



APPLICATION

SUBDIVISION OF PROPERTY

TBD

Filing Fee

06/26/2025

Filing Deadline

09/04/2025

Planning Commission Hearing

REQUIREMENTS FOR MAILING NOTICES:

Applicants must send written notice to all abutting property owners. See detailed instructions on "Notice Requirements."

Mail certified or registered notice of hearings between 08/14/2025 and 08/25/2025.

Return notice materials to Department of Planning & Zoning by _____.

WAIVER REQUIRED FOR EARLY SUBMISSIONS:

For any subdivision application submitted 45 days or more prior to the hearing date, the applicant must sign a "Waiver of Right to Automatic Approval" or wait to file the application after the 45-day time limit.



APPLICATION

SUBDIVISION OF PROPERTY

SUB # _____

PROPERTY LOCATION: 1702 Dewitt Ave Alexandria VA 22301

TAX MAP REFERENCE: 13399000

ZONE: R 2-5

APPLICANT:

Name: Alex Wilson

Address: _____

PROPERTY OWNER:

Name: Wilsons Ventures LLC

Address: _____

SUBDIVISION DESCRIPTION

Requesting to subdivide one lot into 2 lots to allow for construction of 2 SEMI-DETACHED dwellings. Granting a private ingress/egress easement for one lot

- ☒ **THE UNDERSIGNED**, hereby applies for Subdivision in accordance with the provisions of Section 11-1700 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 staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.
- ☒ **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.

Alex Wilson

Print Name of Applicant or Agent

Mailing/Street Address

City and State

Zip Code

Signature

Telephone #

Fax #

Email address

06/25/2025

Date

ALL APPLICANTS MUST COMPLETE THIS FORM.

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.

Alex Wilson

[REDACTED ADDRESS]

100%

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.
- ☐ **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.} Alex Wilson	[REDACTED]	100
^{2.} Alex Wilson		
^{3.} Alex Wilson		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1702 Dewitt Ave Alexandria VA 22301 (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.} Alex Wilson	[REDACTED]	100
^{2.} Alex Wilson		
^{3.} Alex Wilson	869 N Burlington St Arlington VA 22203	

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require 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. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity and "None" in the corresponding fields).**

For a list of current council, commission and board members, as well as the definition of business and financial relationship, [click here](#).

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.} Alex Wilson	NONE	NONE
^{2.} Alex Wilson		
^{3.} Alex Wilson		

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.

06/26/2025

Alex Wilson

Alex Wilson

Digitally signed by Alex Wilson
Date: 2025.06.25 11:24:55 -0400

Date

Printed Name

Signature

WAIVER OF RIGHT TO AUTOMATIC APPROVAL

SUBMITTED TO THE DEPARTMENT OF PLANNING & ZONING CITY OF ALEXANDRIA, VIRGINIA

PROJECT NAME: Wilsons Addition

PROJECT ADDRESS: 1702 Dewitt Ave. Alexandria 22301

DESCRIPTION OF REQUEST:

Requesting to subdivide one lot into 2 lots to allow for construction of 2 SEMI-DETACHED dwellings. Also granting a private ingress/egress easement for one lot.

THE UNDERSIGNED, hereby waives the right to the 45 day automatic approval provision of Section 11-1708 (B)(2) of the Zoning Ordinance of the City of Alexandria, Virginia, for the application stated above.

Date: 06/25/2025

☒ Applicant

☐ Agent

Signature: Alex Wilson

Digitally signed by Alex Wilson
Date: 2025.06.25 11:24:44 -04'00'

Printed Name: Alex Wilson

MATERIALS CHECKLIST

SUBDIVISION OF PROPERTY APPLICATION

The following materials are required for a **preliminary subdivision submission**.

