



# Administrative Special Use Permit Application

Department of Planning & Zoning  
301 King Street, Room 2100, Alexandria, Virginia 22314  
Phone: 703.746.4666 | [www.alexandriava.gov/planning](http://www.alexandriava.gov/planning)

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**PROPERTY LOCATION:** 206, 208, 210 Queen Street, Alexandria, VA

**ZONE:** CD

**TAX MAP REFERENCE:** 065.03

## APPLICANT'S INFORMATION:

**Applicant:** Cynthia Higgins

**Business/Trade Name:** The Cairo LLC dba Elaine's

**Address:** 309 Holland Ln, Unit 310, Alexandria VA 22314

**Phone:** (202) 615-2825

**Email:** TheCairoLLC@gmail.com

## PROPOSED USE:

Animal Care with Overnight Accommodations

Auto Trailer Rental or Sales

Catering Operation

Child and Elder Care Homes

Day Care Center

Health and Athletic Club

Light Assembly, Service, and Craft

Light Auto Repair

Live Theater

Massage Establishment

Outdoor Dining (Other than King Street Outdoor Dining Area)

Outdoor Food and Crafts Market

Outdoor Garden Center

Outdoor Display

Public School Trailers

Restaurant

Valet Parking

Vehicle Parking or Storage for More Than 20 Vehicles

**PROPERTY OWNER'S AUTHORIZATION**

As the property owner, I hereby grant the applicant use of 206,208,210 Queen Street (property address), for the purposes of operating a restaurant (use) business as described in this application. I also grant permission to the City of Alexandria to visit, inspect, photograph and post placard notice on my property.

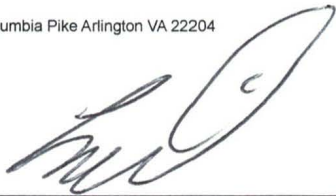
Name: Saeid Pooresmaeil

Phone: 703-850-5235

Address: 4601 Columbia Pike Arlington VA 22204  
DFGDC

Email: SPOORESMAEIL@msn.com

Signature:



Date:

9/12/22

1. The applicant is the (check one):

Owner

Contract Purchaser Lessee or

Other:

of the subject property.

State the name, address and percent of ownership of any person or entity owning an interest in the applicant or owner, unless the entity is a corporation or partnership, in which case identify each owner and the percent of ownership.

The Cairo LLC owns Elaine's. Cynthia Higgins owns 51% of the Cairo LLC and Jeffrey Higgins owns 49% of the Cairo LLC. Their address is 309 Hol,land Ln Unit 310, Alexanderia VA 22314

If property owner or applicant is being represented by an authorized agent such as an attorney, realtor, or other person for which there is some form of compensation, does this agent or the business in which the agent is employed have a business license to operate in the City of Alexandria, Virginia?

Yes. Provide proof of current City business license

No. The agent shall obtain a business license prior to filing application, if required by the City Code.

**USE CHARACTERISTICS**

2. Please give a brief statement describing the use:  
Full restaurant service and bar

3. Please describe the proposed hours of operation:

Days	Hours
Daily	

Or give hours for each day of the week

Monday	11:00 am to 10:30 pm
Tuesday	11:00 am to 10:30 pm
Wednesday	11:00 am to 10:30 pm
Thursday	11:00 am to 10:30 pm
Friday	11:00 am to 12:00 am
Saturday	11:00 am to 12:00 am
Sunday	11:00 am to 10:30 pm

4. Please describe the capacity of the proposed use:

A. How many patrons, clients, pupils and other such users do you expect? Specify time period (i.e., day, hour, or shift).

Restaurant has an indoor seating capacity of 120 patrons. Tables can be turned over twice at lunch and dinner.

B. How many employees, staff and other personnel do you expect? Specify time period (i.e., day, hour, or shift).

1st Shift: 4 kitchen and 7 front of house.  
2nd Shift: 5 kitchen and 8 front of house.

5. A. How many parking spaces of each type are provided for the proposed use:

0	Standard and compact spaces
0	Handicapped accessible spaces
	<small>Parking available directly across the street at HB Parking at 300 N. Lee St.</small> Other

B. Please give the number of:

0 Parking spaces on-site

0 Parking spaces off-site

If the required parking will be located off-site, where will it be located?

Parking available directly across the street at HB Parking at 300 N. Lee St.

6. Please provide information regarding loading and unloading for the use:

A. How many loading spaces are available for the use?

There is a driveway located on the west end of 212 Queen Street.

B. Where are off-street loading spaces located?

Loading spaces are available directly across the street at HB Parking at 300 N. Lee St.

C. During what hours of the day do you expect loading/unloading operations to occur?

9:00 am to 11:00 am

D. How frequently are loading/unloading operations expected to occur per day or per week?

Three times per week

7. If any hazardous materials or organic compounds (for example paint, ink, lacquer thinner, or cleaning or degreasing solvent), as defined by the state or federal government, be handled, stored, or generated on the property, provide the name, monthly quantity, and specific disposal method below:

N/A

8. What is the square footage the use will be occupying?

2800 square feet



**Department of Planning & Zoning**  
**Administrative Special Use Permit New Use Checklist**

Application form

Application fee

**Supplemental Worksheet for the following uses:**

Catering Operation

Child or Elder Care Home

Day care Center

Light Automobile Repair, Auto & Trailer Rental or Sales, Vehicle Parking or Storage

Live Theater

Outdoor Dining

Outdoor Display

Outdoor Food and Crafts Market

Outdoor Garden Center

Valet Parking

**Interior floor plan**

Include labels to indicate the use of the space (doors, windows, seats, tables, counters, equipment)

**Contextual site image**

Show subject site, on-site parking area, surrounding buildings, cross streets

**If applicable**

Outdoor plan for outdoor uses

**APPLICANT'S SIGNATURE**

Please read and initial each statement:

- THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 11-500 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.
- THE UNDERSIGNED, hereby attests that all of the information herein provided and specifically including all surveys, drawings, etc., required to be furnished by the applicant are true, correct and accurate to the best of their knowledge and belief. The applicant is hereby notified that any written materials, drawings or illustrations submitted in support of this application and any specific oral representations made to the Director of Planning and Zoning on this application will be binding on the applicant unless those materials or representations are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.
- THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article IV, Section 4-1404 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.
- THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria staff to visit, inspect, and photograph the building premises, land etc., connected with the application.

