



## COUNTY OF PRINCE WILLIAM

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PLANNING  
OFFICE

Christopher M. Price, AICP  
Acting Director of Planning

February 3, 2017

**TO:** Planning Commission

**FROM:** Jennifer Davidson  
Planning Office

**RE:** Special Use Permit #SUP2017-00010, Youssef – Home Fitness Studio  
**Occoquan Magisterial District**

**I. Background** is as follows:

- A. Request – This is a request for a Special Use Permit (SUP) to allow a home business for personal fitness training and retail sales of related fitness accessories in a townhouse unit in the R-16, Suburban Residential, zoning district. The retail sales portion of this home fitness studio will be limited to the customers that are receiving the personal fitness training. The home business area(s) will not exceed 25% of the overall gross floor area for the entire residence.
- B. Site Location – The site is located at 3965 Cressida Place, which is ±110 feet to the east of the Old Bridge Road and Titania Way intersection. The property is identified on County maps as GPIN 8193-60-5976.01.
- C. Comprehensive Plan – The site is designated CEC, Community Employment Center.
- D. Zoning – The site is zoned R-16, Suburban Residential, and is subject to the proffers approved with The Glen Proffer Amendment #PLN2006-00525 case. The property is located within the Old Bridge Road Highway Corridor Overlay District (HCOD), which was approved after February 20, 1996, and it is classified as a Suburban Arterial HCOD.
- E. Surrounding Land Uses – The Glen Oaks Condominium Subdivision, containing high density single-family attached residential development, is located directly to the east, south, and west of the site. Across Old Bridge Road, to the north of the site, there is a CVS Pharmacy, which is surrounded by high density single-family attached residential development. Located to the northwest of the site is the Church On the Move and the Merchant Plaza shopping center, which contains a variety of restaurants, retail businesses, and commercial uses. To the east of the site, there is a mixture of high density single-family attached residences and low density single-family detached dwellings. The Old Bridge Estates Subdivision, which contains high

density townhouses and the Old Bridge Estates Community Center (Neighborhood Park), is located directly east of the Glen Oaks Condominium Subdivision. The VDOT Lake Ridge Headquarters building, the Chinn Aquatics and Fitness Center (Regional Park), and the Chinn Park Regional Library are all located further south of the site. Located to the west of the site is a Chick-Fil-A restaurant, the Crossroads Animal Care Center, the Chesterbrook Academy Preschool, and high density single-family attached residential units that are currently under construction (see Attachment A for maps).

**II. Current Situation** is as follows:

- A. Planning Office Recommendation – The Planning Office recommends approval of Special Use Permit #SUP2017-00010, Youssef – Home Fitness Studio, with conditions dated January 19, 2017, for the following reasons:
- Zoning District Classification – The subject property is zoned R-16, Suburban Residential, which allows a home business use pursuant to the appropriate conditions of an approved special use permit. The home business use will be an accessory use to the primary residential use.
  - Customer Visits – As conditioned, the applicant is permitted to have up to ten customers on the site per day. There will be no more than one customer allowed on the site at one time and every customer shall have a set appointment time. The customer appointment times will be staggered to ensure that there is only one customer vehicle arriving or departing from the site at a time.
  - Mitigation of Impacts – The conditions address use limitations, customer parking, home security, commercial deliveries, and other use parameters associated with this proposed home business use.
- B. Planning Commission Public Hearing – A public hearing has been advertised for February 15, 2017, before the Planning Commission.

**III. Issues** in order of importance are as follows:

- A. Policy – What policy issues should be considered?
1. Long-Range Land Use – Is the proposed use consistent with those uses intended by the CEC, Community Employment Center, designation?
  2. Level of Service (LOS) – How does the proposal address the mitigation of impacts to existing levels of service?
- B. Community Input – Have members of the community raised any issues?
- C. Other Jurisdictional Comments – Have other jurisdictions raised any issues?

D. Legal Uses of the Property – What uses are allowed on the property? How are legal issues resulting from the Planning Commission action addressed?

E. Timing – When must the Planning Commission take action on this application?

**IV. Alternatives** beginning with the staff recommendation are as follows:

A. Recommend approval of Special Use Permit #SUP2017-00010, Youssef – Home Fitness Studio, subject to the conditions dated January 19, 2017, found in Attachment C.

1. Policy – Approving the special use permit would allow the applicant to operate a home business that would be limited to personal fitness training and retail sales of related fitness accessories, which would only be sold to the fitness studio customers. If approved, the special use permit conditions associated with the proposed use would govern the site.

a) Long-Range Land Use – The R-16 zoning district is intended to implement the residential component of the CEC long range land use classifications of the Comprehensive Plan. The requested home business use is permitted in the R-16 zoning district pursuant to the conditions of an approved special use permit.

b) Level of Service (LOS) – There are no level of service monetary contributions conditioned with this proposal. Approval of this special use permit would not have any impact on the existing level of service.

