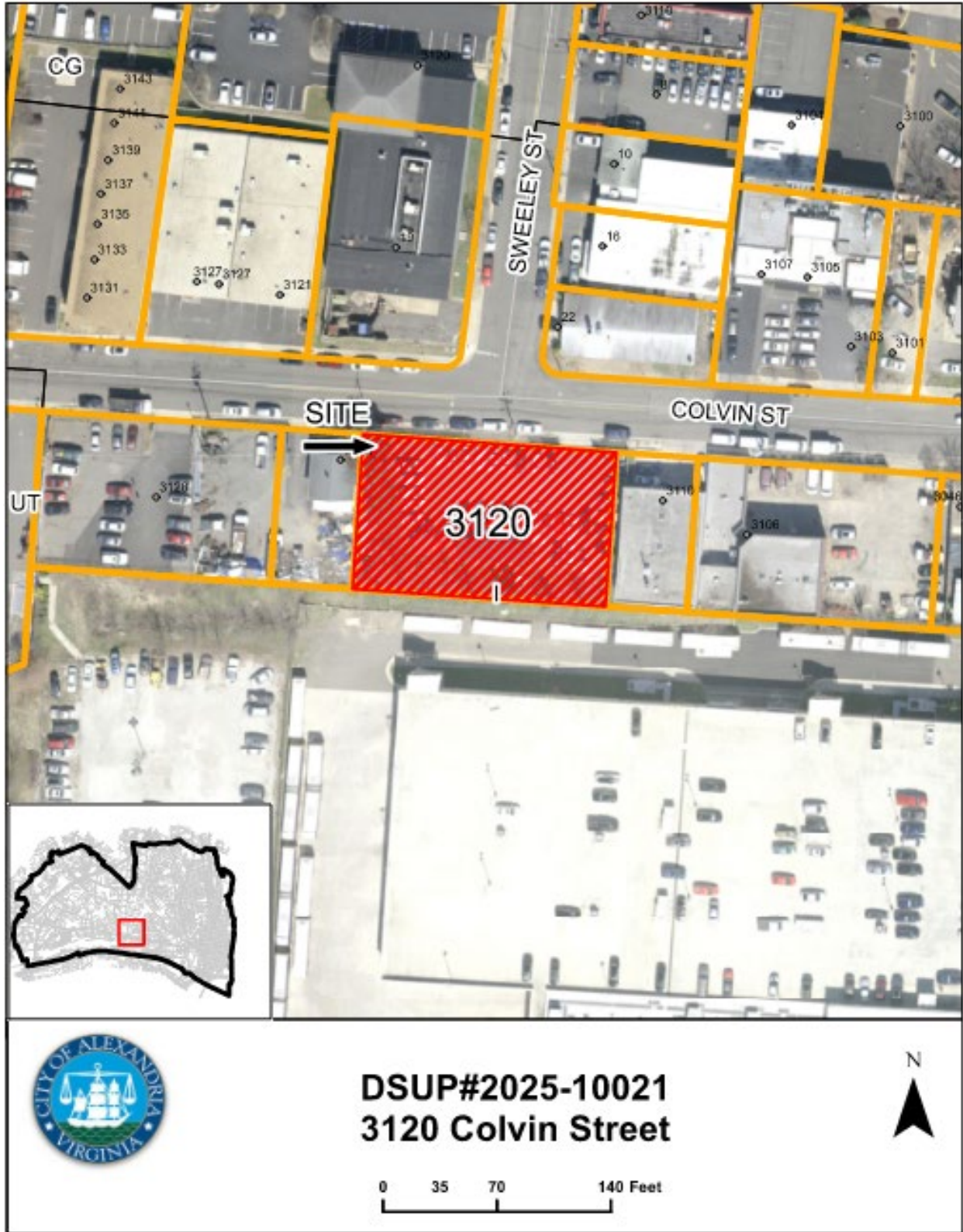


Development Special Use Permit #2025-10021
3120 Colvin Street – Colvin Street Garage Extension

Application	General Data	
Project Name: Colvin Street Garage Extension	PC Hearing:	January 6, 2026
	CC Hearing:	January 24, 2026
	If approved, DSUP Expiration:	January 24, 2029 (three years)
	Plan Acreage:	0.34 acres (14,807 square feet)
Location: 3120 Colvin Street	Zone:	I / Industrial
	Existing Use:	Automobile & Trailer Rental/Sales Area
	Proposed Use:	General Automobile Repair and Warehouse
	Gross Floor Area:	19,446 square feet
	Small Area Plan:	Taylor Run/Duke Street
Applicant: 3120 Colvin Street LLC, represented by Duncan Blair, attorney	Green Building	Compliance with the 2019 Green Building Policy

Purpose of Application The applicant requests a three-year extension of a previously approved Development Special Use Permit (DSUP2021-10022) with site plan and with a modification to construct a commercial building for a general automobile repair and warehouse use.
Application(s) and Modifications Requested: 1. Extension of previously-approved DSUP#2021-10022 with site plan and with: a. Modification of the Landscape Guidelines to reduce the required number of street trees due to lack of right-of-way width.
Staff Recommendation: APPROVAL WITH CONDITIONS
Staff Reviewers: Robert M. Kerns, AICP, Division Chief, robert.kerns@alexandriava.gov Nathan Randall, Principal Planner, nathan.randall@alexandriava.gov
PLANNING COMMISSION ACTION, JANUARY 6, 2026: By unanimous consent, the Planning Commission voted to recommend approval of Development Special Use Permit #2025-10021.



I. PROJECT DESCRIPTION

The applicant, 3120 Colvin Street LLC, is requesting a three-year extension of previously-approved DSUP#2021-10022 to construct a new two-story, commercial building containing a motorcycle repair and parts business at 3120 Colvin Street. The current request is the first extension for this project, which the applicant seeks due to financing delays as a result of increased construction costs. The applicant is not requesting any changes compared to its prior approval.

The original 2022 staff report has been included as part of this package for additional details regarding the site, zoning, and staff's original analysis of the case.

As identified in the original report, benefits of the project include:

- Improved stormwater management through reduced runoff and an overall 55% phosphorous load reduction;
- Improvement of the adjacent pedestrian realm with ADA accessible ramps and a new crosswalk across Colvin Street;
- A \$22,000 contribution to the Affordable Housing Trust Fund;
- A \$4,279 public art contribution;
- A \$10,000 contribution to the Urban Forestry Fund/Living Landscape Fund for deficient street trees; and
- Compliance with the Green Building Policy.

