional information, please contact Douglas MacCleery ([ram668@aol.com](mailto:ram668@aol.com); Ph. 703-360-6528) or Ron Brandt ([brandtron@verizon.net](mailto:brandtron@verizon.net); Ph. 703-765-4779).

Respectfully yours,

Douglas MacCleery  
Commons Extension Committee Chair

**Attachments:**

- Exhibit A: Photo of the existing entrance where addition would be added
- Exhibit B(1): Plat showing location of the existing Church with the proposed addition
- Exhibit B(2): Detail of plat in Exhibit B(1)
- Exhibit C: Drawing showing floor plan of existing church building.
- Exhibit D: Drawings showing floor plan of church building with proposed addition.
- Exhibit E: Drawings of front entrance of proposed addition
- Exhibit F: Drawing and calculation of square foot increase.

Exhibit A: Photo of the existing entrance where addition would be added



Front entrance. Proposed addition would bring the entrance out approximately 22 feet (approximately the location of the black light pole in the foreground).

# Exhibit B(1): Plat showing location of the existing Church with the proposed addition

SUBDIVISION	SECTION	ACRES	PLAT	DATE
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2	2	1.00	2	1/1/54
3	3	1.00	3	1/1/54
4	4	1.00	4	1/1/54
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TOTAL ACRES OF SITE 188  
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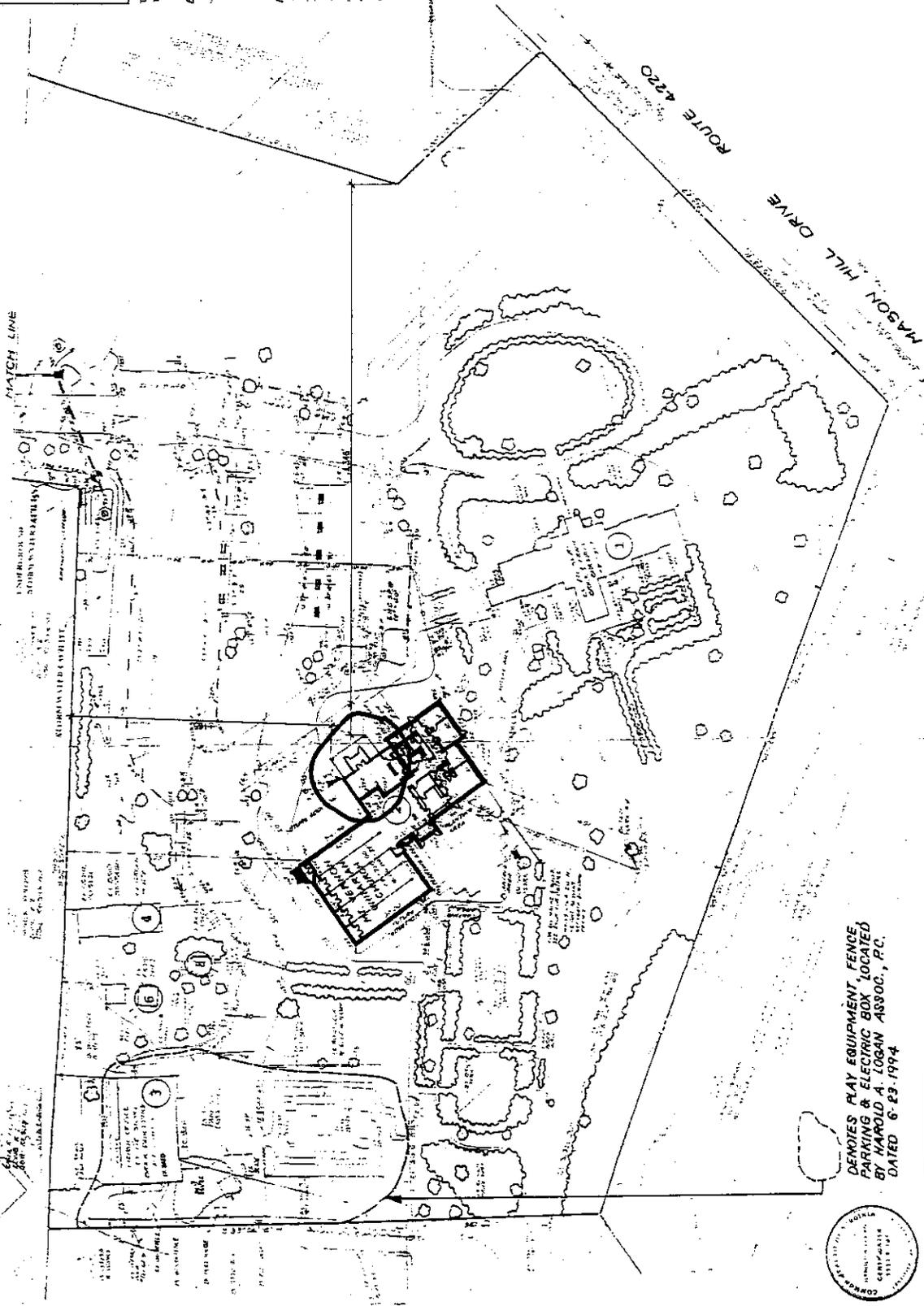
### BULK REGULATIONS