2. Community Input – Notice of the application has been transmitted to the adjacent property owners within 200 feet. As of the date of this report, the Planning Office has received 11 signed statements from adjacent property owners that support the proposed use. Staff has also received a letter of approval from the Gates Hudson Community Management Association, which manages the Glen Oaks Condominium development. This letter of approval states that the Glen Oaks Condominium Board of Directors has approved the proposed home business use provided that the applicant follows the conditions that are listed within their approval letter (see Attachment E for the HOA Approval Letter).

3. Other Jurisdictional Comments – The subject site is located outside the required notification area for adjacent jurisdictions, therefore, no other jurisdictions received the application.

4. Legal Uses of the Property – In addition to the property's by-right use as a residence, the property could also be used for a home fitness studio business, subject to the conditions of an approved special use permit. Legal issues resulting from Planning Commission action are appropriately addressed by the County Attorney's Office.

5. Timing – The Planning Commission has until May 16, 2017, 90 days from the first public hearing date, to take action on this proposal. Approval of the special use permit would meet the 90-day requirement.

B. Recommend denial of Special Use Permit #SUP2017-00010, Youssef – Home Fitness Studio.

1. Policy – If the special use permit application is denied, the applicant would not be allowed to have the proposed home business use, but the primary by-right residential use would remain.
  - a) Comprehensive Plan – If the application is denied, the land use designation of the site would remain CEC, Community Employment Center.
  - b) Level of Service (LOS) – Denial would not have any impact on the existing level of service.
2. Community Input – Notice of the application has been transmitted to the adjacent property owners within 200 feet. As of the date of this report, the Planning Office has received 11 signed statements from adjacent property owners that support the proposed use. Staff has also received a letter of approval from the Gates Hudson Community Management Association, which manages the Glen Oaks Condominium development. This letter of approval states that the Glen Oaks Condominium Board of Directors has approved the proposed home business use provided that the applicant follows the conditions that are listed within their approval letter (see Attachment E for HOA Approval Letter).
3. Other Jurisdictional Comments – The subject site is located outside the required notification area for adjacent jurisdictions, therefore, no other jurisdictions received the application.
4. Legal Uses of the Property – If the special use permit is denied, the property could continue to be used as a residence. Legal issues resulting from Planning Commission action are appropriately addressed by the County Attorney's Office.
5. Timing – The Planning Commission has until May 16, 2017, 90 days from the first public hearing date, to take action on this proposal. Denial of the special use permit would meet the 90-day requirement.