II. BACKGROUND

A. Approval History

On June 18, 2022, City Council approved Development Special Use Permit #2021-10022 to construct a new two-story, commercial building for a motorcycle repair and parts business. The motorcycle repair business is considered to be a general automobile repair use, and pursuant to Section 4-1203(H) of the Zoning Ordinance, general automobile repair requires SUP approval in the I / Industrial zone. The parts storage portion of the business is considered to be a warehouse use, which is permitted in the I / Industrial zone as discussed in greater detail in this report.

Staff administratively approved the final site plan for the project in early July 2025. The applicant was unable to achieve substantial construction prior to the original approval's expiration on July 18, 2025 (one additional month was added to the standard three-year validity period due to the automatic extension granted in connection with the Covid-19 emergency.) Consequently, the applicant submitted the current request to extend the approval for an additional three years.

B. Floor Area Ratio

In the original approval for this project, the applicant included a Special Use Permit (SUP) request to increase the allowable FAR at the site from the standard 0.85 up to 0.96, consistent with the I / Industrial zone provisions that allow up to 1.25 FAR with SUP approval. However, staff discovered as part of its review of this extension that the need for this SUP request was based on an incorrect calculation of floor area. The applicant's proposal – otherwise unchanged from its 2022 approval – now uses a floor area of 9,482 square feet for its FAR calculation, which results in an FAR of 0.64. Since this figure falls below the “by-right” allowable FAR of 0.85 for the I / Industrial zone, the previous SUP is no longer needed.

C. Recent Zoning Text Amendment

Although the warehouse use proposed as part of this project was not allowed in the I / Industrial zone at the time the extension request was submitted earlier this year, this issue was remedied last month as part of the approved “Commercial Uses Text Amendment” (ZTA#2025-00007).

The warehouse use was considered “by-right” when the original DSUP was approved in 2022. However, one of the changes adopted as part of the “Zoning for Housing” initiative in late 2023 inadvertently prohibited – with no SUP option – warehouses and several other uses on the first floor of new buildings (defined as within the first 50 feet back from a front building wall) in the I / Industrial zone. When the applicant applied for the extension in July of this year, staff found that the warehouse use was no longer consistent with the Zoning Ordinance since it is located within 50 feet of the front building wall and is not located in a building constructed prior to the effective date of the zoning change.

The “Commercial Uses Text Amendment” (ZTA#2025-00007) that City Council approved last month corrected this matter by returning several permitted uses to the I / Industrial zone without regard to their location in a building. One of the uses that is now permitted is storage/warehouse uses of less than 40,000 square feet when located in new buildings – which applies to the current request.

D. Community Outreach

The property has been posted with public notice signs announcing the proposed extension request and notification has been sent to all adjacent property owners with information about the proposal, hearing dates, and contact information. In addition to the two community meetings that were held prior to this project's first approval in 2022, staff provided information about the extension at the virtual Planning & Zoning Bi-monthly Community Update in October 2025, which 16 people attended. It is also expected to be discussed at the next iteration of this meeting in early January 2026. No one has contacted staff with concerns as of the publication of this report.

III. STAFF ANALYSIS & CONCLUSION

Staff recommends approval of the extension of the validity period for the previously-approved DSUP for an additional three years to January 2029. No changes to the original approval are being sought by the applicant and no circumstances that would alter the original recommendation have occurred. The proposal continues to represent a reasonable plan to develop the property and one that is consistent with the Taylor Run / Duke Street Small Area Plan. It would also help support the expansion of an existing business located in the City.

Subject to compliance with all applicable codes and the staff recommendations contained in Section IV of this report, which have been carried forward unchanged from the previous approval, staff recommends approval.

Staff: Robert M. Kerns, AICP, Division Chief
 Nathan Randall, Principal Planner

IV. STAFF RECOMMENDATIONS

1. The Final Site Plan shall conform substantially with the preliminary civil plans stamped on February 12, 2022, by Farhang Mojgani, the architectural plans dated October 28, 2021, and the updated architectural elevations and renderings submitted to the city on March 25, 2022, and comply with the following conditions of approval.

I. SITE PLAN

2. Per § 11-418 of the Zoning Ordinance, the development special use permit shall expire and become null and void, unless the applicant commences substantial construction of the project within 36 months after initial approval (plus any extension per § 7 of Ordinance Number 5313 related to the COVID-19 emergency) and the applicant thereafter pursues such construction with due diligence. The applicant shall provide a written status report to Staff 18 months after initial approval to update the City Council on the project status if they have not yet commenced substantial construction. The applicant may petition to extend the validity period after adequate notice and a public hearing. (P&Z)
3. Show site utilities compatibly with other site conditions on the site plan to the satisfaction of the Directors of P&Z and T&ES prior to Final Site Plan release, specifically: (P&Z) (T&ES) *
 - a. Locating above grade service openings and required clearances for items such as transformers, telephone, HVAC units, and cable boxes.
 - b. Minimizing conflicts with plantings, pedestrian areas, and major view sheds.
 - c. Excluding above grade utilities from dedicated open space areas and tree wells.
 - d. Screening all utilities from the public right-of-way.
4. Provide a lighting plan with the Final Site Plan, unless otherwise identified below, to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of P&Z and T&ES in consultation with the Chief of Police and Code administration shall include: (P&Z) (T&ES) (Code) *
 - a. The location of all existing and proposed streetlights and site lights, shading back less relevant information.
 - b. A lighting schedule that identifies each type and number of all fixtures, mounting height, and strength of fixture in Lumens or Watts.
 - c. A photometric plan with lighting calculations encompassing all existing and proposed streetlights and site light fixtures, including any existing streetlights located on the opposite side(s) of all adjacent streets. Photometric calculations must extend from proposed building face(s) to property line and from property line to the opposite side(s) of all adjacent streets and/or 20 feet beyond the property line on all adjacent properties and rights-of-way.