- ☒ **COMPLETED SUBDIVISION APPLICATION FORM**
- ☐ **FILING FEE** of \$2,000 plus \$500.00/lot for each lot including outlots if total lots <10; or \$3,000 plus \$500.00/lot for each lot including outlots if 10 or more total lots.
- ☒ **WAIVER OF RIGHT TO AUTOMATIC APPROVAL FORM**
- ☒ **PRELIMINARY PLAT TO SCALE**

Format:

- ☐ PDF of the plat
- ☐ Scale no less than 100' to 1"

Required contents:

- ☐ Subdivision name
- ☐ Name, address of owner of record and the applicant
- ☐ Name, address, certificate number and seal of the surveyor or engineer
- ☐ Gross area in acres and total number of buildings, lots or sites involved
- ☐ Date, scale and north point with reference to source of meridian
- ☐ Zoning of the property
- ☐ A form or space, not less than two and one-quarter by three and one-half inches, on which approval by the commission may be shown
- ☐ Lot lines with the dimensions of the length and width of the lots
- ☐ In the case of resubdivisions, all lot lines or lot numbers that are proposed to go out of existence by reason of the resubdivision shall be shown by dotted lines and numbers
- ☐ Location of the property immediately adjoining the proposed subdivision and the names and addresses of all its owners
- ☐ Location and width of all proposed streets, alleys and public areas and their dimensions
Points of connection with the city sewer system
- ☐ Location of all easements, reservations, and highway setbacks, as established by section 7-1006 of the zoning ordinance
- ☐ The width and name of adjacent existing streets, alleys, easements and public utilities, including without limitation, liens for water, gas, electric, telephone, storm and sanitary sewer, and railroads shown graphically
- ☐ Limits of floodplains and resource protection areas
- ☐ Location of any grave or object or structure marking a place of burial

SUBDIVISION APPLICATION MATERIALS CHECKLIST (cont'd)

- ☐ In the following cases the preliminary plat shall be superimposed on a topographic map, at a scale of not greater than 100 feet to the inch, showing contours at intervals not greater than two feet or greater intervals when permitted by the director, and correlated to the U.S. Coast and Geodetic Survey datum, for the purpose of showing the character and drainage of the land:

- a. Whenever any land within the parcel subdivided is to be dedicated to public use; or
- b. For all subdivisions containing lots or parcels of less than one-half acre.

- ☐ Proposed street grade data and the method of storm water disposal
- ☐ General location, dimension, size, height, and species of major trees and shrubs
- ☐ Existing buildings with dimensions from the buildings to the nearest lot lines When known, areas that can reasonably be expected to or which do contain soils or materials contaminated with, but not limited to heavy metals, petroleum products, PCB's, pesticides, flyash, or other toxic or hazardous materials
- ☐ When known, underground storage tanks
- ☐ When known, areas located within 1,000 feet of a former sanitary landfill, dump, or disposal area
- ☐ When known, areas with the potential of generating combustible gases

☐ **FINAL PLAT (Mylar)**

Required contents:

- ☐ All of the information required of a preliminary plat under Section 11-1706(D), except for items 16-24
- ☐ The location of all metals monuments of not less than one inch in diameter and 24 inches in length shown this: O, and located in the ground at each intersection of streets and alleys with plat boundary lines, and at all points on a street, alley and boundary lines where there is a corner, change in direction, or curvature
- ☐ A surveyor's or engineer's seal and certificate of survey in the following form, which may be modified to accommodate title information (see Section 11-1709 B(3) for language)
- ☐ A curve table containing the following for all curvilinear boundaries and street centerlines: delta, radius, arc, tangent, chord and chord bearing. All distances shall be shown to the nearest one-hundredth of a foot; angles or bearings to the nearest ten seconds.

