

Dear Planning Commission/Board of Zoning Appeals:

I am applying to renew my original Conditional Use Permit application for a Family Day Home to allow for up to 12 children at 305 Jade Court. We have not had any neighbor complaints since the last renewal of the Conditional Use Permit. We currently have 12 children enrolled and 1 employee at our family day home and will continue with staggering our arrivals and departures as shown in the arrival/departure log attached to this narrative. On average, our business uses 3 parking spaces at any given time. Our hours of operation will remain from 7am to 6:00pm In addition, we have not had any issues with anything since we had our last renewal.

Noise:

A. The safety of our enclosed basement will prevent noise reaching the street/neighbors, besides letting the children out for outside time and that will be limited to once in the morning and once in the afternoon.

B. Family drop off/pick up will be swift and limited to parents asking how their child's day went.

C. Our noise levels will not exceed noise level permitted by Town codes.

Odors:

A. Trash will be collected each Monday and will not affect neighbors.

B. There won't be any smells coming from the property. Trash will be stored in a premium 64-gallon container wrapped in premium garbage bags, with a capacity not to exceed that of typical residential waste.

C. To ensure that everything stays inside the bags and containers and doesn't leak anywhere on the property or in our neighborhood, we will be utilizing premium garbage bags and containers.

Loading/unloading:

A. Off-street loading shall occur in front of our home 305. on a schedule that does not exceed regular use.

B. The off-street loading schedule will adhere to town regulations and won't disrupt our neighbors' everyday routine.

Parking and stacking:

Our property has plenty of space since we have the driveway that can take up to 2 cars or more. We also have space for about 4 different cars in front of the house. The court has 17 available parking spots.

Use capacity:

A. There will be no expectation of parents accessing the daycare, and parents will drop off and pick up children and leave the daycare immediately. The maximum number of children in care is twelve.

B. All employees are from the household so there's no extra parking needed.

Hours:

A. Proposed days and times Monday to Friday 7:00AM to 6:00pm.

B. The operator of the family daycare home will live mostly in the facility.

C. The establishment will adhere to all town and state regulations and specifications.

Sincerely, Zeinab Salem

# Zainab Salem

MODEL FORM - FDH

VDSS MODEL FORM - FDH

## RECORD OF DAILY ATTENDANCE

(Standards for Licensed Family Day Homes 22 VAC 40-111-50 A)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Date: <u>5.13</u>	Date: <u>5.14</u>	Date: <u>5.15</u>	Date: <u>5.16</u>	Date: <u>5.17</u>	Date: <u>5.18</u>	Date: <u>5.19</u>
Names of Children in Attendance	Names of Children in Attendance	Names of Children in Attendance	Names of Children in Attendance	Names of Children in Attendance	Names of Children in Attendance	Names of Children in Attendance
7.10 Bella 5.30	7.15 Sienna 5.10	7.05 Bella 5.10	7.20 Bella 5.35	7.10 Beller 5.35		
7.30 Siena 5.25	7.20 Bella 5.35	7.15 Sienna 5.25	7.40 Sienna 5.40	7.35 Sienna 5.15		
7.45 Sienna 4.20	7.28 AYlin 5.10	7.30 AYlin 5.30	7.48 Sienna 4.10	7.50 Sienna 5.05		
7.55 Jash 5.35	7.45 Sienna 4.00	7.50 Sienna 4.10	8.05 Hazel 4.30	8.10 Jash 5.45		
8.10 Hazel 4.15	8.00 Hazel 4.15	8.00 Jash 6.00	8.10 GiGi 5.45	8.15 GiGi 5.35		
8.15 BiGi 4.00	8.15 Jash 5.45	8.05 Emma 5.45	8.18 Jash 5.45	8.30 Hazel 4.15		
8.18 Emma 5.05	8.20 Emma 4.50	8.08 Hazel 4.20	8.25 AYlin 5.10	8.40 AYlin 5.00		
8.25 AYlin 5.35	8.25 GiGi 4.58	8.15 GiGi 4.50	8.40 Kobay 4.45	8.48 Kobay 5.30		
8.35 Camila 5.50	8.30 Camila 4.30	8.25 Kobay 6.00	8.50 Camila 6.00	9.00 Camila 5.40		
8.50 Kobay 5.45	12.00 Emmy 5.00	8.35 Camila 3.05	12.05 Emmy 5.15	9.10 Sydney 3.00		
12.00 Emmy 5.55	9.05 Kobay 5.15	12.00 Emmy 5.30	8.30 EMMA 5.10	12.00 Emmy 5.15		
	8.55 Sydney 3.30		8.15 Sydney 3.05			

## PICK UP TIME

TIME	PARENTS	SIGN
4:15PM-4:30PM		
4:15PM-4:30PM		
4:15PM-4:30PM	Alexis (Sina)	Alexis
4:30PM-4:45PM	Patrick + Hilary	Patrick
4:30PM-4:45PM		
4:30PM-4:45PM		
4:45PM-5:00PM		
4:45PM-5:00PM		
4:45PM-5:00PM		
5:00PM-5:15PM		
5:00PM-5:15PM	Camila (Margaret + Matthew) Samantha Siddiqui	Camila
5:00PM-5:15PM	Dawson W. King	Dawson
5:15PM-5:30PM	Shi Chung	Shi
5:15PM-5:30PM	Wendy King	Wendy
5:15PM-5:30PM	Chris Urban	Chris
5:30PM-6:00PM	Dylan Gilette	Dylan
5:30PM-6:00PM	Dea Dea	Dea
5:30PM-6:00PM		

PLEASE SIGN IN THE TIME WINDOW THAT SUITS YOU THE BEST AND YOU CAN ALWAYS PARK IN THE DRIVE WAY TO AVOID TRAFFIC IN THE COURT.