- d. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s), and security lighting.
 - e. The numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
 - f. Full cut-off lighting as applicable to prevent light spill onto adjacent properties. Provide a plan distinguishing between the site with all streetlights and other pertinent off-site lighting and the site without streetlights and off-site lighting to demonstrate how the plan complies with light spill regulations.
 - g. Additional lighting to achieve City standards if existing lighting within the City right-of-way adjacent to the site does not meet the minimum standards.
 - h. All site lights designed to meet City of Alexandria photometric standards shall have photovoltaic switches.
 - i. The location of conduit routing between site lighting fixtures to avoid conflicts with street trees.
 - j. Details indicating proposed light pole and footings relative to the adjacent grade and pavement. All light pole foundations shall be concealed from view or light poles shall be direct bury.
 - k. Light-colored concrete (painted or dyed) for walls and ceilings in all garages to increase reflectivity and improve night lighting levels. **
 - l. Light fixtures for the open canopies shall be recessed into the ceiling for any areas visible from the public right-of-way. **
5. Provide a georeferenced CAD file in AutoCAD 2018.dwg format that adheres to the National CAD Standards prior to Final Site Plan release. The file shall have the dimension plan including existing conditions, proposed conditions, and grading elements. (P&Z) (DPI) (GIS) *
6. Sheeting and shoring, support of excavation shall not extend beyond the property line, except when the applicant has obtained a written release or encroachment from adjacent property owners which has been reviewed prior to Final Site Plan release and recorded in the Land Records. (P&Z) (Code) *

A. BUILDING

7. Provide a building code analysis with these building code data prior to Final Site Plan release: (1) use group, (2) number of stories, (3) type of construction, (4) total floor area per floor, (5) height of structure, (6) non-separated or separated mixed use, and (7) fire protection system requirements. (P&Z) (Code) *
8. The building design, including the appearance, color, and quality of materials; final detailing; three-dimensional expression; and depth of all plane changes, shall be consistent with the updated elevations submitted on March 25, 2022, and the following conditions. Provide this information regarding materials and design to the satisfaction of the Director of P&Z prior to Final Site Plan release: (P&Z) (Code) *

- a. Manufacturer cut sheets for the proposed windows, including the following information:
 - i. Window sizes and types.
 - ii. Window mullion dimensions and projection in front of face of glass.
 - iii. Window frame, sash, and mullion materials.
 - b. Where plane changes in facades are proposed, they shall generally not be less than two feet.
9. Provide detailed drawings in realistic colors to permit evaluation of key building elements such as the building base, entrances, entry canopy, stoops, windows, cornices, and other ornamental elements, and material details including the final detailing, finish, and color of these elements prior to Final Site Plan release. (P&Z) *
- a. All structures must remain within the property (e.g., railing, and canopies), unless permitted under the City of Alexandria Code or an encroachment has been obtained.
10. Provide the items listed below to allow Staff to review the materials, finishes, and architectural details. These materials shall conform substantially to the preliminary plan and the current Guidelines for Preparation of Mock-Up Panels, Memo to Industry effective at application submission.
 - a. Prior to ordering final building materials, provide a materials board that includes all proposed materials and finishes at first Final Site Plan. The materials board shall remain with P&Z until the issuance of the final Certificate of Occupancy, when Staff will return all samples to the applicant. (P&Z) *, ***
 - b. Staff may request more detailed/extensive materials relating to the proposed fenestration, such as samples of the glazing, frame, and sash components, and including whether the windows will be double-or-triple glazed and have simulated divided lights. *
 - c. Drawings of mock-up panel(s) that depict all proposed materials, finishes, and relationships as part of the first Final Site Plan. *
 - d. An on-site, mock-up panel using the approved materials, finishes, and relationships shall be constructed for Staff review and approval. Per VCC108.2 concrete or masonry mock-up panels exceeding 6-ft. require a building permit. The panel(s) shall be constructed and approved prior to vertical (above-grade) construction and before ordering building materials. Locate the panel so that it receives sunlight from the same predominant direction as will the finished structure. **
 - e. The mock-up panel shall remain on-site, in the same location, and visible from the right-of-way without entering the site throughout construction until the issuance of the first Certificate of Occupancy. (P&Z) (Code) ***

B. OPEN SPACE/LANDSCAPING

11. Provide these modifications to the landscape plan and supporting drawings with the Final Site Plan: (P&Z) *

- a. Provide a fence detail for all proposed fencing on the property with the first Final Site Plan submission. The fence should be similar in appearance to the fence shown on the updated architectural elevations and renderings submitted to the city on March 25, 2022.
 - b. Label the location of the 6-foot fencing on the Landscape Plan with the first Final Site Plan submission.
12. Provide material, finishes, and architectural details for all retaining, seat, decorative, and screen walls prior to Final Site Plan release. Indicate methods for grade transitions, handrails, directional changes, and above and below-grade conditions. Coordinate with adjacent site and building conditions. Design and construction of all walls shall be to the satisfaction of the Directors of P&Z, T&ES, and Code. (P&Z) (T&ES) (Code) *

C. TREE PROTECTION AND PRESERVATION

13. Provide a Tree and Vegetation Protection Plan per the City of Alexandria's Landscape Guidelines for approval prior to Final Site Plan release and implement the plan for the duration of construction. (P&Z) (RP&CA) *

D. ARCHAEOLOGY

14. Complete all archaeological field work prior to Final Site Plan release, Grading Plan, and any other permits involving ground disturbing activities (e.g., coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping, and other excavations as defined in § 2-151 of the Zoning Ordinance) subject to the approval of the City Archaeologist. The City Archaeologist may approve ongoing work subject to an Archaeological Evaluation Plan and Resource Management Plan to recover significant resources before or in concert with ground disturbing activities. (Archaeology) *
15. Call Alexandria Archaeology at (703) 746-4399 two weeks before starting any ground disturbance to arrange an inspection or monitoring. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) *
16. Call Alexandria Archaeology immediately at (703) 746-4399 if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the discovery area until a City archaeologist comes to the site and records the finds. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) *
17. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology. Failing to comply shall result in project delays. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) *

E. PEDESTRIAN/STREETSCAPE

18. Provide the pedestrian improvements listed below to the satisfaction of the Directors of P&Z and T&ES. Complete all pedestrian improvements prior to the issuance of the final Certificate of Occupancy. (P&Z) (T&ES) ***
- a. Install ADA accessible pedestrian improvements serving the site.
 - b. Construct all concrete sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be five feet in commercial, mixed-use, or other high-density areas and five feet in single-family or other lower density areas.
 - c. Sidewalks shall be flush across all driveway crossings.
 - d. All newly constructed curb ramps shall be concrete with detectable warning and shall conform to current VDOT standards.
 - e. Provide separate curb ramps for each direction of crossing (i.e., two ramps per corner). Curb ramps shall be perpendicular to the street.
 - f. Provide thermoplastic pedestrian crosswalks at all crossings at the proposed development.
 - g. All crosswalks shall be standard, 6 inches wide, white thermoplastic parallel lines with reflective material, with 10 feet in width between interior lines. High-visibility crosswalks may be required as directed by staff at Final Site Plan. Alternative crosswalk treatments must be approved by the Director of T&ES.
 - h. All below grade utilities placed within a City sidewalk shall be integrated with the adjacent paving materials and to minimize any visible impacts.