### PARKING TABULATIONS

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APPROVED REUSE PLAT  
REUSE PLAT NO. 1000  
DATE OF APPROVAL: 1/1/54  
APPROVED BY: [Signature]

PLAT  
MT. VERNON UNITARIAN CHURCH  
FAIRFAX COUNTY, VIRGINIA



DEMOTES PLAY EQUIPMENT, FENCE  
PARKING & ELECTRIC BOX, LOCATED  
BY HAROLD A. LOGAN ASSOC., P.C.  
DATED 6-23-1994



HAROLD A. LOGAN ARCHITECT, P.C.

Exhibit B (2): Plat showing location of the existing Church with the proposed addition

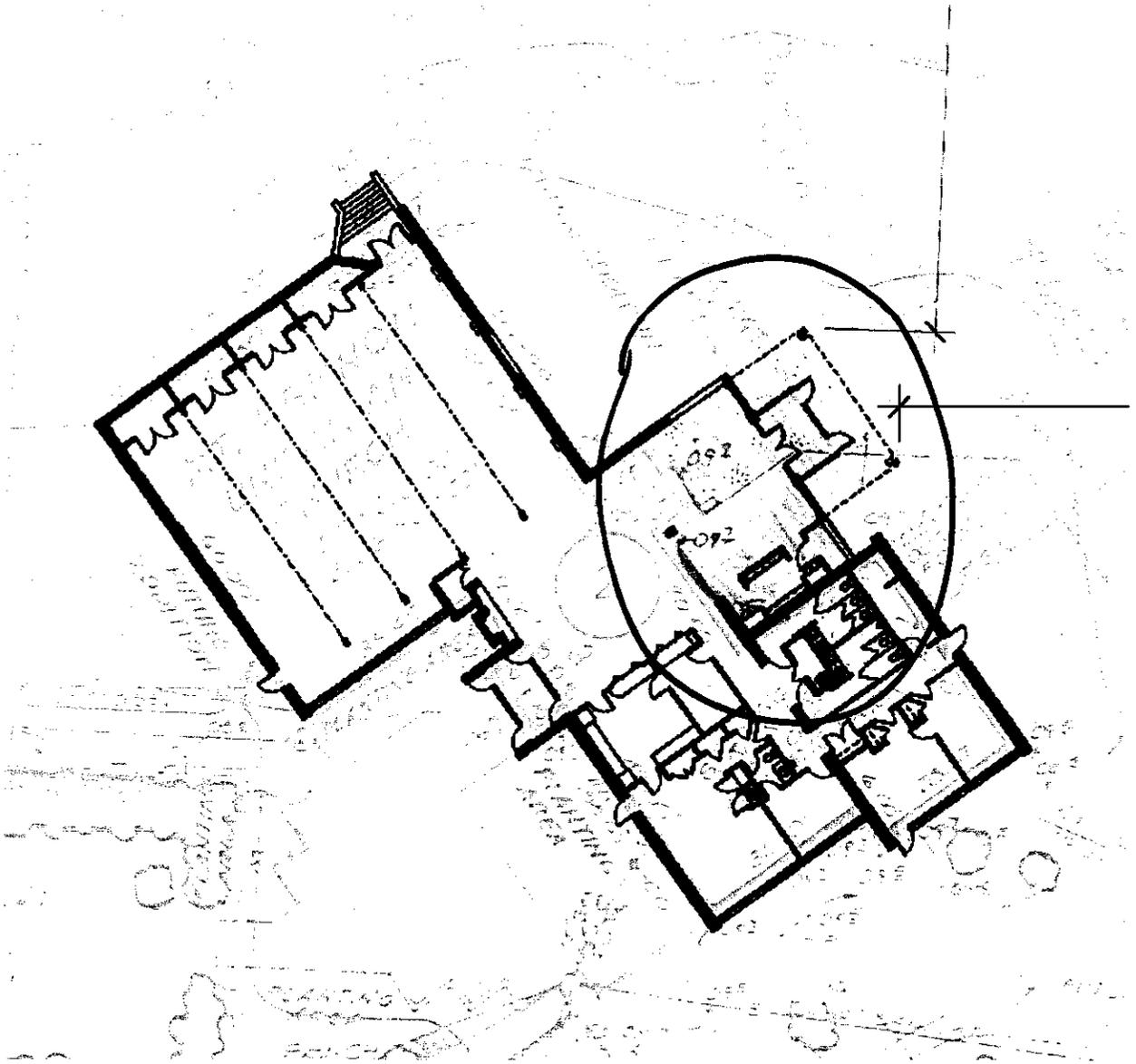
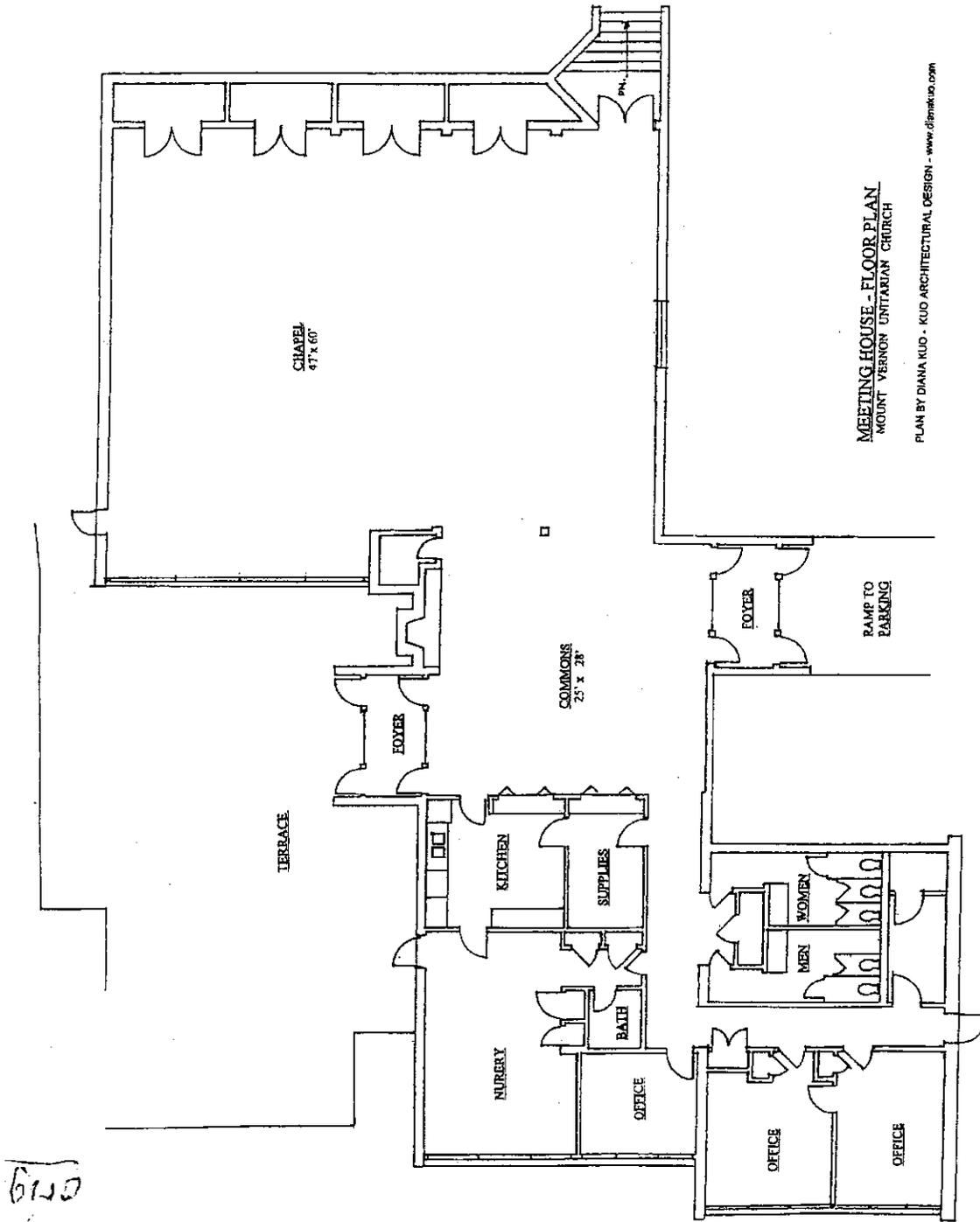


