



***Docket Item #6***  
***Subdivision #2013-0005***  
***Development Site Plan #2012-0029***  
***333 North Royal Street and 316 Princess Street-The Middleton***

Application	General Data	
<b>Project Name:</b> The Middleton	PC Hearing:	May 7, 2013
	CC Hearing:	N/A
	If approved, DSP Expiration:	May 7, 2016
	Plan Acreage:	0.18 Acres (7,762 sq. ft.)
<b>Location:</b> 333 North Royal Street and 316 Princess Street	Zone:	RM / Townhouse Zone
	Proposed Use:	Residential
	Dwelling Units:	4
	Net Floor Area:	10,692 square feet
<b>Applicant:</b> Royal Marketplace, LLC	Small Area Plan:	Old Town Small Area Plan
	Historic District:	Old and Historic Alexandria District
	Green Building:	Compliance with the City's Green Building Policy

**Purpose of Application:**

The applicant requests approval of a subdivision of two existing lots into four lots and a development site plan with modifications to permit the construction of four townhouses.

**Special Use Permits and Modifications Requested:**

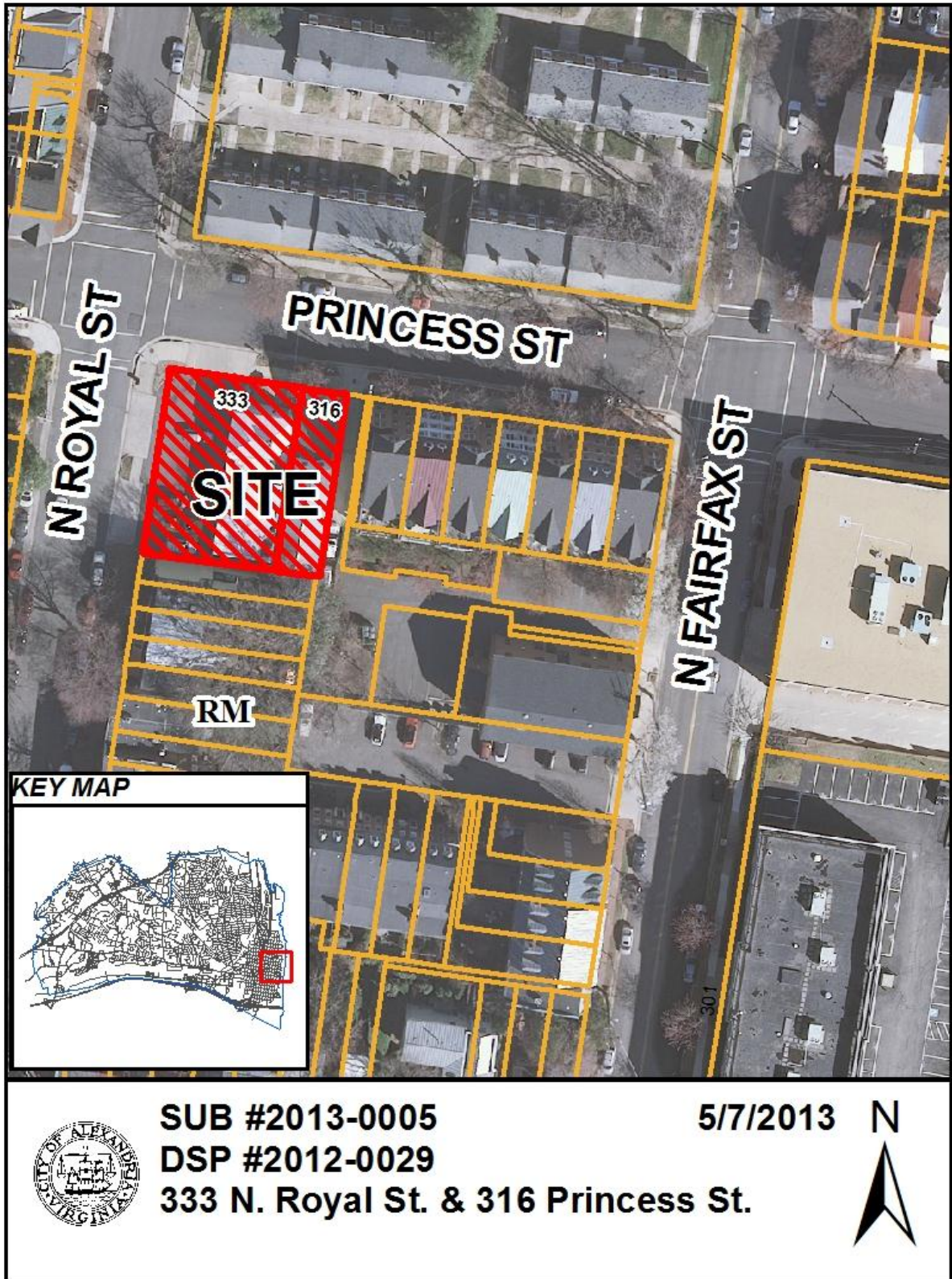
1. Consolidation of two lots and resubdivision into four lots;
2. Development Site Plan to construct four townhomes; and
3. Modifications to open space, setbacks, vision clearance and aisle width for vehicle backup.

**Staff Recommendation: APPROVAL WITH CONDITIONS**

**Staff Reviewers:**

Dirk H. Geratz, AICP; [dirk.geratz@alexandriava.gov](mailto:dirk.geratz@alexandriava.gov)

Jessica McVary, AICP; [jessica.mcvary@alexandriava.gov](mailto:jessica.mcvary@alexandriava.gov)



## **I. SUMMARY**

### ***A. Recommendation***

Staff recommends approval of the request for a development site plan, with modifications, and a subdivision plat to construct four townhouses in the RM/Townhouse zone, subject to compliance with the staff recommendations.

### ***B. General Project Description and Summary of Issues***

The applicant, Royal Marketplace, LLC, requests approval of a development site plan and associated subdivision plat to construct four residential townhouses on a site which is currently occupied by a convenience store and a former dry cleaner. The applicant proposes to consolidate two abutting parcels, 333 North Royal Street and 316 Princess Street, and subdivide the consolidated parcel into four lots of approximately 1,900 square feet. To construct the project, the applicant requests approval of the following:

- Subdivision Plat to subdivide the property into four lots;
- Development Site Plan (DSP); and
- Modifications to open space, yard setbacks, vision clearance and aisle width for vehicle backup space.

Key issues that were considered with this proposal, which are discussed in further detail below include the following:

- The mass, scale and architectural character of the proposed townhouses, in relation to the neighborhood context and adjacent historic structures;
- Access to proposed parking spaces; and
- Requested modifications.

## **II. BACKGROUND**

### ***A. Site Context***

The project site is approximately 0.18 acres (7,762 square feet) and is located in the Old Town neighborhood, at the northern border of the Old and Historic Alexandria District. The site consists of two parcels, 333 North Royal Street and 316 Princess Street, and is currently occupied by a convenience store (the Royal Market) and a former dry-cleaner. The site is bordered by Princess Street to the north, existing residential townhouses to the east and south, and by North Royal Street to the west. The surrounding neighborhood is predominantly residential in character, with a mixture of building forms including historic townhouses and multi-family units.