F. PARKING

19. Provide wheel stops for parking spaces adjacent to proposed bioretention facility. (T&ES)]
20. Show all existing and proposed on-street parking controls and restrictions on the Final Site Plan. The Traffic and Parking Board must approve any on-street parking changes desired after the Signature Set approval. (P&Z) (T&ES) *
21. Provide bicycle parking per current Bicycle Parking Standards. Bicycle parking standards, acceptable rack types for short- and long-term parking, and details for allowable locations are available at: www.alexandriava.gov/bicycleparking.
22. Provide details on the locations and types of bicycle parking on the Final Site Plan. Install bicycle parking prior to the issuance of the first Certificate of Occupancy. (T&ES) *, ***
23. Provide signage, striping, or other means to prevent parking in emergency vehicle easement(s) prior to Final Site Plan release, to the satisfaction of the Director of T&ES. (T&ES) *

G. SUSTAINABILITY

24. The applicant may propose additional strategies to the sustainability conditions outlined below and these additional sustainability strategies may be incorporated administratively to the satisfaction of the Directors of T&ES and P&Z. (P&Z) (T&ES)
25. The project shall comply with the requirements of the current City of Alexandria Green Building Policy at the time of DSUP approval. Diligent pursuit and achievement of this certification shall be monitored through these requirements unless exempted by the certification rating systems and the Green Building Policy:
 - a. Provide evidence of the project's registration with LEED, Green Globes, or Earthcraft (or equivalent) with the submission of the first Final Site Plan and provide a draft checklist from the P&Z website showing how the project plans to achieve the certification and clearly indicate that requirements for the priority performance points are being met as defined by the City of Alexandria's Green Building Policy. *
 - b. Provide an updated copy of the draft certification scorecard/checklist prior building permit release for above-grade construction to show compliance with the Green Building Policy. **
 - c. Provide updated building energy performance analysis and building energy use intensity (EUI) (energy use per sq. ft.) prior to release of the building permits for above-grade construction. **
 - d. Provide a draft commissioning plan and verification, if required by the Green Building Rating System and the building code, from a certified third-party reviewer that includes items "i" through "v" below, prior to receiving building permits for above-grade construction. **
 - i. A narrative describing the activities that will be accomplished during each phase of commissioning, including the personnel intended to accomplish each of the activities.
 - ii. A listing of the specific equipment, appliances, or systems to be tested and a description of the tests to be performed.
 - iii. Functions to be tested including, but not limited to, calibrations and economizer controls.
 - iv. Conditions under which the test will be performed. Testing shall affirm winter and summer design conditions and full outside air conditions.
 - v. Measurable criteria for performance.
 - e. Provide updated water efficiency documentation for the priority performance points as defined by the City of Alexandria's Green Building Policy prior to building permit release for above-grade construction. **
 - f. Provide updated documentation for the indoor environmental quality priority performance points as defined by the City of Alexandria's Green Building Policy prior to the release of building permits for above-grade construction. **
 - g. Provide evidence that design phase credits (for the certifying party) have been submitted by the first Certificate of Occupancy. ***

- h. Provide a commission report that has been verified by a certified, third-party reviewer, including issues log, completed pre-function checklists, and any completed functional performance tests prior to issuance of the final Certificate of Occupancy. ***
 - i. Provide evidence showing that the requirements for priority performance points for Energy Use Reduction, Water Efficiency and Indoor Environmental Quality are being met as defined by the City of Alexandria's Green Building Policy for Design Phase credits to the U.S. Green Building Council, Green Globes, or Earthcraft (or equivalent) prior to issuance of a Certificate of Occupancy. ***
 - j. Provide documentation of applicable green building certification prior to approval of the performance bond clearly indicating that the priority performance points requirement for Energy Use Reduction, Water Efficiency, and Indoor Environmental Quality have been achieved as defined by the City of Alexandria's Green Building Policy. ****
 - k. Failure to achieve the certification level, as required by the City of Alexandria's Green Building Policy, will be evaluated by City Staff to determine whether a good faith, reasonable, and documented effort was made to achieve the certification level to the satisfaction of the Director of P&Z.
26. Demonstrate that the roof(s) are solar ready, with the necessary conduit and available electrical panel area to enable future solar panel installation, on the Final Site Plan. (T&ES) *

II. TRANSPORTATION

A. STREETS/TRAFFIC

- 27. Repair any of the City's existing public infrastructure that is damaged during construction per the most recent version of the T&ES Design and Construction Standards, or to the satisfaction of Director of T&ES, prior to Performance Bond release. (T&ES) ****
- 28. Conduct a pre-construction walk/survey of the site prior to any land disturbing activities with T&ES Construction & Inspection Staff and Code Administration Staff to document existing conditions prior to Final Site Plan release. (T&ES) (Code) *
- 29. Provide full curb to curb restoration for any asphalt patches larger than 20 percent of the total asphalt surface, measured along the length of the road adjacent to the property frontage and/or extending to the centerline of the street prior to Performance Bond release. (T&ES) ****
- 30. Street names and addresses must be obtained for mail delivery (addressed per the front door) and for emergency services (addressed per street access) prior to Final Site Plan release. (P&Z) (T&ES) (GIS) *

III. PUBLIC WORKS

A. WASTEWATER/SANITARY SEWERS

31. Pay the sewer connection fee in accordance with City Code Sec. 5-6-25.1(a). (P&Z) (T&ES)

B. UTILITIES

32. If a franchise agreement has not been entered into with the City, locate all private utilities outside of the public right-of-way and public utility easements. (T&ES)
33. Do not locate transformer and switch gears in the public right-of-way. (T&ES)
34. All new fire hydrants on public streets shall be City owned and maintained. All hydrants on private streets shall be owned, inspected, tested, and maintained by the property owner or their representative. Hydrants must be installed and functional prior to issuance of the Certificate of Occupancy. (T&ES) ***