See Section 11-1700 of the Alexandria Zoning Ordinance for additional information

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SUBDIVISION OF PROPERTY APPLICATION

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- ☒ Date, scale and north point with reference to source of meridian
- ☒ Zoning of the property
- ☒ A form or space, not less than two and one-quarter by three and one-half inches, on which approval by the commission may be shown
- ☒ Lot lines with the dimensions of the length and width of the lots
- ☒ In the case of resubdivisions, all lot lines or lot numbers that are proposed to go out of existence by reason of the resubdivision shall be shown by dotted lines and numbers
- ☒ Location of the property immediately adjoining the proposed subdivision and the names and addresses of all its owners
- ☒ Location and width of all proposed streets, alleys and public areas and their dimensions
Points of connection with the city sewer system
- ☒ Location of all easements, reservations, and highway setbacks, as established by section 7-1006 of the zoning ordinance
- ☒ The width and name of adjacent existing streets, alleys, easements and public utilities, including without limitation, liens for water, gas, electric, telephone, storm and sanitary sewer, and railroads shown graphically
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 - a. Whenever any land within the parcel subdivided is to be dedicated to public use; or
 - b. For all subdivisions containing lots or parcels of less than one-half acre.
- ☒ Proposed street grade data and the method of storm water disposal
- ☒ General location, dimension, size, height, and species of major trees and shrubs
- ☒ Existing buildings with dimensions from the buildings to the nearest lot lines When known, areas that can reasonably be expected to or which do contain soils or materials contaminated with, but not limited to heavy metals, petroleum products, PCB's, pesticides, flyash, or other toxic or hazardous materials
- ☒ When known, underground storage tanks
- ☒ When known, areas located within 1,000 feet of a former sanitary landfill, dump, or disposal area
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- ☐ A surveyor's or engineer's seal and certificate of survey in the following form, which may be modified to accommodate title information (see Section 11-1709 B(3) for language)
- ☐ A curve table containing the following for all curvilinear boundaries and street centerlines; delta, radius, arc, tangent, chord and chord bearing. All distances shall be shown to the nearest one-hundredth of a foot; angles or bearings to the nearest ten seconds.

See Section 11-1700 of the Alexandria Zoning Ordinance for additional information

DEL RAY

SUBDIVISION

BELLEFONTE

AVE.

EAST BRADDOCK

ALEXANDRIA, VA.

MARCH 1911

SCALE 1"=50'

DAVID J. HOWELL

CIVIL ENGINEER

WASHINGTON, DC.

NOTE:

G.P. indicates where gas pipes are driven

B.R.L. denotes Building Restriction Line.

REVISED

BY

STROTHER-HAWKINS CO.

ALEXANDRIA, VA.

Alexandria, Virginia

October 21, 1933

Approved in Record
Respectfully

3.89' 16" E. 52.71'

AVE.

DUNCAN

AVE.

3.89' 16" E. 52.71'

ALLEY

ALLEY

AVE.

LLOYD

AVE.