### ***B. Project Evolution***

The applicant submitted an initial subdivision plat and concept plan in October, 2012 and a more detailed concept plan, which included the proposed building mass and scale, in December 2012. During the second concept plan review, staff expressed concern with the mass and scale, particularly as it relates to the existing historic townhomes located south of the site. Staff recommended that the applicant explore options to reduce the height of the townhomes to better relate to the smaller scale historic townhomes as well as the pedestrian scale. The applicant did make revisions to better address the issues of mass and height. They are still working with the Board of Architectural Review to refine the final design of each townhouse.

### ***C. Detailed Project Description***

With this application, the applicant proposes to demolish the existing commercial structures on the two abutting lots, subdivide the parcel into four lots, and construct a residential townhouse on each new lot. Consistent with the Zoning Ordinance requirements, the applicant proposes two parking spaces on each lot, all of which are accessed from an abutting alley. While the existing alley is privately owned, an ingress and egress easement recorded in 1914 authorizes the use of the alley by adjacent property owners.

The proposed townhomes are three stories and include both a basement and an attic space. The townhomes range in height from approximately 33.6 feet to 37.2 feet in height and are between 19.7 feet to 22 feet wide.

## **III. ZONING**

Property Address:	333 North Royal Street and 316 Princess Street	
Total Site Area:	0.18 Acres (7,762 sq. ft.)	
Zone:	RM / Townhouse	
Current Use:	Commercial	
Proposed Use:	Residential	
	Permitted/Required	Proposed
FAR	1.5	1.36 to 1.46
Height	45 feet*	33.6 to 37.2 feet
Setbacks		
Front	Front lot line	0.4 – 4 feet
Side	N/A	N/A
Rear	16 feet	31.9 feet
Parking		
Residential	2 per unit	2 per unit
Visitor	0	0
Total	8	8
Open Space	35 percent	26 to 28 percent

\* The maximum permitted height of a structures is 35 feet, provided however that the maximum height may be increased to an amount not to exceed 45 feet if the ridge line of the roof is parallel to the street and the slope of the roof is compatible with neighboring buildings.

## **IV. STAFF ANALYSIS**

### ***A. Request for Subdivision***

Pursuant to Section 11-1700 of the zoning ordinance, the applicants are requesting approval of a four lot townhouse subdivision. The four lots will be oriented with the fronts of each lot facing onto Royal Street. The rear of each lot will abut an existing private alley that is located on a separate lot of record. This lot orientation will facilitate the use of the existing alley to access the required parking that will be located at the rear of each townhouse.

The proposed lots will meet the minimum RM zone district requirements for both lot size and lot frontage. No variations are required for this subdivision.

Additionally, staff has analyzed the subdivision with regard to the standards for approval as outlined in Section 11-1708 and 11-1710 of the Zoning Ordinance. Staff finds that the proposed subdivision meets these standards for creating a legal subdivision and supports the proposal for the four townhouse lots.

### ***B. Request for Development Site Plan***

In addition to approval of a subdivision, the applicant is also requesting approval of a site plan pursuant to Section 11-400. Staff's analysis of the site plan includes compliance with the standards for approval of a site plan as well compliance with other City plans and policies. Staff has determined that the site plan meets these standards, plans and policies as discussed in greater detail in the following sections of this report.

### ***C. Conformance to the Small Area Plan***

The Old Town Small Area Plan, adopted by City Council as part of the 1992 Master Plan, is a guiding document for the redevelopment of sites within the Old Town neighborhood. The Plan includes several goals and objectives to guide future development within Old Town, many of which emphasize the importance of maintaining the neighborhood's residential character and providing protection from commercial encroachment. To maintain the residential character, the Plan recommends that the mass, scale and architectural character of new development proposals remain consistent with the existing development. Staff believes that the applicant's proposal to demolish the existing commercial structures and construct four residential townhomes is consistent with the goal of maintaining the neighborhood's residential character.

As discussed in greater detail in the building design section, staff worked closely with the applicant to ensure that the height, scale and architectural character of the proposed townhomes

provides a transition between the recently constructed townhomes located east and west of the site, and the historic townhomes which abut the site to the south. The transitions in height and scale from north to south are particularly important to ensure that the proposed townhouses do not detract from the smaller scale historic townhouses, but rather blend the proposed development with the historic character of the surrounding neighborhood.

## ***D. Building Design***

### ***Design Approach***

The four townhouses are intentionally designed to appear different from one another, with each the end units having a unique design and the two middle units designed as twins. The houses will vary in height, roof form and window style. Though all four homes will have brick facades they will vary in color from red, tan and a grey color. This variation will make the homes appear as if they were built at different times creating a more organic appearance. The property lies within the boundaries of the Old and Historic District and the final building design for each townhouse is subject to review and approval by the Board of Architectural Review (BAR). The project was first presented to the BAR on March 20<sup>th</sup> and was generally well received by the BAR, although there were a number of comments from the community. BAR and Planning staff will continue to work with the project architect to make some refinements before the proposal goes back to the BAR for final approval.

Staff finds that the overall scale and massing and site planning are acceptable and compatible with the surrounding character of the neighborhood.

### ***Green Building and Sustainable Design***

A residential development of this type is required to meet the City's Green Building Policy. This means the townhouses will need to meet the minimum LEED standard of Certified or an equivalent green building rating system. Compliance with the Green Building Policy will be determined during the Final site plan review.

## ***E. Requests for Modifications***

The applicant is requesting several modifications related to the proposed site plan. Pursuant to Zoning Code Section 11-416, the Planning Commission may modify the minimum frontage, yard, open and usable space, zone transition setback or other minimum requirements imposed by the zoning ordinance for the zone or zones applicable to the land depicted in the site plan if the Planning Commission determines the following:

- That a modification is necessary or desirable to good site development;
- That specific and identified features of the site design make up for those impacts otherwise protected by the regulations; and,
- That the modification will not be detrimental to neighboring property or to the public health, safety and welfare.



The modifications are discussed in greater detail below and were evaluated by Staff for compliance with these minimum standards.

### Open Space

The site is located within the RM Townhouse Zone, a zone primarily defined by medium density residential neighborhoods of single-family, two-family and townhouse dwellings. In the RM zone, each residential lot is required to provide 35 percent of the lot area as open and usable space and a minimum of 300 square feet square feet of open and usable space is required. With this application, the applicant proposes to establish four lots, each approximately 1,900 square feet in size. Therefore, the required open space for each lot is 665 square feet.

The applicant proposes to provide 495 to 580 square feet, or approximately 26 to 28 percent, of open space per lot. As the proposed open space is less than the requirement in the RM zone, the applicant requests approval of an open space modification. Although an open space modification is required and requested, it is important to note that the applicant does propose to achieve the minimum open space requirement of 300 square feet per lot.