Exhibit C: Drawing showing floor plan of existing church building

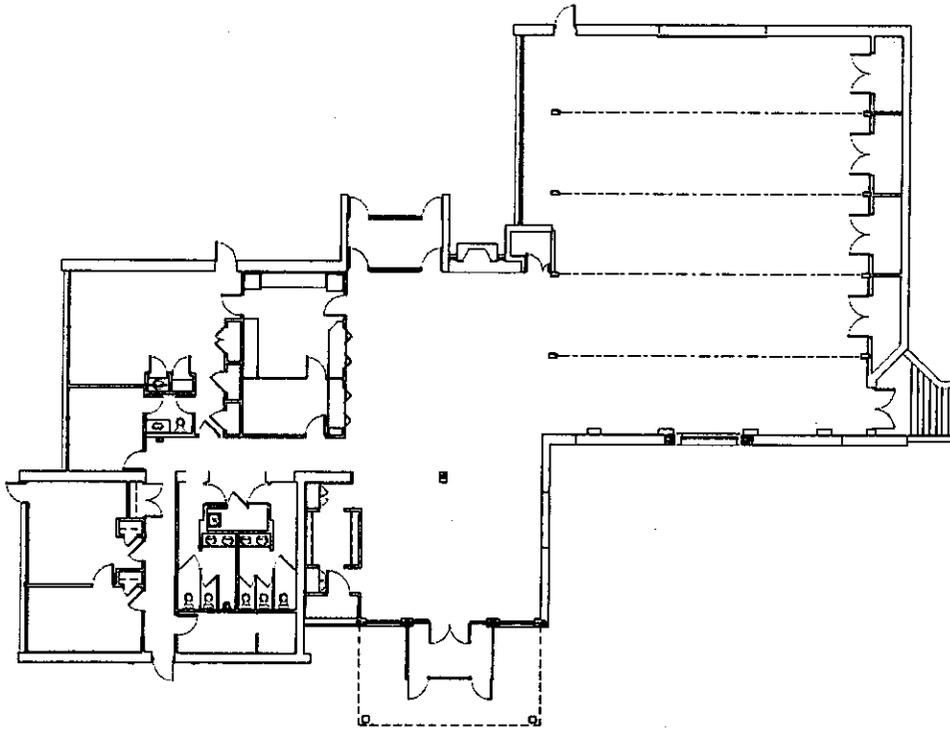


MEETING HOUSE - FLOOR PLAN  
MOUNT VERNON UNITARIAN CHURCH

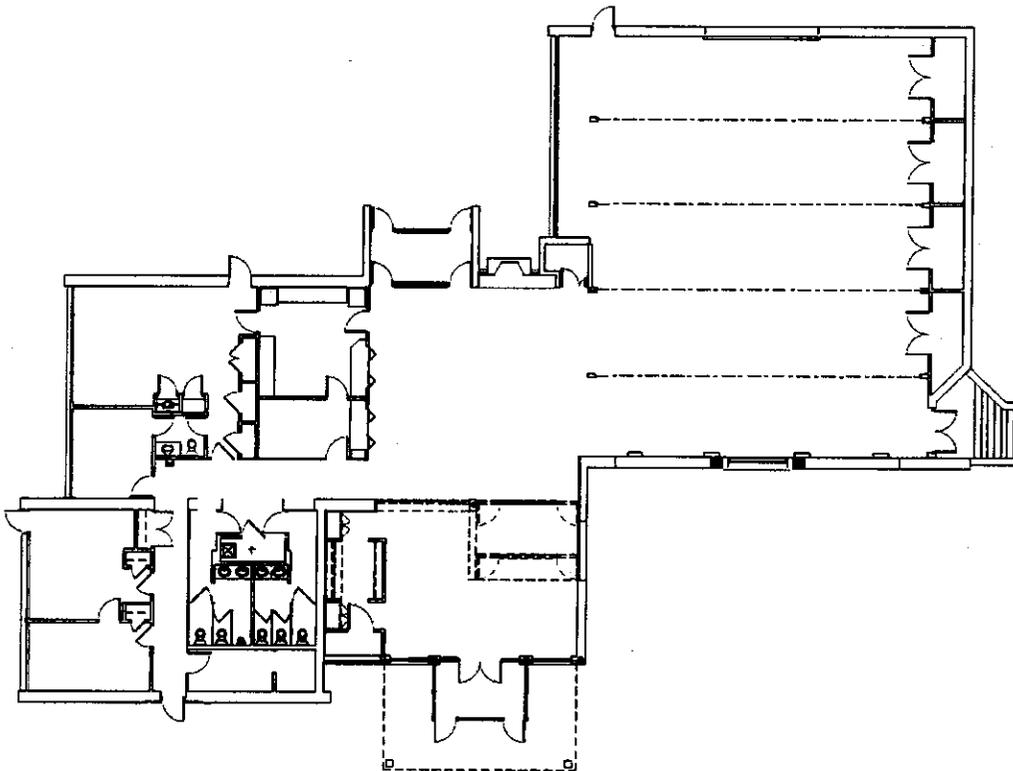
PLAN BY DIANA KUO - KUO ARCHITECTURAL DESIGN - www.dianakuo.com

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Exhibit D: Drawing showing floor plan of church with proposed addition.



Floor plan of Church with proposed addition



Floor plan of Church with proposed addition showing outline of existing partition and vestibule

Exhibit E: Drawing of front entrance of proposed addition, with detail of vestibule and its roof