C. SOLID WASTE

35. Obtain approval from the Director of T&ES to opt-out of the City approved trash and recycling collection to allow for privately contracted collection. The point of collection shall be as agreed upon between the owner and the private collector duly licensed, provided that such point shall not be in a public right-of-way and shall not hinder or interfere with parking, traffic, or pedestrians. All trash collectors for the project site are required to take their collected trash to the Alexandria/Arlington waste-to-energy facility (T&ES)

IV. ENVIRONMENTAL

A. STORMWATER MANAGEMENT

36. The City of Alexandria's stormwater management regulations regarding water quality are two-fold: (1) state phosphorus removal requirement and (2) Alexandria Water Quality Volume Default. Complying with the state phosphorus reduction requirement does not relieve the applicant from the Alexandria Water Quality Default requirement. The Alexandria Water Quality Volume Default, as determined by the site's post-development impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES) *
37. Provide a BMP narrative and complete pre- and post-development drainage maps that include areas outside that contribute surface runoff from beyond project boundaries to include adequate topographic information, locations of existing and proposed storm drainage systems affected by the development, all proposed BMPs and a completed Virginia Runoff Reduction Method (VRMM) worksheet showing project compliance prior to Final Site Plan release. The project must use hydrologic soil group "D" in the spreadsheet

unless a soils report from a soil scientist or geotechnical engineer delineates onsite soils otherwise. (T&ES) *

38. Design all stormwater Best Management Practices (BMPs) to comply with the most recent standards and specifications published in the Virginia Stormwater BMP Clearinghouse. Provide complete design details for all BMPs, including site specific plan views, cross sections, planting plans, and complete design calculations for each BMP prior to Final Site Plan release. (T&ES) *
39. Provide a BMP table with a separate listing for each individual BMP that includes the name of the practice, total area treated (acres), pervious area treated (acres), impervious area treated (acres), phosphorous removal efficiency (percentage), phosphorous removal efficiency (percentage), phosphorous removed by the practice (lbs.), and latitude and longitude in decimal degrees, prior to Final Site Plan release. (T&ES) *
40. Complete construction inspection checklists and associated photographic documentation for each stormwater BMP and detention facility. Submit all documents required by The City of Alexandria As-Built Stormwater Requirements including as-built plans, CAD data, BMP certifications, and completed construction inspection checklists prior to Performance Bond release. (T&ES) ****
41. Construct and install the stormwater BMPs required for this project under the direct supervision of the design professional or their designated representative. Submit a written certification from the design professional to the Director of T&ES prior to Performance Bond release certifying that the BMPs are:
 - a. Constructed and installed as designed and in accordance with the released Final Site Plan.
 - b. Clean and free of debris, soil, and litter by either having been installed or brought into service after the site was stabilized. (T&ES) ****
42. Install descriptive signage for surface-installed stormwater BMPs (e.g., Bio-Retention Filters, Vegetated Swales) prior to the submission of As-Built Plans to the satisfaction of the Director of T&ES. (T&ES) ****
43. Submit two originals of the stormwater quality BMP Maintenance Agreement, to include the BMP Schedule and Guidelines Addendum as part of the Final Site Plan #2. Executed and record the agreement with the Land Records Division of Alexandria Circuit Court prior to Final Site Plan release. (T&ES) *
44. The applicant/owner shall be responsible for installing and maintaining stormwater Best Management Practices (BMPs). The applicant/owner shall execute a maintenance service contract with a qualified private contractor for a minimum of three years and develop an Owner's Operation and Maintenance Manual for all Best Management Practices (BMPs) on the project. The manual shall include at a minimum:

- a. An explanation of the functions and operations of the BMP(s),
 - b. Drawings and diagrams of the BMP(s) and any supporting utilities,
 - c. Catalog cuts on maintenance requirements including mechanical or electrical equipment; manufacturer contact names and phone numbers,
 - d. A copy of the executed maintenance service contract, and
 - e. A copy of the maintenance agreement with the City. A copy of the contract shall also be placed in the BMP Operation and Maintenance Manual. Submit a copy of the maintenance agreement to the City prior to Performance Bond release. (T&ES) ****
45. Submit a copy of the Operation and Maintenance Manual to the T&ES Stormwater Management Division prior to Performance Bond release. (T&ES) ****
46. Submit a certification by a qualified professional that any existing stormwater management facilities adjacent to the project and associated conveyance systems were not adversely affected by construction operations prior Performance Bond release to the satisfaction of the Director of T&ES. If maintenance of the facilities or systems were required to make this certification, provide a description of the maintenance measures performed. (T&ES) ****

B. WATERSHED, WETLANDS, & RPAs

47. Use standard city markers to mark all on-site stormwater curb inlets and public curb inlets within 50 feet of the property line to the satisfaction of the Director of T&ES. (T&ES)
48. For sites that contain marine clays, account for marine clay or highly erodible soils in the construction methodology and erosion and sediment control measures. (T&ES)
49. Provide Environmental Site Assessment Notes that delineate, map, describe, and/or explain these environmental features (if located on site):
- a. Individual components of the RPA as well as the total geographic extent of the RPA, to include the appropriate buffer, intermittent streams, and associated buffers,
 - b. Highly erodible and highly permeable soils,
 - c. Steep slopes greater than 15 percent in grade,
 - d. Known areas of contamination; springs, seeps, or related features, and
 - e. A listing of all wetlands permits required by law. (T&ES)

C. CONTAMINATED LAND

50. Indicate on the plan whether any soil and groundwater contamination are present Submit supporting reports for associated environmental investigations or assessments performed to substantiate this determination. (T&ES) *