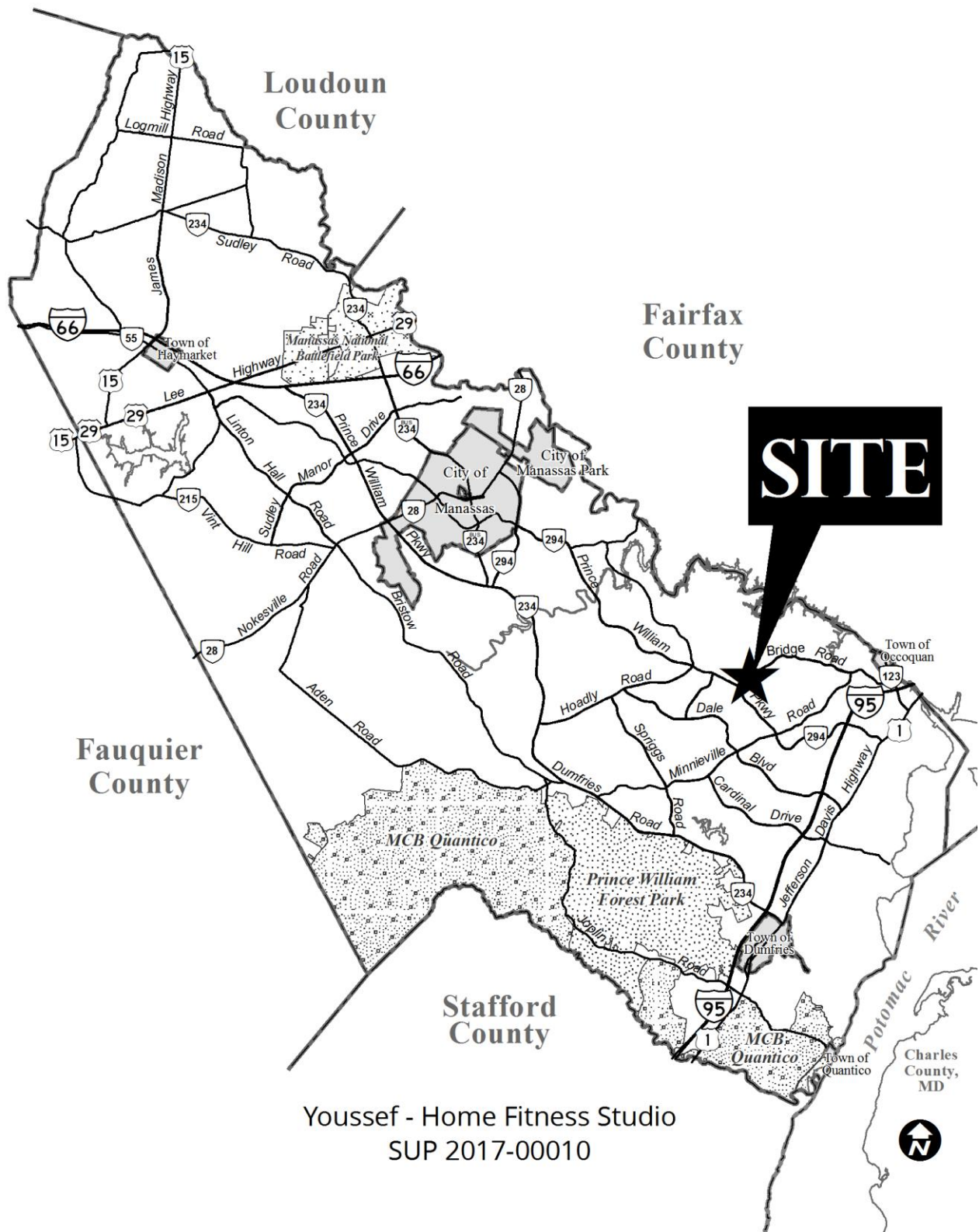
- V. **Recommendation** is that the Planning Commission accepts Alternative A and recommends approval of Special Use Permit #SUP2017-00010, Youssef – Home Fitness Studio, subject to the conditions dated January 19, 2017.

**Staff:** Jennifer Davidson, X5952

**Attachments**

- A. Area Maps
- B. Staff Analysis
- C. Proposed Conditions
- D. Ground Level Layout Exhibit
- E. HOA Approval Letter

