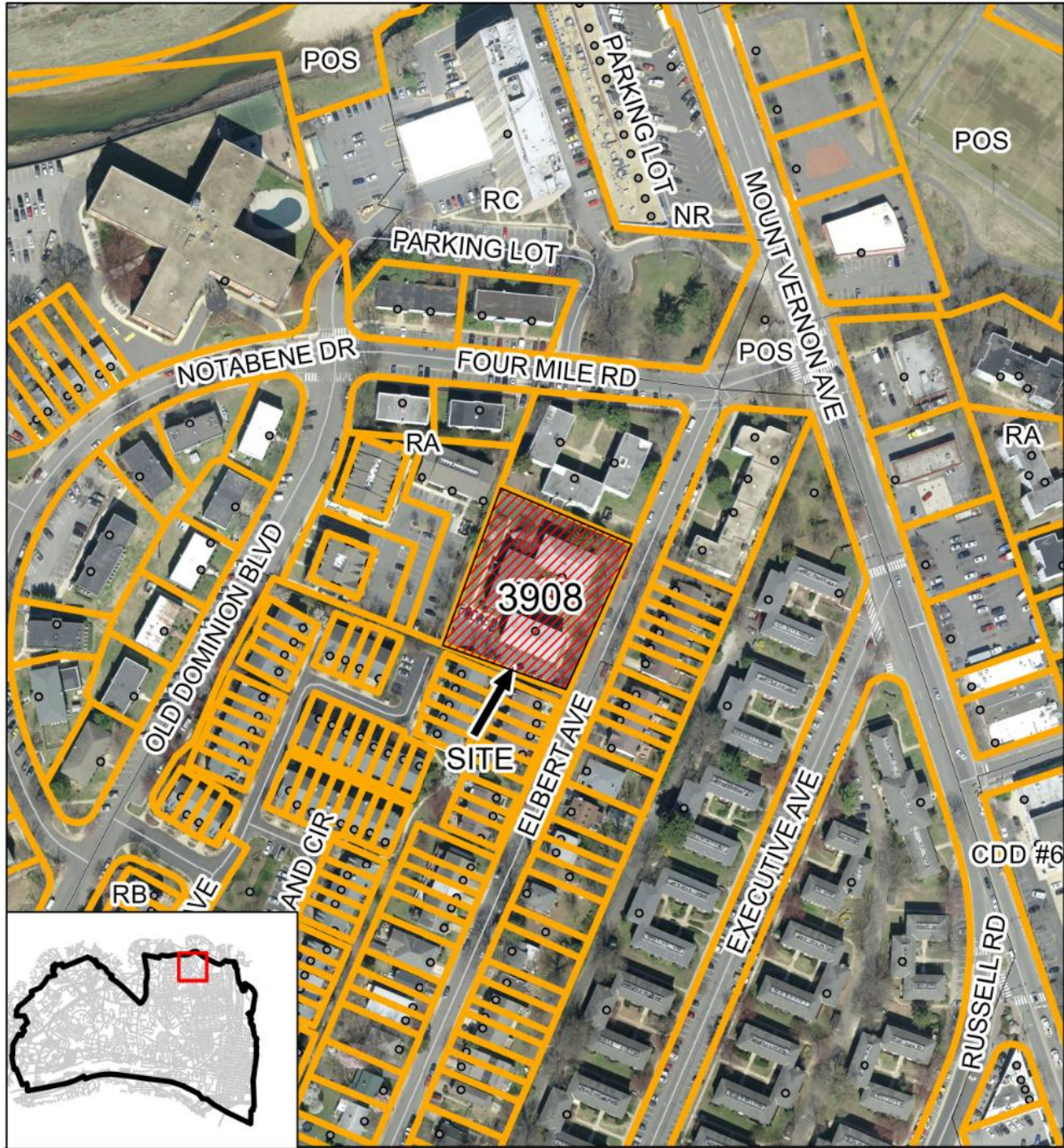


***Development Special Use Permit #2026-10002  
3908 Elbert Avenue – Elbert Avenue Residences  
Extension***

<b>Application</b>	<b>General Data</b>	
<b>Project Name:</b> Elbert Avenue Residences Extension	PC Hearing:	April 7, 2026
	CC Hearing:	April 18, 2026
	If approved, DSUP Expiration:	April 18, 2029 (three years)
	Plan Acreage:	0.88 acres (38,467 square feet)
<b>Location:</b> 3908 & 3910 Elbert Avenue	Zone:	RMF/Residential Multi-unit
	Proposed Use:	Multi-unit Residential
	Dwelling Units:	91
	Gross Floor Area:	127,642 square feet
	Small Area Plan:	Arlandria-Chirilagua
<b>Applicant:</b> Community Lodgings Inc., represented by Mary Catherine Gibbs, attorney	Green Building:	Compliance with the 2019 Green Building Policy
	Schools:	Mount Vernon Elementary George Washington Middle Alexandria City High School
<b>Purpose of Application</b>		
The applicant requests a three-year extension of a previously approved Development Special Use Permit (DSUP2022-10022) with site plan to construct 91 committed affordable dwelling units.		
<b>Application(s) and Modifications Requested:</b>		
Development Special Use Permit with site plan and with a Special Use Permit to increase the maximum FAR.		
<b>Staff Recommendation: APPROVAL WITH CONDITIONS</b>		
<b>Staff Reviewers:</b> Robert M. Kerns, AICP, Division Chief, <a href="mailto:robert.kerns@alexandriava.gov">robert.kerns@alexandriava.gov</a> Nathan Randall, Principal Planner, <a href="mailto:nathan.randall@alexandriava.gov">nathan.randall@alexandriava.gov</a> Alexa Powell, AICP, Urban Planner, <a href="mailto:alexa.powell@alexandriava.gov">alexa.powell@alexandriava.gov</a>		

**PLANNING COMMISSION ACTION, APRIL 7, 2026:**

On a motion by Vice Chair Koenig, seconded by Commissioner Manor, the Planning Commission voted unanimously to recommend approval of Development Special Use Permit #2026-10002 on the Consent Calendar.



**DSUP2026-10002**  
**3908 Elbert Avenue**



0 85 170 340 Feet

## **I. PROJECT DESCRIPTION**

The applicant, Community Lodgings Inc., is requesting a three-year extension of a previously-approved Development Special Use Permit (DSUP) (DSUP#2022-10022) to demolish an existing 28-unit all-affordable residential building and construct a 6-story, multi-unit residential building with 91 all-affordable units at 3908 Elbert Avenue. The applicant is not proposing in the current extension request any changes to the project compared to the original approval.

The current request is the first extension for this project, which the applicant is seeking due to delays in obtaining tax credit financing. The applicant has been pursuing approval of the final site plan and has only minor technical items, bond approvals, and similar agreements to address before it is ready for release. The applicant has also indicated that they are awaiting a response to their application for additional gap financing from the Virginia Department of Housing and Community Development.