**Print Name of Applicant or Representative** Cynthia Higgins

**Signature**



**Date**

9/12/2022

If this application is being filed by someone other than the business owner (such as an agent or attorney), please provide the information below:

Representative's Address:

Phone:

Email:

Fax:



## SUPPLEMENTAL APPLICATION

### RESTAURANT

All applicants requesting a **Special** Use Permit for a restaurant shall complete the following section.

1. How many seats are proposed?

Indoors: 120

2. Will the restaurant offer any of the following?

Alcoholic beverages

On-premises

Yes  No

Off-premises

Yes  No

3. The restaurant will offer the following service (check items that apply):



table service



bar



carry-out



delivery

4. If delivery service is proposed, how many vehicles do you anticipate? 0

Will delivery drivers use their own vehicles?

Yes

No

Where will delivery vehicles be parked when not in use?

OFF-STREET PARKING

- LOW CASEWORK  
 UPPER CASEWORK  
 FULL HEIGHT CASEWORK
- = WASHER/DRYER COMBO
  - = WASHER
  - = DRYER
  - = RANGE
  - = REFRIGERATOR
  - = OVEN
  - = DISH WASHER
  - = TRASH COMPACTOR
  - = FURNACE
  - = WALL HEATER
  - = GAS METER
  - = ELECTRIC METER
  - = SOLAR COMPONENTS
  - = ELECTRICAL PANEL
  - = TANKLESS WATER HEATER
  - = WATER HEATER
  - = WATER SOFTNER
  - = FLOOR DRAIN
  - = CEILING HEIGHT
  - = HEADER HEIGHT

3626 E. PACIFIC COAST  
 HIGHWAY | 2ND FLOOR  
 LONG BEACH CA | 90804  
 T 562.621.9100  
 F 888.698.2966  
 WWW.PPMCO.NET



PREPARED FOR

CYNTHIA HIGGINS

PLAN TYPE

FLOOR PLAN

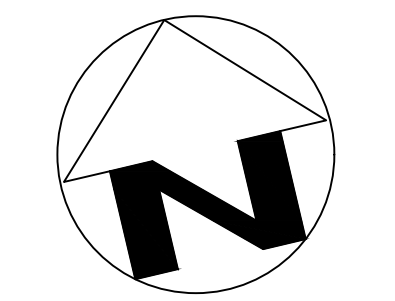
PROJECT NAME

208 QUEEN  
 STREET PROJECT

PROJECT ADDRESS

208 QUEEN STREET  
 ALEXANDRIA, VA 22314

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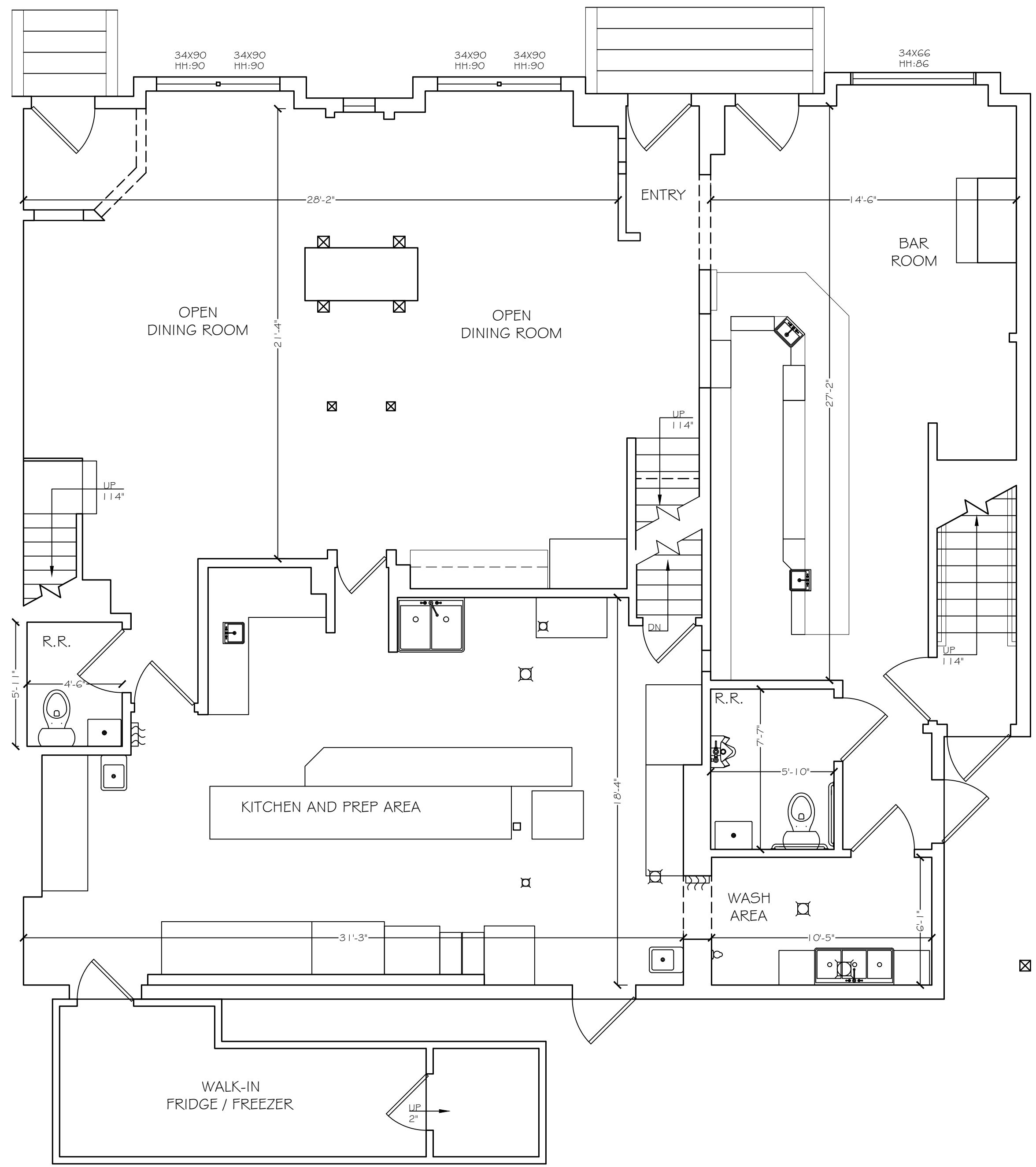
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PROJECT  
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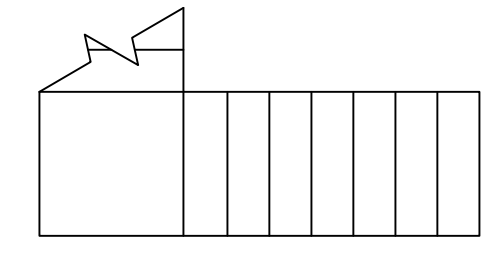
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DATE  
 07/18/22