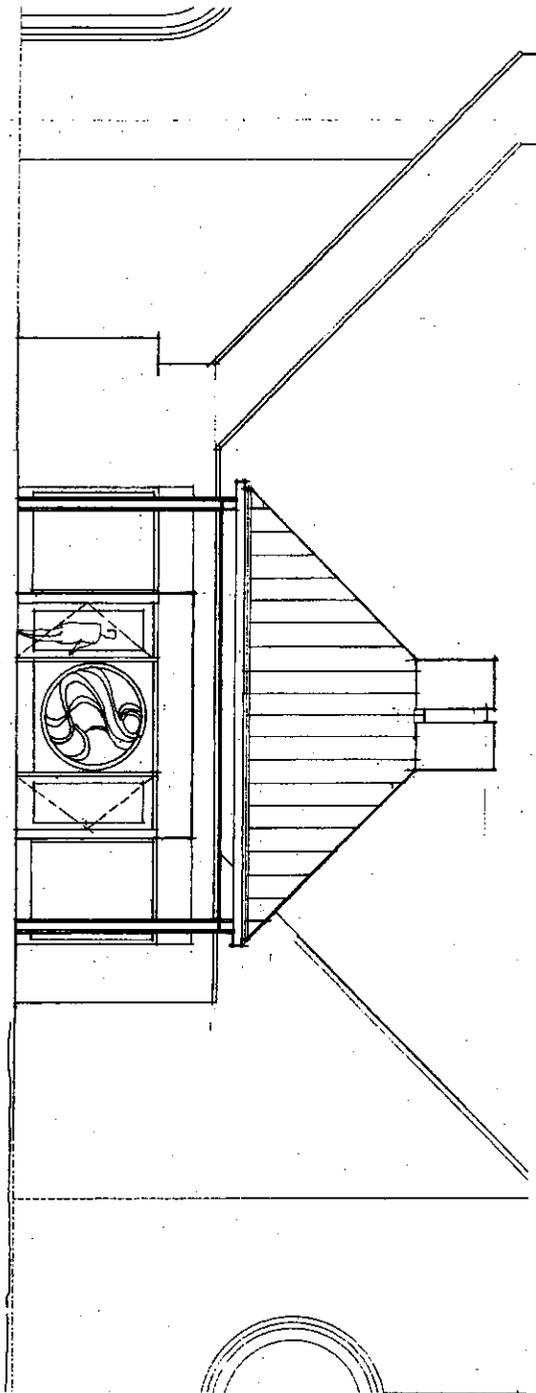
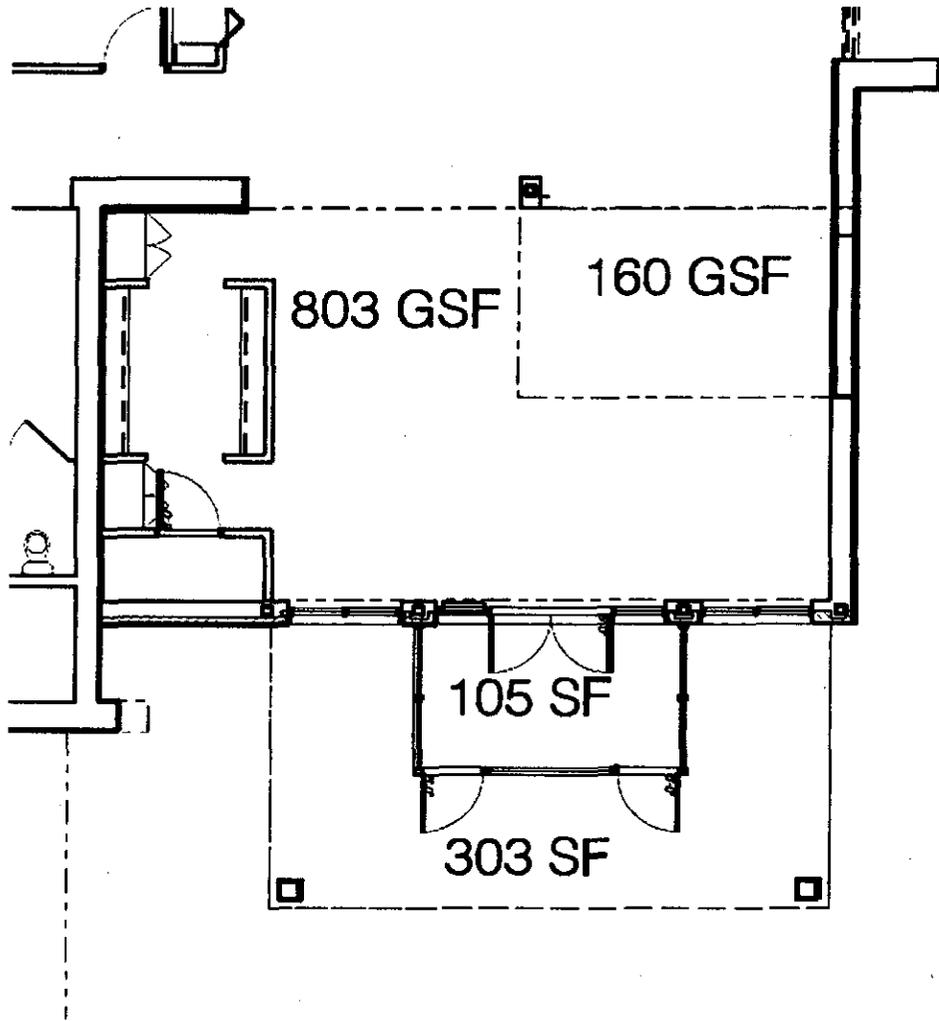


Exhibit F: Drawing and calculation of square foot increase



Area Calculations for Proposed Commons Addition    Area (sq. feet)

