

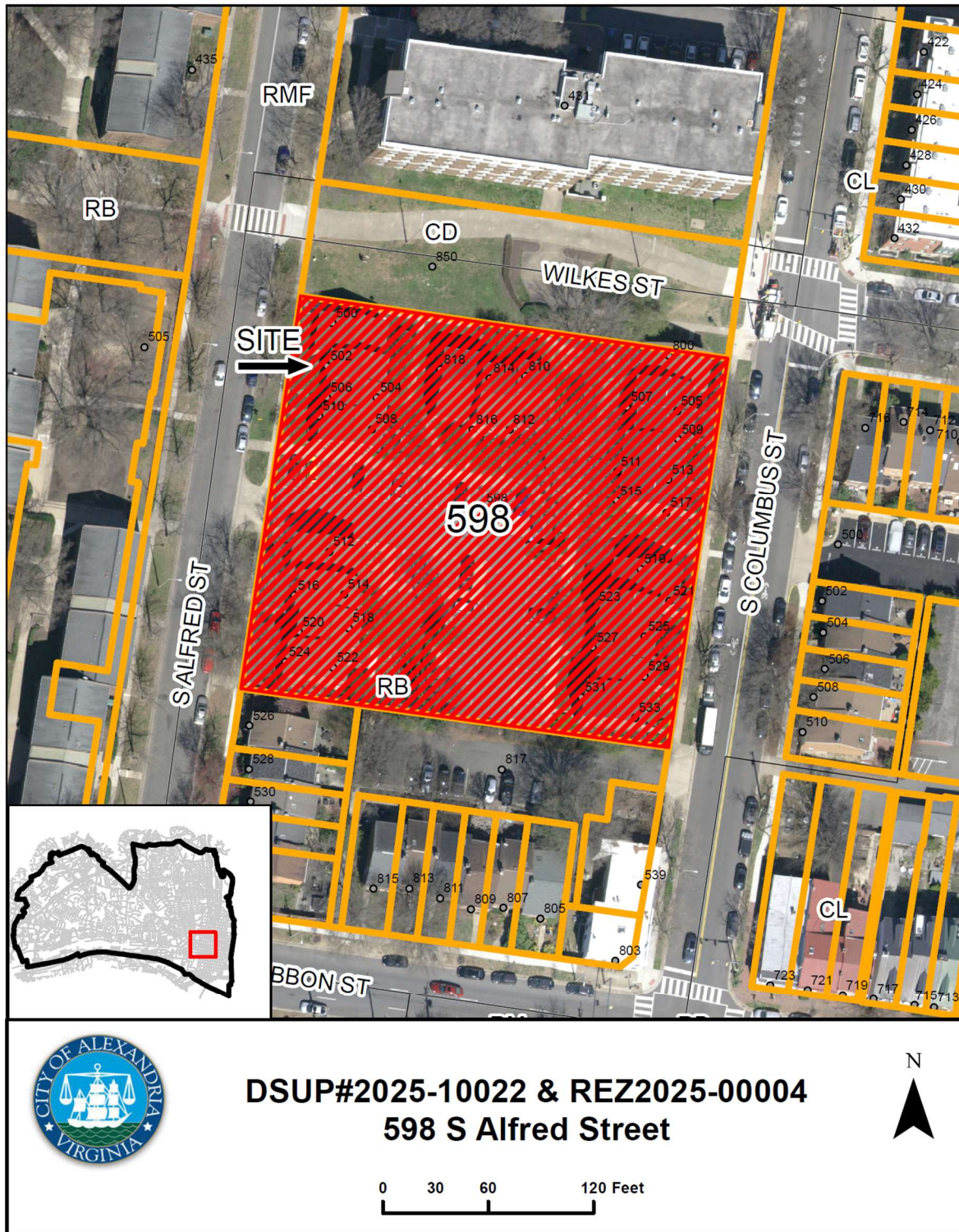
DOCKET ITEM #9
Rezoning #2025-00004
Development Special Use Permit #2025-10022
598 South Alfred Street
Olde Towne West – Block 3

| Application | General Data | |
|--|----------------------------------|---|
| Project Name: Olde Towne – West Block 3 | PC Hearing: | December 2, 2025 |
| | CC Hearing: | December 13, 2025 |
| | If approved, DSUP Expiration: | December 13, 2030 ¹ |
| | Plan Acreage: | 1.29 acres (56,096 square feet) |
| Location: 598 South Alfred Street | Zone: | RB/Townhouse |
| | Proposed Use: | RMF/Residential Multi-unit |
| | Dwelling Units: | 145 |
| | Gross Floor Area: | 150,819 square feet |
| Applicant: Alfred Street Baptist Church and The Community Builders, Inc. | Small Area Plan: | South Patrick Street Housing Affordability Strategy and Southwest Quadrant Small Area Plan |
| | Historic District: | N/A |
| | Green Building: | Compliance with City's 2019 Green Building Policy |

| Purpose of Application |
|---|
| Consideration of requests for (a) an amendment to the official zoning map to change the zone for the site from RB/Townhouse zone to RMF/Residential multi-unit zone; (b) a Development Special Use Permit and Site Plan to construct a 145 multi-unit affordable building, including a special use permit to increase the floor area ratio up to 3.0 in the RMF zone. |
| Special Use Permits and Modifications Requested: |
| 1. Rezoning from RB to RMF 2. Development Special Use Permit and Site Plan 3. Special use permit to increase the floor area ratio to 3.0 in the RMF zone |

¹ The applicant is requesting an extension of the period validity of 5 years instead of 3 years to coincide with the timing of the project's financing.

| Staff Recommendation: APPROVAL WITH CONDITIONS | |
|--|--|
| Staff Reviewers: | |
| Paul Stoddard, Director, Planning & Zoning | paul.stoddard@alexandriava.gov |
| Robert M. Kerns, AICP, Chief of Development | robert.kerns@alexandriava.gov |
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| Daniel Welles, Urban Planner | daniel.welles@alexandriava.gov |



I. SUMMARY

A. Recommendation

Staff recommends **approval** of the request for a Development Special Use Permit ('DSUP') and associated applications to construct an all-affordable, multi-unit building with 145 total units. This development implements and is consistent with the principles of the South Patrick Street Housing Affordability Strategy ('SPSHAS') and provides a number of benefits for the city and the surrounding community, including:

- Preserving the long-term affordability of the existing 34 current affordable units currently located on the parcel;
- Compliance with 2019 Green Building Policy;
- Publicly-accessible open space, including the pedestrian pathways at the north and south ends of the site;
- Construction of a new building with high-quality architecture and design materials;
- Redesign and in-kind improvements to the east parcel of Wilkes Street Park that provides for increased recreational activities in coordination with the nearby Heritage development;
- Streetscape improvements including widened sidewalks and construction of a layby for temporary pickup and drop-off;
- A \$20,000 contribution towards the City's Capital Bikeshare Fund; and
- Stormwater management improvements.

B. General Project Description

The applicant proposes the redevelopment of the existing 34-unit Olde Towne West affordable multi-unit development, which is identified as "Olde Towne West Block 3" in the South Patrick Street Housing Affordability Strategy ('SPSHAS'). The proposed project entails the construction of a multi-unit building with 145 units total, all of which are affordable. The multi-unit building will be four stories with the primary entrance at the north façade adjacent to the eastern parcel of Wilkes Street Park. The multi-unit rhythm continues along South Alfred Street and southern façades of the building and wraps around Columbus Street where the design reads as a townhouse rhythm with stoops that provide secondary entrances for six units.

The development will provide areas of both private and publicly-accessible open space in addition to improvements to the adjacent public realm. In addition to the internal private courtyard and public pedestrian paths at the north and south ends of the site, the applicant

has agreed to provide improvements to the adjacent eastern parcel of Wilkes Street Park consistent with the SPSHAS. The proposal also includes streetscape improvements to each site frontage, including upgraded and wider sidewalks on South Alfred Street. The project will be in compliance with all City policies including the 2019 Green Building Policy and Landscape Guidelines.

The following approvals are requested with this project:

- A Rezoning from RB to RMF; and
- A Development Special Use Permit (DSUP) with site plan to a multi-unit residential building with 145 affordable units including:
 - A Special Use Permit to increase the maximum permitted floor area ratio to 3.0 in the RMF zone.

II. BACKGROUND

A. Site Context

The project site is located within the Southwest Quadrant of Old Town Small Area Plan ('SAP') and South Patrick Street Housing Affordability Strategy ('SPSHAS') overlay areas. Located to the north is the eastern portion of Wilkes Street Park, South Columbus Street to the east, a multi-unit and townhouse development along Gibbon Street to the south, and South Alfred Street to the west. The site is 1.29 acres (56,096 square feet) and has frontage along South Alfred Street, South Columbus Street, and the east parcel of Wilkes Street Park. The site, shown as Block 3 in the SPSHAS also borders Blocks 2 and 4 of the Heritage development site.

The site is located in an area historically referred to as "The Bottoms", an African American settlement established between 1790 and 1810, and more recently known as "The Dip." The subject parcel, 598 South Alfred Street currently has 34 dwelling units, including 2 units designated for office use.

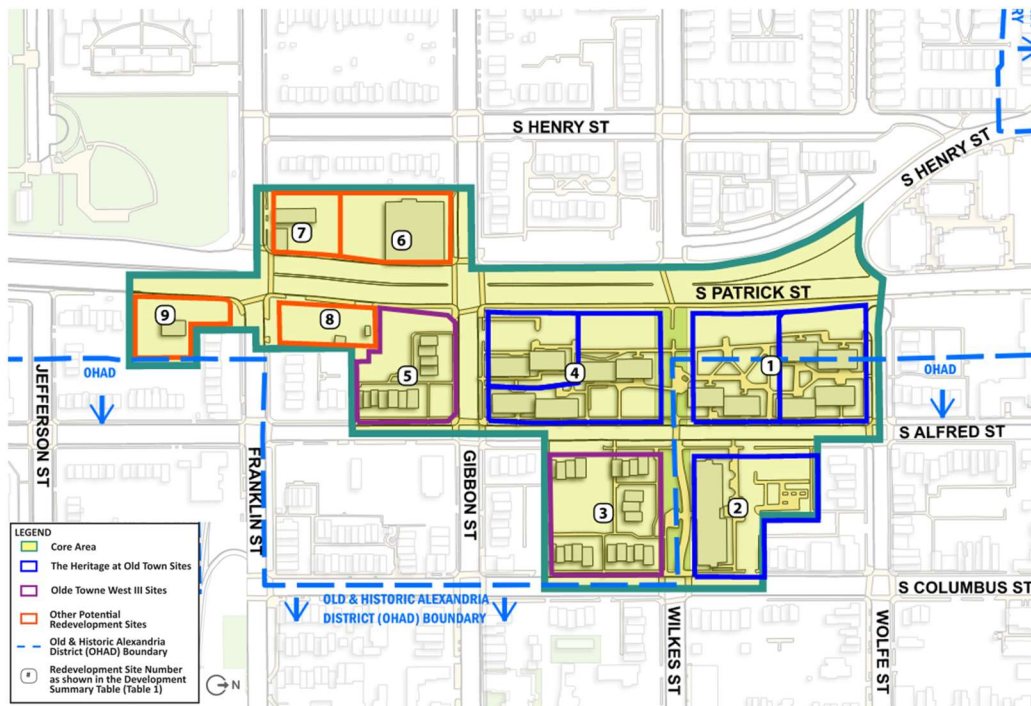


Figure 1 - SPSHAS Core Area

B. Project Evolution

The initial Concept Plan included a proposal for both Block 3 and Block 5 (601 South Alfred Street) of the Olde Towne West development sites identified in the South Patrick Street Housing Affordability Strategy ('SPSHAS'), but the applicant decided Block 5 would come forward for development at a future phase. Thus, the proposal for Block 3 has evolved from the initial Concept 1 submission in mid-2024. The applicant and design teams have worked with staff on the evolution of the project, particularly the building design and architecture.

The applicant will be requesting the period of validity for the DSUP be extended to five years as opposed to the traditional three-year period. If approved by City Council, the DSUP would expire December 13, 2030. The reason for the applicant's extension request relates to the securing of financing of the project which is anticipated by the applicant to coincide with the requested five-year timeline.

C. Detailed Project Description

The applicant's request includes Rezoning #2025-00004 to rezone the site from RB to RMF, as anticipated in the SPSHAS, and Development Special Use Permit #2025-10022 with a Site Plan for the redevelopment of Olde Towne West Block 3 with the construction of a multi-unit building with 145 affordable units. The proposed site and building layout (Figure 2) depicts the proposed building footprint.