N. 89° 34' W. 503.9'

B.R.L. 7

B.R.L. 7

ALLEY

ALLEY

DE WITTE

WASHINGTON

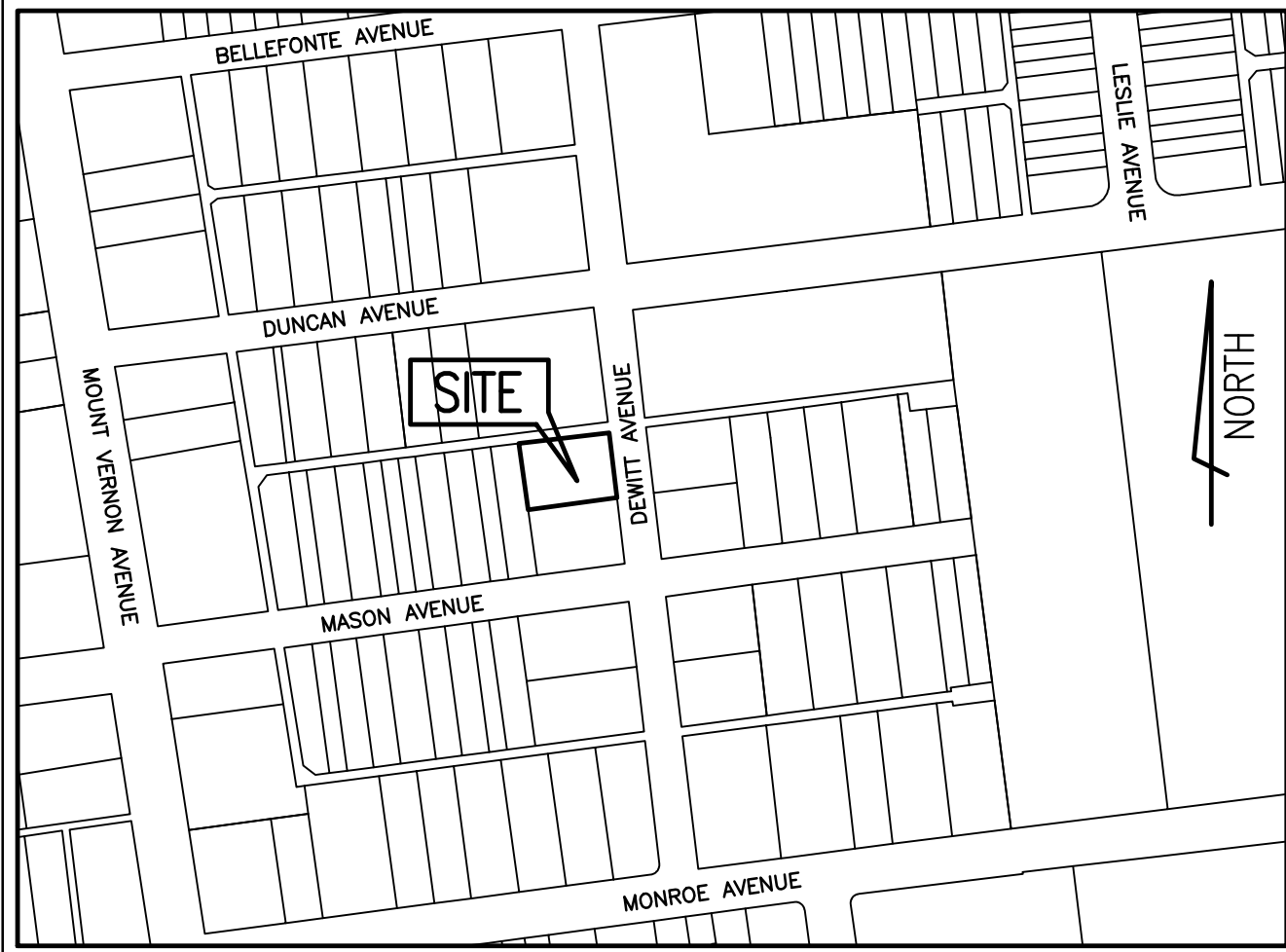
AVE.