Commons addition	803
Area of new vestibule	105
Gross area of addition	908
Subtract area of existing vestibule	160
Net area of proposed addition	748
Area of existing Church	7,335
Area with proposed addition	8,083
Floor area of all existing MVUC buildings	21,729
Area with proposed addition	22,477
Percent increase	3.44%



# FAIRFAX COUNTY

OFFICE OF COMPREHENSIVE PLANNING  
Zoning Evaluation Division  
Special Permit and Variance Branch  
12055 Government Center Parkway, Suite 801  
Fairfax, Virginia 22035-5505

(703) 324-1280

Fax 324-3924

V I R G I N I A

July 27, <sup>1994</sup>1993

Angela Love-Zaranka  
5705 Tremont Drive  
Alexandria, Virginia 22303

Re: Special Permit Amendment Application SPA 82-V-069-2  
MT. VERNON UNITARIAN CHURCH & FT. HUNT COOPERATIVE PRESCHOOL

Dear Ms. Love-Zaranka:

At its July 19, <sup>1994</sup>1993 meeting, the Board of Zoning Appeals took action to **GRANT** the above-referenced application. The final approval date is July 27, 1994. A copy of the Resolution is attached.

This action does not constitute exemption from the various requirements of this County and State. The applicant is responsible for ascertaining if permits are required and for obtaining the necessary permits such as Building Permits, Residential Use Permits and Non-Residential Use Permits. Information concerning Building Permits may be obtained by calling 324-1550.

Sincerely,

Geri B. Bepko, Substitute Clerk  
Board of Zoning Appeals

Enclosure: As Stated

COUNTY OF FAIRFAX, VIRGINIA

SPECIAL PERMIT RESOLUTION OF THE BOARD OF ZONING APPEALS

In Special Permit Amendment Application SPA 82-V-069-2 by MT. VERNON UNITARIAN CHURCH & FT. HUNT COOPERATIVE PRESCHOOL, under Section 3-203 of the Zoning Ordinance to amend SP 82-V-069 for church and related facilities and nursery school to permit increase in enrollment, on property located at 1909 Windmill Lane, Tax Map Reference 93-3((1))10B, Mr. Ribble moved that the Board of Zoning Appeals adopt the following resolution:

WHEREAS, the captioned application has been properly filed in accordance with the requirements of all applicable State and County Codes and with the by-laws of the Fairfax County Board of Zoning Appeals; and

WHEREAS, following proper notice to the public, a public hearing was held by the Board on July 19, 1994; and

WHEREAS, the Board has made the following findings of fact:

1. The applicant is a lessee of the land.
2. The present zoning is R-2.
3. The area of the lot is approximately 7.88 acres.
4. It was noted that a letter in opposition requested two entrances and exits to the church; however, the neighborhood was opposed to that and that is why the proposal was limited to one exit.
5. It was noted that the Showcase event was a one-time occurrence that probably created a little more traffic than was expected, but the event would not occur again.

AND WHEREAS, the Board of Zoning Appeals has reached the following conclusions of law:

THAT the applicant has presented testimony indicating compliance with the general standards for Special Permit Uses as set forth in Sect. 8-006 and the additional standards for this use as contained in Sections 8-303 and 8-305 of the Zoning Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the subject application is **GRANTED** with the following limitations:

1. This approval is granted to the applicants only and is not transferable without further action of this Board, and is for the location indicated on the application and is not transferable to other land.\*
2. This Special Permit is granted only for the purpose(s), structure(s) and/or use(s) indicated on the special permit plat prepared by Richard Heapes, Architect, dated February 3, 1994 and approved with this application, as qualified by these development conditions.
3. A copy of this Special Permit and the Non-Residential Use Permit SHALL BE POSTED in a conspicuous place on the property of the use and be made available to all departments of the County of Fairfax during the hours of operation of the permitted use.\*
4. This Special Permit is subject to the provisions of Article 17, Site Plans, as may be determined by DEM. Any plan submitted pursuant to this special permit shall be in conformance with the approved Special Permit plat and these development conditions.

5. The church and related facilities shall continue to use the existing ingress/egress from Windmill Lane and ingress/egress to the property shall be prohibited from Mason Hill Drive.\*
6. The maximum seating capacity for the main area of worship shall be limited to 250.
7. The maximum daily enrollment of the nursery school shall not exceed fifty (50) students.
8. The hours of operation of the nursery school shall be limited to 9:15 a.m to 12:00 noon, Monday through Friday.
9. There shall be a total of 95 parking spaces provided and all parking shall be on site and should be on the impervious surface parking lot as shown on the Special Permit Plat.
10. The existing on site vegetation shall be maintained and shall satisfy the transitional screening requirement for all lot lines.
11. The barrier requirement shall be waived along all lot lines, provided that the fence located adjacent to the northwestern lot line remains.
12. An outdoor recreation area which provides 100 sq. ft. of play area for each child on the playground at any one time shall be located to the interior of the site. Plantings shall conceal the play area from the view of adjoining residential lots as approved by the Urban Forestry Branch, DEM.
13. The special permit plat shall be amended within 30 days and returned to the BZA for approval so as to show the location and amount of all outdoor recreation areas.