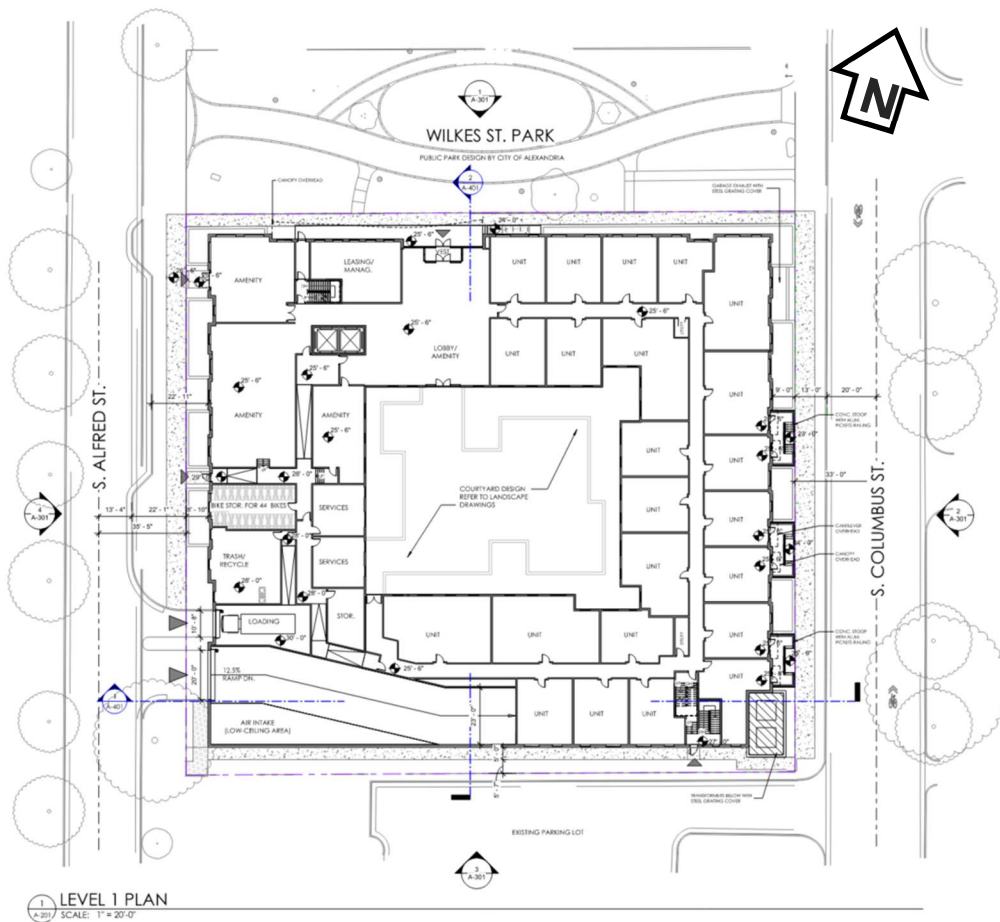


Figure 2 – Preliminary Ground Level Floor Plan of Site

The proposed four-story building has its main entrance fronting onto Wilkes Street Park. On South Alfred and South Columbus streets, the building has a townhouse rhythm with some individual stoop entries. The 94-space, one-level parking garage is accessed from South Alfred Street, as is the loading dock. A layby for temporary pick-up and drop-off is proposed at South Alfred Street around the corner from the primary building entrance. The proposed building materials include brick, metal panel, and limited fiber cement.

An approximately 9,000 square-foot internal courtyard will be located at ground level to provide open space and amenities for the building residents. An additional 5,171 square feet of ground level open space will be publicly accessible pedestrian paths at the northern and southern points of the site.

A variety of streetscape improvements are associated with the proposed project, including the landscaping strips, retention of a prominent street tree in a sensitive location near the garage entrance, and new BMP planters.

The applicant will enhance the design and improve the east parcel of Wilkes Street Park in one of two planned phases pursuant to the conceptual park plan

approved by RP&CA. The improvements to Wilkes Street Park have been determined as part of a parallel public process during the Heritage redevelopment review process that has included public outreach and review and potential endorsement by the Park and Recreation Commission prior to an administrative park plan review process. The applicant for the Heritage sites has developed a conceptual park plan that includes retention of mature trees on the west parcel, a new multi-use path, seating areas, playspace structures, landscaping and a plaza. The conditions of approval refer to a memorandum of understanding (MOU) between the City and applicant that outline the improvements to be constructed by the applicant, that also delineates the park responsibilities for this applicant and the Heritage project.

The overall layout and design of the project was heavily influenced by the site's proximity and relation to the eastern parcel of Wilkes Street Park as intended by the SPSHAS. The park lies directly to the north of the site, to which the north elevation has been identified in the SPSHAS as a Signature Façade.

D. Community Outreach

The applicant has conducted extensive outreach regarding project design and evolution over the past year, while also coordinating with existing residents regarding relocation during construction and return to the project when buildings are ready to be occupied. The applicant hosted two virtual community meetings and two in-person meetings with the existing residents to discuss the relocation plan. The project was presented to the Alexandria Housing Affordability Advisory Committee (AHAAC) two times and has also met with Housing Staff to discuss financing on a number of occasions.

Neighbors were generally supportive of the proposal but expressed concerns about how the development would impact traffic, especially with the adjacent Heritage site. The applicant provided a Traffic Study which staff analyzed and concluded that impacts from this development will be minimal.

Table 1 – Community Meetings

| Meeting | Date | Public Attendees |
|---------------------------|-------------------|------------------|
| Resident Meeting | May 4, 2024 | 25 |
| Virtual Community Meeting | October 16, 2024 | 11 |
| Resident Meeting | November 19, 2024 | 25 |
| Resident Meeting | October 14, 2025 | 30 |
| Virtual Community Meeting | December 4, 2024 | 15 |
| Virtual Community Meeting | October 16, 2025 | 3 |

| | | |
|---------------------|------------------|-----|
| P&Z Virtual Meeting | October 30, 2025 | 17 |
| AHAAC Meeting #1 | June 5, 2025 | N/A |
| AHAAC Meeting #2 | November 6, 2025 | N/A |

III. ZONING

Table 2 – Zoning Tabulations

| | | |
|--------------------------|--|---|
| Property Address: | 598 South Alfred Street | |
| Total Site Area: | 56,096 SF/1.29 acres (existing and proposed) | |
| Existing Zone: | RB (Townhouse) | |
| Proposed Zone: | RMF (Residential multi-unit) | |
| Current Use: | Multi-unit residential | |
| Proposed Use: | Multi-unit residential | |
| | RMF Permitted/Required | Proposed |
| FAR: | 0.75; 3.0 with SUP | 2.16 |
| Height: | 45 feet – 55 feet | 44 feet and 10 inches ² |
| Open Space: | 14,024 SF (25%) | Public: 6,348 SF (11.3%) Private: 9,062 SF (16.2%) Total: 15,410 SF (31%) |
| Crown Coverage: | 14,024 SF (25%) | 14,435 SF (25.7%) |
| Parking: | Minimum: 83 spaces | 94 spaces (73 standard, 17 compact, 4 ADA/Van-Accessible) |
| Bicycle Parking: | 47 spaces | 51 spaces |
| Loading: | 0 spaces | 1 space |
| Setbacks: | None required | Front yard: 9 feet Side yard: 8 – 11 feet |

IV. STAFF ANALYSIS

A. Conformance to the Small Area Plan

² The applicant did not utilize the full allowable height due to the number of units and the proposed building being four stories providing challenges to incorporating building step backs and a height variation between 45 and 55 feet.

Southwest Quadrant

The Southwest Quadrant SAP discusses enhancing the existing residential and commercial uses. The proposed project meets the objective of the Plan that states more attention be given to urban design in consideration of the gateway character of the Southwest Quadrant area. The South Patrick Street Housing Affordability Strategy ('SPSHAS') was developed as an overlay plan to a portion of the SAP to focus on enhanced urban design features and affordable housing.

South Patrick Street Housing Affordability Strategy

The SPSHAS was developed through a robust community process to create a vision for the future of the neighborhood with a focus on preserving and increasing the number of affordable housing units in Alexandria's Southwest Quadrant. The proposed development is consistent with the following SPSHAS objectives:

- Residential land use and preservation of existing affordable units through redevelopment.
 - The proposed project is an all affordable multi-unit building which includes a relocation plan for all of the existing tenants.
- Below-grade parking.
 - The applicant is constructing a one-level underground parking garage with 94 spaces.
- Ensure that all eligible residents who wish to return to the neighborhood have the opportunity to do so, and are offered support during their interim and/or permanent relocations.
 - Staff has worked with the applicant to develop a Relocation Plan for existing tenants that provides existing tenants temporary relocation as well as the right to return to completed units.
- Ensure that new development contributes to the neighborhood through enhanced streetscapes, public spaces, and high-quality building design.
 - The applicant is providing enhancements to the existing streetscape such as upgraded sidewalks, landscaping improvements, and high quality building design .
- Provide improvements to Wilkes Street public park for use by neighbors of all ages and abilities as part of the redevelopment process.

- The applicant is conditioned to provide in-kind design and improvements to the eastern parcel of Wilkes Street Park.
- Ensure that future development provides stormwater and sanitary sewer infrastructure that improves each site's environmental sustainability.
 - The proposal will reduce phosphorous runoff from stormwater by 39%, compared to the existing conditions of the site and overall stormwater management will be improved.
- Ensure that future school capacity takes into account potential new student generation resulting from development.
 - The City coordinates with ACPS regularly to maintain up-to-date student generation rates. The project anticipates the potential to generate 87 net new students in the Alexandria City Public Schools systems.

B. Rezoning

The applicant has requested a rezoning of the site from RB to the RMF/Residential Multi-Unit zone along with the DSUP request, consistent with the recommendations of the South Patrick Street Housing Affordability Strategy ('SPSHAS'). The RMF zone was adopted by the City Council in February 2019 after the adoption of the SPSHAS and was established as a tool to "provide land areas for multi-unit residential development and to enhance or preserve long term affordability of housing," according to Section 3-1401 of the Zoning Ordinance. Adjacent zones include: CD/Commercial Downtown, CL/Commercial Low, RB/Residential Townhouse, and RMF/Residential Multi-Unit.

The RMF zone allows an increase in FAR up to 3.0 with a special use permit (SUP) for the provision of housing (one-third of the total floor area above 0.75 FAR) that is affordable to households with incomes that average 40 percent of the area median income (AMI). As discussed in the Housing Section above, the project mix of AMI for the units meets this requirement. Discussion and analysis of the SUP request is located in the Special Use Permits section below. Staff supports the rezoning request, as it implements the SPSHAS and is the means for meeting the goals of the SPSHAS and the City's Housing Master Plan to retain and expand affordable housing opportunities in the neighborhood.

C. Building Design/Architecture

The proposal is designed to respond to the block's immediate context and to utilize a contemporary architectural vocabulary. While the architecture is contemporary in style, it draws from traditional architecture with its rhythm, proportions, use of masonry with punched openings and solid-to-void ratios. The applicant looked to development and architectural patterns and forms in Old Town, which features a range of building heights, building typologies (residential, commercial, multifamily, and the like), and architectural

styles. The variety of these elements in Old Town results in an engaging and interesting public realm for residents and visitors alike. Staff has worked with the applicant over the past year on building design, including height, scale, massing, materials and architectural expression, while utilizing the design guidelines within the SPSHAS for design direction, such as:

- *3.14: Redevelopment will provide gateway elements that use distinctive building shapes and open spaces to denote their location;*
- *3.15: Signature facades fronting the Wilkes Street public open space will use design and materials that convey the importance of this prominent neighborhood location; and*
- *3.26: Multi-unit buildings should include a “townhouse scale” element with individual and functional entries at 20-to-30-foot intervals.*

The building’s primary façade is the north elevation that fronts on Wilkes Street Park and is a “signature façade” per the SPSHAS. A taller corner element with a pronounced cornice anchors the northwest corner. This elevation also features a welcoming canopy that denotes the primary entrance while engaging with Wilkes Street Park. The canopy projects over the entrance area with signage on both the north and south ends; this was designed with particular thoughtfulness for easy wayfinding of the main entrance, given that it does not have any street frontage but instead fronts at the park. This elevation is further activated by the storefront windows at the ground level.

The building has articulated townhouse rhythms and expressions along South Columbus and South Alfred streets. The building was designed to relate to the existing scale of development nearby. Staff worked with the applicant to provide individual unit stoops on South Columbus Street consistent with Recommendation 3.26 in the SPSHAS, which states “Residential buildings will provide a front setback of approximately 2-10 feet from the required sidewalk to provide space for individual front yards, plantings, landscaping, fences, stoops, and similar pedestrian friendly elements.”