For additional details regarding the site, zoning, and staff's original analysis of the case, please refer to the original 2023 staff report (included as an attachment).

As identified in the original report, project benefits include:

- 91 units (63 net new) affordable to households earning 30-50% of area median income;
- Improved stormwater management through reduced runoff and an overall 13% phosphorous load reduction;
- A new building in compliance with the 2019 Green Building Policy and high-quality architecture.

## **II. BACKGROUND**

### ***A. General Background***

On February 25, 2023, the City Council approved DSUP #2021-10022 to demolish the existing multi-unit residential building and construct a new six-story building with 91 committed affordable units on the site. The applicant has proceeded through the final site plan process, and is close to receiving final site plan approval. The project secured state opportunity tax credits in 2025 and is actively finalizing its financing to leverage \$3.45 million in City investment. However, due to delays in financing, the applicant was unable to achieve substantial construction prior to the expiration of the original approval in February 2026.

The proposed development would generate approximately 55 total new students and 27 net new students. These figures represent a decrease from the 76 total students and 28 net new students estimated in the original staff report. These decreases have occurred, given that student generation rates have been updated since 2023. These students would be distributed across all grades at Mount Vernon Elementary School, George Washington Middle School, and Alexandria City High School. Except for the high school, the current enrollment at the schools exceeds their capacity. However, staff will include the anticipated students from this development in Alexandria City Public School's enrollment forecasts.

## ***B. Revisions Since Original Approval***

The applicant is not proposing any changes to the project in the current extension request compared to the original approval. However, a few minor changes have occurred over the last three years that staff would like to memorialize here.

### ***Parking***

The applicant requested during the Final Site Plan review process a reduction in the number of on-site parking spaces, from 62 spaces to 60 with a loading space. The two-space reduction in parking is needed due to the relocation of a transformer and electrical room, at Dominion's request, and the addition of ADA-compliant parking spaces in accordance with Virginia Housing requirements. Staff accepted this change given that the building's 60 spaces still comply with the Zoning Ordinance requirements (which are a minimum of 60 spaces and a maximum of 65 spaces).

### ***Conditions of Approval***

Consistent with current practice, staff approved minor revisions administratively to the original conditions to reflect policies that have changed since the 2023 approval. These revisions include adjusting the timing for paying the sewer tap fee in accordance with the updated City Code and to ensure consistency with Virginia Housing's lending requirements. Staff has also updated the Transportation Management Plan-related conditions as part of this approval, given that TMP Special Use Permits are no longer required. Staff has removed condition #101 regarding the Arlandria-Chirilagua developer contribution, given that a developer contribution policy will not move forward, consistent with staff's May 2025 memo to City Council.

## ***C. Community Outreach***

The applicant posted public notice signs announcing the proposed extension request and mailed notices to all adjacent property owners with information about the proposal, hearing dates, and contact information. In addition to the 11 community meetings that were held prior to this project's first approval, the applicant hosted an open community meeting on March 11, 2026, to discuss the extension with a total of 11 attendees, and the main topic of discussion was the reason for the requested extension and anticipated timing for construction. Staff also provided information about the extension at the virtual Planning & Zoning Bi-monthly Community Update on March 17, 2026, which 15 people attended. No one has contacted staff with concerns as of the publication of this report.

## **III. STAFF ANALYSIS & CONCLUSION**

Staff recommends approval of the extension of the validity period for the previously-approved DSUP for an additional three years to April 2029. No significant changes to the original approval are being sought by the applicant, and no circumstances that would alter the original recommendation have occurred. The proposal continues to represent a reasonable plan to develop the property and one that is consistent with the Arlandria-Chirilagua Small Area Plan. It would also help support the City's Affordable Housing Plan by increasing the number of committed affordable units.

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

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

## **IV. STAFF RECOMMENDATIONS**

1. The Final Site Plan shall conform substantially with the preliminary plan dated September 22, 2022 and comply with the following conditions of approval.
  - a. 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. Refer to the letter/memo dated July 11, 2025 included with the site plan. (P&Z)

### **I. SITE PLAN**

2. Per Section 11-418 of the Zoning Ordinance, the Development Special Use Permit shall expire and become null and void, unless the applicant commences substantial construction of the project within 36 months after initial approval 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 the consolidation of the existing lots and all applicable easements, including those shown on the preliminary plan, concurrent with submitting the first Final Site Plan. The applicant must obtain approval of the plat(s) prior to or concurrent with Final Site Plan release. (P&Z) (T&ES) (RP&CA) \*
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.
5. Record the plat and submit a copy of the recorded plat, dedications, and deeds with the first application for a building permit. (P&Z) (T&ES) \*\*
6. Show site utilities compatibly with other site conditions on the site plan to the satisfaction of the Directors of P&Z and T&ES prior to Final Site Plan release, specifically: (P&Z) (T&ES) \*
  - a. Locating above grade service openings and required clearances for items such as transformers, telephone, HVAC units, and cable boxes.
  - b. Minimizing conflicts with plantings, pedestrian areas, and major view sheds.
  - c. Excluding above grade utilities from dedicated open space areas and tree wells.
  - d. Screening all utilities from the public right-of-way.

7. Provide a lighting plan with the Final Site Plan, unless otherwise identified below, to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of P&Z and T&ES in consultation with the Chief of Police and Code administration shall include: (P&Z) (T&ES) (Code) \*
  - a. The location of all existing and proposed streetlights and site lights, shading back less relevant information.
  - b. A lighting schedule that identifies each type and number of all fixtures, mounting height, and strength of fixture in Lumens or Watts.
  - c. A photometric plan with lighting calculations encompassing all existing and proposed streetlights and site light fixtures, including any existing streetlights located on the opposite side(s) of all adjacent streets. Photometric calculations must extend from proposed building face(s) to property line and from property line to the opposite side(s) of all adjacent streets and/or 20 feet beyond the property line on all adjacent properties and rights-of-way.
  - d. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s), and security lighting.
  - e. The numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
  - f. Full cut-off lighting as applicable to prevent light spill onto adjacent properties. Provide a plan distinguishing between the site with all streetlights and other pertinent off-site lighting and the site without streetlights and off-site lighting to demonstrate how the plan complies with light spill regulations.
  - g. Additional lighting to achieve City standards if existing lighting within the City right-of-way adjacent to the site does not meet the minimum standards.
  - h. Basic, approved Dominion LED light fixtures for all proposed light fixtures in the City right-of-way. Pedestrian scale light fixtures will be LED Carlyle acorn fixtures.
  - i. All site lights designed to meet City of Alexandria photometric standards shall have photovoltaic switches.
  - j. The location of conduit routing between site lighting fixtures to avoid conflicts with street trees.
  - k. Details indicating proposed light pole and footings relative to the adjacent grade and pavement. All light pole foundations shall be concealed from view or light poles shall be direct bury.
  - l. Light-colored concrete (painted or dyed) for walls and ceilings in all garages to increase reflectivity and improve night lighting levels. \*\*
  - m. A minimum of 5.0-foot candle-maintained lighting for underground/ structured parking garages. When unoccupied the lighting levels may be no less than 1.5-foot candles. \*\*
  - n. 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 unit numbering plan for each floor of a multi-unit building with the first Final Site Plan. 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. Indicate the use of each unit (i.e., residential, retail, office). (GIS) \*