SHEET  
 1 of 6



1ST FLOOR





- LOW CASEWORK
- UPPER CASEWORK
- FULL HEIGHT CASEWORK
- WD = WASHER/DRYER COMBO
- W = WASHER
- D = DRYER
- RANGE
- REFR = REFRIGERATOR
- OVEN
- DW = DISH WASHER
- TC = TRASH COMPACTOR
- FURN = FURNACE
- WALL HEATER
- GAS METER
- ELECTRIC METER
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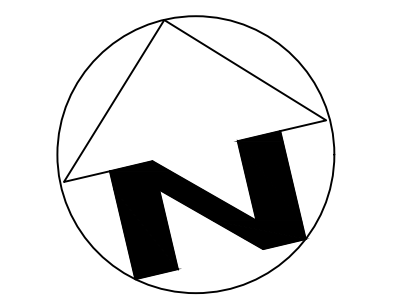
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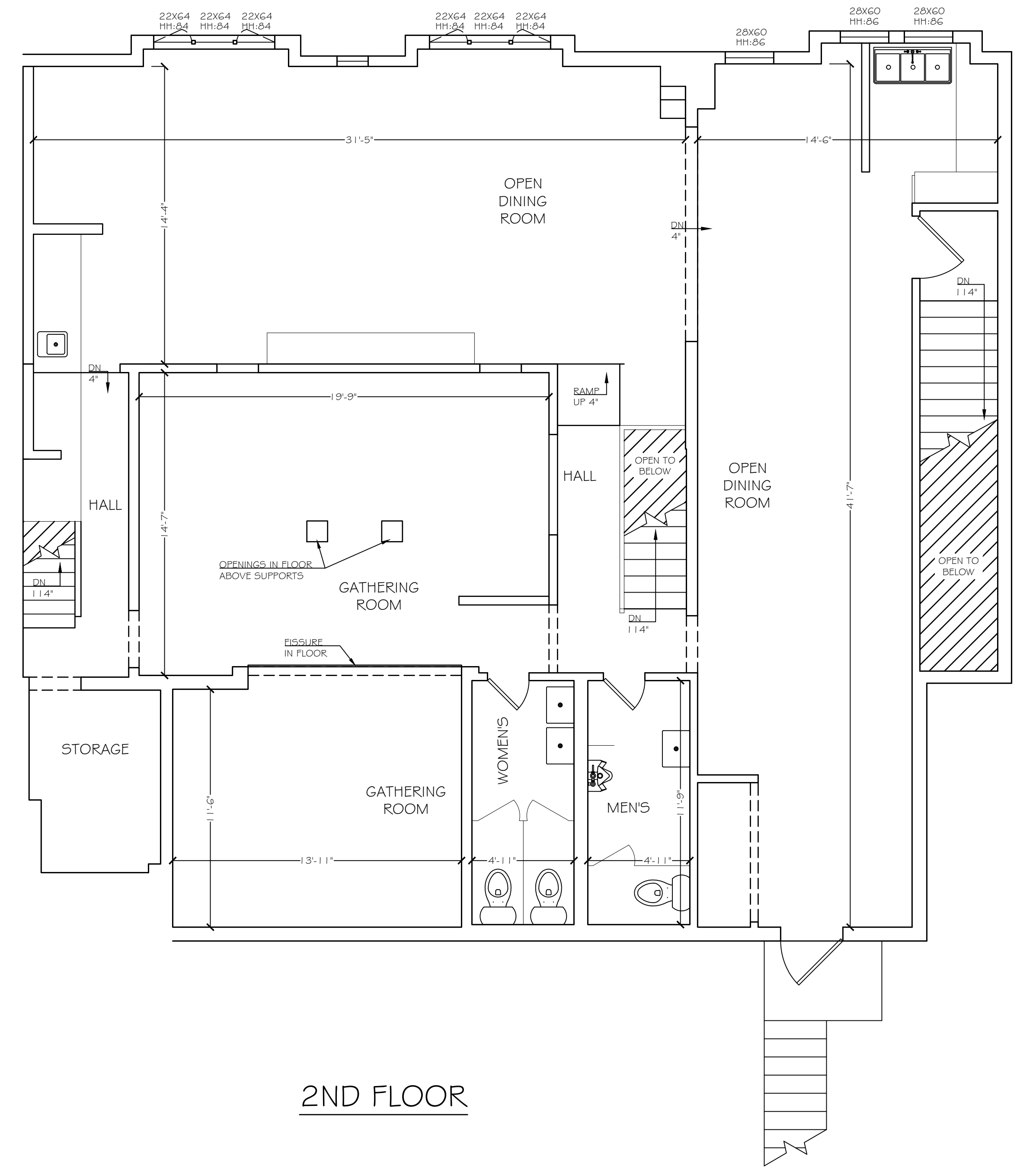
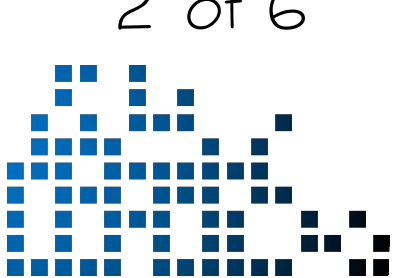
SCALE  
1/4" = 1'-0"