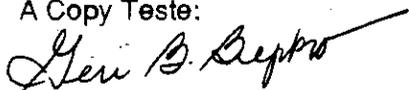
This approval, contingent on the above-noted conditions, shall not relieve the applicant from compliance with the provisions of any applicable ordinances, regulations, or adopted standards. The applicant shall be responsible for obtaining the required Non-Residential Use Permit through established procedures, and this special permit shall not be valid until this has been accomplished.

Pursuant to Sect. 8-015 of the Zoning Ordinance, this special permit shall automatically expire, without notice, thirty (30) months after the date\* of approval unless the use has been established or construction has commenced and been diligently prosecuted. The Board of Zoning Appeals may grant additional time to establish the use or to commence construction if a written request for additional time is filed with the Zoning Administrator prior to the date of expiration of the special permit. The request must specify the amount of additional time requested, the basis for the amount of time requested and an explanation of why additional time is required.

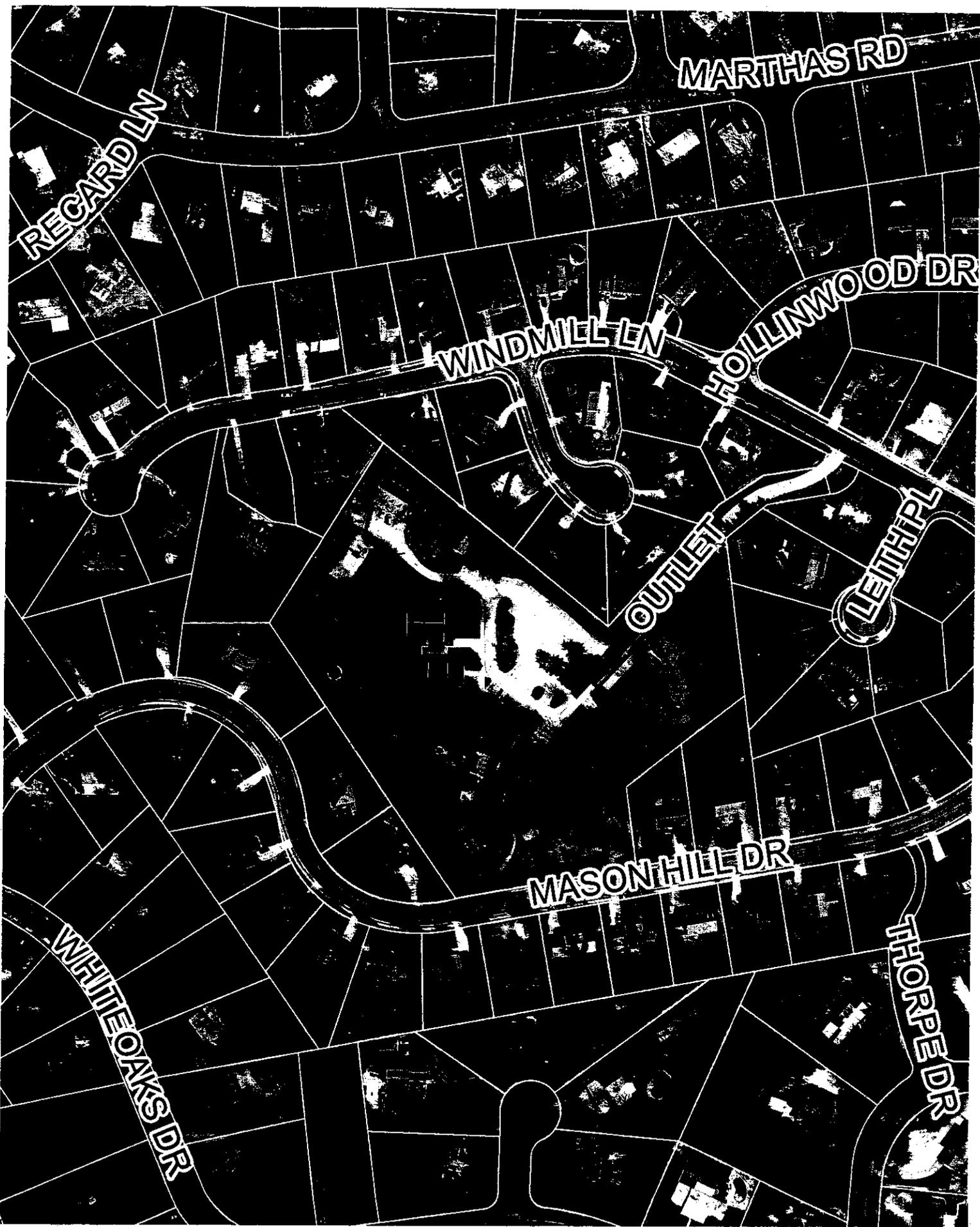
Mr. Pammel seconded the motion which carried by a vote of 7-0.