9. Provide a georeferenced CAD file in AutoCAD 2018.dwg format that adheres to the National CAD Standards prior to Final Site Plan release. The file shall have the dimension plan including existing conditions, proposed conditions, and grading elements. (P&Z) (DPI) (GIS)  
\*
10. Sheeting and shoring, support of excavation shall not extend beyond the property line, except when the applicant has obtained a written release or encroachment from adjacent property owners which has been reviewed prior to Final Site Plan release and recorded in the Land Records. (P&Z) (Code) \*

**A. BUILDING**

11. Provide a building code analysis with these building code data prior to Final Site Plan release: (1) use group, (2) number of stories, (3) type of construction, (4) total floor area per floor, (5) height of structure, (6) non-separated or separated mixed use, and (7) fire protection system requirements. (P&Z) (Code) \*
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 November 22, 2022 and the following conditions. Provide this information regarding materials and design to the satisfaction of the Director of P&Z prior to Final Site Plan release: (P&Z) (Code) \*
  - a. 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. Where fiber cement façade panels are permitted, they shall not use a wrap-around trim for mounting to the substructure. If surface fasteners are proposed as part of a rainscreen-type installation, they may be either concealed or if exposed, shall be finished to match the adjacent panels and their location integrated into the overall design.
  - c. The underside of all balconies shall be finished and present a visually cohesive appearance.
  - 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.
  - 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 ¼" = 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.
  - d. All structures must remain within the property (e.g., balconies, railings, and canopies), unless permitted under the City of Alexandria Code or an encroachment has been obtained.
  
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.
  - a. Prior to ordering final building materials, provide a materials board that includes all proposed materials and finishes at first Final Site Plan. The materials board shall remain with P&Z until the issuance of the final Certificate of Occupancy, when Staff will return all samples to the applicant. (P&Z) \*, \*\*\*
  - b. Staff may request more detailed/extensive materials relating to the proposed fenestration, such as samples of the glazing, frame, and sash components, and including whether the windows will be double-or-triple glazed and have simulated divided lights. \*
  - c. Drawings of mock-up panel(s) that depict all proposed materials, finishes, and relationships as part of the first Final Site Plan. \*
  - d. An on-site, mock-up panel using the approved materials, finishes, and relationships shall be constructed for Staff review and approval. Per VCC108.2 concrete or masonry mock-up panels exceeding 6-ft. require a building permit. The panel(s) shall be constructed and approved prior to vertical (above-grade) construction and before ordering building materials. Locate the panel so that it receives sunlight from the same predominant direction as will the finished structure. \*\*
  - e. The mock-up panel shall remain on-site, in the same location, and visible from the right-of-way without entering the site throughout construction until the issuance of the first Certificate of Occupancy. (P&Z) (Code) \*\*\*

**B. OPEN SPACE/LANDSCAPING**

15. Develop a palette of site furnishings for review and approval by Staff prior to Final Site Plan release. \*

- a. Provide location, and 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 and T&ES.
  - b. Add moveable furniture to the front patio area as part of the final site plan submission for consistency with the recommendation in the Arlandria Small Area Plan to encourage informal gathering areas.
  - c. Additional site furnishings may include benches, bicycle racks, trash bins, recycling receptacles, and other associated features City standard materials are mandatory in all public right-of-way. (P&Z) (T&ES)
16. Provide material, finishes, and architectural details for all retaining, seat, decorative, and screen walls prior to Final Site Plan release. Indicate methods for grade transitions, handrails, directional changes, and above and below-grade conditions. Coordinate with adjacent site and building conditions. Design and construction of all walls shall be to the satisfaction of the Directors of P&Z, T&ES, and Code. (P&Z) (T&ES) (Code) \*

### **C. TREE PROTECTION AND PRESERVATION**

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

### **D. ARCHAEOLOGY**

18. Call Alexandria Archaeology immediately at (703) 746-4399 if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the discovery area until a City archaeologist comes to the site and records the finds. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) \*
19. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology. Failing to comply shall result in project delays. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology) \*

### **E. PEDESTRIAN/STREETSCAPE**

20. Provide the pedestrian improvements listed below to the satisfaction of the Directors of P&Z and T&ES. Complete all pedestrian improvements prior to the issuance of the final Certificate of Occupancy. (P&Z) (T&ES) \*\*\*
- a. Install ADA accessible pedestrian improvements serving the site.
  - b. Construct all concrete sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be six feet in commercial, mixed-use, or other high-density areas and five feet in single-family or other lower density areas.
  - c. Sidewalks shall be flush across all driveway crossings.

- d. All newly constructed curb ramps shall be concrete with detectable warning and shall conform to current VDOT standards.
- e. All below grade utilities placed within a City sidewalk shall be integrated with the adjacent paving materials and to minimize any visible impacts.

## **F. PARKING**

- 21. All residential parking shall be unbundled (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)
- 22. 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. To release the Final Site Plan, the Parking Management Plan shall be approved by the Departments of P&Z and T&ES. (P&Z) (T&ES) \*
- 23. Share parking occupancy data for the facility with the City upon request no more than twice each year. (T&ES)
- 24. Parking spaces within the garage may be made available for public/off-site if excess parking can be demonstrated to the satisfaction of the Directors of P&Z and T&ES. (P&Z) (TE&S)
- 25. Show all existing and proposed on-street parking controls and restrictions on the Final Site Plan. The Traffic and Parking Board must approve any on-street parking changes desired after the Signature Set approval. (P&Z) (T&ES) \*
- 26. Provide bicycle parking per current Bicycle Parking Standards. Bicycle parking standards, acceptable rack types for short- and long-term parking, and details for allowable locations are available at: [www.alexandriava.gov/bicycleparking](http://www.alexandriava.gov/bicycleparking). (T&ES)
- 27. Provide details on the locations and types of bicycle parking on the Final Site Plan. Install bicycle parking prior to the issuance of the first Certificate of Occupancy. (T&ES) \*, \*\*\*
- 28. Provide signage, striping, or other means to prevent parking in emergency vehicle easement(s) prior to Final Site Plan release, to the satisfaction of the Director of T&ES. (T&ES) \*
- 29. Provide Level 2 electric vehicle chargers for at least two percent of the required parking spaces, rounded up to the next whole number parking space. (T&ES)
- 30. At least 50 percent of the required parking spaces shall be electric vehicle charger ready per these requirements: (T&ES)
  - a. Size and install the conduit correctly based on the number and location of future Level 2 chargers.
  - b. Label parking space location junction box for the future electric vehicle charger.
  - c. Provide available physical space within the utility closet for future cabinetry required to add vehicle chargers to the electrical panel.