Staff supports the request for an open space modification for several reasons. First, the proposed application seeks to reintroduce the predominant residential development pattern of the neighborhood. Although it is possible to reintroduce this development pattern while complying with many of the RM zone requirements, such as frontage, lot width, and height, it is difficult to comply with all zoning requirements and maintain the historic character on this site. For example, the applicant is required to provide two parking spaces per lot, pursuant to section 8-200 of the Zoning Ordinance, which was not a requirement when many of these lots were originally developed. The provision of these eight spaces further limits the useable lot area to accommodate the required open space.

In addition, the Zoning Ordinance defines open and usable space as space that is eight feet or more in width. Therefore, the front yards proposed along North Royal Street are not considered open space and they are less than eight feet in width. Similarly, open terraces and decks which are located more than two feet above the adjacent grade, such as the decks proposed by the applicant, are not considered open space, although they are provided for the use and enjoyment of residents. The proposed decks on lots 601, 602 & 603 are approximately 150 square feet, thereby providing between 661 to 739 square feet of functional open space on each lot. Lot 604 has no deck but has 206 square feet of a side yard that creates open space though it does not technically count as it is less than 8 feet in width.

It is worth noting that the adjoining Gadsby's Court townhouse development approved in 1996 received a significant open space modification. The rationale for the open space reduction was that the new townhouses were providing large second story decks that would be similar to multi-family developments which are permitted to provide open space on decks and roof tops.

The proposed modification is a reasonable request as it is a small reduction and is not expected to create any negative impacts on the adjoining properties. The reduction allows for better site

planning by allowing the parking to be located in the rear yards where they can access the alley and avoid adding new curb cuts along the adjoining streets.

### Front Yard Setback

The yard requirements in the RM zone are designed to encourage an urban streetscape, in which the front building line is consistent with the front lot line unless a majority of the existing structures have a greater setback. In the event of a greater setback, the front yard shall be the average distance of the front building line to the front lot line. Approximately sixty percent of the buildings located on North Royal Street between Queen and Princess Streets are located at the front lot line; therefore with this application, the front building line should be consistent with the front lot line.

In the initial concept submissions, the applicant proposed a uniform front setback in which the front building wall of each townhome aligned with the front lot line. During the concept review, staff directed the applicant to incorporate a varied front yard setback, or at a minimum, provide a greater front yard setback for the southernmost townhouse, to better relate to the setback of the four historic townhouses abutting the site to the south. In response to staff's request, the applicant has incorporated a varied front yard setback with the setback being increased to 4 feet for the southernmost townhouse, which requires a modification to section 3-1106 of the Zoning Ordinance. Staff finds that this modification meets the standard for creating a design solution for an infill site that is desirable for good site development and reducing any negative impacts on the existing neighborhood.

Therefore, staff supports both the front yard modification request and finds that this modification enables an enhanced relationship between the proposed townhouses and the adjacent historic townhouses located immediately to the south.

### Vision Clearance

In addition to the modifications requested for the open space and setbacks, the applicant also requests a modification from the vision clearance requirement identified in section 7-800 of the Zoning Ordinance. The vision clearance requirement, designed to ensure adequate vision at street intersections, limits the height of structures, fences, shrubbery or other obstructions within 100 feet of the intersection to a maximum height of three and one-half feet above the curb level. In this case, the northwestern corner of the proposed townhouse is located within the vision triangle at the intersection of North Royal and Princess Streets.

As previously described, the yard requirements in the RM zone are designed to encourage an urban streetscape in which the front building line is consistent with the front lot line. As there is an inherent conflict between the setback requirements in the RM zone and the vision clearance provision, the Zoning Ordinance authorizes the Planning Commission or the Board of Architectural Review to waive the vision clearance requirement to maintain the building line and the character of the block face. In this case, staff supports the modification of the vision clearance requirement to ensure the development of townhomes compatible with the historic neighborhood character.



*Aisle Width Reduction for Vehicle Backup*

In accordance with Section 8-200(D)(a) of the Zoning Ordinance the distance required for backing a car out of a parking space into a drive aisle (alley in this instance) requires 22 feet. The width of the existing alley is 10 feet which requires that a modification be requested for a 12-foot reduction. The alley exists as a separate lot and its width predates current design requirements. The alley currently serves as a second means of access for the adjoining seven Gadsby's Court townhouses. It also provided access to the former laundry that is part of the redevelopment site.

Since the alley is not a through alley and will only serve four new homes staff finds that the current width is functional. The applicant has shown that turning movements from the individual parking areas to the alley do work. Staff acknowledges that the narrow width of the alley may require that an extra movement may be necessary to be able to fully make the back-up maneuver. However, this is a condition that is not uncommon throughout the historic core of Alexandria.

Staff from the Department of Transportation and Environmental Services has recommended a minor design revision that will improve the ability of cars to back out into the alley from the driveways. The final design of the connection of the parking areas to the alley will be determined during the final site plan review. In conclusion, Staff finds that the modification results in a design solution that allows use of the rear alley over creating front loaded garages onto the adjoining streets.

***F. Pedestrian and Streetscape Improvements***

As the site is currently occupied by commercial uses, including the Royal Market convenience store, a significant portion of the adjacent streetscape consists of several large curb cuts designed to allow vehicles to enter and exit the site. The redevelopment of this site provides an opportunity to eliminate three substantial curb cuts, two of which are located on North Royal Street, with the remaining on Princess Street. The elimination of these curb cuts allows the introduction of street trees and pedestrian-scale lighting at this corner location.

The applicant proposes to provide a six-foot brick sidewalk on North Royal Street, consistent with the sidewalk located south of the site. In addition, the applicant will provide three new street trees on North Royal Street, located in tree wells. The applicant proposes to extend the brick sidewalk at the corner of North Royal and Princess Streets and then transition the remainder of the sidewalk to concrete to ensure consistency with the remainder of the block. Three street trees are also provided along Princess Street.

In addition to the sidewalks and street trees, the pedestrian environment is also enhanced through the introduction of residential entries along North Royal Street. These entries encourage ground-level activity and engagement with the passing pedestrian. The varied front yard setback and foundation plantings provide visual relief to further enhance the pedestrian environment.

### ***G. Alley***

The existing alley located to the east of the subject development site is a separate lot of record owned by Royal Market Place, LLC. Research through the chain of title indicates that all properties adjoining the alley have access rights to use the alley. Currently three properties abut the alley. These include the existing laundry building property to the west which will be consolidated with the Royal Street Market property to create the four new lots, the Gadsby's Court townhouses to the east which have driveway access to the alley to serve all seven townhouses and a property occupied by an office building on Fairfax Street located to the southeast. Though the property of the office building abuts the alley, a fence blocks access to the alley.

As with many older Deeds and property transfers, the chain of title is not as clear as it could be with regard to the access rights. To eliminate any ambiguity about which properties have access rights, City staff are recommending that a Deed of Confirmation be recorded confirming ownership and that egress and ingress rights be established to abutting properties.