PROJECT  
1530\_DC

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DATE  
07/18/22

SHEET  
2 of 6



2ND FLOOR

- ⚡ = SWITCH
- = SINGLE OUTLET
- ⊕ = DUPLEX OUTLET
- ⊕⊕ = QUADRUPLUX OUTLET
- ⊕⊕⊕ = OUTLET-SWITCH COMBO
- ⊕⊕⊕⊕ = 220V OUTLET
- ⊕⊕⊕⊕⊕ = FLOOR DUPLEX OUTLET
- ⊕⊕⊕⊕⊕⊕ = FLOOR QUADRUPLUX OUTLET
- ⊕⊕⊕⊕⊕⊕⊕ = GFCI DUPLEX OUTLET
- ⊕⊕⊕⊕⊕⊕⊕⊕ = SPECIAL PURPOSE OUTLET
- 📷 = WALL MOUNTED CAMERA
- 🔊 = WALL MOUNTED SPEAKER
- ⏏ = DISCONNECT SWITCH
- 📺 = WALL MOUNTED FLUORESCENT LIGHT
- 📺 = FLUSH MOUNTED ELECTRICAL PANEL
- 📺 = MOUNTED ELECTRICAL PANEL
- ⚡ = ELECTRIC METER
- 📞 = TELEPHONE JACK
- 🌐 = DATA/INTERNET JACK
- 🌡 = THERMOSTAT
- 📺 = CABLE TV JACK
- 📺 = MISC. EQUIPMENT
- 📺 = BLANK/COVER PLATE
- 📺 = AUDIO/VIDEO
- 📺 = ROUTER
- 📺 = SECURITY KEY PAD
- 📺 = REMOTE DOOR RELEASE
- 📺 = SENSOR
- 📺 = CONDUIT
- 📺 = J-BOX



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PLAN TYPE

ELECTRICAL PLAN

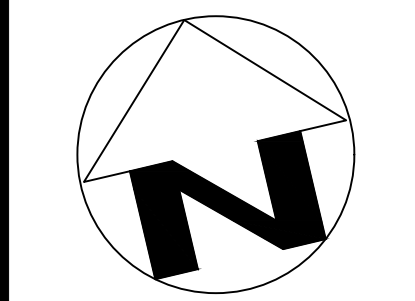
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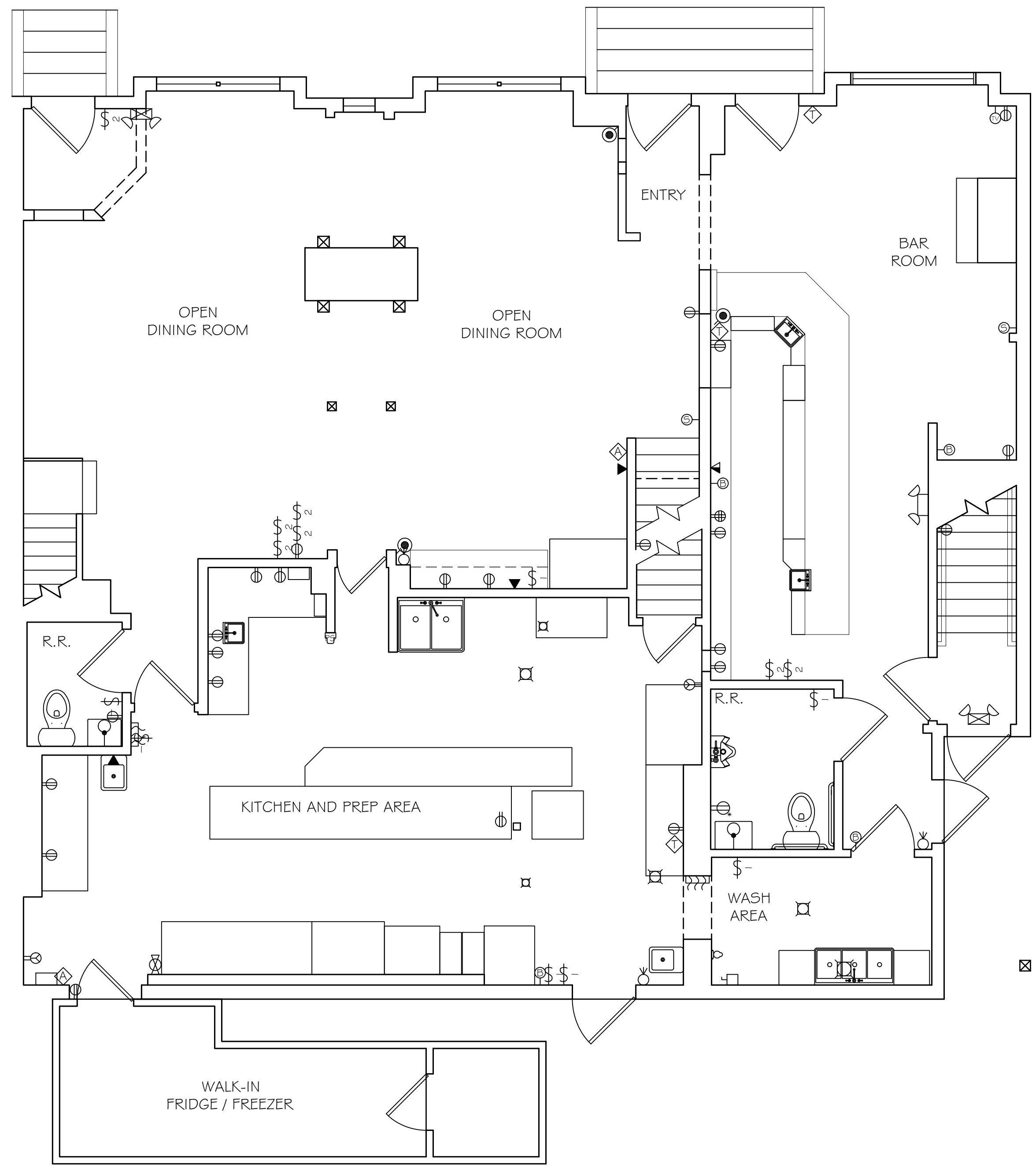
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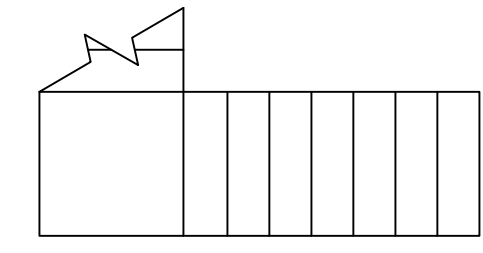
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SHEET  
3 of 6