The applicant has provided, and staff has conditioned, that each street-facing and the north elevations have high-quality materials with a minimal amount of cementitious paneling, limited to secondary elements. This also applies to the primary building entrances and architectural focus points fronting the eastern half of Wilkes Street Park which the SPSHAS requires to be a “signature façade”. The signature façade elevation enhances the transition from the townhouse rhythm at the adjacent corners through three small, further set back sections with dark gray brick before transitioning to the cream colored exterior.



Figure 3 - Signature Façade Elevation

The building features a prominent corner element where it wraps around South Alfred Street where the design transitions to the townhouse rhythm. The building design transitions back to similar lighter colored materials, such as brick veneer and fiber cement on the secondary facades, in the section that wraps around the southern corner where the loading and garage entrances are located. The entirety of the south elevation continues this pattern of light brick details and then wraps around to the townhouse rhythm along South Columbus Street with three stoops, each serving secondary entrances for two units. Both townhouse rhythm elevations contain Juliet balconies on the second and third stories and are slightly set back at the top floor.

The south elevation, while simpler in design, is adjacent to the parking area and rear of the townhouses that front on Gibbon Street.



Figure 4: West and East Elevations with Townhouse Rhythm

D. Compliance with Affordable Housing

The [South Patrick Street Housing Affordability Strategy](#) (“SPSHAS”) was adopted by City Council in October 2018 to preserve housing opportunity and deep affordability at two rental communities, the Heritage and Olde Towne West, the subject property.

Olde Towne West is an existing committed affordable community owned by Alfred Street Baptist Church (ASBC) as part of its faith-based mission. The community consists of 75 units distributed across three separate parcels located in the Southwest Quadrant and the South Patrick Affordable Housing Strategy plan areas concurrently. Affordability derives from Project-based Vouchers (PBVs) funded by the federal government, through which residents pay no more than 30 percent of household income toward rent. Since the expiration of the original contract, affordability has continued subject to voluntary five-year renewal contracts; the current contract, extended in January 2025, is effective until 2030.

The existing community comprises 75 townhouse-style units built in the early 1980s, rooted in the DIP Urban Renewal project, which ASBC seeks to redevelop into a larger multi-family project. ASBC has partnered with The Community Builders (TCB), a non-profit affordable housing developer operating in 14 states and the District of Columbia, which has constructed over 33,000 units. ASBC proposes redeveloping Olde Towne West in two phases, the first with 145 units and the second with approximately 75 units, totaling 220 units. Phase one plans to redevelop the parcel at 598 S. Alfred Street, at which 34 of the existing 75 units are located.

Though the building will be 100-percent affordable, RMF zoning requires that in exchange for an increase in density from 0.75 FAR to up to a 3.0 FAR, a project must provide one third of the increase in density as housing affordable to households with incomes averaging 40 percent AMI; 33 units are associated with the RMF Zone requirements for which the project’s affordability breakdown (discussed below) satisfies. Differentiate between the two numbers.

The applicant presented the project and draft Relocation Plan at the November 6, 2025 Alexandria Housing Affordability Advisory Committee (AHAAC) meeting. The Committee unanimously voted in support of the project and relocation plan. One member commented that the applicant should continue regular communication with the residents on the timeline for construction and relocation.

Table 3 summarizes the levels of affordability for the 145 proposed units and Table 4 summarizes the proposed unit mix. The overall project proposes replacing the existing 75 PBV Housing Assistance Payment (HAP) contract units one-for-one, with the balance of new units affordable for a minimum of 40 years required by the RMF Zone and any future City investment. A breakdown of how the proposal complies with the affordable housing requirements per the RMF Zone is shown in Figure 5 below:

| |
|---|
| By-right density permitted by RMF Zone: 42,072 sf (0.75 FAR) |
| Total proposed development: 134,267 sf (2.39 FAR) |
| Density subject to one-third RMF affordable floor area requirement: 134,267 sf – 42,072 sf (by-right) = 92,195 sf floor area associated with density increase |
| One-third affordable floor area requirement: 92,195 * 1/3 (RMF requirement) = 30,732 sf required as committed affordable averaging no greater than 40 percent AMI |
| Affordable units calculation: 30,732 sf (req'd affordable floor area) / 926 sf (avg. unit size) = 33 units required by RMF Zone |

Figure 5 - RMF Zone On-Site Affordable Housing Requirements

Table 3: Proposed Phase One Affordability Breakdown

| Level of Affordability | Existing Units | Proposed Units (Phase One) |
|-----------------------------|----------------|----------------------------|
| PBV HAP Units | 34 | 34 |
| Units Affordable at 50% AMI | 0 | 20 |
| Units Affordable at 60% AMI | 0 | 91 |
| Total | 34 | 145 |

Table 4: Estimated Unit Mix (based on Verification submission)

| Unit Type | Units | Unit Mix as % of Total Units |
|---------------|------------|------------------------------|
| One-bedroom | 78 | 54% |
| Two-bedroom | 45 | 31% |
| Three-bedroom | 18 | 12% |
| Four-bedroom | 4 | 3% |
| Total | 145 | 100% |

The project's timeline anticipates December 2025 City Council approval with construction expected to commence in mid-2027 following resident relocation (discussed below). The project will compete for Low Income Housing Tax Credits (LIHTC/tax credits) during the 2026 tax credit cycle(s) and is expected to seek City funding to address gap financing. The City's current funding pipeline, however, does not anticipate funds available for this project at this time but funding is within the pipeline.—. The applicant is aware of the existing pipeline and is continuing to discuss with the Office of Housing the project's potential future timing and funding strategy. Any requests for City financing will be evaluated through the Housing Opportunity Fund application process and brought to AHAAC for review prior to Council consideration. The Olde Towne West Redevelopment project is currently in the City's extended funding pipeline behind several other affordable housing projects. It is noted that no City predevelopment funding has been provided.

The applicant has submitted a draft relocation plan for the 34 households which will be displaced during phase one construction. The applicant will work with a to-be-determined third party relocation consultant to facilitate relocation with a goal of finding residents accommodation in the Southwest Quadrant neighborhood during the expected 18-to-24-month construction period. The applicant will cover the costs of the move, and residents in good standing will be guaranteed a right to return to the completed project.

The applicant has held three tenant meetings to consult with impacted residents on May 9 and November 19, 2024, and October 14, 2025. Resident concerns included the location of temporary relocation placements, utility structures at the temporary placements, utility inclusion in relocation payments, and impacts on student residents; the applicant stated that these issues will be considered and managed when relocation begins and assured residents that the third-party consultant, when hired, will meet one-on-one with each household. Additionally, the Office of Housing and Virginia Housing are providing coordination and technical assistance with the relocation process.

E. Green Building and Sustainable Design

The project will meet the City's 2019 Green Building Policy by earning EarthCraft Gold Certification. The project will employ energy efficient lighting and appliances to help reduce energy demand. Low-flow water fixtures will be used to reduce potable water demand. Five percent of the project's parking spaces in the underground garage will have active EV chargers installed. The proposed building will be all electric and solar-ready.

F. Special Use Permits

The applicant is requesting an SUP to provide a density increase for the provision of affordable housing. The request is for density up to 3.0 FAR in the RMF zone (from a base FAR of 0.75). They are proposing an FAR of 2.16. Section 3-1406(B) of the Zoning Ordinance outlines the three requirements for the SUP, including (1) the requirement that one-third of the density increase (from the base 0.75 FAR) shall be reserved for committed affordable housing; (2) an affordable housing plan and relocation plan are submitted with the SUP request; and (3) that "rents payable by households for the committed affordable units shall not, on average, exceed the maximum rents allowed under the Federal Low-Income Housing Tax Credit program for households with incomes at 40 percent" of AMI. The housing portion of the Compliance with City Policies section above details the applicant's affordable housing and relocation plans and compliance with these requirements. Based on the requirements above, the applicant is providing 145 affordable units targeted for households with an AMI ranging from 40 to 60 percent of AMI to meet the requirements for an SUP in the RMF zone.

Section 11-500 of the Zoning Ordinance gives authority to City Council to approve SUPs. The Zoning Ordinance required that the approval of SUPs associated discussed above:

1. Will not adversely affect the health or safety of persons residing or working in the neighborhood of the proposed use.
2. Will not be detrimental to the public welfare or injurious to the property or improvements in the neighborhood.
3. Will substantially conform to the master plan of the City.

Based on the three criteria City Council considers in its approval of SUPs, staff supports this approval due to the following:

1. The increased density will not have an adverse effect on the health and safety of area residents and workers, and retaining residential uses on the site is compatible with the adjacent neighborhood. The project includes benefits that will positively impact the health and safety of those who live and work in the area.
2. The applicant will be providing improvements to the site and the adjacent public realm that will enhance pedestrian safety in the area and upgrade the eastern parcel of Wilkes Street Park.
3. Allowing added density at this site is consistent with the goals and recommendations of the SPSHAS and the City's overall goals of preserving and increasing affordable housing.

G. Open Space & Tree Canopy

Open Space

The proposed development will exceed the required amount of open space in the RMF zone, which is 25 percent (14,024 square feet). The applicant is providing 15,410 square feet of ground level open space (31% percent) that is a combination of publicly accessible and private open space. The approximately 9,000 square foot courtyard will be located at ground level in the center of the building for residents. The proposed open space is meeting the criteria for usable and functional open space in the RMF Zone pursuant to Section 3-1405(B) of the Zoning Ordinance.

Table 5 – Open Space

| OPEN SPACE | AMOUNT |
|---|---|
| Required per RMF Zone | 14,024 SF (25% of total site area) |
| Total Provided in Proposal | 15,410 SF (31% of total site area) |
| Ground-Level Open Space <i>(Including publicly accessible and internal private courtyard space)</i> | 15,410 SF total (31% of total site area) <i>Publicly accessible: 5,171 SF</i> <i>Private: 9,062 SF</i> |

Canopy Cover and Tree Preservation

Table 6 – Canopy Coverage

| | |
|--|-------------------|
| Total Proposed Canopy Cover (on-site) | 25.7% (14,244 sf) |
| Preserved Trees | 0% |
| Proposed Trees | 25.7% |
| | |
| Existing Trees (including public right-of-way)* | 41 |
| Preserved Trees | 1 |
| Removed Trees | 40 |
| Invasive Trees | N/A |
| Trees in Poor Condition** | 40 |

*Per the Landscape Guidelines, existing trees included in the tree survey are trees greater than 8” diameter at 4.5’ above ground level at the trunk, at the time of submission.

**Trees in poor condition are trees that have been assigned a condition rating of 50% or below by the consulting arborist.

As shown in the table above, the project is meeting the required 25 percent canopy cover through proposed tree plantings. Staff has identified one street tree on South Alfred Street at the southeast corner of the site that the applicant should work to preserve. The applicant has indicated that precautions will be taken so that the root system will not be disturbed during construction. All other trees are in poor condition and will be significantly impacted by the construction of the new building.

Wilkes Street Park

Wilkes Street Park, a 0.7-acre linear City Park that was created in the 1970s from two vacated blocks of Wilkes Street between South Patrick and South Columbus streets, is today more of an open space to pass through rather than a park to enjoy. This was identified during the SPSHAS planning process by the community and the SPSHAS recommends that developments that border Wilkes Street Park improve the park “to include play areas, seating, and open passive areas that will be designed to be accessible and accommodating to all ages and abilities.” The applicant for the three blocks of the Heritage, working with City staff and the community, developed a conceptual park plan for both blocks in February 2021. The current applicant, in coordination with the applicant of the nearby Heritage development, will work with staff to incorporate half of the improvements to the east parcel of the park (Phase 2 of the overall concept park plan) based on the concept design below, endorsed by the Parks and Recreation Commission in 2021 and included in the review of the Heritage project (DSUP# 2020-10032).