### ***H. Contributions***

The project is not subject to the City's public arts policy as the concept plan was submitted prior to the policy's establishment. Nor is this project subject to the affordable housing policy, which applies only to development of more than five units.

## **V. COMMUNITY**

In addition to having posted the property with two public notice signs identifying the pending project and providing contact information, the applicant also held a community meeting on-site on March 18<sup>th</sup>. Approximately, twenty residents attended the informational meeting to learn more about the proposal. In general, support was given for replacing the existing store with residential development though some concerns were expressed about the size of the townhouses as well as use and ownership of the rear alley.

On March 20<sup>th</sup> the Board of Architectural Review held a regularly scheduled meeting which included a concept review of the proposed design plans for the townhouses. Residents were able to speak under the public comment period regarding this project. Neighborhood concerns focused on:

1) who owns and could use the alley drive aisle for access; 2) that the corner tower was too tall and foreign to the neighborhood; and 3) that the side gable roof forms were out of scale with the tiny historic homes to the south. The Board did not discuss parking access, but supported the overall design even though they thought it not very imaginative. The Board supported the tower element and disagreed with the neighbors that it was foreign to the neighborhood or too tall. They asked the applicant to restudy the windows and to, perhaps, lower the slope of the roofs to reduce their impact from the street. They also wanted much better context drawings in both cases.

The Board generally endorsed the project with staff recommendations and understood they would come back for design refinements and a Certificate of Appropriateness after Planning Commission.

## **VI. CONCLUSION**

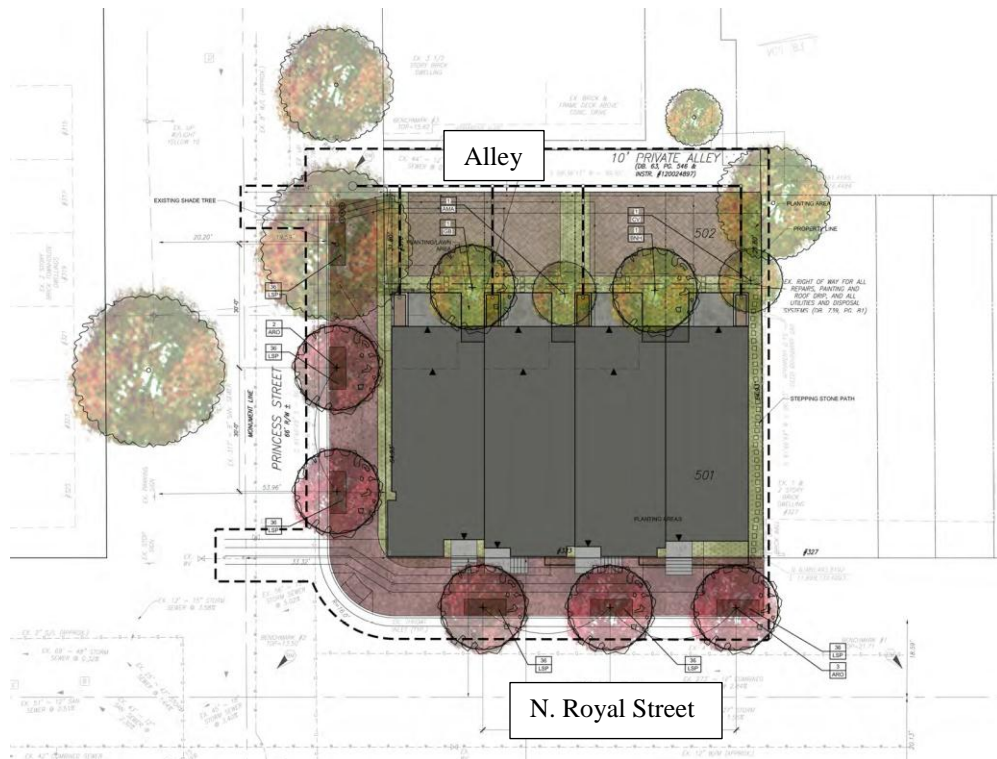
Staff recommends approval of the request for a development site plan, with modifications, subject to compliance with all applicable codes, ordinances and the following staff recommendations.

Staff:           Gwen Wright, Chief, Development  
                  Dirk H. Geratz, AICP, Principal Planner  
                  Jessica McVary, AICP, LEED AP, Urban Planner  
                  Catherine Miliaras, AICP, Urban Planner

## VII. GRAPHICS



**Perspective at Intersection of Royal Street and Princess Street**



## Site Plan



## Royal Street Elevation

## **VIII. STAFF RECOMMENDATIONS**

1. The Final Site shall be in substantial conformance with the preliminary plan dated March 8, 2013 and the preliminary subdivision plat dated February 12, 2013, except to the extent revised by changes made to the plans including the architecture by the Old and Historic Alexandria BAR, Planning Commission or City Council, and complies with the following conditions of approval.

### **A. PEDESTRIAN/STREETScape:**

2. Provide the following pedestrian improvements to the satisfaction of the Directors of P&Z, RP&CA and T&ES:
  - a. Complete all pedestrian improvements prior to the issuance of a certificate of occupancy permit.
  - b. Install ADA accessible pedestrian crossings serving the site.
  - c. Construct all concrete sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be 6 feet.
  - d. All brick sidewalks shall comply with the City's Memo to Industry 05-08.
  - e. Sidewalks shall be flush across all driveway crossings.
  - f. All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards.\*\*\* (P&Z)(RP&CA)(T&ES)

### **B. OPEN SPACE/LANDSCAPING:**

3. Develop, provide, install and maintain an integrated Landscape Plan with the final site plan that is coordinated with other associated site conditions to the satisfaction of the Directors of P&Z and/or RP&CA. At a minimum the Landscape Plan shall:
  - a. Provide an enhanced level of detail for plantings throughout the site (in addition to street trees). Plantings shall include a simple mixture of seasonally variable, evergreen and deciduous shrubs, ornamental and shade trees, groundcovers and perennials that are horticulturally acclimatized to the Mid-Atlantic and Washington, DC National Capital Region. Ensure positive drainage in all planted areas.
  - b. Provide detail, section and plan drawings of tree wells showing proposed plantings and associated materials, irrigation, adjacent curb/pavement construction, including edge restraint system, dimensions, drainage, and coordination with site utilities.
  - c. Provide planting details for all proposed conditions including street trees, multi-trunk trees, shrubs, perennials, and groundcovers. (P&Z)(RP&CA)
  - d. All sidewalks and driveways constructed above tree wells/trenches shall be structurally supported. Areas of uncompacted growing medium shall not be used

to support sidewalks and driveways without additional structural support. Provide section details both parallel and perpendicular to the street that verify this requirement.