1ST FLOOR



- ⚡ = SWITCH
- = SINGLE OUTLET
- ⊕ = DUPLEX OUTLET
- ⊕⊕ = QUADRUPLUX OUTLET
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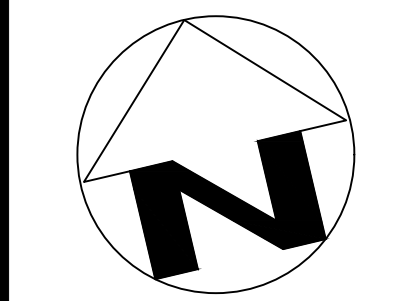
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208 QUEEN STREET PROJECT

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(CA, Title, & Prof. Code 86727-27.27.27) in addition, PPM services and plans do not constitute an engineering (CA, Title, & Prof. Code 86727-27.27.27) and thus would not be used for any studies or activities defined as an engineering (CA, Title, & Prof. Code 86727). All floor plans created by PPM are intended to be used as a reference for design and construction and should not be considered a substitute for the services of a licensed structural engineer or licensed architect. PPM makes every reasonable effort to ensure the accuracy of its information based on data. However, some of the drawing information contained in some designs, if in the duty of the architect, contractor, designer or other licensed professional, as a consultant to the property owner, to determine the suitability of the As-Built plans prior to construction. Measurements should be field confirmed before commencing construction, in the event that an error is found on a plan, PPM's liability is limited to the amount of the fee paid to PPM.



