

Committee for Helping Others (CHO)

Clothes and Food Facility Requirements

Introduction

The CHO Clothes and Food Closets are currently located in the Vienna Courts Condos at 133 Park Street NE in Vienna. The condos will be redeveloped and our current lease with Vienna Presbyterian Church (VPC) will expire in less than 12 months. A 6-month extension beyond that may or may not be available depending on the progress in the approval process for the redevelopment. The Clothes and Food Closets must find a new home soon.

Approach

There are only four possible outcomes of this effort. Plan A: an organization provides space for us to operate for free, as VPC has so generously done for many years. Plan B: we purchase a facility. Plan C: we lease a facility. Plan D: we go dormant until we can achieve Plan A, B, or C. The intent of this document is to define the requirements for our new facility regardless of which plan we achieve. Both threshold (the bare minimum needed to operate) and objective (more optimal) requirements will be defined.

Location

The facility shall be located within the Vienna, Oakton, Merrifield, or Dunn Loring areas of Fairfax County, as defined by the 2017 Fairfax County Community Based Organizations Map (threshold). The facility should be centrally located within that area (objective).

Co-Location

A single facility that houses both the clothes and food closets is desired (objective).

Zoning

Clothes and food closet operations shall be permitted by the zoning ordinances of the locality where the facility is located (threshold).

CHO Clothes and Food Facility Requirements		
23 November 2021	Page 1 of 3	Version 0.1

Clothes Closet Space

The facility shall provide 500 square feet for clothes closet operation (threshold). The facility should provide 750 square feet for clothes closet operation (objective).

Food Closet Space

The facility shall provide 250 square feet for food closet operation (threshold).

Clothes Closet Parking

The facility shall provide sufficient parking for 6 vehicles (threshold). Rationale: accommodation for 4 clothes closet volunteers and 2 clients simultaneously.

Food Closet Parking

The facility shall provide sufficient parking for 4 vehicles (threshold). Rationale: accommodation for 2 food closet volunteers and 2 clients simultaneously.

Parking for Simultaneous Operations

The facility should provide sufficient parking for 10 vehicles (objective) so that clothes and food closet operations can occur simultaneously.

External Entrance

The facility should provide an external entrance where food orders may be left for client pick up (objective).

Security

The facility should provide a means to see who is outside before entrance to the facility is permitted (objective).

CHO Clothes and Food Facility Requirements		
23 November 2021	Page 2 of 3	Version 0.1

Access Hours

The facility shall be accessible from 7 a.m. to 9 p.m., 7 days a week (threshold). The facility should be accessible 24 hours a day, 7 days a week (objective). Rationale: clients and donors regularly need to be met at times that do not interfere with normal daytime schedules. Early morning, evening, and weekend appointments are necessary.

Ingress / Egress

Ingress to and egress from the facility shall traverse no more than two steps (threshold). Ingress to and egress from the facility should traverse no steps (objective). Rationale: wheeled carts will regularly need to come in and out of the facility.

Bathroom

The facility shall provide a toilet and a sink (threshold).

Climate Control

The facility shall provide air conditioning and heating (threshold).

CHO Clothes and Food Facility Requirements		
23 November 2021	Page 3 of 3	Version 0.1



COUNTY OF FAIRFAX
COMMONWEALTH OF VIRGINIA

Community Based Organizations

**HERNDON
RESTON FISH**
703-222-0880

SHARE
703-229-1414

CORNERSTONES
571-323-1400

CHO
703-281-7614

FCS
703-222-0880

WFCM
703-988-9656

FAIRFAX FISH
703-222-0880

ACCA
703-222-0880

ECHO
703-569-9160

KOINONIA
703-971-1991

UCM
703-768-7106

**GOOD SHEPHERD HOUSING
AND FAMILY SERVICES**
703-768-9404

LCAC
703-339-5161



Fairfax County Department of
Neighborhood and Community Services
Coordinated Services Planning

703-222-0880
TTY 711