\*This decision was officially filed in the office of the Board of Zoning Appeals and became final on July 27, 1994. This date shall be deemed to be the final approval date of this special permit.

A Copy Teste:



Geri B. Bepko, Substitute Clerk  
Board of Zoning Appeals



MARTHAS RD

RECARD LN

WINDMILL LN

HOLLINWOOD DR

OUTLET

LENTHPI

MASONHILL DR

THORPE DR

WHITE OAKS DR

1 inch = 201 feet



Mount Vernon Unitarian Church

Sp 82-V-069

Approved October 12, 2982

R-2

10.57 acres

Hours

1909 Windmill Lane

350 seats

100 parking spaces

50 Nursery school (915-1200 M-F)

SP 82-V-069-01 – gfa 21,729 per 1994 plat, 21,769 per 2006 staff report

SP 82-V-069-02 – increased enrollment, NRUP issued

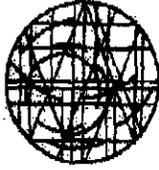
SP 82-V-069-03 – superseded all previous conditions. Total GFA 28,019 **EXPIRED**

December 14, 2007 interpretation – finishing cellar space to add 1,716 square feet was in substantial conformance provided total approved floor area for the additions of 6,290 square feet is not exceeded.

To: Rebecca Horner <sup>Fax</sup> (703) 324-3924  
Subject: MVUC request for a minor modification  
(3 pages, incl. cover)

Enclosed, as requested, are the <sup>notarized</sup> affidavit  
and cover letter to MVUC neighbors  
notifying them of our request for a  
minor modification. The cover letter was  
attached to copies of our application  
to F.F. County

Douglas W. Duncanson  
April 9, 2012



Mount Vernon  
Unitarian Church  
Unitarian Universalist

1909 Windmill Lane  
Alexandria, VA  
22307

703-765-5930  
info@mvuc.org  
www.mvuc.org

Minister  
The Reverend  
Kate R. Walker  
minister@mvuc.org

Director of  
Lifelong Spiritual Growth  
Megan Henry  
dm@mvuc.org

Director of Music  
Mark Zimmerman  
music@mvuc.org

Church Administrator  
Carol Garves  
admin@mvuc.org

Office Manager  
Anne Brodeck  
info@mvuc.org

Chair, Board of Trustees  
Becky Brandt  
boardchair@mvuc.org

March 2012

Dear Neighbor of Mount Vernon Unitarian Church,

We want you to know that our church is planning to expand and refurbish the Commons area where we socialize before and after Sunday services. No additional seating or church capacity will be created by this addition.

The planned expansion of the Commons is considered a "minor modification" by Fairfax County. It will add about 750 square feet to the Commons. We expect that construction will begin in the winter of 2013 and may take 3-4 months. The attached documents - copies of the request being submitted to the County - show what is planned.

You may recall that a more extensive construction program was envisioned by the congregation several years ago. We conducted a capital campaign in 2004 and got County approval in 2006, but financing was not adequate, so the full plan was not implemented, and that permit has now expired. Under the circumstances, the congregation decided at a meeting January 22, 2012 to use available funds for this less expensive alternative.

We do not expect the project to inconvenience you or other neighbors. If you want additional information, we will be happy to provide it.

Sincerely,

Ron Brandt  
703-765-4779

Doug MacCleery  
703-360-6528



Member, Unitarian  
Universalist Association

AFFIDAVIT VERIFYING NOTICE REGARDING A REQUEST FOR ADMINISTRATIVE APPROVAL OF A MINOR BUILDING ADDITION

Date: April 9, 2012

Zoning Case Number SP 82-V-069-02

Tax Map Number #0933-01-0010B

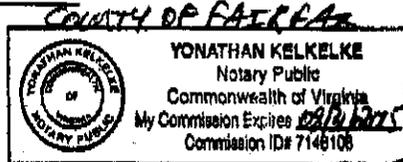
I, Douglas W. MacCleery, as the requester for administrative approval of a minor building addition, do hereby certify under oath that, pursuant to the provisions of Sections 8-004, 9-004, 18-204 and/or 16-403 of the Fairfax County Zoning Ordinance, the owners of the Tax Map Parcels listed below have been provided notice that the attached request for the administrative approval of a minor building addition has been submitted to the Zoning Administrator and that said notice was delivered by hand or by certified mail, return receipt requested, along with the attached cover letter.

Table with 4 columns: TAX MAP PARCEL NUMBER, NAME, MAILING ADDRESS FROM REAL ESTATE FILES, DATE NOTIFIED. Lists 30 parcels with owner names and notification dates (all 3/10/2012).

WITNESS the following signature:

Handwritten signature of Douglas W. MacCleery and typed name: (Douglas W. MacCleery, MVUC Commons Renovation Lead)

Subscribed and sworn to before me this 09 day of APRIL 2012 in the state of VA



(Notary Public)

Handwritten signature of the notary public.