51. If environmental site assessments or investigations discover the presence of contamination on site, the Final Site Plan shall not be released, and no construction activity shall occur until these items have been submitted and approved by the Director of T&ES: (T&ES) *
- a. A Site Characterization Report/Extent of Contamination Study detailing the location, applicable contaminants, and the estimated quantity of any contaminated soils and/or groundwater at or in the immediate vicinity of the site.
 - b. A Risk Assessment indicating any risks associated with the contamination.
 - c. A Remediation Plan detailing any contaminated soils and/or groundwater, including plans to remediate utility corridors. Utility corridors in contaminated soil shall be over excavated by two feet and backfilled with “clean” soil. Include description of environmentally sound methods of off-site transport and disposal of contaminated soils and debris (including, but not limited to types of vehicles appropriate for handling specific materials and ensuring vehicle loads are covered).
 - d. A Health and Safety Plan with measures to take during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment. Initial Air Monitoring may be required during site activities to demonstrate acceptable levels of volatiles and/or airborne particles. Justify the air monitoring determination in the Health and Safety Plan submitted for review.
 - e. Screen for PCBs as part of the site characterization if any of the past uses are within the identified high risk category sites for potential sources of residual PCBs, which includes these SICs: 26&27 (Paper and Allied Products), 30 (Rubber and Misc. Plastics), 33 (Primary Metal Industries), 34 (Fabricated Metal Products), 37 (Transportation Equipment), 49 (Electrical, Gas, and Sanitary Services), 5093 (Scrap Metal Recycling), and 1221 and 1222 (Bituminous Coal).
52. Should any unanticipated contamination, underground storage tanks, drums or containers be encountered at the site during construction, the applicant must notify T&ES, Office of Environmental Quality immediately. Should unanticipated conditions warrant, stop construction within the affected area until the appropriate environmental reports identified in “a” through “e” above are submitted and approved at the discretion of the Director of T&ES. This shall be included as a note on the Final Site Plan. (T&ES) (Code) *
53. If warranted by a Site Characterization report, design and install a vapor barrier and ventilation system for buildings and parking areas to prevent the migration or accumulation of methane or other gases or conduct a study and provide a report signed by a professional engineer showing that such measures are not required to the satisfaction of Directors of T&ES and Code Administration. The vapor barrier and ventilation system must include a passive ventilation system that can be converted to an active ventilation system if warranted. (T&ES) (Code)

D. SOILS

54. Provide a geotechnical report, including recommendations from a geotechnical professional for proposed cut slopes and embankments prior to Final Site plan release. (T&ES) *

E. NOISE

55. If necessary, to comply with the City noise ordinance, equip all roof top HVAC and other mechanical equipment with noise reducing devices (e.g., silencers, acoustic plenums, louvers, or enclosures). Show the noise reducing specifications and locations prior to Final Site Plan release and install them prior to the issuance of the Certificate of Occupancy. (T&ES) (Code) *, ***
56. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11 PM and 7 AM. (T&ES)
57. No vehicles, including construction vehicles, associated with this project shall be permitted to idle for more than 10 minutes when parked, including vehicles in the loading dock. Post at least two no idling for greater than 10 minutes signs in the loading dock area in plain view prior to the issuance of the Certificate of Occupancy. (T&ES) ***

F. AIR POLLUTION

58. Control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of T&ES. (T&ES)

V. CONSTRUCTION MANAGEMENT

59. Submit a separate construction management plan to the Directors of P&Z, T&ES, and Code Administration prior to Final Site Plan release. The plan shall satisfy these requirements: (P&Z) (T&ES) (Code)
- a. No streetlights shall be removed without authorization from the City of Alexandria,
 - b. If streetlights are to be removed from the public right-of-way, then temporary lights shall be provided until the installation and commissioning of new lights, *
 - c. Include an analysis as to whether temporary street or site lighting is needed for safety during the construction on the site and how it is to be installed, *
 - d. Provide a detailed sequence of demolition and construction of improvements in the public right of way along with an overall proposed schedule for demolition and construction, *
 - e. Include an overall proposed schedule for construction, *
 - f. Include a plan for temporary pedestrian circulation, *
 - g. Include the location and size of proposed construction trailers, if any, *

- h. Include a preliminary Maintenance of Traffic Plan as part of the construction management plan for informational purposes only, to include proposed controls for traffic movement, lane closures, construction entrances and storage of materials, and *
 - i. Post copies of the plan in the construction trailer and give to each subcontractor before they start work. ***
- 60. Provide off-street parking for all construction workers without charge and ensure that all workers use this parking. For workers who use Metro, DASH, or another form of mass transit, subsidize a minimum of 50 percent of the fees. Complying with this condition shall be a component of the construction management plan, which shall be submitted prior to Final Site Plan release and approved by the Departments of P&Z and T&ES prior to commencing any construction activities. This plan shall:
 - a. Establish and provide verifiable details and/or agreements on the location of the parking to be provided at various stages of construction, how many spaces will be provided, how many construction workers will be assigned to the work site, and mechanisms which will be used to encourage the use of mass transit, *
 - b. Post information on transit schedules and routes, *
 - c. The community liaison must manage parking actively for all construction workers and ensure compliance with the off-street parking requirement, and
 - d. If the off-street construction workers parking plan is found to be violated during construction, a correction notice will be issued to the applicant. If the violation is not corrected within five days, a "stop work order" will be issued, with construction halted until the violation has been corrected. (P&Z) (T&ES) *
- 61. Include a chapter on maintaining pedestrian access within the Construction Management Plan. Sidewalks adjacent to the site shall remain open during construction. If sidewalks must be closed, pedestrian access shall be maintained adjacent to the site per Memo to Industry #04-18 throughout the construction of the project. (T&ES) **
- 62. Include a chapter on the waste control program in the Construction Management Plan. This program shall control wastes such as discarded building materials, concrete truck washout, chemicals, litter or trash, trash generated by construction workers or mobile food vendor businesses serving them, and all sanitary waste at the construction site and prevent offsite migration that may cause adverse impacts to neighboring properties or to the environment to the satisfaction of Directors of T&ES and Code Administration. Dispose of all wastes offsite per all applicable federal, state, and local laws. If program is implemented in coordination with green building certification, include documentation as appropriate per the City's Green Building Policy and conditions therein. (T&ES) (Code)
- 63. Discuss construction staging activities with T&ES prior to the release of any permits for ground disturbing activities. No major construction staging shall be allowed within the public right-of-way. (T&ES) **