- d. Additional conduit does not need to account for transformer sizing.
  - e. Parking space(s) can include the dimensions of the EV charger.
31. Update parking counts on the cover sheet to indicate the number of electric vehicle charger and electric vehicle charger ready parking spaces and show the location of these spaces prior to Final Site Plan release. (T&ES) \*

## **G. SUSTAINABILITY**

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

- e. Provide updated water efficiency documentation for the priority performance points as defined by the City of Alexandria's Green Building Policy prior to building permit release for above-grade construction. \*\*
  - f. Provide updated documentation for the indoor environmental quality priority performance points as defined by the City of Alexandria's Green Building Policy prior to the release of building permits for above-grade construction. \*\*
  - g. Provide evidence that design phase credits (for the certifying party) have been submitted by the first Certificate of Occupancy. \*\*\*
  - h. Provide evidence showing that the requirements for priority performance points for Energy Use Reduction, Water Efficiency and Indoor Environmental Quality are being met as defined by the City of Alexandria's Green Building Policy for Design Phase credits to the U.S. Green Building Council, Green Globes, or Earthcraft (or equivalent) prior to issuance of a Certificate of Occupancy. \*\*\*
  - i. Provide documentation of applicable green building certification prior to release of the performance bond clearly indicating that the priority performance points requirement for Energy Use Reduction, Water Efficiency, and Indoor Environmental Quality have been achieved as defined by the City of Alexandria's Green Building Policy. \*\*\*\*
  - j. Failure to achieve the certification level, as required by the City of Alexandria's Green Building Policy, will be evaluated by City Staff to determine whether a good faith, reasonable, and documented effort was made to achieve the certification level to the satisfaction of the Director of P&Z.
34. Post information on the City of Alexandria's Reuse Directory in a public place near trash collection area for residents of multifamily buildings that exceed 100 units and send proof to T&ES staff prior to the issuance of the first Certificate of Occupancy. The directory is available at:  
<https://www.alexandriava.gov/tes/solidwaste/info/default.aspx?id=19202#NewCityofAlexandriasReuseDirectory> (T&ES) \*\*\*
35. The building shall use electricity except for limited accessory elements of the building such as emergency generators and common areas systems/amenities. For these limited accessory elements, the buildings shall support low cost and easy conversion from fossil fuel to electricity in the future. (P&Z) (T&ES)
36. Demonstrate that the roof(s) are solar ready, with the necessary conduit and available electrical panel area to enable future solar panel installation, on the Final Site Plan. (T&ES) \*

## **II. TRANSPORTATION**

### **A. STREETS/TRAFFIC**

37. Repair any of the City's existing public infrastructure that is damaged during construction per the most recent version of the T&ES Design and Construction Standards, or to the satisfaction of Director of T&ES, prior to Performance Bond release. (T&ES) \*\*\*\*

38. Conduct a pre-construction walk/survey of the site prior to any land disturbing activities with T&ES Construction & Inspection Staff and Code Administration Staff to document existing conditions prior to Final Site Plan release. (T&ES) (Code) \*
39. Any wall mounted obstructions at the wall end of a parking space shall be limited to 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) \*\*\*\*
40. 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) \*\*\*\*
41. Street names and addresses must be obtained for mail delivery (addressed per the front door) and for emergency services (addressed per street access) prior to Final Site Plan release. (P&Z) (T&ES) (GIS) \*
42. Building management staff shall be physically present to assist delivery vehicles maneuver into and out of the off-street loading space. (T&ES)

## B. TRANSPORTATION MANAGEMENT PLAN

43. ~~**CONDITION DELETED BY STAFF:** According to Article XI, Section 11-700 of the City's Zoning Ordinance, a Transportation Management Plan (TMP) is required to implement strategies to encourage residents and employees to take public transportation, walk, bike, or share a ride instead of driving alone. Below are the basic conditions from which other details originate. (T&ES)~~
44. ~~**CONDITION AMENDED BY STAFF:** Designate an on-site TMP Coordinator for the entire development 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 as needed. This person will be responsible for implementing and managing all aspects of the TMP for the development. (T&ES) ~~Designate a TMP Coordinator for the entire project prior to issuance of the first Certificate of Occupancy. Provide the name, location, email, and telephone number of the coordinator to the City's Transportation Demand Management Coordinator, updating this information as needed. This person will be responsible for assisting the City in implementing and facilitating the TMP on site. The coordinator must provide City staff access to the property and tenants/residents to implement TDM measures such as surveys, mailings, and hosting events to inform residents and tenants about benefits and alternatives to driving alone. (T&ES) \*\*\*~~~~
45. ~~**CONDITION AMENDED BY STAFF:** Contribute to a development Transportation Management Plan (TMP) at the rate specified by the TMP policy. Rates shall be adjusted each subsequent year based on the April-to March Consumer Price Index change as reported by the Bureau of Labor Statistics. Submit to the Mobility Services Division an annual funding report for the TMP outlining the funding for the program and the expenditures. Payments into this fund shall be for 30 years. (T&ES) ~~Contribute a TMP payment twice per year to the Citywide TDM Fund. TMP funds shall be deposited to the Citywide TDM Fund no later than January~~~~

~~15 and July 15. The annual base assessment rate for this development shall be determined as set forth in Section 11-708 (TMP Assessments Schedule and Adjustments) of the Zoning Ordinance. The base assessment rate will be adjusted on an annual basis on July 1 of each year in accordance with the Consumers Price Index (CPI-U) as reported by the United States Department of Labor, Bureau of Labor Statistics. The base assessment rate in effect at the time of the issuance of the project's first Certificate of Occupancy permit is the applicable rate when TMP reporting begins. (T&ES)~~