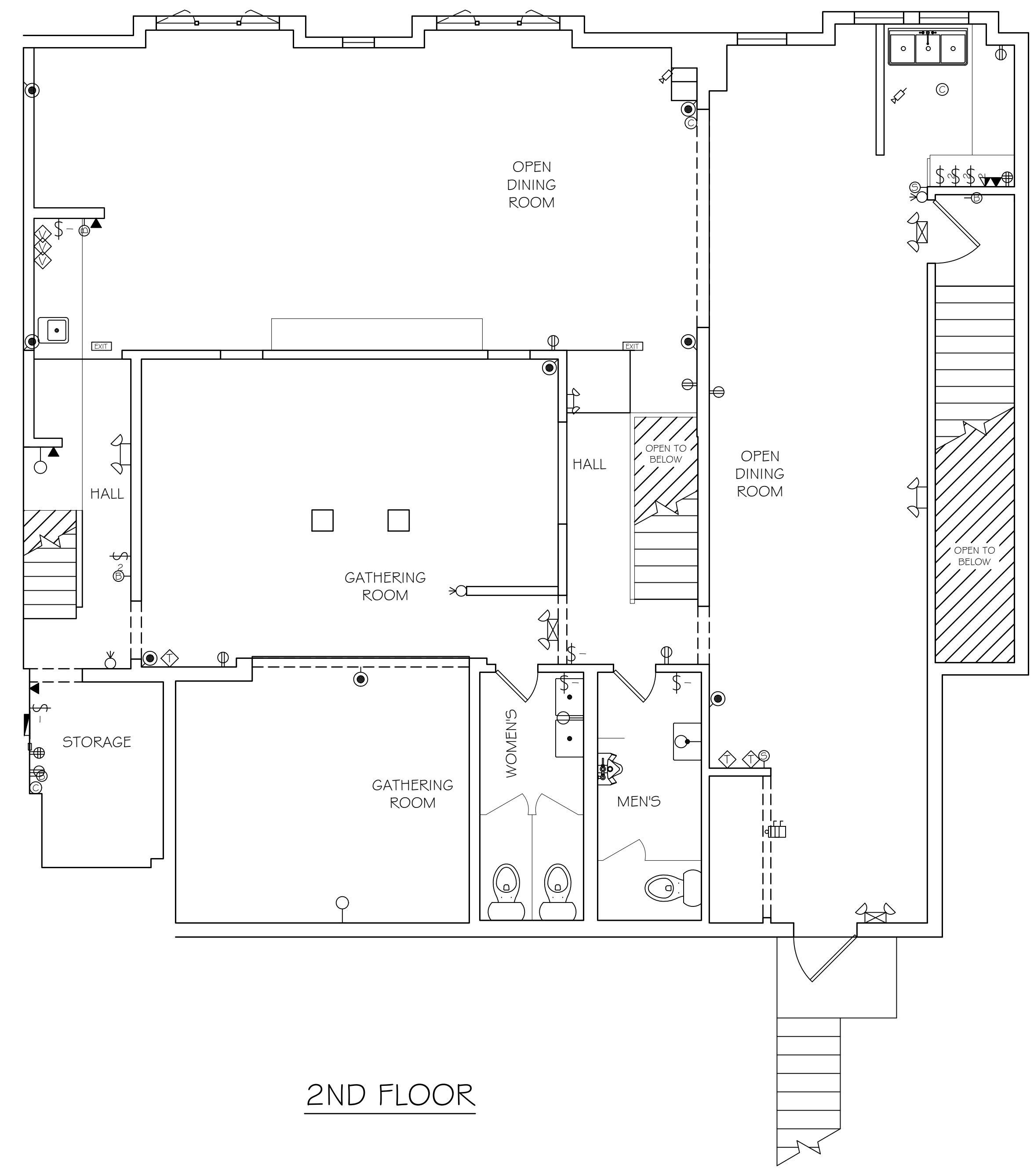
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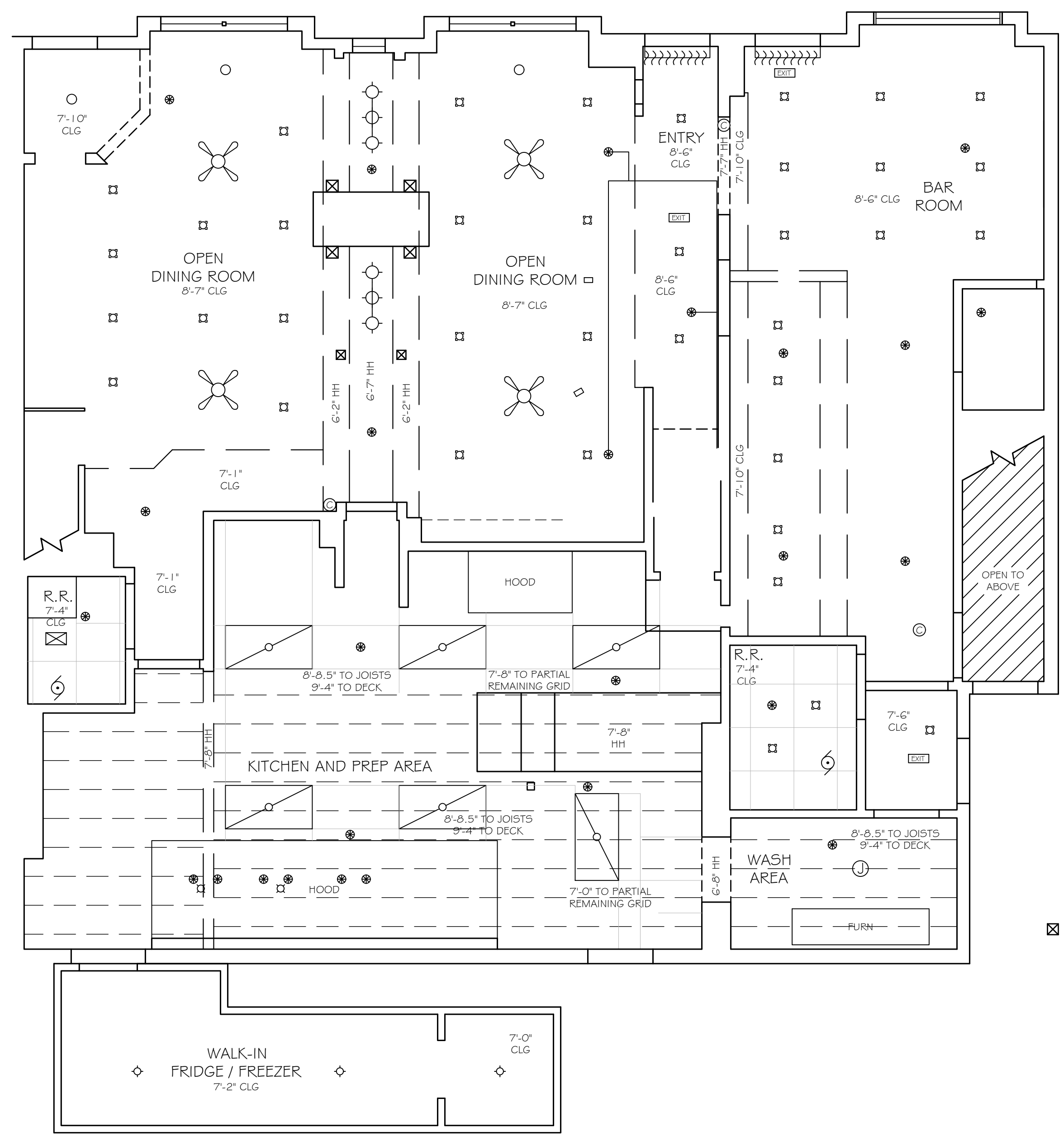
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SHEET  
4 of 6