THANK YOU;  
ZAINAB SALEM.

# Zeinab Salem Home Daycare

305 jade ct nw  
Vienna Va 22180  
703-762-6595

zeinabhome27@gmail.com

April 2024  
Town of Vienna  
Zoning Commission  
127 Center ST.S  
Vienna VA 22180

Dear Neighbor,

My name is Zeinab Salem and I have been the owner of Zeinab Salem home daycare for 8 years. The town of Vienna has been our hometown for almost 10 years. We have three children who are now attending George Mason university and louise archer elementary school. We are proud of providing a warm nurturing environment for our own children and all the children in our care. We believe that children are natural learners. They are born with curiosity which encourages them to question, explore, and discover the world around them. We offer activities based on real life experiences and curriculum that fosters social, creative, physical, and cognitive skills, fulfilling the needs of the child to develop as a whole person.

We would like to thank you for all your constant support for helping us to become one of the well known home daycares in the Town of Vienna for the last 8 years. We are reaching out to you to share our future plan for our home. We are in the process of renewing our license. Our operating hours are from Monday through Friday from 7:00am to 6:00pm. Please note that arrivals and drop offs are staggered.

Please print and sign if you agree that renewing my license will not affect the quality of your life.

Print

Sign

Date

Address



04.23.2024

306 Jade ct.

Respectfully and thank you in advance  
Zeinab Salem

# Zeinab Salem Home Daycare

305 jade ct nw  
Vienna Va 22180  
703-762-6595

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Town of Vienna  
Zoning Commission  
127 Center ST.S  
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Print *Ansela Huang* Sign *AHuang* Date *4/23/24*

Address *308 jade CT*

Respectfully and thank you in advance  
Zeinab Salem

Zeinab Salem Home Daycare

305 jade ct nw  
Vienna Va 22180  
703-762-6595

April 2024  
Town of Vienna  
Zoning Commission  
127 Center ST.S  
Vienna VA 22180

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Print

Sign

Date

Hesham Ibrahim

4-23-24

Address

304 jade ct

Respectfully and thank you in advance

Zeinab Salem

# Zeinab Salem Home Daycare

305 jade ct nw  
Vienna Va 22180  
703-762-6595

zeinab.salem@gmail.com

April 2024  
Town of Vienna  
Zoning Commission  
127 Center ST.S  
Vienna VA 22180

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Please print and sign if you agree that renewing my license will not affect the quality of your life.

Print

Lindsay Johnston

Sign



Date

May 6 2024

Address

302 Jade Ct

Respectfully and thank you in advance

Zeinab Salem

# Zeinab Salem Home Daycare

305 jade ct nw  
Vienna Va 22180  
703-762-6595

Zeinab.salem@zeinab.com

April 2024  
Town of Vienna  
Zoning Commission  
127 Center ST.S  
Vienna VA 22180

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Please print and sign if you agree that renewing my license will not affect the quality of your life.

Print

Erin Kelleb

Sign



Date

Address

303 Jade Ct NW

Respectfully and thank you in advance

Zeinab Salem





**Department of Planning and Zoning**

Town of Vienna, Virginia

127 Center Street S

Vienna, Virginia 22180

Phone: 703-255-6341 | Email: DPZ@viennava.gov

Hours: Monday – Friday, 8:00 am - 4:30 pm

**APPLICANT AUTHORIZATION FORM**

I hereby certify that I am the property owner or I have authority of the property owner to make this application, that the information is complete, and that if a permit or certificate is issued, the construction and/or use will conform to the zoning ordinance and other applicable laws and regulations including private building restrictions, if any, which relate to the property. This form must be submitted prior to issuance of any permit or certificate.

I understand that the permits or certificates obtained pursuant to this permit authorization form will be in my name. I accept full responsibility for the work performed.

Check one box below:

I am the property owner

I am an applicant who has the authority of the property owner (owner will still need to sign)

Description of permits or certificates being applied for:

*Renewal Application for Twelve children daycare. The landl approval is subject to the applicant conform with all local, state requirements and regulations.*

at the following address: 305 Jade Ct NW Vienna, VA 22180

Applicant Name (fill out if owner is not applicant): Zeinab Salem

Signature of Applicant: Zeinab Salem Date: 05/21/2024

Property Owner's Name: Ti Bian

Signature of Property Owner: [Signature] Date: 05/21/2024

*Applicants indemnify the landlord any damage as a result of the tenant operating the proposed business at the said location.*