N. 89° 34' W. 506.1'

N



MT. VERNON



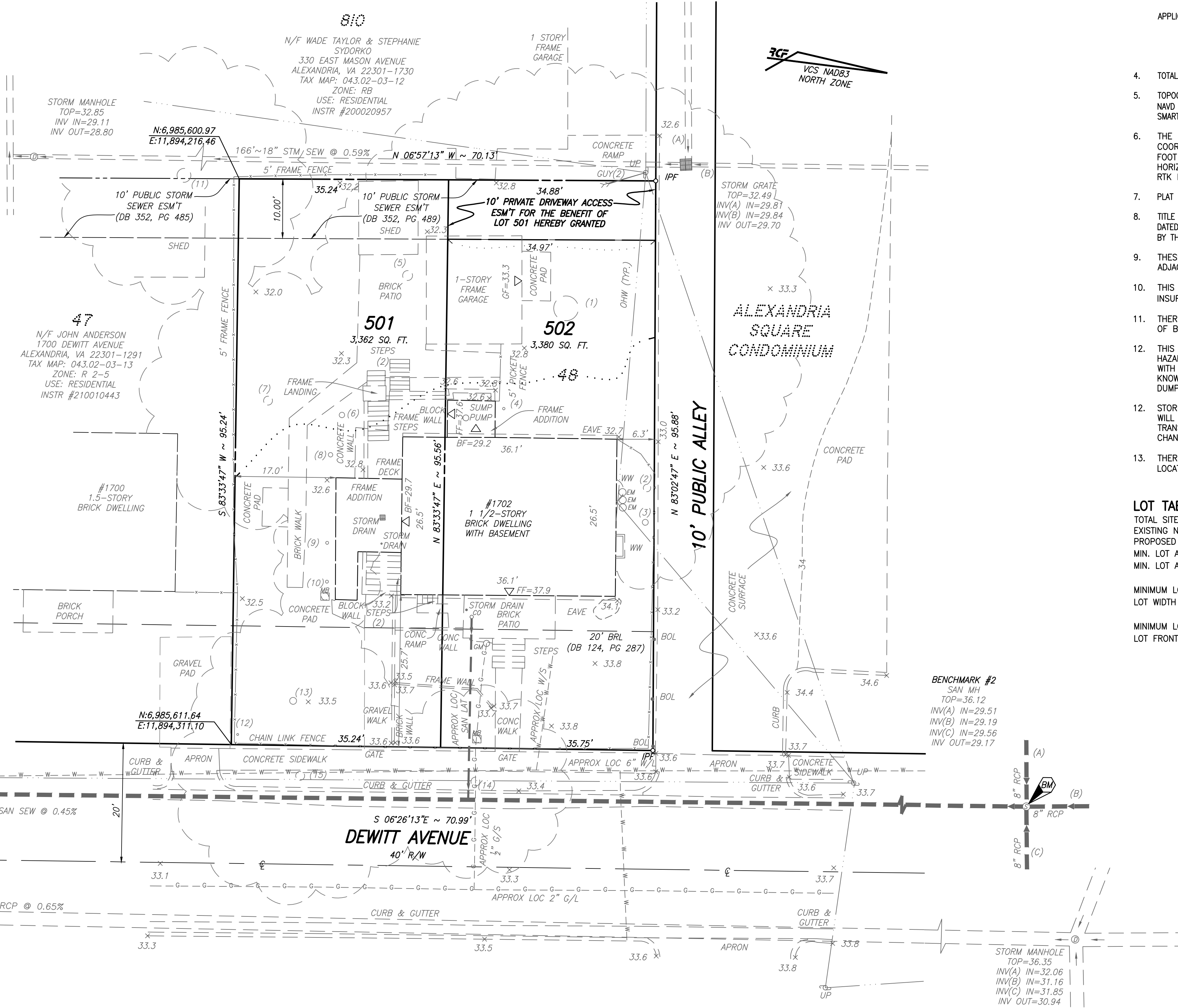
VICINITY MAP
SCALE 1" = 200'

TEXT LEGEND:

* = DEGREES
' = MINUTES (OR FEET)
" = SECONDS (OR INCHES)
% = PERCENT
= NUMBER
@ = AT
APPROX = APPROXIMATE
BM = BENCHMARK
BOL = BOLLARD
C/L = CENTERLINE
DB = DEED BOOK
E = EAST
EM = ELECTRIC METER
FF = FINISH FLOOR
G/L = GAS LINE
GM = GAS METER
G/S = GAS SERVICE
IPF = IRON PIPE FOUND
INV = INVERT
INSTR = INSTRUMENT
MB = MAIL BOX
N = NORTH
N/F = NOW OR FORMERLY
OHW = OVERHEAD WIRE
PG = PAGE
R/W = RIGHT-OF-WAY
S = SOUTH
SAN = SANITARY
SQ. FT. = SQUARE FEET
TM = TAX MAP
TYP = TYPICAL
UP = UTILITY POLE
W = WEST
WW = WINDOW WELL

EXISTING TREE TABLE:

1)	50" TREE (TWIN)
2)	15" TREE
3)	12" TREE
4)	5" TREE (TWIN)
5)	20" TREE
6)	11" TREE
7)	18" TREE
8)	9" TREE
9)	6" TREE (TWIN)
10)	6" TREE (TWIN)
11)	28" TREE
12)	4" TREE (CLUSTER)
13)	14" TREE (TWIN)
14)	18" TREE (TWIN)
15)	18" TREE (TWIN)