Attachment A – Maps  
VICINITY MAP



Youssef - Home Fitness Studio  
SUP 2017-00010

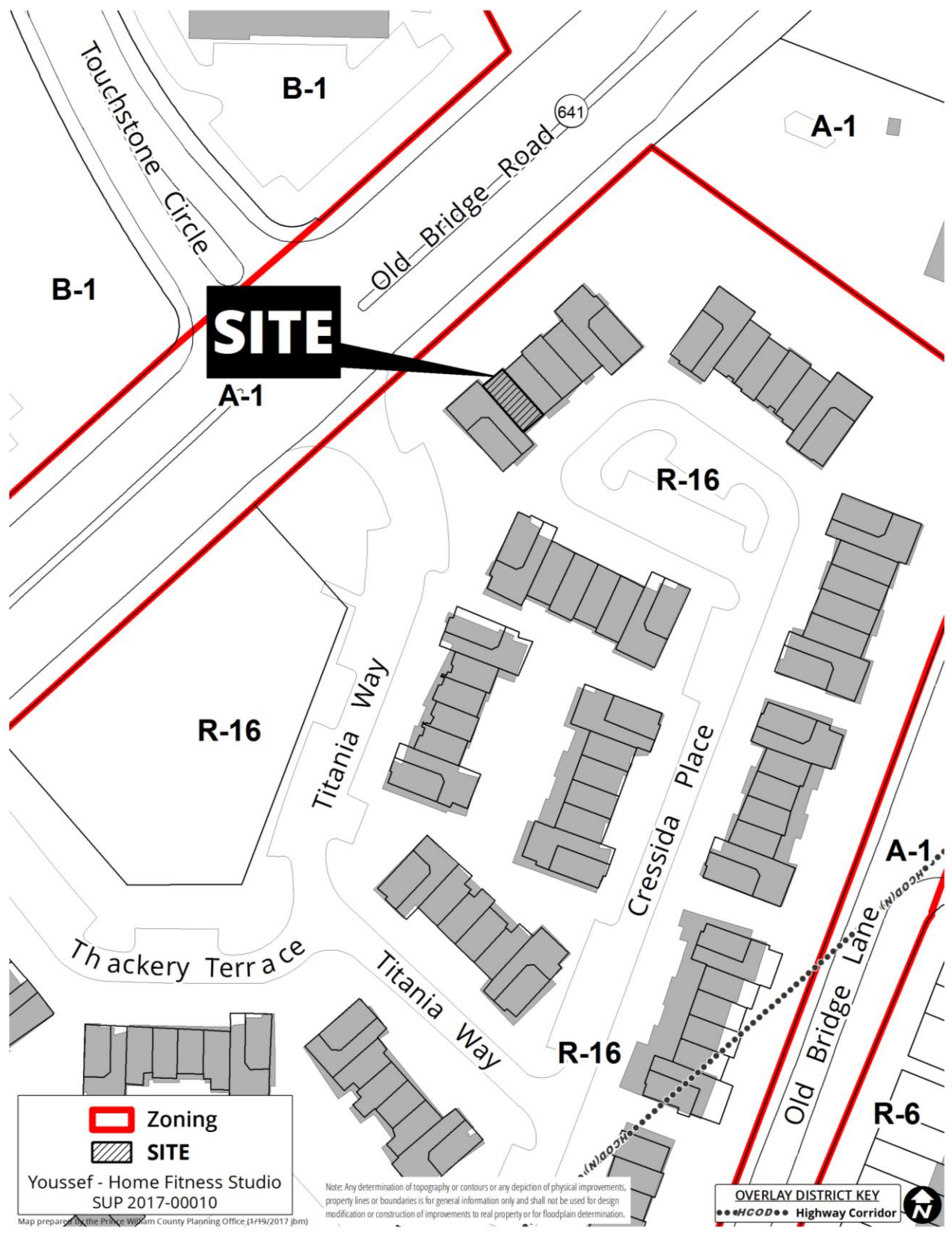


Attachment A – Maps  
AERIAL MAP



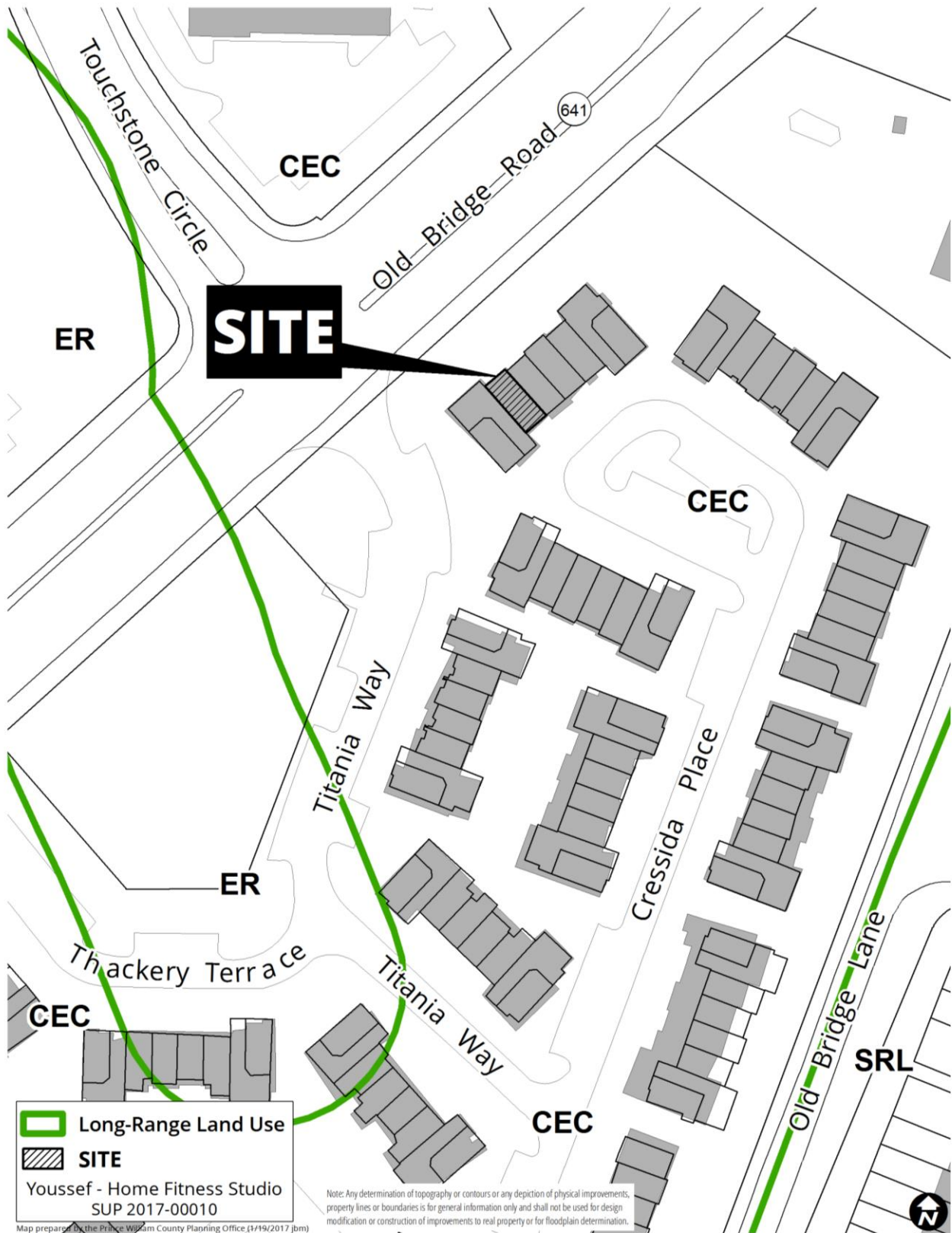


Attachment A – Maps  
EXISTING ZONING MAP





# Attachment A – Maps LONG-RANGE LAND USE MAP



<b>Part I. Summary of Comprehensive Plan Consistency</b>
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**Staff Recommendation: Approval**

This analysis is based on the relevant Comprehensive Plan action strategies, goals, and policies. A complete analysis is provided in Part II of this report.

Comprehensive Plan Sections	Plan Consistency
Long-Range Land Use	Yes
Community Design	Yes
Fire and Rescue	Yes
Police	Yes
Transportation	Yes

<b>Part II. Comprehensive Plan Consistency Analysis</b>
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The following table summarizes the area characteristics (see maps in Attachment A):

Direction	Land Use	Long Range Future Land Use Map Designation	Zoning
North	CVS Pharmacy and a portion of the Glen Subdivision (high density townhouse development). Northwest: The Church On the Move (religious institution) and the Merchant Plaza (with retail and commercial uses).	CEC, ER, & SRL	A-1, B-1, R-16, & R-6
South	High density single-family attached residential development (The Glen Oaks Condominium and Old Bridge Estates Subdivisions). Further South: VDOT Lake Ridge Headquarters building, Chinn Aquatics and Fitness Center (Regional Park), and Chinn Park Regional Library.	CEC, ER, SRL, PL, & P & OS	R-16, A-1, & R-6
East	High density single-family attached and low density single-family detached residential development. Old Bridge Estates Subdivision (with high density townhomes), and Old Bridge Estates Community Center (Neighborhood Park), are located directly east of the Glen Oaks Condominium Subdivision.	CEC, SRL, & PL	R-16, A-1, R-6, & B-1
West	High density single-family attached residential development (part of the Glen Oaks Condominium Subdivision), retail uses (including the Chick-Fil-A, Crossroads Animal Care Center, and Chesterbrook Academy Preschool), and high density single-family attached residences (currently under construction).	CEC, ER, SRL, & O	R-16, A-1, & B-1