- e. Identify the extents of any areas of tree wells/trenches within the sidewalk on the landscape and site plans.
- f. Provide a plan exhibit that verifies the growing medium in street tree wells/trenches meets the requirements of the City's *Landscape Guidelines* for soil volume. The plan shall identify all areas that are considered to qualify towards the soil requirements, with numerical values illustrating the volumes. (P&Z)

## **C. BUILDING:**

- 4. Pursuant to the City's Green Building Policy adopted April 18, 2009, achieve a green building certification level of LEED Certified / Equivalent to the satisfaction of the Directors of P&Z, and/or RP&CA and T&ES. Diligent pursuance and achievement of this certification shall be monitored through the following:
  - a. Provide evidence of the project's registration with LEED (or equivalent) with the submission of the first final site plan.\*
  - b. Provide evidence of submission of materials for Design Phase credits to the U.S. Green Building Council (USGBC) (or equivalent) prior to issuance of a certificate of occupancy. \*\*\*
  - c. Provide evidence of submission of materials for Construction Phase credits to USGBC (or equivalent) within six months of obtaining a final certificate of occupancy.
  - d. Provide documentation of LEED Certification from USGBC (or equivalent) within two years of obtaining a final certificate of occupancy.
  - e. Failure to achieve LEED Certification (or equivalent) will be evaluated by City staff, and if staff determines that a good faith, reasonable, and documented effort was not made to achieve these certification levels, then any City-wide Green Building policies existing at the time of staffs' release of Final Site Plan will apply. (P&Z)(RP&CA)(T&ES)
- 5. Energy Star labeled appliances shall be installed in all residential units. (T&ES)
- 6. In order to provide a more sustainable use of natural resources, the applicant shall use EPA-labeled WaterSense or equivalent low flow fixtures. In addition, the applicant is encouraged to explore the possibilities of adopting water reduction strategies (i.e., use of gray water system on-site) and other measures that could reduce the consumption of potable water on this site. A list of applicable mechanisms can be found at <http://www.epa.gov/WaterSense/pp/index.htm>. (T&ES)

## **D. SIGNAGE:**

- 7. Install a temporary informational sign on the site prior to the approval of the final site plan for the project. The sign shall be displayed until construction is complete or



replaced with a contractor or real estate sign incorporating the required information; the sign shall notify the public of the nature of the upcoming project and shall provide a phone number for public questions regarding the project.\* (P&Z)(T&ES)

#### **E. BUS STOPS AND BUS SHELTERS:**

8. Add a note referring to the existing bus stop on southbound North Fairfax Street at Princess Street on the final site plan. (T&ES)
9. Street trees in close proximity to bus stop approaches or directly adjacent to travel lanes shall be:
  - a. Located to avoid conflict with vehicles, specifically:
    - i. Trees shall be excluded from a 40 ft. zone which represents the length of the bus as it is serving the stop.
    - ii. Trees within both the 10 ft. departure zone and the 20 ft. approach zone (on either side of the 40 ft. zone) shall be selectively located to minimize conflict with vehicles and to allow direct line of sight for approaching buses.
  - b. Subject to the character of the adjacent area and relevant design guidelines for spacing, distance from the curb and species selection. In general, trees shall be of the same species along the entire block face.
  - c. Selected from upright branching species in areas where relevant design guidelines do not otherwise specify
  - d. Installed with a minimum six feet of clear stem and gradually pruned to reduce conflict with vehicles, under consultation from a certified arborist. Pruning of street trees is part of the regular maintenance required of applicants under the City's bond for public improvements.
  - e. Set back from the curb edge where the width of sidewalk and adjacent conditions allow. (T&ES)

#### **F. SITE PLAN:**

10. Per Section 11-418 of the Zoning Ordinance, the development site plan shall expire and become null and void, unless substantial construction of the project is commenced within 36 months after initial approval and such construction is thereafter pursued 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. (P&Z)
11. Submit the plat of subdivision and all applicable easements prior to the final site plan submission. The plat(s) shall be approved and recorded prior to the release of the final site plan.\* (P&Z)(T&ES)
12. Submit a Deed of Confirmation with regard to the ownership of the 10-foot wide alley and create an Ingress / Egress Easement for the Gadsby's Court Homeowners Association over a portion of the 10 foot alley to allow the residents of Gadsby's Court

Townhouses Ingress to and Egress from the Gadsby's Court parking area. \*  
(T&ES)(P&Z)

13. A copy of the recorded plat, dedications and deeds shall be submitted with the first request for a building permit.\*\* (P&Z)
14. Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z and/or RP&CA, and T&ES. These items include:
  - a. Location of site utilities including above grade service openings and required clearances for items such as transformers, telephone, HVAC units and cable boxes.
  - b. Minimize conflicts with plantings, pedestrian areas and major view sheds.
  - c. Do not locate above grade utilities in dedicated open space areas.
  - d. If applicable, all utilities shall be screened from the public ROW to the satisfaction of the Director of P&Z. (RP&CA)(P&Z)(T&ES)
15. Provide a lighting plan with the final site plan to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of T&ES, P&Z, and/or RP&CA in consultation with the Chief of Police and shall include the following:
  - a. Clearly show location of all existing and proposed street lights 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. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s) and security lighting.
  - d. A photometric plan with lighting calculations that include all existing and proposed light fixtures, including any existing street lights 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. Show existing and proposed street lights and site lights.
  - e. Photometric site lighting plan shall be coordinated with architectural/building mounted lights, site lighting, street trees and street lights to minimize light spill into adjacent residential areas.
  - f. Provide location of conduit routing between site lighting fixtures so as to avoid conflicts with street trees.
  - g. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
  - h. The lighting for the areas not covered by the City of Alexandria' standards shall be designed to the satisfaction of Directors of T&ES and P&Z.
  - i. Provide numeric summary for various areas (i.e., roadway, walkway/ sidewalk, alley, and parking lot, etc.) in the proposed development.

- j. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. (P&Z)(T&ES)(RP&CA)(Police)

## **G. CONSTRUCTION:**

16. Submit a construction phasing plan to the satisfaction of the Director of T&ES, for review, approval and partial release of Erosion and Sediment Control for the final site plan. In addition, building and construction permits required for site preconstruction shall be permitted prior to release of the final site plan to the satisfaction of the Director of T&ES. \* (T&ES)
17. Submit a construction management plan for review and approval by the Directors of P&Z, T&ES and Code Administration prior to final site plan release. The plan shall:
  - a. Include a plan for temporary pedestrian and vehicular circulation;
  - b. Include analysis as to whether temporary street lighting is needed on the site and how it is to be installed.
  - c. Include the overall schedule for construction and the hauling route;
  - d. Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work;
  - e. If the plan is found to be violated during the course of construction, citations will be issued for each infraction and a correction notice will be forwarded to the applicant. If the violation is not corrected within five (5) calendar days, a "stop work order" will be issued, with construction halted until the violation has been corrected. \* (P&Z)(T&ES)(Code)
18. Provide off-street parking for all construction workers without charge to the construction workers. For the construction workers who use Metro, DASH, or another form of mass transit to the site, the applicant shall subsidize a minimum of 50% of the fees for mass transit. Compliance with this condition shall be a component of the construction management plan, which shall be submitted to the Department of P&Z and T&ES prior to final site plan release. This plan shall:
  - a. Establish 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. Provide for the location on the construction site at which information will be posted regarding Metro schedules and routes, bus schedules and routes.
  - c. If the plan is found to be violated during the course of construction, a correction notice will be issued to the developer. If the violation is not corrected within five (5) days, a "stop work order" will be issued, with construction halted until the violation has been corrected. \* (P&Z)(T&ES)
19. The sidewalks shall remain open during construction or pedestrian access shall be maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)