46. **CONDITION AMENDED BY STAFF:** ~~The Director of T&ES may require that the funds be paid to the City upon determination that the responsible person or entity has not made a reasonable effort to use the funds for activities that support single occupant vehicle reduction. The Director may determine effort based on plans proposed by TMP coordinator, implementation of plans, and communication with staff. As so determined, any unencumbered funds remaining in the TMP account at the end of each reporting year may be either reprogrammed for TMP activities during the ensuing year or paid to the City for use in transportation support activities which benefit the site. Should the Director determine that a reasonable effort has not been made, the TMP will be required to participate in the City managed TMP. (T&ES) As set forth in Section 11-711(B) in the Ordinance, civil penalties shall be assessed to the governing entity for lack of timely compliance with the conditions of this TMP SUP. If after assessment of three civil penalties, any use continues to fail to comply with a condition of its approved TMP, the property may be subject to increased review and reporting requirements and may be subject to a staff recommendation for action by the City Council to revoke the TMP SUP pursuant to Section 11-205 of the Zoning Ordinance. (T&ES)~~
47. **CONDITION DELETED BY STAFF:** ~~Inform tenants/owners of the transportation management plan special use permit and conditions therein as part of leasing and purchasing agreements with language subject to review and approval by the City's Transportation Demand Management Program. (T&ES)~~

### **III. PUBLIC WORKS**

#### **A. WASTEWATER/SANITARY SEWERS**

48. Pay the sewer connection fee prior to Final Site Plan release in accordance with City Code Sec. 5-6-25.1(a). (T&ES) \*

#### **B. UTILITIES**

49. If a franchise agreement has not been entered into with the City, locate all private utilities outside of the public right-of-way and public utility easements. (T&ES)
50. Underground all overhead power and communication lines fronting the development prior to the Performance Bond release. (T&ES)\*\*\*\*
51. Do not locate transformer and switch gears in the public right-of-way. (T&ES)

52. All new fire hydrants on public streets shall be City owned and maintained. All hydrants on private streets shall be owned, inspected, tested, and maintained by the property owner or their representative. Hydrants must be installed and functional prior to issuance of the Certificate of Occupancy. (T&ES) \*\*\*

### **C. INFORMATION TECHNOLOGY**

53. To the satisfaction of the Director of Planning & Zoning, construct a conduit grid per the specifications listed below that minimizes the need for post-development excavation and/or right-of-way impacts when installing fiber/cables for high-speed internet access. (ITS) (P&Z)
54. Construct all conduits using schedule 80 PVC or HDPE and install them to a depth of 3-feet. Install a pull line and tracer within each conduit. (ITS)
55. All conduit on private property will be owned and maintained by the property owner. Unless otherwise specified, conduit on public right-of-way will be owned and maintained by the City. (ITS) (T&ES)
56. Provide a minimum of two diverse entrance conduits for the building with a minimum of two, 2-inch conduits for each entrance drop. Terminate each conduit drop to a 36-inch by 48-inch installed hand hole within the public right-of-way or at a nearby accessible location. Include two, four-inch open access conduit risers for each floor. (ITS)
- a. Enable telecommunications providers to install cables in the conduit. Designating exclusive access to a single provider is not allowed.
  - b. Provide a fiber optic installation plan that provides the required specifications prior to the Final Site Plan release. (ITS) \*
  - c. Submit a digital as built in CAD or GIS that details the fiber conduit installation prior to the issuance of the Certificate of Occupancy. (ITS) \*\*\*

### **D. SOLID WASTE**

57. Provide \$1,449 per receptacle to the Director of T&ES prior to Final Site Plan release to purchase and install one Victor Stanley Ironsites Series model SD-42 black receptacle with Dome Lid dedicated to trash collection. The receptacle(s) shall be placed in the public right of way to serve open space and park sites. Receptacles shall be generally located along the property frontage and at strategic locations in the vicinity of the site as approved by the Director of T&ES. To the extent that the receptacles cannot be located where accessible for public collection, the applicant may provide a contribution for receptacles to be installed in the vicinity or may agree to private hauling. (T&ES) \*
58. Provide \$1,685 per receptacle to the Director of T&ES prior to Final Site Plan release to purchase and install one Victor Stanley Ironsites Series Model SD-42 blue receptacle with Dome Lid, approved dome decals, and approved band dedicated to recycling collection. The receptacle(s) shall be placed in the public right of way to serve open space and park sites. Receptacles shall be generally located along the property frontage and at strategic locations in

the vicinity of the site as approved by the Director of T&ES. To the extent that the receptacle cannot be located where accessible for public collection, the applicant may provide a contribution for receptacles to be installed in the vicinity or may agree to private hauling. (T&ES) \*

#### **IV. ENVIRONMENTAL**

##### **A. FLOODPLAIN MANAGEMENT**

59. Demonstrate compliance with Zoning Ordinance flood plain ordinance Section 6-300 to Section 6-311 of Article VI (Special and Overlay Zones) prior to Final Site Plan release. (T&ES) \*
60. Provide this minimum required information on the Final Site Plan to comply with the City of Alexandria Floodplain Ordinance:
  - a. The base flood elevation (BFE);
  - b. The elevation of the lowest floor (including basement); and
  - c. Topographic information showing existing and proposed ground elevations. (T&ES) \*
61. Provide detailed computations of the impact of fill in the floodplain on the 100-year Water Surface Elevation (WSE) to the satisfaction of the Director of T&ES. Include backwater calculations starting at a downstream cross section to an upstream cross section. Derive figures from modifying the existing HEC-RAS model, as prepared by the U.S. Army Corps of Engineers, Baltimore District. Proposed fill placement shall not raise the 100-year water surface level at any location along the channel reach more than a maximum of 6 inches as permitted under Floodplain Regulations. (T&ES) \*
62. Provide Elevation Certificate (FEMA Form 086-0-33) certified by a Licensed Land Surveyor or Licensed Professional Engineer to the T&ES Development Coordinator after placing the lowest floor (including basements and garages) before further vertical construction. (T&ES) \*\*

##### **B. STORMWATER MANAGEMENT**

63. The City of Alexandria's stormwater management regulations regarding water quality are two-fold: (1) state phosphorus removal requirement and (2) Alexandria Water Quality Volume Default. Complying with the state phosphorus reduction requirement does not relieve the applicant from the Alexandria Water Quality Default requirement. The Alexandria Water Quality Volume Default, as determined by the site's post-development impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES) \*
64. 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) \*

65. Design all stormwater Best Management Practices (BMPs) to comply with the most recent standards and specifications published in the Virginia Stormwater BMP Clearinghouse. Provide complete design details for all BMPs, including site specific plan views, cross sections, planting plans, and complete design calculations for each BMP prior to Final Site Plan release. (T&ES) \*
66. 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) \*
67. 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) \*\*\*\*
68. Construct and install the stormwater BMPs required for this project under the direct supervision of the design professional or their designated representative. Submit a written certification from the design professional to the Director of T&ES prior to Performance Bond release certifying that the BMPs are:
  - a. Constructed and installed as designed and in accordance with the released Final Site Plan.
  - b. Clean and free of debris, soil, and litter by either having been installed or brought into service after the site was stabilized. (T&ES) \*\*\*\*
69. 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) \*\*\*\*
70. Submit two originals of the stormwater quality BMP and 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) \*
71. The applicant/owner shall be responsible for installing and maintaining stormwater Best Management Practices (BMPs). The applicant/owner shall execute a maintenance service contract with a qualified private contractor for a minimum of three years and develop an Owner’s Operation and Maintenance Manual for all Best Management Practices (BMPs) on the project. The manual shall include at a minimum:
  - a. An explanation of the functions and operations of the BMP(s),