**Long-Range Land Use Plan Analysis**

Through wise land use planning, the County ensures that landowners are provided a reasonable use of their land while the County is able to judiciously use its resources to provide the services for residents and employers' needs. The Long Range Land Use Plan sets out policies and action strategies that further the County's goal of concentrating population, jobs, and infrastructure within vibrant, walkable, mixed-use centers serviced by transit. In addition to delineating land uses on the Long Range Land Use Map, the plan includes smart growth principles that promote a countywide pattern of land use that encourages fiscally sound development and achieves a high-quality living environment; promotes distinct centers of commerce and centers of community; complements and respects our cultural and natural resources, and preserves historic landscapes and site-specific cultural resources; provides adequate recreational, park, open space and trail amenities that contribute to a high quality of life for county residents; and revitalizes, protects, and preserves existing neighborhoods.

This is a special use permit request to allow a home based fitness studio business, which will be limited to personal fitness training and retail sales of accessories that are associated with the proposed fitness studio business. The retail sales portion of the proposed home business will be restricted in that the applicant will only be allowed to sell fitness accessories that are related to the proposed home business use and these related fitness accessories will only be permitted to be sold to the customers that are also receiving the personal fitness training onsite. The applicant intends to locate the proposed fitness studio in a portion of the walkout basement of his townhouse residence at 3965 Cressida Place. The subject site is zoned R-16, Suburban Residential, and is subject to the proffers that were approved with The Glen Proffer Amendment #PLN2006-00525 case. The proffers that govern the subject site do not restrict the proposed home business use.