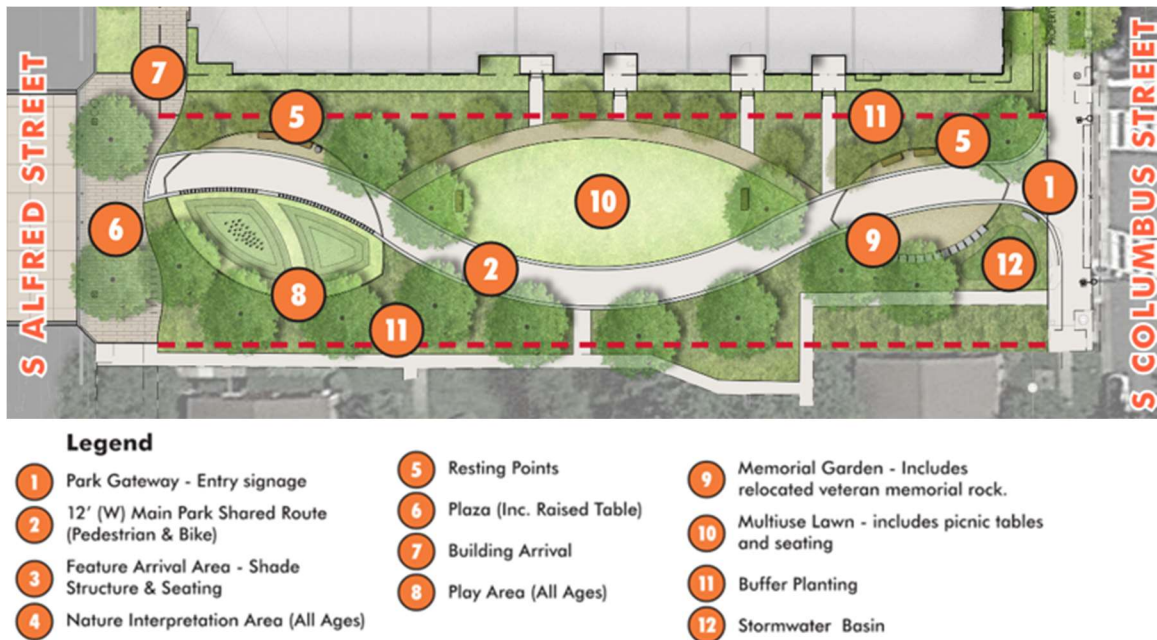


Figure 6 - East Wilkes Street Park Concept Plan

The concept park plan includes the reconstruction of the existing bike and pedestrian path into a 10-12 foot-wide shared-use path that winds through areas of landscaping and plantings, playspaces, seating areas and educational and interpretive elements. The park will be connected by a paved plaza area on each park parcel adjacent to a raised crosswalk at South Alfred Street between the parcels.

Staff has added a condition of approval that outline the applicant responsibilities for further design and implementation of Phase 2 (the east block) in tandem with the adjacent Heritage development. A Memorandum of Understanding (MOU) to further delineate responsibilities and requirements will be created. The applicant of whichever of the two projects obtains full building permit first will be responsible for Phase 2A which includes demolition, grading, utility work, and the first half of landscaping, installation of hardscape elements, and bonding for the relevant work. The developer of the subsequent project to obtain full building permit will be responsible for Phase 2B which includes additional design work reflected in the concept park plan and in an updated grading plan, the remaining additional landscape work, resting points and play areas, historic interpretation, and bonding for the associated work.

Historic Interpretation

The South Patrick Street Housing Affordability Strategy ('SPSHAS') recommends that "streetscape and open space design should include interpretation of neighborhood history," and that the "improvements of the Wilkes Street public open space also present an opportunity to incorporate the history of the neighborhood through interpretive design elements." Staff has added conditions for the applicant to incorporate interpretive elements

into the site design and Wilkes Street Park design to integrate narratives about the Bottoms/the Dip neighborhood as it has evolved over the past 200 years.

H. Parking/Loading

The applicant is providing 94 parking spaces in the below-grade parking garage. (73 of the parking spaces are standard, 17 compact, and 4 ADA-accessible spaces) The required minimum number of parking spaces is 86, with a maximum requirement of 99 spaces. The applicant is providing parking for the project within the parking ratio derived from application of Section 8-200 of the Zoning Ordinance. The Zoning Ordinance includes minimum and maximum parking ratios to address the site-specific conditions and to “right-size” parking based on area transportation amenities, such as bus routes and local services. In the RMF Zone and for affordable housing projects, minimum and maximum parking requirements are calculated based on the total number of units as opposed to the total number of bedrooms.

Table 7 – Parking Range

| | Minimum Parking Range (Deductions of 15 percent based on proximity to bus routes and walkability index) | Maximum Parking Range (Parking requirement without deductions taken) |
|--|---|--|
| Affordable Dwelling Units (60% AMI) | 59 spaces (based on 91 units at 0.64 spaces / bedroom) | 69 spaces (based on 91 bedrooms at 0.75 spaces / bedroom) |
| Affordable Dwelling Units (50% AMI) | 12 spaces (based on 20 units at 0.55 spaces per unit) | 13 spaces (based on 20 units at 0.65 spaces per unit) |
| Affordable Dwelling Units (30% AMI) | 15 spaces (based on 34 units at 0.43 spaces per unit) | 17 spaces (based on 34 units at 0.50 spaces per unit) |
| Total | 86 spaces | 99 spaces |

Table 7 above breaks down the minimum and maximum required parking for the proposed development and how the 86 minimum and 99 spaces maximum were derived.

The project site is located within the City of Alexandria’s Parking District Zone 4 and the residents of the site are eligible for Residential Parking Permits (RPPs) on-street as the existing average on-street parking occupancy is under 85 percent, which is one of the conditions that must be met for eligibility. The other eligibility condition requires more than 50 percent of the total occupied ground floor street frontage be designated as a non-residential use, which is not met by the project but compliance with the first eligibility condition deems the proposal RPP-eligible.

There is one proposed loading space accessed from South Alfred Street located adjacent to the parking garage entrance. A layby will be constructed further north on South Alfred

Street designed for temporary pickup, drop-off and deliveries. The City has noted over recent years an increasing demand for temporary pickup and drop-off spaces near building entrances.

Transit and Bicycle Facilities

The site is close to several bus routes. WMATA bus routes include the A11, A12, and F19 which run north-south along S. Washington Street, DASH bus routes 30, and 31, that provide access to the King Street Metrorail Station, Braddock Road Metrorail Station, and the West End of the City, and DASH Bus Route 34 which provides access to the Potomac Yard Metrorail Station. The site is located about 0.8 miles from the King Street Metrorail Station and 0.3 miles from King Street and the King Street Trolley.

The site is served by bicycle facilities, including a “neighborhood bikeway” along Wilkes Street and through Wilkes Street Park, which connects the Potomac River waterfront and Mount Vernon Trail with the King Street Metrorail Station. The closest Capital Bikeshare facility to the subject is located on Franklin Street between South Columbus and South Washington streets. Staff has conditioned the applicant to provide a \$20,000 contribution to the City’s Capital Bikeshare fund for enhancements to Bikeshare facilities in the vicinity of the site and Wilkes Street Park, consistent with the City’s adopted policy for bikeshare contributions.

I. Traffic

The applicant conducted a Multimodal Transportation Impact Study to evaluate the adequacy of the existing multimodal transportation network in conjunction with the proposed development and identify mitigation measures to offset associated traffic impacts.

The study included intersection operation evaluation of existing conditions, as well as future conditions for each phase of development at 15 surrounding intersections. Data collection for the existing conditions were conducted in September 2025. Based upon the ITE Trip Generation Manual and an assumed 60 percent of trips were by vehicles, the proposal is projected to generate 31 trips during the morning peak hour, 34 trips at afternoon peak hour, and 27 trips during the Sunday peak hour.

Based on the findings, the analysis for all 15 intersections resulted in minor impacts from the development to the overall operation. An analysis of traffic progressions for the year 2032 was also conducted and concludes that all 15 intersections and movements will operate at an acceptable level of service, and all intersections studied experienced acceptable level of service or delay for the overall operation.

The site is located in a transit-friendly and walkable area, with a walkability index of 93 (“Walker’s Paradise”), a transit score of 62 (“Good Transit”), and a bikescore of 88 (“Very Bikeable”).

The road network in the vicinity of the intersection of South Alfred Street at Gibbon Street experiences recurring peak period congestion as a result of the nearby access to I-95/I-495 from US Route 1. The City is aware of the congestion issues and is continually monitoring network signal operations to implement refinements to green time to manage congestion. The City is planning to implement enhanced traffic signal operations programming along the Route 1 corridor in the coming years that will include real-time refinements to signal operations to better accommodate traffic conditions. The City is committed to implementing safety enhancements to achieve the established Vision Zero goals and will explore feasible options to improve safety of this location should development result in unsafe traffic conditions. Based on the results of associated traffic studies for the various developments, the City does not anticipate there to be any traffic impacts that will have a significant impact to current traffic conditions.

J. Pedestrian and Streetscape Improvements

The applicant will be providing a number of pedestrian and streetscape improvements as part of the proposed development. As part of the publicly-accessible open space, two pedestrian paths will be constructed along the north and south ends of the site. The path at the south end provides through-block access. Existing sidewalks will be upgraded to concrete and will be widened to a minimum width of 8 feet. Landscape strips will be provided between the building and the sidewalk to provide visual interest and enhance the public realm.

K. Stormwater

The proposal includes eight stormwater management planters (BMPs) proposed. Currently, there are no stormwater management BMPs on site. The proposed BMPs provide 100% compliance with City's Article XIII requirements for at least 65% of required reduction in Phosphorous be achieved through non-proprietary practices (green infrastructure practices). The BMPs onsite provide 18.9% more treatment beyond required Phosphorous treatment. The post-development site condition is planned to reduce phosphorous runoff by 39% compared to existing conditions. Furthermore, the BMPs proposed provide compliance with City stormwater management quantity requirements for flooding and channel protection.

L. School Impacts

In anticipation of the new residential development, Alexandria City Public Schools (ACPS) and the City of Alexandria estimate the number of new students expected to join the school system based on historical enrollment and residential property data. Per the current Student Generation Rate jointly developed by ACPS and the City, the proposed development could generate approximately 87 students, as outlined below:

Table 8 – Student projections

| Total # Affordable Units | 2025 Student Generation Rate | Total Net New Students |
|--------------------------|------------------------------|------------------------|
| 145 | 0.60 | 87 students |

The students from this development will be distributed over all grade levels and included in the enrollment forecasts that are used to plan school capacity improvements. The neighborhood is in the attendance area for Lyles Crouch Elementary School, George Washington Middle School, and Alexandria City High School. City and ACPS staff will monitor and integrate the projected student generation numbers in forthcoming school enrollment projections and ACPS will continue to coordinate with the City to review, plan and allocate resources.

V. CONCLUSION

Staff recommends approval of the requested Rezoning, Development Special Use Permit and Site Plan (DSUP2025-10022) and associated Special Use Permit subject to compliance with all applicable codes and the following Staff recommendations.

VI. GRAPHICS

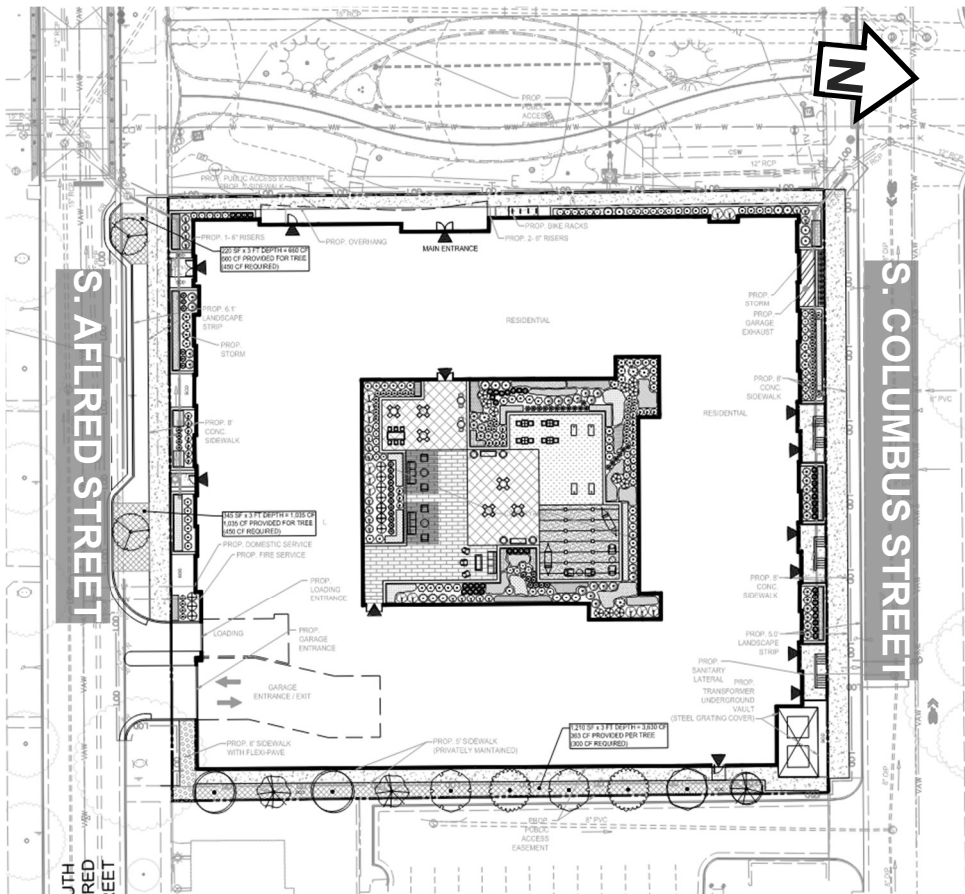


Figure 7 - Landscape Plan



Figure 8 - Wilkes Street Park and Columbus Street Perspective Rendering



Figure 9 - Northeast Aerial View



Figure 10 - Northwest Aerial View

VII. ATTACHMENTS

1. [Affordable Housing Plan, dated September 16, 2025](#)

VIII. STAFF RECOMMENDATIONS

1. The Final Site Plan shall conform substantially with the preliminary plan dated September 16, 2025, and as amended on October 3, 2025, and comply with the following conditions of approval.