2ND FLOOR

- SOFFIT LINE
- BEAM LINE
- ☒ = CEILING DUPLEX
- ☒ = CEILING QUADRAPLEX
- = ROUND SPEAKER
- ☐ = SQUARE SPEAKER
- ⊙ = EXHAUST FAN w/o LIGHT
- ⊙ = EXHAUST FAN w/ LIGHT
- ⊙ = CEILING FAN w/o LIGHT
- ⊙ = CEILING FAN w/ LIGHT
- = FLUORESCENT LIGHT
- = TRACK LIGHTING
- = CEILING MOUNTED FIXTURE
- = RECESSED FIXTURE
- = HANGING FIXTURE
- = WALL MOUNTED FIXTURE
- = CEILING J-BOX
- Ⓜ = MOTION DETECTOR
- Ⓜ = MISC. EQUIPMENT
- Ⓜ = DOME SECURITY CAMERA
- Ⓜ = WIFI BOOSTER
- Ⓜ = CEILING MOUNTED CAMERA
- Ⓜ = COVER PLATE
- Ⓜ = GARAGE DOOR OPENER
- Ⓜ = HVAC SUPPLY VENT
- Ⓜ = HVAC RETURN VENT
- Ⓜ = ROUND SUPPLY VENT
- Ⓜ = CEILING HATCH
- Ⓜ = SMOKE ALARM
- Ⓜ = STROBE LIGHT
- EXIT = EXIT SIGN
- Ⓜ = EMERGENCY LIGHT w/o EXIT
- Ⓜ = EMERGENCY LIGHT w/ EXIT
- Ⓜ = SPRINKLER
- Ⓜ = HEAT DETECTOR



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PLAN TYPE

REFLECTED  
CEILING PLAN

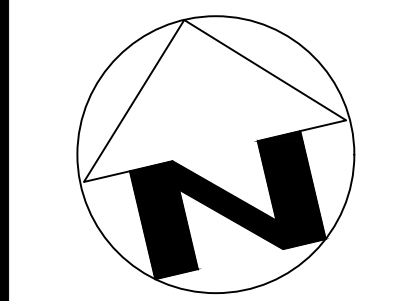
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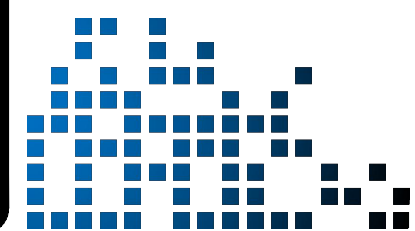
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- Ⓜ = WIFI BOOSTER
- Ⓜ = CEILING MOUNTED CAMERA
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- ☒ = HVAC SUPPLY VENT
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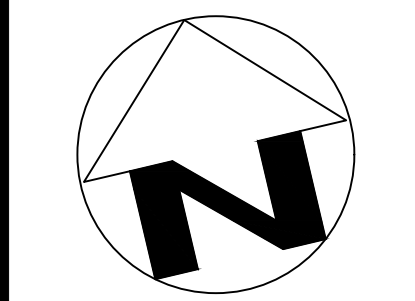
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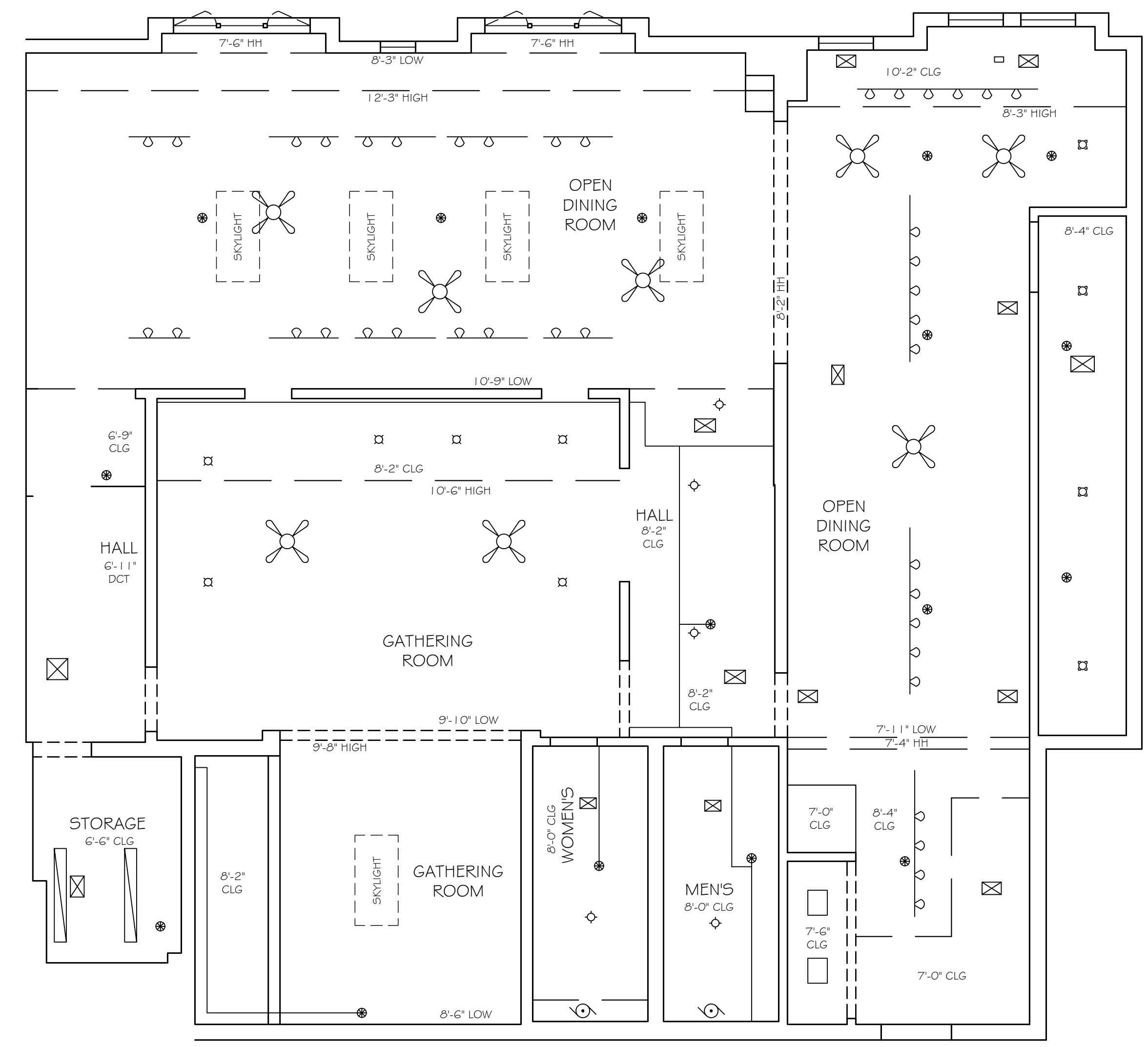
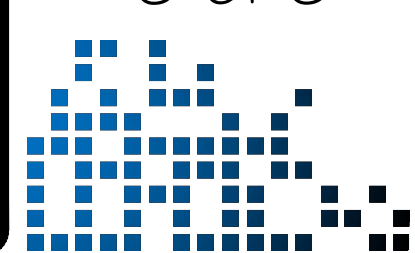
SCALE  
1/4" = 1'-0"

