



**Department of Planning & Zoning**  
Administrative Special Use Permit New Use  
Catering Operation Supplemental

**WORKSHEET - Answer each question below. Attach a separate sheet if necessary.**

**LOCATION OF STORAGE**

**Any food, beverages, or other material must be stored inside.**

Describe how food, beverages or other materials will be stored?

**CONTROLLING ODORS AND SMOKE**

**Cooking odors and smoke must be controlled to prevent them from becoming a nuisance to neighboring properties and the Department of Transportation & Environmental Services will review the proposed controls.**

What equipment is included in the building to help control odors and smoke?

**SOLID WASTE AND RECYCLING**

**There must be storage space for solid waste and recyclable materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines," or to the satisfaction of the Director of Transportation & Environmental Services. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: [www.alexandriava.gov](http://www.alexandriava.gov) or contact the City's Solid Waste Division at 703-519-3486 ext.132.**

Where will the waste and recycling containers be located?