A. 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 60 months after initial approval 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. Submit the plats and associated deeds for all applicable easements identified in the Preliminary Plan dated September 16, 2025 and as amended on October 3, 2025. The applicant must obtain approval of the plat(s) prior to or concurrent with Final Site Plan release. Provide proof of recordation with the first application for a building permit. (P&Z) (T&ES) (RP&CA) *, **
 - a. Provide public easements to the satisfaction of the Directors of P&Z and T&ES. Easements shall be:
 - i. The proposed pedestrian paths at the southern end of the site for pedestrian connectivity between South Columbus and South Alfred streets and at the northern point of the site adjacent to the east parcel of Wilkes Street Park.
4. Emergency Vehicle Easement(s) (EVE) shall not be painted. When an EVE is shared with a pedestrian walkway or consists of grasscrete or a similar surface treatment, the EVE shall be defined in a manner that is compatible with the surrounding ground plane. (P&Z)
5. Property rights to be conveyed by easement to the City may instead be conveyed by dedication (fee simple) to the City subject to the satisfaction of the Directors of P&Z and T&ES. (P&Z) (T&ES)
6. Show site utilities compatibly with other conditions on the site plan to the satisfaction of the Directors of P&Z, 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.
7. Provide a lighting plan prior to Final Site Plan release, unless otherwise identified below, to verify that lighting meets the City's Design and Construction Standards. The plan shall be to the satisfaction of the Directors of P&Z, T&ES, Code, and the Climate Action Officer of OCA and shall include: (P&Z) (T&ES) (OCA) (Code) *
- a. 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.
 - b. All site lights designed to meet City of Alexandria photometric standards shall have photovoltaic switches.
 - c. The location of conduit routing between site lighting fixtures to avoid conflicts with street trees.
 - d. A minimum of 5.0-foot candle-maintained lighting for underground/ structured parking garages. When unoccupied, the lighting may turn off and on using motion sensors. Without motion sensor lighting, unoccupied lighting levels may be no less than 1.5-foot candles. **
 - e. Light fixtures for the open canopies and underground/structured parking garages shall be recessed into the ceiling for any areas visible from the public right-of-way. **
8. Provide a georeferenced CAD file in **AutoCAD 2018**.dwg or greater 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. If proposing a subdivision, include the existing and new parcels and neighboring parcels. Identify legal lot numbers for each lot and document the square footage.

Show adjacent lots and their Tax Map numbers on the subdivision plat.
(GIS) *

A. BUILDING

9. 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, (7) fire protection system requirements, and (8) accessible routes. (P&Z) (Code) *
10. Provide a unit numbering plan for each floor of a multi-unit building prior to Final Site Plan release. The unit numbers shall comply with a scheme of 100 level numbers on the first floor, 200 level numbers on the second floor, and continue in this scheme for the remaining floors. Units with tertiary entrances from Columbus Street shall receive “100” series numbering.
 - a. The entrance provided for Fire Department access shall be identified with a Knox box next to the main building entrance. The entrance shall have the remote annunciator located near the entrance as required by the fire department. The entrance shall have open access to the lobby area/entrance.
11. The total number of residential units may be adjusted higher or lower so long as the new unit count does not increase the building envelope, parking is provided per the Zoning Ordinance and the building is in substantial conformance with the preliminary plan to the satisfaction of the Director of P&Z. (P&Z) *
 - a. Minor changes to the façade fenestration and details will be permissible, including but not limited to, window count and alignment, to be coordinated with sustainability envelope attributes and energy performance submission.
 - b. The Sanitary Adequate Outfall Analysis must reflect the actual number of units.
 - c. The unit count must be finalized prior to Final Site Plan release.
12. 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 elevations dated September 16, 2025 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) (OCA) *

- a. Where fiber cement façade panels are permitted, they shall not use a wrap-around trim for mounting to the substructure but may use either a batten system to conceal the joints or a rainscreen type installation. If exposed fasteners are proposed, they may be either concealed or if exposed, shall be finished to match the adjacent panels and their location integrated into the overall design.
 - b. The underside of all balconies shall be finished and present a visually cohesive appearance.
 - c. Per South Patrick Street Housing Affordability Strategy governing Small Area Plan and accompanying Design Guidelines, or by the governing CDD documents, the maximum percentage of fiber shall be limited to 20 percent or less of the materials used on the building façade visible from a street or park/open space and will not be permitted on Signature Facades.
 - d. Coordinate the design, color, and materials of all penthouses, rooftop mechanical areas, and rooftop screening with the overall architecture of the building, as regards massing, materials, and detailing/expression. Roof surfaces must be light-colored with green roofs encouraged as an alternative.
 - e. The recessed or projecting depth of brick rustication must be a minimum of 3/4 inches.
 - f. Where plane changes in facades are proposed, they shall generally not be less than two feet.
 - g. Where dissimilar materials meet, they must typically meet at an interior corner; where that is not possible, such transitions shall occur at a significant plane change or reveal.
13. Provide detailed drawings in realistic colors to permit evaluation of key building elements such as the building base, entrances, entry canopy, stoops, windows, balconies, railings, 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. The drawings shall be enlarged and coordinated plan-section-elevation studies, typically at 1/4"=1'-0" scale, with shadows cast at 45 degrees from both left and above to show true depth of recesses and projections.

- b. Separate design drawings shall be submitted for each primary building typology, different wall, or bay type.
 - c. When warranted by the three-dimensional complexity of the design, the applicant shall provide isometric vignettes of special conditions or building areas to the satisfaction of the Director of P&Z.
14. 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. (P&Z) (Code)
- a. Samples of actual window glazing, frame, and sash components proposed for each area of the building in the color and material that will be provided (may reduce sample sizes for ease in handling). *
 - 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. Before ordering final building materials, provide a materials board that includes all proposed materials and finishes prior to Final Site Plan release. 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) *, ***
 - c. 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.
 - d. Materials may be modified or substituted only if in substantial conformance with the Preliminary Site Plan approval and to the satisfaction of the Director of P&Z. *
 - e. Drawings of mock-up panel(s) that depict all proposed materials, finishes, and relationships as part of the Final Site Plan. *
 - f. 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. **

- g. 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. ***

B. OPEN SPACE/LANDSCAPING

- 15. Develop a palette of site furnishings for review and approval by Staff prior to Final Site Plan release. (P&Z) (T&ES) *
- 16. Provide location, specifications, and details for site furnishings that depict the installation, scale, massing, and character of site furnishings to the satisfaction of the Directors of P&Z, RP&CA, and T&ES
- 17. Site furnishings may include benches, bicycle racks, trash bins, recycling receptacles, and other associated features City standard materials are mandatory in all furnishings in the public right-of-way.
- 18. 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. The 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) *
- 19. Post sign(s) stating that open space public access easement on the walkway located at the southern portion of the site are open to the public, noting any operating hours, other restrictions, and contact information to facilitate reporting of issues Show the sign locations and design on the Final Site Plan and install the signs prior to the issuance of the first Certificate of Occupancy. (P&Z) *, ***

C. TREE PROTECTION AND PRESERVATION

- 20. 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. When the Applicant is responsible for the protection and preservation of City-owned trees (within right-of-way, park, etc.), the applicant shall provide signage indicating that

the trees are under private management and maintenance for the period of construction and maintenance bond. (P&Z) *

D. ARCHAEOLOGY

21. The Applicant hired an archaeological consultant to complete a Documentary Study and an Archaeological Evaluation as outlined in the City of Alexandria's Archaeological Standards that has been submitted to the City for review.. If archaeological work needs to occur alongside demolition and construction activities, then the applicant must demonstrate this necessity to the satisfaction of the City Archaeologist. If the applicant discovers significant resources, then the consultant shall complete a Resource Management Plan, as outlined in the City's Archaeological Standards. Implement the preservation measures listed in the Resource Management Plan, as approved by the City Archaeologist. (Archaeology) *
22. Complete all archaeological fieldwork or prepare a Resource Management Plan subject to review and approval by the City Archaeologist prior to Final Site Plan release, Grading Plan release, or any other permit issuance involving ground disturbing activities (e.g., coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping, and other excavations defined in § 2-151 of the Zoning Ordinance). (Archaeology) *
23. Call Alexandria Archaeology at 703.746.4399 two weeks before starting any ground disturbance activities to establish an inspection or monitoring schedule with City archaeologists. Include the preceding text on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) *
24. Call Alexandria Archaeology immediately at 703.746.4399 if you discover any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts during development. Cease work in the discovery area until a City archaeologist inspects the site and records the finds. Include the preceding text on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) *
25. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, or allow independent parties to collect or excavate artifacts, unless authorized by Alexandria Archaeology. Failing to comply shall result in project delays. Include the preceding text on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) *

26. Construct and install all interpretive elements or markers and submit the final archaeological report for review and approval by the City Archaeologist prior to receipt of the final Certificate of Occupancy. (Archaeology) ***
27. Hire a professional consultant to work with Staff and the landscape designers to incorporate and interpret elements of the historic character and archaeological findings into the design of the open space and to prepare interpretive elements to install as part of the project. Indicate themes and locations of the interpretive elements in the site plan and provide text and graphics for the signage subject to review and approval by the Office of Historic Alexandria/Alexandria Archaeology prior to Final Site Plan release. Install the interpretative elements prior to issuance of the Certificate of Occupancy. (Archaeology) *, ***

E. PEDESTRIAN/STREETSCAPE

28. 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. Construct all concrete sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be eight feet on both S. Alfred Street (except for the six-foot portion of flexi-pave shown on the plans) and S. Columbus Street; and, five feet for the two remaining sidewalks with public access easements framing the north and south property lines.
 - b. Sidewalks must comply with the City's Green Streets and Sidewalks guidance.
29. Provide sidewalks, crosswalks, and curb ramps per the City's Memo to Industry 23-01, Design and Construction Standards, the City's Complete Streets Design Guidelines, and these requirements: (P&Z) (T&ES) *, ***
 - a. Sidewalks shall be flush across all driveway crossings.

F. PARKING / CURB MANAGEMENT

30. Unbundle all residential parking (i.e., the cost to purchase or rent a parking space is separate from the cost to purchase or rent the residential unit). (T&ES)
31. Wall-mounted obstructions at the wall end of a parking space shall be no more than 24 inches extended from the wall and at least 48 inches from the

garage floor. Areas with obstructions that exceed this requirement will not count as parking spaces. (T&ES) ***

32. Provide a Parking Management Plan with the Final Site Plan submission that complies with the requirements of the Parking Management Plan Template provided in Memo to Industry 01-19. (P&Z) (T&ES) *
33. Share hourly parking occupancy, and if available, counts of entries and exits for parking facilities for weekdays and weekends (including hourly occupancy) with the City upon request. (T&ES)
34. The applicant may make garage parking spaces, which are required to comply with zoning requirements, available for public/off-site users if the applicant can demonstrate excess parking to the satisfaction of the Directors of P&Z and T&ES. If parking is available to the public, then the applicant shall provide signage visible from the entrance directing motorists to those spaces. (P&Z) (T&ES)
35. 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 after Signature Set approval. (P&Z) (T&ES) *
36. Provide bicycle parking per current Bicycle Parking Standards, available at: www.alexandriava.gov/bicycleparking. (T&ES) *, ***
 - a. Include details on the locations and types of bicycle parking prior to Final Site Plan release. Install bicycle parking prior to the issuance of the first Certificate of Occupancy.
 - b. Provide signage, striping, or other means to direct people to indoor and covered bicycle parking areas within the private property. Show the proposed signage, etc. prior to release of the Final Site Plan and install the signage, etc. prior to issuance of the Final Certificate of Occupancy.
 - c. In addition to the required number of bike-parking spaces (8 short-term; and, 47 long-term) provide two bike racks along both the S. Alfred Street and S. Columbus Street frontages.
 - d. Bike parking facing the park shall be illuminated to facilitate usage and increase safety at night-time. (Transportation Planning)
37. Update parking counts on the cover sheet to state the number of electric vehicle chargers and electric vehicle charger ready parking spaces, show the

location of these spaces, and detail the signage, striping, or similar used to direct people to these spaces prior to Final Site Plan release. Install the signage, etc. prior to release of the final Certificate of Occupancy. (OCA) *, ***

38. Provide electric vehicle chargers for at least five percent of the required parking spaces, consisting of Level 2, Level 3 DC Fast Chargers, or a combination thereof, rounded up to the next whole number parking space. (OCA) *, ***
39. Size and install the conduit correctly based on the number and location of future chargers. A combination of Level 1, Level 2, and DCFCs may be used; based on the estimated demand for charging and planned usage:
 - a. Label parking space location junction box for the future electric vehicle charger.
 - b. Provide available physical space within the utility closet for future cabinetry required to add vehicle chargers to the electrical panel.
 - c. Additional conduit does not need to account for transformer sizing.
 - d. EV chargers may encroach in the required parking space dimension.