64. Obtain additional City approvals for any structural elements that extend into the public right-of-way, including but not limited to footings, foundations, and tiebacks, from the Director of T&ES as a part of the Sheeting and Shoring permit. (T&ES) **
65. Identify a Certified Land Disturber (CLD) in a letter to the Division Chief of Infrastructure Right of Way prior to any land disturbing activities and include the name on the Phase I Erosion and Sediment Control sheets prior to Final Site Plan release. If the CLD changes during the project, that change must be noted in a letter to the Division Chief. (T&ES) *
66. Conduct an in-person or virtual meeting to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction prior to commencing demolition, clearing, and grading of the site. Notice all adjoining property owners, civic associations, and the Departments of P&Z and T&ES at least 14 calendar days before the meeting. Hold the meeting before any permits are issued. (P&Z) (T&ES) **
67. Hold an in-person or virtual pre-installation/construction meeting to review the scope of landscaping installation procedures and processes with the P&Z project planner prior to starting work. (P&Z) (Code)
68. Identify a community liaison throughout the duration of construction. Provide their name and telephone number, including an emergency contact number, to residents, property managers, and business owners whose property abuts the site, to the satisfaction of the Directors of P&Z and T&ES. Install a temporary informational sign prior to Final Site Plan release with the community liaison's name and contact information. Display the sign until construction finishes. (P&Z) (T&ES) *, ***
69. Temporary construction and/or on-site sales trailer(s) are permitted and subject to the approval of the Directors of P&Z and Code Administration. Remove the trailer(s) prior to the issuance of the final Certificate of Occupancy. (P&Z) (Code) ***
70. Submit a stamped electronic copy of a wall check survey completed by a licensed, certified public land surveyor or professional engineer when below-grade construction reaches proposed finished grade. Ensure the wall check shows: (P&Z) **
 - a. Key dimensions of the building as shown on the approved Final Site Plan,
 - b. Key dimensions from future face of finished wall above to the property line and any adjacent structures on the property,
 - c. Extent of any below-grade structures,
 - d. Foundation wall in place, and
 - e. Future face of finished wall above.
71. Submit an as-built development site plan survey, pursuant to the requirements outlined in the initial as-built submission for occupancy portion of the as-built development site plan survey checklist to the T&ES Site Plan Coordinator prior to applying for a Certificate of Occupancy permit. The as-built development site plan survey shall be prepared and sealed

by a registered architect, engineer, or surveyor. Include a note stating that the height was calculated based on all applicable provisions of the Zoning Ordinance. (P&Z) (T&ES) ***

72. If outstanding performance, completion, or other bonds for the benefit of the City are in effect for the property at such time as it may be conveyed or sold to a party other than the applicant, a substitute bond and associated documents must be provided by that party or, in the alternative, an assignment or other documentation from the bonding company indicating that the existing bond remains in effect despite the change in ownership may be provided. The bond(s) shall be maintained until such time that all requirements are met, and the bond(s) released by the City. (T&ES) ****

VI. CONTRIBUTIONS

73. Contribute \$22,593 to the City's Housing Trust Fund. Housing contribution payments shall be made via wire transfer to the City of Alexandria. Instructions will be provided by Housing staff prior to the time of deposit. Wire transfer documentation must include the source name, project name, receiving department name (Office of Housing), and case number. (Housing) ***
74. If a modification to meeting in the Landscape Guidelines is approved, the applicant shall provide a monetary contribution, in the amounts specified within the Landscape Guidelines, to the City of Alexandria's Urban Forestry Fund. Provide the contribution prior to issuance of the first Certificate of Occupancy. Payment shall be payable to the City of Alexandria, with a transmittal letter addressed to RP&CA citing the project name and case number, contribution amount, and the condition being fulfilled. (P&Z) (RP&CA) ***

VII. PUBLIC ART

75. Work with City staff to incorporate on-site public art elements or provide an equivalent monetary contribution for public art within the Small Area Plan per the City's Public Art Policy, adopted December 13, 2014, to the satisfaction of the Directors of P&Z and RP&CA. (P&Z) (RP&CA)
76. The in-lieu contribution shall be \$0.30 per gross square foot, with a maximum contribution of \$75,000 per building prior to issuance of the first Certificate of Occupancy. On-site public art shall be of an equivalent value to the contribution. (P&Z) (RP&CA) ***

VIII. USES AND SIGNS

A. RETAIL/COMMERCIAL

77. The Director of P&Z shall review administrative Special Use Permits after one year of operation, and shall docket the matter for the Planning Commission and City Council if (1) violations of the permit conditions occurred and were not corrected immediately, constitute repeat violations, or create a direct and immediate adverse zoning effect on the surrounding community; (2) the Director has received a request from any person to docket the permit

for review due to a complaint that may be a violation of the permit conditions; or (3) the Director has determined that problems with the operation of the use exist and that new or revised conditions are needed. (P&Z)

- 78. Encourage employees who drive to use off-street parking. (T&ES)
- 79. Encourage employees to use public transportation. Contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
- 80. Provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material and posting on the business website. Contact Go Alex at goalex@alexandriava.gov for more information. (T&ES)

B. AUTOMOTIVE

- 81. Dispose of all waste products including but not limited to organic compounds (solvents), motor oil, compressor lubricant, and antifreeze per all local, state, and federal ordinances or regulations. Do not discharge them to the sanitary or storm sewers or onto the ground. (T&ES)
- 82. Comply with the City of Alexandria Best Management practices manual for automotive related industries. Call the Office of Environmental Quality at (703) 746-4065 to get a copy. (T&ES)
- 83. Do not conduct motor vehicle repair work outside. (P&Z) (T&ES)
- 84. Paints or coatings may not be applied at the site without a paint spray booth designed to the satisfaction of the Director of Code Administration prior to Final Site Plan release and installed prior to issuance of the final Certificate of Occupancy. Do not vent any automotive refinishing waste products to the atmosphere. (T&ES) (Code) *, ***

C. SIGNAGE

- 85. Design building signs to relate in material, color, and scale to the building and the tenant bay on which the sign is displayed to the satisfaction of the Director of P&Z. (P&Z) *



APPLICATION

DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

DSUP # _____ **Project Name:** Colvin Street Garage

PROPERTY LOCATION: 3120 Colvin Street, Alexandria, Virginia.

TAX MAP REFERENCE: 061.04 02 16 **ZONE:** I/Industrial

APPLICANT:

Name: 3120 Colvin, LLC, a Virginia limited liability company.

Address: _____

PROPERTY OWNER:

Name: 3120 Colvin, LLC, a Virginia limited liability company.