20. No major construction staging shall be allowed within the public right-of-way on North Royal Street. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. \*\* (T&ES)
21. Any structural elements that extend into the public right of way, including but not limited to footings, foundations, tie-backs etc., must be approved by the Director of T&ES as a part of the Sheeting and Shoring Permit. (T&ES)
22. A "Certified Land Disturber" (CLD) shall be named in a letter to the Division Chief of Construction Management & Inspection prior to any land disturbing activities. If the CLD changes during the project, that change must be noted in a letter to the Division Chief. A note to this effect shall be placed on the Phase I Erosion and Sediment Control sheets on the site plan. (T&ES)
23. Prior to commencing clearing and grading of the site, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified of the date of the meeting before the permit is issued. (P&Z)(T&ES)
24. Identify a person who will serve as a liaison to the community throughout the duration of construction. The name and telephone number, including an emergency contact number, of this individual shall be provided in writing to residents, property managers and business owners whose property abuts the site and shall be placed on the project sign, to the satisfaction of the Directors of P&Z, and/or RP&CA and T&ES. (P&Z)(RP&CA)(T&ES)
25. Implement a waste and refuse control program during the construction phase of this development. 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. All wastes shall be properly disposed offsite in accordance with all applicable federal, state and local laws. (T&ES)
26. Submit a wall check survey prior to the commencement of construction of the first floor above grade framing for the townhouses. The wall check shall include the building footprint, as depicted in the approved final site plan, the top-of-slab elevation and the first floor elevation. The wall check shall be prepared and sealed by a registered engineer or surveyor, and shall be approved by the P&Z prior to commencement of framing. (P&Z)
27. 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 Department of Transportation and Environmental Services Site

Plan prior to requesting 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 which states that the height was calculated based on all applicable provisions of the Zoning Ordinance. \*\*\* (P&Z) (T&ES)

28. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
29. If there are outstanding performance, completion or other bonds for the benefit of the City 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 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)

#### **H. SOLID WASTE:**

30. In order for the City to provide solid waste service, the development must meet all the minimum street standards. The trash truck must be able to pick up solid waste from private streets without backing up. The containers must be placed inside the units or within an enclosure that completely screens them from view. The developer must purchase the standard containers from the City or provide containers that are compatible with City collection system and approved by the Director of T&ES. Payment shall be made to the City or proof of payment for approved containers provided, prior to issuance of the Certificate of Occupancy for each unit/building. (T&ES)
31. The City of Alexandria will provide solid waste collection services and all refuse/recycling containers/cans, as approved by the Director of T&ES, shall be placed at the City right-of-way on Princess Street. (T&ES)
32. Provide \$1,150 per receptacle to the Director of T&ES for purchase and installation of one (1) Iron Site Bethesda Series, Model SD-42 decorative black metal trash cans with domed lid by Victor Stanley. The receptacle(s) shall be placed in the public right of way at the corner of the alley and Princess Street or as approved by the Director of T&ES. Payment required prior to release of Final Site Plan.\* (T&ES)

#### **I. STREETS / TRAFFIC:**

33. If the City's existing public infrastructure is damaged during construction, or patch work required for utility installation then the applicant shall be responsible for construction/ installation or repair of the same as per the City of Alexandria standards and specifications and to the satisfaction of Director, Transportation and Environmental Services. (T&ES)

34. A pre-construction walk/survey of the site shall occur with Transportation and Environmental Services Construction Management & Inspection staff to document existing conditions prior to any land disturbing activities. (T&ES)
35. Submit a Traffic Control Plan as part of the final site plan, for construction detailing proposed controls to traffic movement, lane closures, construction entrances, haul routes, and storage and staging shall be provided for informational purposes. In addition, the Traffic Control Plan shall be amended as necessary and submitted to the Director of T&ES along with the Building and other Permit Applications as required. The Final Site Plan shall include a statement "FOR INFORMATION ONLY" on the Traffic Control Plan Sheets. (T&ES)
36. All Traffic Control Device design plans, Work Zone Traffic Control plans, and Traffic Studies shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. (T&ES)
37. Show turning movements in to the parking spaces. Turning movements shall be to the satisfaction of the Director of T&ES. (T&ES)

**J. UTILITIES:**

38. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements; however, no transformers or switch gears shall be placed in the public right-of-way. (T&ES)

**K. WATERSHED, WETLANDS & RPA's:**

39. The storm water collection system is located within the, Potomac River watershed. All on-site storm water curb inlets and public curb inlets within 50 feet of the property line shall be duly marked using standard City markers, or to the satisfaction of the Director of T&ES. (T&ES)

**L. BMP FACILITIES:**

40. The City of Alexandria's storm water management regulations regarding water quality are two-fold: first, phosphorus removal requirement and second, water quality volume default. Compliance with the phosphorus requirement does not relieve the applicant from the water quality default requirement. The water quality volume determined by the site's proposed impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES)
41. Provide 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 Worksheet A or B and Worksheet C, as applicable. (T&ES)

42. The storm water Best Management Practices (BMPs) required for this project shall be constructed and installed under the direct supervision of the design professional or his designated representative. Prior to release of the performance bond, the design professional shall submit a written certification to the Director of T&ES that the BMPs are:
  - a. Constructed and installed as designed and in accordance with the approved 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)
43. Surface-installed storm water Best Management Practice (BMP) measures, i.e. Bio-Retention Filters, Vegetated Swales, etc. that are employed for this site, require installation of descriptive signage to the satisfaction of the Director of T&ES. (T&ES)
44. Submit two originals of the storm water quality BMP Maintenance Agreement with the City to be reviewed as part of the Final #2 Plan. The agreement must be executed and recorded with the Land Records Division of Alexandria Circuit Court prior to approval of the final site plan.\* (T&ES)
45. The Applicant shall be responsible for maintaining storm water Best Management Practices (BMPs) until activation of the homeowner's association (HOA), if applicable, or until sale to a private owner. Prior to transferring maintenance responsibility for the BMPs to the HOA or owner, the Applicant shall execute a maintenance service contract with a qualified private contractor for a minimum of three years, and transfer the contract to the HOA or owner. A copy of the contract shall also be placed in the BMP Operation and Maintenance Manual. Prior to release of the performance bond, a copy of the maintenance contract shall be submitted to the City. \*\*\*\*\* (T&ES)
46. If units will be sold as individual units and a homeowner's association (HOA) established, the following two conditions shall apply:
  - a. The Applicant shall furnish the Homeowner's Association with an Owner's Operation and Maintenance Manual for all Best Management Practices (BMP's) used on site. The manual shall include at a minimum: an explanation of the functions and operations of the BMP(s); drawings and diagrams of the BMP(s) and any supporting utilities; catalog cuts on maintenance requirements including any mechanical or electrical equipment; manufacturer contact names and phone numbers; a copy of the executed maintenance service contract; and a copy of the maintenance agreement with the City.
  - b. The Developer shall furnish each home purchaser with a brochure describing the storm water BMP(s) installed on the site, outlining the responsibilities of the homeowners and the Homeowner's Association (HOA) with respect to maintenance requirements. Upon activation of the HOA, the Developer shall



furnish five copies of the brochure per unit to the HOA for distribution to subsequent homeowners.