This site is located within the Development Area of the County and is classified as CEC, Community Employment Center, on the Long Range Land Use Map. The following table summarizes the uses and densities intended within the CEC designation:

<b>Long-Range Land Use Plan Classification</b>	<b>Land Uses Intended</b>
<b>Community Employment Center (CEC)</b>	The purpose of the Community Employment Center classification is to provide for areas of low- to mid-rise offices (including government offices, particularly those for Prince William County agencies), research and development, lodging, and mixed-use projects planned and developed in a comprehensive, coordinated manner. CEC projects shall be located at or near the intersection of principal arterials and major collector roads, or at commuter rail stations. Residential uses shall be considered secondary uses and shall represent no greater than 25 percent of the total CEC gross floor area of the project. Drive-in/drive-through uses are discouraged. Single-family attached or multifamily housing including elderly housing is permitted, at a density of 6-12 units per

	gross acre, less the ER designated portion of a property. Development in CEC projects shall occur according to an infrastructure implementation plan submitted at the time of rezoning. The intent of this plan is to ensure that critical infrastructure for office, employment, and lodging uses is developed adequately for each phase of the project. Development shall also occur according to a phasing plan that must ensure that office, employment, and lodging uses are always the primary uses within the area rezoned. Office development in CEC areas is encouraged to be in accordance with the <i>Illustrative Guidelines for Office Development</i> , provided as a supplement to the Community Design Plan chapter of the Comprehensive Plan and available from the Planning Office. A minimum office building height of 3-5 stories is preferred.
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### **Proposal's Strengths**

- Zoning District Classification – The subject property is zoned R-16, Suburban Residential, which allows a home business use pursuant to the appropriate conditions of an approved special use permit. The home business use will be an accessory use to the primary residential use.
- Customer Visits – As conditioned, the applicant is permitted to have up to ten customers on the site per day. There will be no more than one customer allowed on the site at one time and every customer shall have a set appointment time. The customer appointment times will be staggered to ensure that there is only one customer vehicle arriving or departing from the site at a time.
- Mitigation of Impacts – The conditions address use limitations, customer parking, home security, commercial deliveries, and other use parameters associated with this proposed home business use.

### **Proposal's Weaknesses**

- None identified.

**On balance**, this application is found to be consistent with the relevant components of the Long-Range Land Use Plan.

### **Community Design Plan Analysis**

An attractive, well-designed County will attract quality development, instill civic pride, improve the visual character of the community and create a strong, positive image of Prince William County. The Community Design Plan sets out policies and action strategies that further the County's goals of providing quality development and a quality living environment for residents, businesses and



visitors, and creating livable and attractive communities. The plan includes recommendations relating to building design, site layout, circulation, signage, access to transit, landscaping and streetscaping, community open spaces, natural and cultural amenities, stormwater management, and the preservation of environmental features.

This is a special use permit request to allow a home business in the Glen Oaks Condominium community. The applicant intends to use a portion of the walkout basement area in his residence for this proposed home business. Specifically, the applicant intends to use a portion of the Studio Area, as shown on the Ground Level Layout Exhibit, which was received by the Planning Office on November 28, 2016 (see Attachment D). Per the conditions, the home business area will not exceed 25% of the overall gross floor area of the applicant's residence.

### **Proposal's Strengths**

- Visual Perception/ Maintaining Residential Character –As conditioned, there shall be no signage or outdoor storage permitted on the subject site that is associated with this home business use. There will be no indication that the dwelling contains a home business, thus the residential character of the dwelling unit and the neighborhood will be preserved.

### **Proposal's Weaknesses**

- None identified.

**On balance**, this application is found to be consistent with the relevant components of the Community Design Plan.

## **Fire and Rescue Plan Analysis**

Quality fire and rescue services provide a measure of security and safety that both residents and businesses have come to expect from the County. The Fire and Rescue Plan sets out policies and action strategies that further the County's goal of protecting lives, property, and the environment through timely, professional, humanitarian services essential to the health, safety, and well-being of the community. The plan includes recommendations relating to siting criteria, appropriate levels of service, and land use compatibility for fire and rescue facilities. The plan also includes recommendations to supplement response time and reduce risk of injury or death to County residents, establishment of educational programs, such as cardio-pulmonary resuscitation (CPR) training, automatic external defibrillators (AED), and encourages installation of additional fire protection systems—such as sprinklers, smoke detectors, and other architectural modifications.

### **Proposal's Strengths**

- OWL- Lake Ridge Fire Station Capacity – According to FY2014 data from the Fire Marshal's Office, the responding fire and rescue station is currently operating within capacity.

- 4.0-Minute Response Time – The site is located within the recommended 4.0-minute response time for fire suppression and basic life support.
- 8.0-Minute Response Time – The site is located within the recommended 8.0-minute response time for advanced life support.

### **Proposal's Weaknesses**

- None identified.