Address: _____

SUMMARY OF PROPOSAL DSUP to construct a 2 story garage and warehouse building.

MODIFICATIONS REQUESTED Modification to the Landscape Guideline to reduce the number street street from 4 to 0 based on the width of the Colvin Street right-of-way.

SUP's REQUESTED DSUP to construct a 2 story building and associated site improvements.

☒ **THE UNDERSIGNED** hereby applies for Development Site Plan with Special Use Permit approval in accordance with the provisions of Section 11-400 of the 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 XI, Section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

☒ **THE UNDERSIGNED** also attests that all of the information herein provided and specifically including all surveys, drawings, etc., required of the applicant are true, correct and accurate to the best of his/her knowledge and belief.

Duncan W. Blair, Attorney/Agent

Print Name of Applicant or Agent

Mailing/Street Address

City and State

Zip Code

Signature

N/A

Telephone #

Fax #

Email address

797/15

Date

Revised 11 12 25

DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: _____

Received Plans for Completeness: _____

Fee Paid and Date: _____

Received Plans for Preliminary: _____

ACTION - PLANNING COMMISSION: _____

ACTION - CITY COUNCIL: _____

ALL APPLICANTS MUST COMPLETE THIS FORM.

Supplemental forms are required for child care facilities, restaurants, automobile oriented uses and freestanding signs requiring special use permit approval.

1. The applicant is: (check one)

- ☒ The 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, unless the entity is a corporation or partnership in which case identify each owner of more than three percent.

3120 Colvin, LLC is a Virginia limited liability company. Khanh Nguyen, [REDACTED]

[REDACTED] is the sole member of the limited liability company.

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. Wire Gill LLP will provide copy on request.
☐ **No.** The agent shall obtain a business license prior to filing application, if required by the City Code.

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. 3120 Colvin LLC		100%
2. Khanh Nguyen		100% of 3120 Colvin LLC
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 3120 Colvin St. Alexandria VA. (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. 3120 Colvin LLC		100%
2. Khanh Nguyen		100% of 3120 Colvin LLC
3.		

3. Business or Financial Relationships. Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is required to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review.

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. 3120 Colvin LLC	None	
2. Khanh Nguyen	None	
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

7/7/16
Date

Khanh Nguyen

Printed Name

[Signature]
Signature
attorney agent

DEVELOPMENT SPECIAL USE PERMIT 2025-10021

COLVIN STREET GARAGE EXTENSION

JUSTIFICATION FOR EXTENSION.

The applicant 3120 Colvin, LLC, a Virginia limited liability company is requesting an extension of Development Special Use Permit 2025-10021 (“DSUP”) to construct a two-story building to house the applicant’s general automobile repair business trading as EUBMW Motorcycle Repair (EUBMW.com) that currently operates at 3025 Colvin Street, Alexandria, Virginia. The applicant has obtained Final Site Plan approval for the project prior to the expiration of the DSUP but has not obtained building permits to commence construction prior to the expiration of the DSUP. The applicant is not requesting any changes from the plans approved by the DSUP and the Final Site plan.

As the result of the substantial increase in construction costs since the approval of the DSUP, the applicant needed to raise additional funds to cover the hard and soft construction costs from the ongoing operations of his business and other sources.

- 2. Narrative description.** The applicant shall describe below the nature of the request **in detail** so that the Planning Commission and City Council can understand the nature of the operation and the use, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. If not appropriate to the request, delete pages 6-9. (Attach additional sheets if necessary.)

3120 Colvin, LLC, a Virginia limited liability company is requesting an extension of of DSUP #2021- 10022 to construct a 2 story building.

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

No Change from DSUP#2021-10022

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

No Change from DSUP#2021-10022

- 5. Describe the proposed hours and days of operation of the proposed use:**

Day	Hours	Day	Hours
No Change from DSUP#2021-10022			

- 6. Describe any potential noise emanating from the proposed use:**

- A. Describe the noise levels anticipated from all mechanical equipment and patrons.

No Change from DSUP#2021-10022

- B. How will the noise from patrons be controlled?

No Change from DSUP#2021-10022

- 7. Describe any potential odors emanating from the proposed use and plans to control them:**

No Change from DSUP#2021-10022

8. Provide information regarding trash and litter generated by the use:

A. What type of trash and garbage will be generated by the use?

No Change from DSUP#2021-10022

B. How much trash and garbage will be generated by the use?

No Change from DSUP#2021-10022

C. How often will trash be collected?

No Change from DSUP#2021-10022

D. How will you prevent littering on the property, streets and nearby properties?

No Change from DSUP#2021-10022

9. Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?

☐ Yes. ☐ No. No Change from DSUP#2021-10022

If yes, provide the name, monthly quantity, and specific disposal method below:

10. Will any organic compounds (for example: paint, ink, lacquer thinner, or cleaning or degreasing solvent) be handled, stored, or generated on the property?

☐ Yes. ☐ No. No Change from DSUP#2021-10022

If yes, provide the name, monthly quantity, and specific disposal method below:

11. What methods are proposed to ensure the safety of residents, employees and patrons?

No Change from DSUP#2021-10022

ALCOHOL SALES

12. Will the proposed use include the sale of beer, wine or mixed drinks?

☐ Yes. ☐ No. No Change from DSUP#2021-10022

If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and identify any proposed changes in that aspect of the operation.

PARKING AND ACCESS REQUIREMENTS

13. Provide information regarding the availability of off-street parking:

- A. How many parking spaces are required for the proposed use pursuant to section 8-200 (A) of the zoning ordinance? No Change from DSUP#2021-10022

- B. How many parking spaces of each type are provided for the proposed use:

_____ Standard spaces
 _____ Compact spaces
 _____ Handicapped accessible spaces
 _____ Other

- C. Where is required parking located? (check one) ☒ on-site ☐ off-site

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

Pursuant to section 8-200 (C) of the zoning ordinance, commercial and industrial uses may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit.

- D. If a reduction in the required parking is requested, pursuant to section 8-100 (A) (4) or (5) of the zoning ordinance, complete the **Parking Reduction Supplemental Application**.

14. Provide information regarding loading and unloading facilities for the use:

- A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance? No Change from DSUP#2021■
- B. How many loading spaces are available for the use?
- C. Where are off-street loading facilities located?
- D. During what hours of the day do you expect loading/unloading operations to occur?
- E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

15. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

No Change from DSUP#2021-10022