Otherwise the following condition applies:

47. The Developer shall furnish the owners with an Owner's Operation and Maintenance Manual for all Best Management Practices (BMPs) on the project. The manual shall include at a minimum: an explanation of the functions and operations of the BMP(s); drawings and diagrams of the BMP(s) and any supporting utilities; catalog cuts on maintenance requirements including mechanical or electrical equipment; manufacturer contact names and phone numbers; a copy of the executed maintenance service contract; and a copy of the maintenance agreement with the City. (T&ES)
48. Submit a copy of the Operation and Maintenance Manual to the Office of Environmental Quality on digital media prior to release of the performance bond. \*\*\*\*(T&ES)
49. Prior to release of the performance bond, the Applicant is required to submit a certification by a qualified professional to the satisfaction of the Director of T&ES that any existing storm water management facilities adjacent to the project and associated conveyance systems were not adversely affected by construction operations. If maintenance of the facility or systems were required in order to make this certification, provide a description of the maintenance measures performed. \*\*\*\*(T&ES)

**M. CONTAMINATED LAND:**

50. Indicate whether or not there is any known soil and groundwater contamination present as required with all preliminary submissions. Should any unanticipated contamination, underground storage tanks, drums or containers be encountered at the site, the Applicant must immediately notify the City of Alexandria Department of Transportation and Environmental Services, Office of Environmental Quality. (T&ES)
51. Design and install a vapor barrier and ventilation system for buildings and parking areas in order 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. (T&ES)
52. The final site plan shall not be released, and no construction activity shall take place until the following has been submitted and approved by the Director of T&ES:
  - a. Submit 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. Submit a Risk Assessment indicating any risks associated with the contamination.

- c. Submit a Remediation Plan detailing how any contaminated soils and/or groundwater will be dealt with, including plans to remediate utility corridors. Utility corridors in contaminated soil shall be over excavated by 2 feet and backfilled with “clean” soil.
  - d. Submit a Health and Safety Plan indicating measures to be taken during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment.
  - e. The applicant shall screen for PCBs as part of the site characterization to comply with the City's Department of Conservation and Recreation Municipal Separate Storm Sewer (MS4) permit.
  - f. Applicant shall submit three (3) electronic and two (2) hard copies of the above. The remediation plan must be included in the Final Site Plan. \* (T&ES)
53. The applicant or its agent shall furnish each prospective buyer with a statement disclosing the prior history of the Middleton site, including previous environmental conditions and on-going remediation measures. Disclosures shall be made to the satisfaction of the Director of Transportation and Environmental Services. (T&ES)

#### **N. AIR POLLUTION:**

54. If fireplaces are utilized in the development, the Applicant is required to install gas fireplaces to reduce air pollution and odors. Animal screens must be installed on chimneys. (T&ES)

#### **O. ARCHAEOLOGY:**

55. Hire an archaeological consultant to complete a Documentary Study and an Archaeological Evaluation. If significant resources are discovered, the consultant shall complete a Resource Management Plan, as outlined in the City of Alexandria Archaeological Standards. Preservation measures presented in the Resource Management Plan, as approved by the City Archaeologist, will be implemented. (Archaeology)
56. The Final Site Plan, Grading Plan, or any other permits involving ground disturbing activities (such as coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping and other excavations as defined in Section 2-151 of the Zoning Ordinance) shall not be released until the City archaeologist confirms that all archaeological field work has been completed or that an approved Resource Management Plan is in place to recover significant resources in concert with construction activities. \* (Archaeology)
57. Call Alexandria Archaeology (703/746-4399) two weeks before the starting date of any ground disturbance so that an inspection or monitoring schedule for city archaeologists can be arranged. The language noted above shall be included on all final site plan sheets involving any ground disturbing activities. (Archaeology)

58. Call Alexandria Archaeology immediately (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 area of the discovery 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)
59. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology. Failure 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)
60. Certificates of Occupancy shall not be issued for this property until interpretive elements have been constructed, interpretive markers have been erected, and the final archaeological report has been received and approved by the City Archaeologist.\*\*\* (Archaeology)

**P. DISCLOSURE REQUIREMENTS:**

61. Notify prospective buyers, in its marketing materials and homeowner documents, that the alley is private and shall not be maintained by the City of Alexandria; and that the sanitary and storm sewers located within the site are private and shall be maintained privately. (T&ES)

## **CITY DEPARTMENT CODE COMMENTS:**

Legend: C - Code Requirement R - Recommendation S - Suggestion F – Finding

### **Planning and Zoning**

- R-1. Add a reference to the owner of the alley on sheet 4, #3, General notes.
- R-2. Relocate description of modifications under the Project Descriptive Narrative (sheet1) to the Modifications and Waivers Note.
- R-3. Contact the GIS Division of Planning & Zoning for exterior address assignments. Moe Abu-Rabi, 703.746.2823. (P&Z-GIS)
- C -1. As-built documents for all landscape and irrigation installations are required to be submitted with the Site as-built and request for Performance Bond release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. \*\*\*\* (P&Z) (T&ES)
- C-2. The landscape elements of this development shall be subject to the Performance and Maintenance bonds, based on criteria established by the City and available through T&ES. Release of Performance and Maintenance Bonds are subject to inspections by City staff per City Code requirements. A final inspection for landscaping is also required three years after completion. \*\*\*\* (P&Z) (T&ES)

### **Transportation and Environmental Services**

- F - 1. The proposed development site lies in the combined sewer district; however, the preliminary investigation conducted by the City of Alexandria reveals that the site in the vicinity of the proposed development is separated. The municipal wastewater discharges from the site shall be connected to the separated sanitary sewer and there will be no combined sewer separation fee charged from the developer. (T&ES)
- F - 2. Sheet 5: The Project Description numbers do not agree with the numbers presented on the drainage divide map. Correct as appropriate. (T&ES- OEQ)
- F - 3. Applicant shall request to pay into the water quality improvement fund for that area left untreated. (T&ES- OEQ)
- F - 4. The pervious pavers shall be included on the Maintenance Agreement and included in the maintenance contract. (T&ES- OEQ)
- F - 5. The turning movements shown on the Preliminary Plan dated March 8, 2013 show vehicles encroaching into vegetated areas to complete vehicle turning movements for the parking spaces off the private alley. Additional pervious pavers will be required at Final