G. SUSTAINABILITY

40. The project shall comply with the requirements of the City of Alexandria Green Building Policy that is in effect at the time of DSUP submission. (OCA) *, **, ***, ****
41. The applicant shall provide these items to comply with the Green Building Policy at Final Site Plan: (OCA) *
 - a. Evidence of the project's registration with LEED, Green Globes, EarthCraft, NGBS, or equivalent.
 - b. A copy of the draft certification scorecard which indicates the project will meet the required performance points as outlined in the Green Building Policy for LEED, Green Globes, EarthCraft, NGBS, or equivalent.
42. The applicant shall provide these items to comply with the Green Building Policy with the Building Permit: (OCA) **

- a. An updated copy of the draft certification scorecard/checklist prior to building permit release for above-grade construction for LEED, Green Globes, EarthCraft, NGBS, or equivalent.
 - b. 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 “iii” 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, to include, but are not limited to, calibrations and economizer controls, conditions under which the test will be performed. The testing shall affirm winter and summer design conditions and full outside air conditions.
 - iii. Measurable criteria for performance; the plan should match the project’s submitted plans and sustainability certification scorecard.
 - c. Water efficiency and indoor environmental quality documentation for the priority performance points in the Green Building Policy prior to building permit release for above-grade construction for LEED, Green Globes, EarthCraft, NGBS, or equivalent.
43. The applicant shall provide these items to comply with the Green Building Policy at with requests for Certificates of Occupancy: (OCA) ***
- a. Evidence that design phase credits (for the certifying party) have been submitted by Temporary Certificate of Occupancy for LEED, Green Globes, EarthCraft, NGBS, or equivalent.
 - b. A commissioning report verified by a certified third-party reviewer, including issues log, completed pre-function checklists, and any completed functional performance tests to match scorecard and approved permit plans prior to issuance of the final Certificate of Occupancy.
 - c. Evidence showing that the project meets the priority performance points for Energy Use Reduction, Water Efficiency, and Indoor

Environmental Quality for Design Phase credits for LEED, Green Globes, EarthCraft, NGBS, or equivalent.

- d. If the project fails to achieve the required certification level and priority performance points, then demonstrate a good faith, reasonable, and documented effort to achieve the certification level to the satisfaction of the Climate Action Officer.
- 44. The applicant shall provide the following to comply with the Green Building Policy at Release of Performance Bond: (OCA) ****
 - a. Documentation of applicable green building certification showing that the project meets the priority performance points for Energy Use Reduction, Water Efficiency, and Indoor Environmental Quality for LEED, Green Globes, EarthCraft, NGBS, or equivalent.
- 45. 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 Building Permit. (OCA) **
- 46. At the Final Site Plan, demonstrate that the building will be fully electric including all mechanical systems. For limited accessory elements, if using gas, food and beverage uses in retail spaces and outdoor grills, must be controlled with occupancy sensors, timers not to exceed two hours, or other technology to prevent the accessory element from using natural gas when not being used by an occupant of the building. (OCA) *

B. TRANSPORTATION

A. STREETS/TRAFFIC

- 47. Repair any of the City's existing public infrastructure that construction damages per the most recent version of the T&ES Design and Construction Standards Memo to Industry 23-01, or to the satisfaction of Director of T&ES, prior to Performance Bond release. (T&ES) ****
- 48. Slopes on parking ramps to garage entrances and exits shall not exceed 15 percent. For slopes 10 percent or greater, provide trench drains connected to a storm sewer to eliminate or diminish the possibility of ice forming. The slope on a ramp with parking or used for egress shall not exceed 6.5 percent. For non-parking ramps with slopes of 10 percent and greater, provide a minimum of 10 feet in length transition slopes at the top and bottom of the ramp. The transition slope shall be half the difference in slope between two adjacent sections. Provide final design prior to Final Site Plan release subject to the satisfaction of the Director of T&ES. (T&ES) *

49. Furnish and install two 4-inch Schedule 80 PVC conduits with pull wires, under the sidewalks to a depth of 3-feet on South Alfred Street and South Columbus Street. Terminate these conduits in an underground junction box meeting VDOT standards and with a tier 22 or higher lid labeled “COA”, at each end of the conduit line. Provide a fiber optic installation plan that includes the required specifications prior to the Final Site Plan release. Submit a digital as-built plan in CAD or GIS, which includes information on the fiber conduit installation prior to the issuance of a Certificate of Occupancy. (T&ES) (ITS) *, ***
50. 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) ****
51. Provide a minimum of two (2) shared-lane markings (i.e., sharrows), centered on the lane, in both directions along the site’s frontage with South Columbus Street per the City’s Alexandria Mobility Plan, the City’s Complete Streets Design Guidelines, and all other applicable Small Area Plans and Design Guidelines, to the satisfaction of the Director of T&ES. All proposed bicycle facilities shall be shown on the first final site plan and installed prior to the first Certificate of Occupancy. (T&ES) *, ***
 - a. All bicycle infrastructure, including, , pavement markings, shall be installed in accordance with the latest editions of City’s Complete Streets Design Guidelines, the National Association of City Transportation Officials’ Urban Bikeway Design Guide, and the AASHTO Guide for the Development of Bicycle Facilities.
 - b. Provide routing signs along South Columbus Street (in both directions) consistent with guidance from AASHTO, NACTO, and MUTCD.
52. Finalize street names and addresses for mail delivery (addressed per the front door); for active loading spaces (including temporary 8’ x 60’ on-street layby and on-site loading dock on South Alfred Street), and entrances (addressed per the loading dock/loading entrance), and, for emergency services (addressed per street access), prior to Final Site Plan release. (P&Z) (T&ES) (GIS) *

B. TRANSPORTATION MANAGEMENT PLAN

53. Contribute to the Citywide Transportation Management Plan (TMP) at the rate specified by the current TMP policy. Unless the upfront payment or partial upfront payment option is chosen as described below, payments are due once per year no later than September 30 for 30 years with rates

adjusted annually for inflation based on the April-to-March Consumer Price Index change reported by the Bureau of Labor Statistics. (T&ES) ***

- a. Projects that obtain their first Certificate of Occupancy prior to July 1, will have their first year of assessment in the current calendar year. Projects that obtain their first Certificate of Occupancy on July 1 or later will have their first year of assessment in the next calendar year. ***
 - b. A development may receive a 35% discount for paying the entire 30-year amount (unadjusted for inflation) prior to receipt of the first Certificate of Occupancy. Under this option, no further TMP payments are required. ***
 - c. A development may receive a 25% discount for paying one quarter of the entire 30-year amount (unadjusted for inflation) before receipt of the final Certificate of Occupancy and five standard subsequent payments over the next five years. The five annual payments will be made no later than September 30 each year. After these payments are made, no further TMP payments are required. ***
54. The applicant/owner may request permission to manage its own TMP fund subject to the approval of the Director of T&ES. The property must have achieved specific single occupancy vehicle targets for at least three years in a row, as specified in the current TMP policy, and have provided the City with detailed information about how the applicant/owner will manage the TMP for the development. Development would retain the annual TMP contributions and must spend it exclusively on transportation related activities approved by the Director of T&ES or designee. (T&ES)
55. Designate an on-site TMP Coordinator prior to the issuance of the first Certificate of Occupancy. Provide the name, address, email, and telephone number of the coordinator to the City's Mobility Services Division, updating this information annually or as needed. This person will be the City's point of contact for the development and will be responsible for paying invoices and coordinating with staff on TMP-related activities as needed. (T&ES) ***

C. PUBLIC WORKS

A. WASTEWATER/SANITARY SEWERS

56. Comply with the Combined Sewer System Management Policy per Memo to Industry 23-02, City of Alexandria's Water Quality Volume Default, and state stormwater quality and quantity requirements. (T&ES)

B. UTILITIES

57. If the applicant does not have a franchise agreement with the City, locate all private utilities outside of the public right-of-way and public utility easements. (T&ES)
58. Do not locate transformers and switch gears in the public right-of-way. (T&ES)
59. The City shall own and maintain all new fire hydrants on public streets. The applicant or their representative shall own, inspect, test, and maintain all hydrants on private streets. Install hydrants prior to issuance of the first Certificate of Occupancy. (T&ES) ***

D. ENVIRONMENTAL

A. STORMWATER MANAGEMENT

60. The City of Alexandria’s stormwater management regulations for water quality are: (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. Treat the Alexandria Water Quality Volume Default, as determined by the site’s post-development impervious area, in a Best Management Practice (BMP) facility. (T&ES) *
61. 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) *
62. Design all stormwater (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) *
63. 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) *

64. All BMP's must be accessible for regular maintenance and inspections. The final building design must include access points and maintenance accessibility for the green roof and any other BMPs. Access to green roofs may be by a door on the same level as the green roof, an interior elevator, interior stairway with door through a penthouse, or by an alternating tread device with a roof hatch or trap door not less than 16 square feet in area and with a minimum dimension of 24 inches.
65. 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) ****
66. 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: (T&ES) ****
 - 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.
67. 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) ****
68. Submit the stormwater quality BMP and/or Stormwater Detention Facilities Maintenance Agreement to include the BMP Schedule and Guidelines Addendum with the Final Site Plan #2. Execute and record the agreement with the Land Records Division of Alexandria Circuit Court prior to Final Site Plan release. (T&ES) *
69. The Applicant shall be responsible for maintaining stormwater Best Management Practices (BMPs) until activation of the homeowner's association (HOA), and/or master association, if applicable, or until sale to a private owner. Prior to transferring maintenance responsibility for the

BMPs to the HOA, master association, and/or owner, the applicant shall:
(T&ES) ****

- a. Execute a maintenance service contract with a qualified private contractor for a minimum of three years, and transfer the contract to the HOA, master association, and/or property owner.
 - b. Include a copy of the contract in the BMP Operation and Maintenance Manual.
 - c. Submit a copy of the maintenance contract to T&ES prior to Performance Bond Release. ****
70. Provide an Owner's Operation and Maintenance Manual for all BMPs to the owner. The manual shall include at a minimum: (T&ES)
- 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;
 - d. Manufacturer contact names and phone numbers;
 - e. A copy of the executed maintenance service contract; and
 - f. A copy of the maintenance agreement with the City.
71. The applicant/owner shall install and maintain stormwater 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 BMPs on the project. The manual shall include at a minimum: (T&ES) ****
- 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; and
 - d. A copy of the executed maintenance service contract.

72. Submit a copy of the Operation and Maintenance Manual to the T&ES Stormwater Management Division prior to Performance Bond release. (T&ES) ****
73. Submit a certification by a qualified professional that any existing stormwater management facilities adjacent to the project and associated conveyance systems were not affected adversely by construction operations prior to 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, describe the maintenance measures performed. (T&ES) ****

B. WATERSHED, WETLANDS, & RPAs

74. 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)
75. 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)
76. Provide Environmental Site Assessment Notes that delineate, map, describe, and/or explain these environmental features (if located on site): (T&ES)
 - 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.