GENERAL NOTES:

- TAX MAP: #043.02-03-14
- ZONE: R 2-5
- OWNER: WILSON VENTURES, LLC
869 BURLINGTON STREET
ARLINGTON, VA 22203
INSTRUMENT #250005138
- APPLICANT: WILSON VENTURES, LLC
869 BURLINGTON STREET
ARLINGTON, VA 22203
- TOTAL SITE AREA = 6,742 SQ. FT. OR 0.1548 ACRES
- TOPOGRAPHIC SURVEY WAS FIELD RUN BY THIS FIRM. VERTICAL DATUM = NAVD '88 PER FIELD GPS DATA REFERENCED TO THE RTK NETWORK LEICA, SMARTNET.
- THE PROPERTY SHOWN HEREON IS REFERENCED TO THE VIRGINIA COORDINATE SYSTEM OF 1983 (VCS 83), NORTH ZONE, US SURVEY FOOT UNITS AS COMPUTED FROM A FIELD RUN BOUNDARY AND HORIZONTAL CONTROL SURVEY THAT TIES THIS BOUNDARY TO THE RTK NETWORK OF LEICA, SMARTNET.
- PLAT SUBJECT TO RESTRICTIONS OF RECORD.
- TITLE REPORT FURNISHED BY TRI-COUNTY TITLES, INC. CASE NO. 25-0057, DATED 4/15/2025, CASE NO. 25-0057, AND IS RELIED UPON AS ACCURATE BY THE SURVEYOR.
- THESE LOTS SHALL UTILIZE THE PUBLIC SANITARY SEWER AND WATER ADJACENT TO THE PROPERTY.
- THIS LOT IS IN ZONE X (UNSHADED) OF THE FEMA FLOOD INSURANCE RATE MAP #5155190033F.
- THERE ARE NO KNOWN GRAVE SITES OR OBJECTS MARKING A PLACE OF BURIAL ON THIS SITE.
- THIS SITE CONTAINS NO KNOWN CONTAMINATED SOILS, TOXIC OR HAZARDOUS MATERIALS, UNDERGROUND STORAGE TANKS OR AREAS WITH THE POTENTIAL TO GENERATE COMBUSTIBLE GASES AND IS NOT KNOWN TO BE WITHIN 1,000 FEET OF A FORMER SANITARY LANDFILL, DUMP OR DISPOSAL AREA.
- STORMWATER MANAGEMENT AND RUNOFF FROM THIS PROPOSED LOT WILL BE PROVIDED TO THE SATISFACTION OF THE DIRECTOR OF TRANSPORTATION AND ENVIRONMENTAL SERVICES. THERE ARE NO CHANGES IN DRAINAGE PATTERNS PROPOSED WITH THIS PLAT.
- THERE ARE NO FLOODPLAINS OR RESOURCE PROTECTION AREAS (RPA) LOCATED ON THIS PROPERTY.

LOT TABULATION (R 2-5)

TOTAL SITE AREA	6,742 SQ. FT. OR 0.1548 ACRES
EXISTING NUMBER OF LOTS	1
PROPOSED NUMBER OF LOTS	2
MIN. LOT AREA REQUIRED (INTERIOR LOT)	2,500 SQ. FT. OR 0.0574 ACRES
MIN. LOT AREA PROVIDED (LOT 501)	3,362 SQ. FT. OR 0.0772 ACRES
MIN. LOT AREA PROVIDED (LOT 502)	3,380 SQ. FT. OR 0.0776 ACRES
MINIMUM LOT WIDTH REQUIRED	25.00'
LOT WIDTH PROVIDED (LOT 501)	35.24'
LOT WIDTH PROVIDED (LOT 502)	35.57'
MINIMUM LOT FRONTAGE REQUIRED	25.00'
LOT FRONTAGE PROVIDED (LOT 501)	35.24'
LOT FRONTAGE PROVIDED (LOT 502)	35.75'

TOPOGRAPHY NOTE:

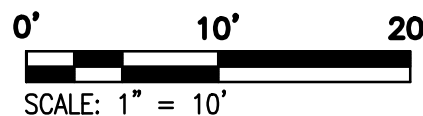
THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF WIM DE SUTTER, LS, FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION; THE IMAGERY AND/OR ORIGINAL DATA WAS OBTAINED ON MAY 29, 2025; AND THIS PLAT, MAP OR DIGITAL GEOSPATIAL DATA INCLUDING METADATA MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.