- b. Drawings and diagrams of the BMP(s) and any supporting utilities,
- c. Catalog cuts on maintenance requirements including mechanical or electrical equipment; manufacturer contact names and phone numbers,
- d. A copy of the executed maintenance service contract, and
- e. A copy of the maintenance agreement with the City. A copy of the contract shall also be placed in the BMP Operation and Maintenance Manual. Submit a copy of the maintenance agreement to the City prior to Performance Bond release. (T&ES) \*\*\*\*

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 adversely affected by construction operations prior Performance Bond release to the satisfaction of the Director of T&ES. If maintenance of the facilities or systems were required to make this certification, provide a description of the maintenance measures performed. (T&ES) \*\*\*\*

### **C. WATERSHED, WETLANDS, & RPAs**

74. Design stormwater quantity controls to demonstrate that post development stormwater runoff does not exceed the existing runoff quantities for the 2-year, 10-year. (T&ES)

75. 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)

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

- a. Individual components of the RPA as well as the total geographic extent of the RPA, to include the appropriate buffer, intermittent streams, and associated buffers,
- b. Highly erodible and highly permeable soils,
- c. Steep slopes greater than 15 percent in grade,
- d. Known areas of contamination; springs, seeps, or related features, and
- e. A listing of all wetlands permits required by law. (T&ES)

### **D. CONTAMINATED LAND**

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

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 soils and/or groundwater, including plans to remediate utility corridors. Utility corridors in contaminated soil shall be over excavated by two feet and backfilled with “clean” soil. Include description of environmentally sound methods of off-site transport and disposal of contaminated soils and debris (including, but not limited to types of vehicles appropriate for handling specific materials and ensuring vehicle loads are covered).
  - d. A Health and Safety Plan with measures to take during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment. Initial Air Monitoring may be required during site activities to demonstrate acceptable levels of volatiles and/or airborne particles. Justify the air monitoring determination in the Health and Safety Plan submitted for review.
  - e. Screen for PCBs as part of the site characterization if any of the past uses are within the identified high risk category sites for potential sources of residual PCBs, which includes these SICs: 26&27 (Paper and Allied Products), 30 (Rubber and Misc. Plastics), 33 (Primary Metal Industries), 34 (Fabricated Metal Products), 37 (Transportation Equipment), 49 (Electrical, Gas, and Sanitary Services), 5093 (Scrap Metal Recycling), and 1221 and 1222 (Bituminous Coal).
79. Should any unanticipated contamination, underground storage tanks, drums or containers be encountered at the site during construction, the applicant must notify T&ES, Office of Environmental Quality immediately. Should unanticipated conditions warrant, stop construction within the affected area until the appropriate environmental reports identified in “a” through “e” above are submitted and approved at the discretion of the Director of T&ES. This shall be included as a note on the Final Site Plan. (T&ES) (Code) \*
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. (T&ES) (Code)

#### **E. SOILS**

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

#### **F. NOISE**

82. If necessary, to comply with the City noise ordinance, equip all roof top HVAC and other mechanical equipment with noise reducing devices (e.g., silencers, acoustic plenums, louvers, or enclosures). Show the noise reducing specifications and locations prior to Final Site Plan

release and install them prior to the issuance of the Certificate of Occupancy. (T&ES) (Code)  
\*, \*\*\*

83. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11 PM and 7 AM. (T&ES)
84. No vehicles, including construction vehicles, associated with this project shall be permitted to idle for more than 10 minutes when parked, including vehicles in the loading dock. Post at least two no idling for greater than 10 minutes signs in the loading dock area in plain view prior to the issuance of the Certificate of Occupancy. (T&ES) \*\*\*

## **G. AIR POLLUTION**

85. If indoor fireplaces are provided, install electric fireplaces to reduce air pollution and improve indoor air quality, prior to issuance of the Certificate of Occupancy. (T&ES) \*\*\*
86. Control odors and any other air pollution sources resulting from construction/demolition activities at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of T&ES. (T&ES)

## **V. CONSTRUCTION MANAGEMENT**

87. Submit a separate construction management plan to the Directors of P&Z, T&ES, and Code Administration prior to Final Site Plan release. The plan shall satisfy these requirements: (P&Z) (T&ES) (Code)
  - a. No streetlights shall be removed without authorization from the City of Alexandria,
  - b. If streetlights are to be removed from the public right-of-way, then temporary lights shall be provided until the installation and commissioning of new lights, \*
  - c. Include an analysis as to whether temporary street or site lighting is needed for safety during the construction on the site and how it is to be installed, \*
  - d. Provide a detailed sequence of demolition and construction of improvements in the public right of way along with an overall proposed schedule for demolition and construction, \*
  - e. Include an overall proposed schedule for construction, \*
  - f. Include a plan for temporary pedestrian circulation, \*
  - g. Include the location and size of proposed construction trailers, if any, \*
  - h. Include a preliminary Maintenance of Traffic Plan as part of the construction management plan for informational purposes only, to include proposed controls for traffic movement, lane closures, construction entrances and storage of materials, and \*
  - i. Post copies of the plan in the construction trailer and give to each subcontractor before they start work. \*\*\*
88. Provide off-street parking for all construction workers without charge and ensure that all workers use this parking. For workers who use Metro, DASH, or another form of mass transit, subsidize a minimum of 50 percent of the fees. Complying with this condition shall be a component of the construction management plan, which shall be submitted prior to Final Site

Plan release and approved by the Departments of P&Z and T&ES prior to commencing any construction activities. This plan shall:

- a. Establish and provide verifiable details and/or agreements on the location of the parking to be provided at various stages of construction, how many spaces will be provided, how many construction workers will be assigned to the work site, and mechanisms which will be used to encourage the use of mass transit, \*
  - b. Post information on transit schedules and routes, \*
  - c. The community liaison must manage parking actively for all construction workers and ensure compliance with the off-street parking requirement, and
  - d. If the off-street construction workers parking plan is found to be violated during construction, a correction notice will be issued to the applicant. If the violation is not corrected within five days, a "stop work order" will be issued, with construction halted until the violation has been corrected. (P&Z) (T&ES) \*
89. Include a chapter on maintaining pedestrian access within the Construction Management Plan. Sidewalks adjacent to the site shall remain open during construction. If sidewalks must be closed, pedestrian access shall be maintained adjacent to the site per Memo to Industry #04-18 throughout the construction of the project. (T&ES) \*\*
90. Include a chapter on the waste control program in the Construction Management Plan. This program shall control wastes such as discarded building materials, concrete truck washout, chemicals, litter or trash, trash generated by construction workers or mobile food vendor businesses serving them, and all sanitary waste at the construction site and prevent offsite migration that may cause adverse impacts to neighboring properties or to the environment to the satisfaction of Directors of T&ES and Code Administration. Dispose of all wastes offsite per all applicable federal, state, and local laws. If program is implemented in coordination with green building certification, include documentation as appropriate per the City's Green Building Policy and conditions therein. (T&ES) (Code)
91. Discuss construction staging activities with T&ES prior to the release of any permits for ground disturbing activities. No major construction staging shall be allowed within the public right-of-way. (T&ES) \*\*
92. Obtain additional City approvals for any structural elements that extend into the public right-of-way, including but not limited to footings, foundations, and tiebacks, from the Director of T&ES as a part of the Sheeting and Shoring permit. (T&ES) \*\*
93. Identify a Certified Land Disturber (CLD) in a letter to the Division Chief of Infrastructure Right of Way prior to any land disturbing activities and include the name on the Phase I Erosion and Sediment Control sheets prior to Final Site Plan release. If the CLD changes during the project, that change must be noted in a letter to the Division Chief. (T&ES) \*
94. Conduct an in-person or virtual meeting to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction prior to commencing demolition, clearing, and grading of the site. Notice all adjoining property owners, civic associations, and the Departments of P&Z and T&ES at least

- 14 calendar days before the meeting. Hold the meeting before any permits are issued. (P&Z) (T&ES) \*\*
95. Hold an in-person or virtual pre-installation/construction meeting to review the scope of landscaping installation procedures and processes with the P&Z project planner prior to starting work. (P&Z) (Code)
96. Identify a community liaison throughout the duration of construction. Provide their name and telephone number, including an emergency contact number, to residents, property managers, and business owners whose property abuts the site, to the satisfaction of the Directors of P&Z and T&ES. Install a temporary informational sign prior to Final Site Plan release with the community liaison's name and contact information. Display the sign until construction finishes. (P&Z) (T&ES) \*, \*\*\*
97. Temporary construction and/or on-site sales trailer(s) are permitted and subject to the approval of the Directors of P&Z and Code Administration. Remove the trailer(s) prior to the issuance of the final Certificate of Occupancy. (P&Z) (Code) \*\*\*
98. Submit a stamped electronic copy of a wall check survey completed by a licensed, certified public land surveyor or professional engineer when below-grade construction reaches proposed finished grade. Ensure the wall check shows: (P&Z) \*\*
- a. Key dimensions of the building as shown on the approved Final Site Plan,
  - b. Key dimensions from future face of finished wall above to the property line and any adjacent structures on the property,
  - c. Extent of any below-grade structures,
  - d. Foundation wall in place, and
  - e. Future face of finished wall above.
99. Submit an as-built development site plan survey, pursuant to the requirements outlined in the initial as-built submission for occupancy portion of the as-built development site plan survey checklist to the T&ES Site Plan Coordinator prior to applying for a Certificate of Occupancy permit. The as-built development site plan survey shall be prepared and sealed by a registered architect, engineer, or surveyor. Include a note stating that the height was calculated based on all applicable provisions of the Zoning Ordinance. (P&Z) (T&ES) \*\*\*
100. If outstanding performance, completion, or other bonds for the benefit of the City are in effect for the property at such time as it may be conveyed or sold to a party other than the applicant, a substitute bond and associated documents must be provided by that party or, in the alternative, an assignment or other documentation from the bonding company indicating that the existing bond remains in effect despite the change in ownership may be provided. The bond(s) shall be maintained until such time that all requirements are met, and the bond(s) released by the City. (T&ES) \*\*\*\*

## **VI. CONTRIBUTIONS**

101. **CONDITION DELETED BY STAFF:** ~~The applicant shall provide a developer contribution: a) consistent with applicable provisions of the Arlandria/Chirilagua developer contribution policy as adopted by City Council or b) in an amount equal to \$5.00 for each net square foot of development above the pre-approval maximum FAR of 0.75, whichever is less. The contribution, which shall be adjusted for inflation annually each January 1<sup>st</sup> following approval of this request, shall be provided to the City prior to the release of the final site plan. (P&Z) (PC) \*~~
102. Contribute \$15,000 to the City prior to Final Site Plan release for a Capital Bikeshare station and bicycles or system operations. (T&ES) \*

## **VII. HOUSING**

103. Comply with the approved Relocation Plan. Amendments to the approved Relocation Plan are subject to the review and approval of the Director of the Office of Housing. (Housing)
104. Provide up to 91 total committed affordable rental units consistent with the approved Affordable Housing Plan. (Housing)
105. Rents payable by households for the RMF Zone 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 the area median income for the Washington D.C. Metropolitan Statistical Area. Average rents payable by households for the committed affordable units may be increased up to the maximum rents allowed under the Federal Low-Income Housing Tax Credit program for households with incomes at 50 percent of the area median income for the Washington D.C. Metropolitan Statistical Area subject to the submission of a revised Affordable Housing Plan. Rents shall remain at the established affordable rates for a period of 40 years from the date of initial occupancy of each unit. (Housing)
106. Rents payable for non-RMF Zone affordable units shall not exceed the maximum rents (taking into account utility allowances) allowed under the federal Low Income Housing Tax Credit (LIHTC) program for households at 60 percent of the Washington DC Metropolitan Area Family Median Income. Rents shall remain at the established affordable rates for a period of 40 years from the date of initial occupancy of each unit. (Housing)
107. Households receiving Housing Choice Voucher assistance will not be denied admission on the basis of receiving such assistance. A household will be considered income qualified if the amount of rent it can pay based on income, together with the voucher payment, is sufficient to cover the applicable rent. (Housing)
108. List the units in [www.VirginiaHousingSearch.com](http://www.VirginiaHousingSearch.com), an online housing search database sponsored by Virginia Housing, or an alternative search database as identified by the Office of Housing. (Housing)

109. Notify the Landlord-Tenant Relations Division Chief at the Office of Housing in writing a minimum of 90 days prior to leasing. At least 45 days prior to leasing, provide the Office of Housing with marketing information which shall include the affordable rents, utility information, fees, property amenities, and contact information for applications. The City shall notify interested parties of the availability of the affordable units. (Housing)
110. Provide the City with access to the necessary records and information to enable annual monitoring of compliance with the above conditions for the 40-year affordability period. (Housing)
111. 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, the applicant shall consult and coordinate with the City to ensure that the project complies with all federal environmental statutes, laws, and authorities. (Housing)
112. Minor amendments proposed to the approved Affordable Housing Plan shall be subject to review by the Alexandria Housing Affordability Advisory Committee and to final approval by the City Manager. (Housing)

#### **VIII. SIGNAGE**

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

Asterisks denote:

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



**APPLICATION**

**DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN**

**DSUP #** DSUP#2022-00111 **Project Name:** Elbert Avenue Residences

**PROPERTY LOCATION:** 3908 Elbert Ave. Alexandria, VA 22305

**TAX MAP REFERENCE:** 007.01-04-04 **ZONE:** RMF

**APPLICANT:**

Name: Community Lodgings, Inc.