**On balance**, this application is found to be consistent with the relevant components of the Fire and Rescue Plan.

### **Police Plan Analysis**

Residents and businesses expect a high level of police service for their community. This service increases the sense of safety and protects community investments. The Police Plan is designed to promote Prince William County's public safety strategic goal to continue to be a safe community, reduce criminal activity, and prevent personal injury and loss of life and property, as well as to ensure effective and timely responses throughout the County. This chapter encourages funding and locating future police facilities to maximize public accessibility and police visibility as well as to permit effective, timely response to citizen needs and concerns. The chapter recommends educational initiatives, such as Neighborhood and Business Watch, and Crime Prevention through Environmental Design (CPTED), which encourages new development to be designed in a way that enhances crime prevention. The chapter also encourages effective and reliable public safety communications linking emergency responders in the field with the Public Safety Communications Center.

### **Proposal's Strengths**

- Home Security Survey – As conditioned, the applicant shall request a Home Security Survey to be conducted by the Police Department's Crime Prevention Unit prior to the commencement of this home business use, and the applicant shall provide proof of such to the Zoning Administration staff prior to requesting zoning approval for the proposed use.

### **Proposal's Weaknesses**

- None identified.

**On balance**, this application is found to be consistent with the relevant components of the Police Plan.

### **Transportation Plan Analysis**

By providing a multi-modal approach to traffic circulation Prince William County promotes the safe and efficient movement of goods and people throughout the County and surrounding jurisdictions. The Transportation Plan sets out policies and action strategies that further the County's goal of providing a complete, safe and efficient multi-modal circulation system that includes sufficient capacity to meet the demands placed upon it. The plan includes recommendations relating to improving existing service levels, increasing capacity of the existing system, minimizing negative impacts to environmental and cultural resources, supporting targeted industries and major activity centers, exploring innovative funding mechanisms, promoting regional approaches to transportation issues, and promoting transit opportunities. At a minimum, projects should include strategies that result in a level of service (LOS) of "D" or better on all roadways, the dedication of planned rights-of-way, the provision of pedestrian pathways, and access to mass transit and other commuter facilities as appropriate.

### **Proposal's Strengths**

- **Customer Parking** – Customer parking associated with this home business use will be provided onsite. As conditioned, one parking space must remain available in the applicant's driveway for the customers to utilize during the hours of operation. Customers shall not be allowed to park in any of the common area spaces or visitor spaces that are located throughout the Glen Oaks Condominium development.
- **Proper Mitigation of Traffic Impacts** – The proposed home business is a low trip generator and is limited to a maximum of ten customers per day. Only one customer will be allowed on the site at any given time and every customer shall have a set appointment time. As conditioned, the customer appointment times will be staggered to ensure that there is not more than one customer vehicle arriving or departing from the site at a time. The conditions properly mitigate the transportation related impacts associated with the proposed use.

### **Proposal's Weaknesses**

- None identified.

**On balance**, this application is found to be consistent with the relevant components of the Transportation Plan.

**Materially Relevant Issues**

This section of the report is intended to identify issues raised during the review of the proposal, which are not directly related to the policies, goals, or action strategies of the Comprehensive Plan, but which are materially relevant to the County’s responsibilities in considering land use issues. The materially relevant issues in this case are as follows:

- None identified.

**Minimum Design Criteria**

Staff and other agencies that have reviewed the proposal noted the following minimum design criteria. The development proposal will be reviewed for compliance with all minimum standards at the time that the applicant submits detailed site development information prior to the issuance of construction permits. The listing of these issues is provided to ensure that these concerns are a part of the development record. Such issues are more appropriately addressed during the site plan review.

- None identified.

**Agency Comments**

The following agencies have reviewed the proposals and their comments have been summarized in relevant Comprehensive Plan chapters of this report. Individual comments are in the case file in the Office of Planning:

Building  
Fire and Rescue  
Planning Office, Case Manager and Zoning Administration  
Police Department  
PWC Transportation  
VDOT



**Attachment C**

**Proposed SUP Conditions dated January 19, 2017**

**PROPOSED CONDITIONS**

**Owner/Applicant: Youssef Youssef**

**Special Use Permit: #SUP2017-00010 Youssef – Home Fitness Studio**

**Prince William County GPIN: 8193-60-5976.01**

**Special Use Permit Area: 3965 Cressida Place Woodbridge, VA 22192**

**Zoning: R-16, Suburban Residential**

**Magisterial District: Occoquan**

**Date: January 19, 2017**

The following conditions are intended to offset the impacts of the proposal and to render the application consistent with the applicable chapters of the Comprehensive Plan and the surrounding areas. If the conditions of this Special Use Permit are in conflict with the Zoning Ordinance, and/or the Design and Construction Standards Manual (DCSM), the more restrictive standards shall apply, except as specifically allowed by this special use permit. Prior to the commencement of the home business use, the applicant shall obtain Zoning Approval for the home business within one (1) year of approval of this Special Use Permit by the Board of County Supervisors, and if the applicant does not obtain said Zoning Approval within one (1) year of approval of this Special Use Permit, then the SUP shall be void.