C. CONTAMINATED LAND

77. Indicate on the site 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) *

78. 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 soil 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. Describe the 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).
79. Should any unanticipated contamination, underground storage tanks, drums or containers be encountered at the site during construction, the applicant must notify T&ES, Development Site Inspector and Office of Environmental Quality and the Fire Marshall’s Office 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. Include the preceding text as a note on the Final Site Plan. (T&ES) (Code) (Fire) *

80. 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. If a vapor barrier and ventilation system is required, the schematic shall be signed by a professional engineer and included in the Final Site Plan. (T&ES) (Code) *
81. If a Soils Management Plan is required by the Site Characterization report, then the plan shall be included in the Final Site Plan. (T&ES) *

D. NOISE

82. Submit a noise study identifying the noise levels that residents will be exposed to initially and 10 years into the future per the Noise Guidance Book used by the Department of Housing and Urban Development prior to the Final Site Plan release. (T&ES) *
83. The use of outdoor speakers in the courtyard area is prohibited.
84. If the noise study identifies noise impacted areas, conduct a building shell analysis identifying ways to minimize noise and vibration exposure to future residents. Submit the building shell analysis and the noise commitment letter for review and approval prior to Final Site Plan release.
85. No vehicles associated with this project shall be permitted to idle for more than 10 minutes when parked, including construction vehicles, per 9 VAC 5-40-5670 of the Virginia State Code. (T&ES) ***
86. Submit a noise mitigation plan for the fitness center, if applicable, to address noise impacts from the use on other residents or businesses within the building. To the satisfaction of the Director of T&ES, the plan shall aim to achieve an interior noise level below 45dBA, consistent with the Noise Guidance Book used by the U.S. Department of Housing and Urban Development. Provide a commitment letter stating the applicant's commitment to implementing the mitigation measures specified in the plan. Submit the mitigation plan and commitment letter for review and approval by T&ES Office of Environmental Quality Staff prior to Final Site Plan release. (T&ES) *

E. AIR POLLUTION

87. 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)

E. CONSTRUCTION MANAGEMENT

88. 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. Do not remove streetlights without authorization from the City of Alexandria;
 - b. If streetlights are to be removed from the public right-of-way, then provide temporary lights 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 it to each subcontractor before they start work. ***
89. 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: (P&Z) (T&ES) *

- 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 worker 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.

90. In the construction management plan, include chapters on: (T&ES) *

- a. **Maintaining pedestrian access.** 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.
- b. **Maintaining bicycle access.** Bicycle facilities adjacent to the site shall remain open during construction. If a bicycle facility must be closed, bicycle access shall be maintained adjacent to the site per Memo to Industry 04-18 throughout the construction of the project.
- c. **Waste control program.** This program shall control waste (e.g., discarded building materials, concrete truck washout, chemicals, litter or trash, sanitary waste) and prevent offsite migration that may cause adverse impacts to neighboring properties or to the environment. Dispose of all waste offsite per all applicable federal, state, and local laws. Provide documentation as required per the City's Green Building Policy and conditions therein.

91. Conduct these pre-construction meetings: (P&Z) (T&ES) (Code) *, **
 - a. Walk/survey of the site prior to any land disturbing activities with T&ES Construction & Inspection and Code Administration staff to document existing conditions prior to Final Site Plan release.
 - b. 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 building or grading permits are issued.
 - c. 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.
92. Identify these individuals prior to Final Site Plan release: (P&Z) (T&ES)
*
 - a. Certified Land Disturber (CLD) in a letter to the Division Chief of Permits & Inspections prior to any land disturbing activities and include the name on the Phase I Erosion and Sediment Control sheets. If the CLD changes during the project, then note the change in a letter to the Division Chief.
 - b. Community liaison for the duration of the project. Provide their name and telephone number, including an emergency contact number, to residents, property managers, and business owners whose property abuts the site. 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.
93. 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 the 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 the 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.
94. Submit a stamped electronic copy of an as-built development site plan survey, per the *As-Built Development Site Plan Survey Checklist* prior to applying for a Certificate of Occupancy permit. A registered architect, engineer, or surveyor shall prepare the as-built plan. (P&Z) (T&ES) ***
95. 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) ****
96. Ensure construction management, including but not limited to maintenance of traffic, is coordinated with the City of Alexandria as the City intends to make major roadway changes along Route 1, near the subject site. The project is anticipated to break ground during Spring of 2026. (T&ES)*, ***

F. CONTRIBUTIONS

97. The applicant, in coordination with the developer of the adjacent Heritage project, shall provide in-kind improvements to the eastern parcel of Wilkes Street Park consistent with Phase 2 of the concept park plan dated January 21, 2021. The improvements shall be subject to an administratively approved park plan or grading plan approved by the Directors of RP&CA and T&ES. The plan will divide the framework into two equal subphases. Each developer shall be responsible for implementing one subphase based on itemized scopes of work outlined in a memorandum of understanding (MOU) agreed and signed by both developers and the City³.
- a. The developer of the first project to obtain full building permit release will generally be responsible for the delivery of Subphase 2a, as shown in the Grading Plan GRD #2023-00007, which includes:

³ Staff has determined the work of the subphases shall be designed in a way as to be generally equivalent in terms of the cost of the improvements.

- i. Demolition and grading;
 - ii. The utility work, and installation of stormwater management infrastructure except where precluded by the adjacent development;
 - iii. Landscaping, including tree protection, tree and shrub planting, and ground cover;
 - iv. Installation of shared-use path and other hardscape elements; and
 - v. Bonding and park maintenance until accepted by RP&CA.
 - b. The developer of the subsequent project will generally be responsible for the final delivery of the park improvements included in Subphase 2b upon obtaining full building permit release:
 - i. Additional design work to reflect the approved concept park plan in a new grading plan;
 - ii. Additional landscaping, including tree protection, tree and shrub planting, and ground cover;
 - iii. Resting points, play areas, and a memorial garden as shown in the concept park plan;
 - iv. Historic interpretation; and
 - v. Bonding and park maintenance until accepted by RP&CA.
 - c. The MOU shall be approved by the City Manager prior to release of the Final Site Plan or approval of the park plan (whichever is first).
 - d. The applicant's in-kind improvements to Wilkes Street Park shall be substantially complete prior to the issuance of the first Certificate of Occupancy. (P&Z) (RP&CA) (T&ES)*, ***
98. Contribute \$20,000 to the City prior to the Final Site Plan release for a Capital Bikeshare Station, for additional bicycles, and/or systems operations. Make all payments to the City of Alexandria and submit them

to the Department of Transportation & Environmental Services with a cover letter to include the project name, case number, and explanation of the contribution amount in the payment submittal. (T&ES) *

G. HOUSING

99. Comply with the approved draft Relocation Plan dated October 25, 2025 as may be revised administratively with the approval of the Director of the Office of Housing, or designee. Provide update(s) on the implementation of the Relocation Plan to the Office of Housing prior to Final Site Plan release. (Housing) *
100. Provide 145 committed affordable rental units consistent with the Affordable Housing Plan dated September 16, 2025. Rents payable for the affordable units shall not exceed the maximum rents (taking into account utility allowances) allowed under the federal Low Income Housing Tax Credit (LIHTC) and shall include 34 units affordable at 30 percent AMI, 20 units at 50 percent AMI, and 91 units at 60 percent AMI, in a unit mix that satisfies Residential Multi-unit (RMF) Zone affordable floor area and affordability requirements. If the project's total unit count, affordability, and/or unit mix at the time of Final Site Plan are different than those approved at the time of the Preliminary Plan, the committed affordable unit count, affordability, and/or unit mix will be evaluated prior to Final Site Plan release to the satisfaction of the Director of Housing. (Housing)*.
101. Notify the Landlord-Tenant Relations Division Chief at the Office of Housing in writing no less than 90 days prior to leasing. Provide the City with marketing information no less than 45 days prior to leasing, which shall include the affordable rents, fees, property amenities, and contact information for applications. The City shall notify interested parties of the availability of set-aside units. The applicant shall not accept applications for set-aside units until 45 days after providing written notification to the Office of Housing or until the Office of Housing advises the applicant that the information has been distributed and posted, whichever occurs first. (Housing)
102. List all set-aside units at www.VirginiaHousingSearch.com, or an alternative website as identified by the Office of Housing at the time of lease up. (Housing)
103. Provide the City with the records and information necessary for annual compliance monitoring with the Housing conditions for the 40-year affordability period. (Housing)
104. If the development involves Community Development Block Grant (CBDG), Home Investment Partnership Program (HOME), Section 108

loan funds, federal Housing Trust Fund, or other monies provided by the Department of Housing and Urban Development, then the applicant shall consult and coordinate with Staff to ensure that the project complies with all federal environmental statutes, laws, and authorities. (Housing)

105. If the Virginia Housing Development Authority or successor is the first lienholder of the permanent loan and if there is a foreclosure by the Virginia Housing Development Authority and it is the successful bidder and becomes the successor in interest, then the committed affordable housing units required may be reduced to no less than 20 percent of the originally approved units at 60 percent of the area median income for the Washington D.C. Metropolitan Statistical Area. Under no other circumstances will a reduction in the committed affordable units be allowed or considered. (Housing)

H. USES

106. The applicant/owner may designate a limited number of apartments for short-term rentals, as defined by §3-2-141 of the Code of Ordinances, provided that the number of short-term rental apartments or individuals renting those apartments does not meet the definition of a hotel per §2-161 of the Zoning Ordinance, which would require a change of use application. (P&Z)

Asterisks denote:

- * Condition must be fulfilled prior to release of the Final Site Plan
- ** Condition must be fulfilled prior to the release of the building permit
- *** Condition must be fulfilled prior to the issuance of the Certificate of Occupancy
- **** Condition must be fulfilled prior to release of the bond

IX. ATTACHMENT

DRAFT AFFORDABLE HOUSING PLAN
Old Town West Affordable Housing Redevelopment
The Community Builders in partnership with the Alfred Street Baptist Church

Updated: 9/16/25

1. An overview of the project, including:

1.1 Its name, address, and application number:

**Old Town West Affordable Housing Redevelopment, 598 S. Alfred Street,
CDSP2024-00007**

1.2 A brief description of the proposed development program:

The Applicant, The Community Builders (TCB), in partnership with the Alfred Street Baptist Church (ASBC), is seeking to redevelop the Old Town West project. Old Town West Properties, LLC and the ASBC own 77 units in the Old Town West project developed as part of the DIP Urban Renewal project in the 1970's. The Old Town West project encompasses three separate parcels:

- 1) 901 Wolfe Street (22 units),**
- 2) 598 S. Alfred St. (34 units (including 2 units for office use) and**
- 3) 601 S. Alfred Street (19 units).**

TCB, as ASBC's development partner, plans to redevelop the 34 units that are located at 598 S. Alfred St. into a 145 unit multi-family building for residents making 30-60% of the Average Median Income (AMI). Subsequent phases of the redevelopment will be forthcoming for the units at 601 S. Alfred Street and those plans will be processed for that redevelopment at a later date.

As part of the proposal, TCB is seeking a rezoning to the RMF (Residential Multi-Family) zone, in keeping with the South Patrick Street Housing Affordability Strategy, and is seeking a Development Special Use Permit (DSUP) to increase the density from .75 FAR to 2.16 FAR and will provide all units as committed affordable units at varying levels of affordability. The Applicant is proposing to provide 110 units affordable to those making up to 60% of AMI and 34 units affordable to those making up to 30% of AMI. The units available at 30% AMI have an estimated average net square footage of 900 square feet, for a total of 30,600 square feet, well over the 1/3 of the increase in density that is required by the RMF zone to be affordable on average to those households at an average of 40% of AMI.

1.2 Requested zoning changes or waivers:

Rezoning to RMF (Residential Multi-Family) Zone

1.4 A brief discussion on how the affordable housing goals and recommendations of its applicable small area plan are being addressed by the AHP.

The applicant is seeking to implement the recommendations of the South Patrick Street Housing Affordability Strategy by rezoning the property to the RMF zone and provide an all-affordable project at varying levels of affordability. The applicant will be providing the requisite number of units affordable on average to those making 40% of AMI as described above.

2. The number, type (rental/for-sale), size (number of bedrooms), level of affordability (percent of area median income), location, and length and terms of affordability of existing CAUs being demolished as part of redevelopment.

34 units affordable up to 30% AMI:

**3 Four Bedroom Units
8 Three Bedroom Units
8 Two Bedroom Units
8 One Bedroom Units
2 units used for office space**

3. The status of tenant engagement efforts.

Each of the tenants has been contacted regarding this Project and two meetings (May 9, 2024 and November 19, 2024) have been held with the residents to inform them and update them on the project and the applicant's plans to ensure that all eligible residents are provided with the right to return to the Project after construction is completed. All residents will be kept informed of scheduling of construction and relocation through notices delivered to their doors by property management and ongoing resident meetings as necessary before and during the construction. Consistent information sharing is a commitment of the proposed Draft Tenant Relocation Plan being evaluated by Office of Housing Staff.

4. The status of tenant relocation planning efforts and outreach to the Landlord-Tenant Relations Board.

The applicant shared a Draft Tenant Relocation Plan on January 2, 2025 and it is being evaluated by Office of Housing Staff.

5. The number, type (rental/for-sale), size (number of bedrooms), level of affordability (percent of area median income), location, and length and terms of affordability of proposed CAUs.