Address: \_\_\_\_\_

**PROPERTY OWNER:**

Name: CLI Multifamily LLC

Address: \_\_\_\_\_

**SUMMARY OF PROPOSAL** Extension of approved DSUP for the Redevelopment of an existing affordable housing building into a larger affordable housing building with 91 affordable housing units.

**MODIFICATIONS REQUESTED** None.

**SUP's REQUESTED** Development Special Use Permit to Increase FAR to 3.0 pursuant to Zoning Ordinance Section 3-1406(B).

**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

Signature

Mailing/Street Address

Telephone #

Fax #

City and State

Zip Code

Email address

1/14/26

Date

1/28/26

**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: \_\_\_\_\_

Development SUP # \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE THIS FORM.**

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

**1. The applicant is: (check one)**

- The Owner     Contract Purchaser     Lessee or     Other: \_\_\_\_\_ of the subject property.

State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership in which case identify each owner of more than three percent.

The Applicant is a 501(c)(3) organization and has no individual owners.

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. Community Lodgings, Inc.	[REDACTED]	100%
2.		
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 3908-3916 Elbert Ave. (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. Community Lodgings, Inc.	[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. Community Lodgings, Inc.	None	
2.		
3.		

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

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

1/28/26  
Date
Mary Catherine Bibbs  
Printed Name
Mary Catherine Bibbs  
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.)

Community Lodgings, Inc. (CLI) is seeking an extension of their DSUP approval (DSUP 2022-00111) which was approved by City Council on February 25, 2023, and expires February 25, 2026. CLI has been working diligently to obtain the tax credit financing necessary to start this project and after obtaining that (which took over 2 years), it has been diligently pursuing approval of the final site plan and building permits for the project. The final site plan has received technical approval, and is ready for issuance, pending bonds and agreements. Demolition of the existing building and the beginning of site work on the project, however, is likely to occur after February 25, 2026. In addition, the project is required to commence construction before February 25, 2026 and commencing construction means "the putting together of materials" for the project, not demolition or site grading. CLI is awaiting word on their application to the Virginia Department of Housing and Community Development for subordinate financing. Without that financing, the project can't move forward with construction. As a result, CLI is asking for an extension of their approval and is requesting another three years, in an abundance of caution. CLI doesn't believe they'll need that full three years, but that is the standard extension request.

As you are aware, the Applicant sought and obtained approval to replace an existing 28 unit affordable housing building with an entirely new building with 91 committed affordable housing units to not only better serve the needs of the current Elbert Ave Apartments residents with modernized facilities, but also to expand affordable housing options in the neighborhood so that Arlandria-Chirilagua remains accessible to all. 100% of the units will be restricted under the Low Income Housing Tax Credit program. Units will be income-restricted to households earning up to 60% of the Area Median Income for the Washington DC metropolitan area. However, 27 of the units will be further restricted to households earning on average 40% of the Area Median Income (6 at 30% AMI, 15 at 40% AMI and 6 at 50% AMI).

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

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

24/7

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

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

On site property management office with Staff during business hours.

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

Day	Hours	Day	Hours
7 days	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 building of this size.

B. How will the noise from patrons be controlled?

The applicant will have a third party property management company on site to ensure the residents are abiding by the community's rules and regulations related to noise.

**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 for a residential use of this size.

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

Typical amount for a residential use of this size.

C. How often will trash be collected?

At least once a week or more often is warranted.

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

The applicant will have a third party property management company on site to ensure the residents are abiding by the community's rules and regulations related to trash.

**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:

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

The building will be a secured entry facility controlled by residents' or staff's key fobs.

**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?  
60 minimum

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

<u>9</u>	Standard spaces
<u>41</u>	Compact spaces
<u>10</u>	Handicapped accessible spaces
<u>          </u>	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?

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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? 0
- C. Where are off-street loading facilities located?

- D. During what hours of the day do you expect loading/unloading operations to occur?  
During regular business hours.

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

Once the property is fully occupied, CLI expects one or two move ins/move outs per month.

**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.



7 April 2026

Members of the Alexandria Planning Commission,

As the Alexandria leadership team for YIMBYS of Northern Virginia, we are excited to see three significant housing developments on today's docket, and we ask you to vote yes on all of them. Together, these developments will add **212** desperately needed new homes to Alexandria.

Docket item 4, the Elbert Avenue extension, will redevelop a 1940s affordable apartment building with new homes for existing residents, as well as 63 net new homes. This will more than triple the number of desperately needed deeply affordable homes at the Elbert Avenue Apartments.

Docket item 7, Eisenhower Pointe Phase 2, will redevelop an underutilized 1980s office park into 117 homes. This development, along with others nearby, will help to turn Eisenhower West from a place that you drive through into a thriving neighborhood like others that make Alexandria a great place to live. The development will benefit its neighbors with publicly accessible open space as well as significant streetscape improvements. We'd like to note that a Special Use Permit is required to build housing within 1,000 feet of Eisenhower Avenue. We are not aware of a similar requirement for any other street in Alexandria. Since the Eisenhower West and Eisenhower East Small Area Plans both rightly plan for many new homes, we hope you will remove this requirement to make it easier to welcome more neighbors to Eisenhower Avenue.

Docket item 8, 300 North Lee and 333 North Fairfax, will replace 1960s and 70s office buildings with 32 homes, including two large family-sized committed affordable homes in Old Town. The development will benefit its neighbors with a pocket park and improved sidewalks. We'd like to note that many recent townhouse developments, including both of the ones on today's docket, have required a Special Use Permit for lots without frontage on a public street. This is because it's common, as in these developments, for some townhouses to have frontage on a central courtyard, while a private alley provides garage access. We hope you will consider changing this requirement from an SUP requiring Council approval to a staff approval or a modification, to make it easier to build this style of neighborhood with shared open space that neighbors can enjoy.

We hope Alexandria will continue to welcome new homes of all types, all price points, and in all parts of our city to address our regional housing crisis and make our city better for everyone.

Phoebe Coy, Alex Goyette, Peter Sutherland, Stephanie Elms and Yasir Nagi  
YIMBYS of Northern Virginia Alexandria leads