1. Use Parameters

- a. Use & Area Limitations – The home business shall be limited to personal fitness training and retail sales of related fitness accessories to the customers of the home fitness studio. The retail sales portion of this home fitness studio will be limited to the customers that are receiving the personal fitness training. The home business area(s) shall not exceed 25% of the overall gross floor area for the entire residence.
- b. Hours of Operation – The hours of operation shall be from 5:00 a.m. to 9:00 p.m., Monday through Saturday.
- c. Employee(s) – There shall be no non-resident employees for this home business.
- d. Customers – There shall be no more than ten customers on the subject site per day, and there shall be no more than one customer on the site at one time. All customers shall be seen by “Appointment Only” and the appointment times shall be staggered to ensure that there is no more than one customer vehicle arriving or departing from the site at a time.

**Attachment C**

**Proposed SUP Conditions dated January 19, 2017**

- e. Primary Residential Use – The applicant shall continue to occupy the dwelling as their primary residence as long as the home business operation is active. The home business shall be clearly secondary to the primary residential use of the property.
  - f. Deliveries – There shall be only one commercial truck delivery or pick up, associated with the home business use, allowed per day to the subject property. All commercial deliveries that are related to the home business shall occur between normal business operating hours (Monday through Saturday, 9:00 a.m. to 5:00 p.m.).
  - g. Customer Parking – The applicant shall maintain one designated parking space in the applicant's driveway for the customers to utilize during the hours of operation. The customers of this home business shall only park in the applicant's driveway. The customers shall not utilize any of the other common area spaces or visitor spaces that are located throughout the Glen Oaks Condominium development. Vehicles shall never block drive aisles or pedestrian walkways.
2. Safety
- a. Home Security Survey – Prior to the commencement of this home business, the applicant shall request a Home Security Survey to be conducted by the Police Department's Crime Prevention Unit, and provide proof of such to Zoning Administration staff prior to requesting zoning approval for the home business.
3. Community Design
- a. Signs – No related signage shall be allowed on the outside of the home or on the property at any time.
  - b. Outside Storage – Outdoor storage of any equipment or materials associated with this home business use shall be prohibited.

[illegible]



September 6, 2016

Youssef Youssef  
3965 Cressida Place  
Woodbridge, Virginia 22192

Re: In Home Business Request

Dear Mr. Youssef,

Thank you for attending the August 31, 2016 Glen Oaks Condominium Board of Directors meeting to discuss your proposed in home business, to be located at 3965 Cressida Place. The governing documents for Glen Oaks give the Board of Directors the authority to permit "reasonable, temporary non-residential uses from time to time in any Unit." A copy of this section is below:

ARTICLE XI

USE RESTRICTIONS ON UNITS AND COMMON ELEMENTS

Section 1. Use Restrictions. Each Unit and the Common Elements shall be occupied and used as follows:

(a) Except for the areas of the Condominium designated for recreational use and except as provided in the Declaration, no Unit shall be used for other than housing, home occupations allowed by local zoning ordinances and subject to rules and regulations which may be promulgated by the Board of Directors, and the related common purposes for which the Property was designed. The Board of Directors may permit reasonable, temporary non-residential uses from time to time in any Unit. Nothing in these Bylaws shall be construed to prohibit the Declarant from using any Unit owned by Declarant for promotional, marketing, administrative office, display or other related purposes or from using any appropriate portion of the Common Elements for settlement of sales of Condominium Units.

After reviewing the information provided, the Board of Directors voted to approve your request provided the following conditions are followed:

- 1) All appropriate insurance is to be obtained by you as required by any local, state, or federal laws. A copy of your certificate of insurance is to be provided to Gates Hudson Community Management once obtained.
- 2) All efforts must be taken to limit any noise and disturbances to neighbors within the community in relation to this in home business. Any complaints received by



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Management will be reported to you in writing and the due process procedures for the community will be followed.

- 3) This in home business should not be located at 3965 Cressida Place longer than three years from the time of official opening without additional review by the Board of Directors.
- 4) All current rules and regulations for the community must be followed by customers of your business at all times. This includes, but is not limited to, parking, noise, and common area use.

Should additional information be needed by you or Prince William County, or should you have any questions or concerns regarding the conditions outlined above, please contact me at 703-752-8300 or [bheisler@ghacm.com](mailto:bheisler@ghacm.com).

Sincerely,

*Brian S. Heisler*

Brian S. Heisler  
Senior Portfolio Manager  
Gates Hudson Community Management



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