THIS DRAWING IS A SERVICE DOCUMENT OF R.C. FIELDS & ASSOCIATES, INC. AND MAY NOT BE USED OR REPRODUCED WITHOUT THE WRITTEN PERMISSION OF THE ENGINEER AND/OR LAND SURVEYOR.

EXISTING UTILITIES SHOWN ON THIS PLAN TAKEN FROM AVAILABLE RECORDS AND/OR FROM FIELD OBSERVATIONS. FOR EXACT LOCATIONS OF EXISTING UNDERGROUND UTILITIES, NOTIFY "MISS UTILITY" AT 1-800-552-7001, 72 HOURS BEFORE THE START OF ANY EXCAVATION OR CONSTRUCTION.

LOCATION AND DEPTH OF ALL EXISTING UNDERGROUND UTILITIES TO BE VERIFIED BY CONTRACTOR PRIOR TO CONSTRUCTION. INTERFERENCE OR DISRUPTION OF SAME WILL NOT BE THE RESPONSIBILITY OF THIS OFFICE.

ALL CONSTRUCTION SHALL CONFORM TO THE CURRENT STANDARDS AND SPECIFICATIONS OF THE CITY OF ALEXANDRIA, VIRGINIA.



APPROVED
SUBDIVISION CASE NO. _____

DEPARTMENT OF PLANNING & ZONING

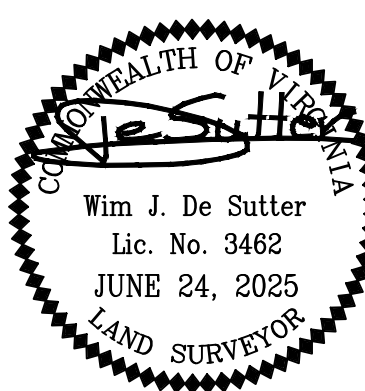
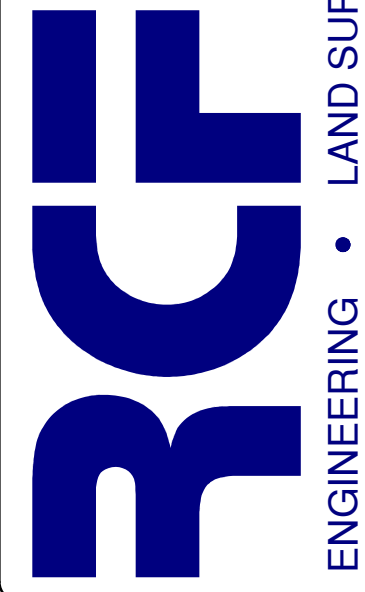
DIRECTOR _____ DATE _____

DEPARTMENT OF TRANSPORTATION & ENVIRONMENTAL SERVICES

DIRECTOR _____ DATE _____

CHAIRMAN, PLANNING COMMISSION _____ DATE _____

625 N. WASHINGTON ST
SUITE 250
ALEXANDRIA, VA 22314
703.549.6422
www.rcfields.com



PRELIMINARY SUBDIVISION PLAT
LOT 48
BRADDOCK
DEED BOOK 124, PAGE 287
(1702 DEWITT AVENUE)
CITY OF ALEXANDRIA, VIRGINIA

DRAWN: SPN/SO'B
SCALE: 1" = 10'
DATE: 6/24/25

PRELIMINARY
SUBDIVISION PLAT

SHEET 1 OF 1

FILE: 25-091