PROJECT  
1530\_DC

APPROVED BY  
AC

DATE  
07/18/22

SHEET  
6 of 6



PROJECT

ARCHITECT \* INTERIOR DESIGNER



WYN DESIGN COMPANY, LLC  
641 S ST NW SUITE 300  
WASHINGTON, DC 20001  
202.686.9479  
WWW.WYNDESIGNCO.COM

MEP ENGINEER

FOOD SERVICE CONSULTANT

US FOODS  
CHEF ALEXIS SAMAYOO

STRUCTURAL ENGINEER

GENERAL CONTRACTOR

WSR  
CONSTRUCTION

DATE NO. DESCRIPTION

DATE	NO.	DESCRIPTION

# FURNITURE PLANS

Project Number \_\_\_\_\_  
 Issue Date \_\_\_\_\_  
 Author \_\_\_\_\_  
 Drawn By \_\_\_\_\_  
 Checked By \_\_\_\_\_  
 Checker \_\_\_\_\_

## A200

Scale AS NOTED

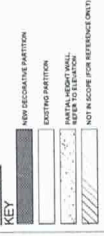
### PLAN GENERAL NOTES

1. ALL STEEL STUD FRAMING TO BE 25 GAUGE, 16" MAX ON CENTERS
2. ALL STEEL STUD FRAMING TO BE 25 GAUGE, 16" MAX ON CENTERS
3. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS
4. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS
5. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS
6. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS
7. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS
8. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS
9. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS
10. ALL CUSTOM PANELS TO BE 25 GAUGE, 16" MAX ON CENTERS

### PARTITION

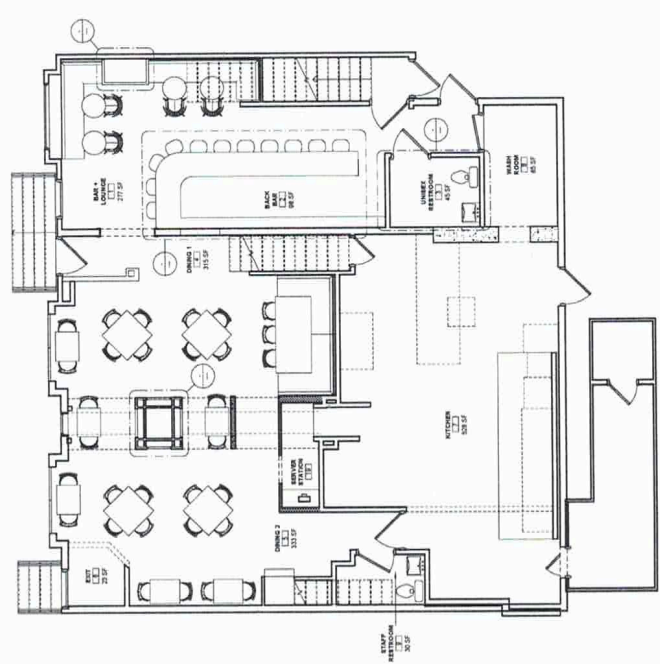
1. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
2. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
3. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
4. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
5. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
6. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
7. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
8. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
9. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
10. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS

### GRAPHIC KEY

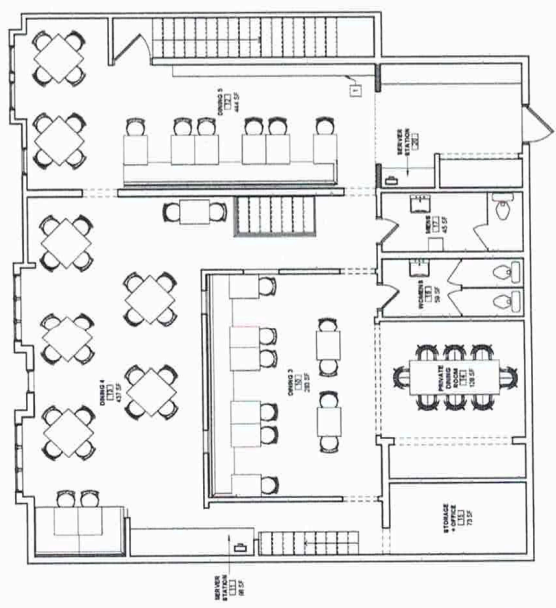


### PLAN NOTES

1. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
2. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
3. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
4. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
5. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
6. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
7. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
8. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
9. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS
10. ALL PARTITIONS TO BE 1/2" GYP BOARD ON ALL CORNERS



1 FURNITURE PLAN - LEVEL 1  
1/4" = 1'-0"



2 FURNITURE PLAN - LEVEL 2  
1/4" = 1'-0"