The Applicant is proposing to provide a total of 145 committed affordable rental units, 110 units will be affordable up to 60% of AMI and 34 units will be affordable up to 30% of AMI. The Applicant is proposing a term of 40 years of affordability.

The current breakdown on the type/size of the 145 unit mix is as follows:

**78 One Bedroom Units
45 Two Bedroom Units
18 Three Bedroom Units
4 Four Bedroom Units**

6. A description of existing and proposed affordable housing financing agreements with third parties (including the Department of Housing and Urban Development).

There are currently 75 active Project Based Vouchers (PBV) on the three properties under a HAPT contract. The applicant has recently been approved for the renewal of the HAPT contract for the next five year period. The applicant intends to phase the relocation of the tenants and their vouchers in the following fashion: The first 34 PBV will be utilized for the relocated units during the construction of the 598 S. Alfred Street block, and will be moved back with the returning tenants into the new building upon completion of construction. The 19 PBV utilized by tenants in the 19 units at 601 S. Alfred will also be moved into the new building as part of the construction of the future redevelopment of those units into a larger affordable housing building after which those PBV will be utilized in the new building at that location. Finally, the 22 PBV utilized by the tenants in the 901 Wilkes Street will be moved into the new building constructed as part of the 598 S. Alfred Street block, however, a portion of those 22 PBV may be moved into the redeveloped building at 601 S. Alfred Street, to be determined at the time of that redevelopment.

7. An equivalency analysis that compares the value and location of CAUs proposed to be provided off-site to that of CAUs constructed on-site.

NA

8. A description of how proposed CAUs will be incorporated into the overall project to create a successful mixed-income community, including whether CAU residents will have access to amenities available to residents of market-rate rental units.

The Project is an all affordable housing building.

9. Information on proposed phasing and implications such phasing would have on the delivery of proposed CAUs.

As stated above, there are currently 75 active project based vouchers (PBV) on the property under a HAPT contract. The applicant has recently been approved for the renewal of the HAPT contract for the next five year period. The applicant intends to phase the relocation of the tenants and their vouchers in the following fashion: The first 34 PBV will be utilized for the relocated units during the construction of the 598 S. Alfred Street block, and will be moved back with the returning tenants into the new building upon completion of construction. The 19 PBV utilized by tenants in the 19 units at 601 S. Alfred will also be moved into the new building as part of the construction of the future redevelopment of those units into a larger affordable housing building after which those PBV will be utilized in the new building at that location. Finally, the 22 PBV utilized by the tenants in the 901 Wilkes Street will be moved into the new building constructed as part of the 598 S. Alfred Street block, however, a portion of those 22 PBV may be moved into the redeveloped building at 601 S. Alfred Street, to be determined at the time of that redevelopment. The timing of the construction of each phase of the project is dependent on financing for the project being available.

598 – 54 total: 34 at 30%, 20 at 50%. 91 at 60%

10. Information on contributions proposed to be made to the Housing Trust Fund.

No contribution is proposed at this time because of the provision of an all affordable building in the project.

11. An estimate of the types and number of jobs to be created by mixed-use projects (for informational purposes only).

The applicant would estimate approximately 300-350 construction-related jobs would result from this project.

12. Other information the Applicant deems relevant to the AHP.

NA



APPLICATION

☐ Master Plan Amendment MPA# _____
☒ Zoning Map Amendment REZ# _____

PROPERTY LOCATION: 598 S. Alfred Street

APPLICANT

Name: Alfred Street Baptist Church and The Community Builders, Inc.

Address: _____

PROPERTY OWNER:

Name: Olde Town West Properties

Address: _____

Interest in property:

☒ Owner ☐ Contract Purchaser
☒ Developer ☐ Lessee ☐ Other _____

If property owner or applicant is being represented by an authorized agent such as an attorney, a realtor, or other person for which there is some form of compensation, does this agent or the business in which they are employed have a business license to operate in Alexandria, VA:

☒ Yes: If yes, provide proof of current City business license.
☐ No: If no, said agent shall obtain a business license prior to filing application.

THE UNDERSIGNED certifies that the information supplied for this application is complete and accurate, and, pursuant to Section 11-301B of the Zoning Ordinance, hereby grants permission to the City of Alexandria, Virginia, to post placard notice on the property which is the subject of this application.

Mary Catherine Gibbs, Wire Gill, LLP

Print Name of Applicant or Agent

Mailing/Street Address

City and State

Zip Code

Mary Catherine Gibbs
Signature

Telephone #

Fax #

7/11/25
Date

DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: _____

Fee Paid: \$ _____

Legal advertisement: _____

ACTION - PLANNING COMMISSION _____

ACTION - CITY COUNCIL: _____

MPA # _____

REZ # _____

SUBJECT PROPERTY

Provide the following information for each property for which an amendment is being requested. (Attach separate sheets if needed.)

| Address Tax Map - Block - Lot | Land Use Existing - Proposed | | Master Plan Designation Existing - Proposed | | Zoning Designation Existing - Proposed | | Frontage (ft.) |
|----------------------------------|---------------------------------|-------|---|------|--|-----|-------------------|
| | Res M | Res M | Res. | Res. | RB | RMF | Land Area (acres) |
| 1 074.03-05-05 | | | | | | | 1.29 acres |
| 2 _____ | | | | | | | |
| 3 _____ | | | | | | | |
| 4 _____ | | | | | | | |

PROPERTY OWNERSHIP☐ Individual Owner☒ Corporation or Partnership Owner

Identify each person or individual with ownership interest. If corporation or partnership owner, identify each person with more than 3% interest in such corporation or partnership.

1. Name: Olde Town West Properties, LLC Extent of Interest: 100%
Address: [REDACTED]
2. Name: _____ Extent of Interest: _____
Address: _____
3. Name: _____ Extent of Interest: _____
Address: _____
4. Name: _____ Extent of Interest: _____
Address: _____

| |
|--------------------|
| MPA # _____ |
| REZ # _____ |

JUSTIFICATION FOR AMENDMENT

(attach separate sheets if needed)

- 1.** Explain how and why any proposed amendment(s) to the Master Plan are desirable, beneficial to surrounding properties, in character with the applicable Small Area Plan and consistent with City policies:

NA

- 2.** Explain how and why the proposed amendment to the Zoning Map(s) is consistent with the proposed amendment to the Master Plan, or, if no amendment to the Master Plan is being requested, how the proposed zoning map amendment is consistent with the existing Master Plan:

The zoning amendment is desirable to achieve the South Patrick Street Housing Affordability Strategy as well as the City's Housing Master Plan Goals by increasing affordable home opportunities for residents with low and moderate incomes. Particularly, the project furthers the City's goal of creating "economic diversity among city residents resulting in strong, resilient neighborhoods" as well as "ultimately allowing for Alexandria residents to remain in the City and Alexandria workers to live in the jurisdiction where they work." The surrounding neighborhood is residential, in different levels, single family and multi-family. There is also the Alfred Street Baptist Church across the street and one block east of the site.

- 3.** Explain how the property proposed for reclassification will be served adequately by essential public facilities and services such as highways, streets, parking spaces, police and fire, drainage structures, refuse disposal, water and sewers, and schools.

The property will be adequately served by essential public facilities and services. Significant public facilities and services are in close proximity to the site including an elementary school to the east across Washington Street, as well as access to S. Patrick Street one block away, a main arterial road in the City with direct access to I495 within a few blocks.

- 4.** If this application is for conditional zoning approval pursuant to Section 11-804 of the Zoning Ordinance, identify all proffered conditions that are to be considered part of this application (see Zoning Ordinance Section 11-804 for restrictions on conditional zoning):

NA



APPLICATION

DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

DSUP # DSUP #2025-10022 **Project Name:** Old Town West Affordable Housing Redevelopment

PROPERTY LOCATION: 598 S. Alfred Street

TAX MAP REFERENCE: 074.03-05-05

ZONE: RB, Rezoning Proposed to RMF

APPLICANT:

Name: Alfred Street Baptist Church and The Community Builders, Inc.

Address: [REDACTED]

PROPERTY OWNER:

Name: Olde Town West Properties

Address: [REDACTED]

SUMMARY OF PROPOSAL Request to redevelop 34 current affordable housing units into a new 145 unit affordable housing building under the proposed RMF zone.

MODIFICATIONS REQUESTED

SUP's REQUESTED SUP to increase FAR from .75 to 2.16 for the provision of providing at least 1/3 of the increase in units affordable to those making 40% of the AMI (on average).

☒ **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.

Mary Catherine Gibbs, Wire Gill, LLP

Print Name of Applicant or Agent

[REDACTED]
Mailing/Street Address

[REDACTED]
City and State

[REDACTED]
Zip Code

[Signature]
Signature

[REDACTED]
Telephone #

[REDACTED]
Fax #

[REDACTED]
Email address

9/14/25
Date

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: Co Developers 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.

Alfred Street Baptist Church and The Community Builders, Inc., are both non-stock corporations with no owners (501C(3)).

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. Alfred Street Baptist Church | [REDACTED] | 100% |
| 2. The Community Builders, Inc. | | 100% |
| 3. | | |

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 598 S. Alfred Street (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. Olde Town West Properties | [REDACTED] | 100% |
| 2. | | |
| 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. Alfred Street Baptist Church | None | None |
| 2. The Community Builders, Inc. | None | None |
| 3. Olde Town West Properties | None | None |

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.

9/10/25
Date

Mary Catherine Gibbs

Printed Name


Signature

- 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.)

The Alfred Street Baptist Church (ASBC) and their co-developer, The Community Builders, Inc., (TCB) are seeking to expand the number of affordable housing units in the Olde Town West neighborhood where the ASBC is located. ASBC purchased the 77 unit Olde Town West properties in 2009. Old Town West Properties, LLC and the ASBC own 77 units in the Old Town West project developed as part of the DIP Urban Renewal project in the 1970's. The Old Town West project encompasses three separate parcels:

- 1) 901 Wolfe Street (22 units),
- 2) 598 S. Alfred St. (34 units (including 2 units for office use) and
- 3) 601 S. Alfred Street (19 units).

TCB, as ASBC's development partner, plans to redevelop the 34 units that are located at 598 S. Alfred St. into a 145 unit multi-family building for residents making 30-60% of the Average Median Income (AMI). Subsequent phases of the redevelopment will be forthcoming for the units at 601 S. Alfred Street and those plans will be processed for that redevelopment at a later date.

As part of the proposal, TCB is seeking a rezoning to the RMF (Residential Multi-Family) zone, in keeping with the South Patrick Street Housing Affordability Strategy, and is seeking a Development Special Use Permit (DSUP) to increase the density from .75 FAR to 2.16 FAR and will provide all units as committed affordable units at varying levels of affordability. The Applicant is proposing to provide 111 units affordable up to 60% of AMI and 34 units affordable up to 30% of AMI. The units available at 30% AMI have an estimated average net square footage of 900 square feet, for a total of 45,000 square feet, well over the 1/3 of the increase in density that is required by the RMF zone to be affordable on average to those households at 40% of AMI.

3. How many patrons, clients, pupils and other such users do you expect?

Specify time period (i.e., day, hour, or shift).

Typical for a residential development of this size.

4. How many employees, staff and other personnel do you expect?

Specify time period (i.e. day, hour, or shift).

Approximately 3 employees, 8:30 a.m.-5 p.m., Monday through Friday

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

| Day | Hours | Day | Hours |
|-------------|----------|-----|-------|
| Sun. - Sat. | 24 hours | | |
| | | | |
| | | | |
| | | | |
| | | | |

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

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

Typical noise from a residential development of this size.

B. How will the noise from patrons be controlled?

The enclosed courtyard will keep some of the noise generated by the residents within the site itself. Other noise from people coming and going into the building will be audible.

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

NA.

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

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

Typical type from a residential project of this size.

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

Typical amount from a residential project of this size.

C. How often will trash be collected?

At least once week and more as needed.

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

The project will have an on-site property management company that will work to ensure the site is property maintained.

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

☐ Yes. ☒ No.

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.

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

Paint or cleaning solvents to ensure proper upkeep of the project and during turnovers in the units.

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

The building will be access controlled by keyfob or other technology.

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

☐ Yes. ☒ No.

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?

8 spaces

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

73 Standard spaces

17 Compact spaces

4 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? 0
- B. How many loading spaces are available for the use? 1
- C. Where are off-street loading facilities located? Off of S. Alfred St.

- D. During what hours of the day do you expect loading/unloading operations to occur?
Typical hours for residential move ins and move outs.

- E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

The number of residential move ins and move outs will change over time so this is difficult to estimate.

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?

Street access is adequate.