Site Plan at the locations where the vehicles are encroaching into the vegetated areas.  
(T&ES- Transportation)

- F - 6. Since the record drawings, maps, and other documents of the City of Alexandria, State, and Federal agencies show the true north pointing upwards, therefore, the Site Plan shall show the true north arrow pointing upward as is customary; however, for the sake of putting the plan together and/or ease of understanding, the project north arrow pointing upward, preferably east, or west may be shown provided it is consistently shown in the same direction on all the sheets with no exception at all. The north arrow shall show the source of meridian. The project north arrow pointing downward will not be acceptable even if, it is shown consistently on all the sheets. (T&ES)
- F - 7. The Final Site Plan must be prepared per the requirements of Memorandum to Industry 02-09 dated December 3, 2009, Design Guidelines for Site Plan Preparation, which is available at the City's following web address:
- <http://alexandriava.gov/uploadedFiles/tes/info/Memo%20to%20Industry%20No.%2002-09%20December%203,%202009.pdf>
- F - 8. The plan shall show sanitary and storm sewer, and water line in plan and profile in the first final submission and cross reference the sheets on which the plan and profile is shown, if plan and profile is not shown on the same sheet. Clearly label the sanitary and storm sewer, or water line plans and profiles. Provide existing and proposed grade elevations along with the rim and invert elevations of all the existing and proposed sanitary and storm sewer at manholes, and water line piping at gate wells on the respective profiles. Use distinctive stationing for various sanitary and storm sewers (if applicable or required by the plan), and water line in plan and use the corresponding stationing in respective profiles. (T&ES)
- F - 9. The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)
- F - 10. Include all symbols, abbreviations, and line types in the legend. (T&ES)
- F - 11. All storm sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter for storm sewers shall be 18" in the public Right of Way (ROW) and the minimum size storm sewer catch basin lead is 15". The acceptable pipe materials will be AWWA C-151 (ANSI A21.51) Class 52 or Reinforced Concrete Pipe (RCP) ASTM C-76 Class IV. For roof drainage system, Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26 and ASTM 1785-76 Schedule 40 pipes will be acceptable. The acceptable minimum and maximum velocities will be 2.0 fps and 15 fps, respectively. The storm sewers immediately upstream of the first manhole in the public Right of Way shall be owned and maintained privately (i.e., all storm drains not shown within an easement or in a public Right of Way shall be owned and maintained privately). (T&ES)

- F - 12. All sanitary sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter of sanitary sewers shall be 10" in the public Right of Way and sanitary lateral 6" for all commercial and institutional developments; however, a 4" sanitary lateral will be acceptable for single family residences. The acceptable pipe materials will be Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26, ASTM 1785-76 Schedule 40, Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52, or reinforced concrete pipe ASTM C-76 Class IV (For 12" or larger diameters); Class III may be acceptable on private properties. The acceptable minimum and maximum velocities will be 2.5 fps and 10 fps, respectively. Laterals shall be connected to the sanitary sewer through a manufactured "Y" or "T" or approved sewer saddle. Where the laterals are being connected to existing Terracotta pipes, replace the section of main and provide manufactured "Y" or "T", or else install a manhole. (T&ES)
- F - 13. Lateral Separation of Sewers and Water Mains: A horizontal separation of 10' (edge to edge) shall be provided between a storm or sanitary sewer and a water line; however, if this horizontal separation cannot be achieved then the sewer and water main shall be installed in separate trenches and the bottom of the water main shall be at least 18" above of the top of the sewer. If both the horizontal and vertical separations cannot be achieved then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 and pressure tested in place without leakage prior to installation.(T&ES)
- F - 14. Crossing Water Main Over and Under a Sanitary or Storm Sewer: When a water main over crosses or under crosses a sanitary / storm sewer then the vertical separation between the bottom of one (i.e., sanitary / storm sewer or water main) to the top of the other (water main or sanitary / storm sewer) shall be at least 18" for sanitary sewer and 12" for storm sewer; however, if this cannot be achieved then both the water main and the sanitary / storm sewer shall be constructed of Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 with joints that are equivalent to water main standards for a distance of 10 feet on each side of the point of crossing. A section of water main pipe shall be centered at the point of crossing and the pipes shall be pressure tested in place without leakage prior to installation. Sewers crossing over the water main shall have adequate structural support (concrete pier support and/or concrete encasement) to prevent damage to the water main. Sanitary sewers under creeks and storm sewer pipe crossings with less than 6" clearance shall be encased in concrete. (T&ES)
- F - 15. No water main pipe shall pass through or come in contact with any part of sanitary / storm sewer manhole. Manholes shall be placed at least 10 feet horizontally from the water main whenever possible. When local conditions prohibit this horizontal separation, the manhole shall be of watertight construction and tested in place. (T&ES)
- F - 16. Crossing Existing or Proposed Utilities: Underground telephone, cable T.V., gas, and electrical duct banks shall be crossed maintaining a minimum of 12" of separation or clearance with water main, sanitary, or storm sewers. If this separation cannot be achieved then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 for a distance of 10 feet on each side of the point of crossing

- and pressure tested in place without leakage prior to installation. Sanitary / storm sewers and water main crossing over the utilities shall have adequate structural support (pier support and/or concrete encasement) to prevent damage to the utilities. (T&ES)
- F - 17. Show the drainage divide areas on the grading plan or on a sheet showing reasonable information on topography along with the structures where each sub-area drains. (T&ES)
- F - 18. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)
- F - 19. All the existing and proposed public and private utilities and easements shall be shown on the plan and a descriptive narration of various utilities shall be provided. (T&ES)
- F - 20. The Traffic Control Plan shall replicate the existing vehicular and pedestrian routes as nearly as practical and the pedestrian pathway shall not be severed or moved for non-construction activities such as parking for vehicles or the storage of materials or equipment. Proposed traffic control plans shall provide continual, safe and accessible pedestrian pathways for the duration of the project. (T&ES)
- R-1. Make bus stop on southbound North Fairfax Street at Princess Street ADA compliant. ADA compliance includes:
- a. Install an unobstructed eight (8) foot wide, parallel to the roadway, by eight (8) foot wide, perpendicular to the curb, bus stop passenger loading pad. The loading pad shall be at the same grade as the sidewalk, connect the curb to the sidewalk, and the pad's surface material shall match the sidewalk. The loading pad's cross-slope shall be less than 2%. The exiting width of the sidewalk may be counted towards the 8 foot wide perpendicular to the curb area. Passenger loading pads shall never be placed on storm drain inlets, catch basins, and other obstacles that would make the bus stop and bus stop loading pad inaccessible.
  - b. Create a 90 foot "No Parking, Bus Stop Zone" if the bus stop is located along the curb for bus stops located far-side of an intersection. If the bus stop is located on a bulb out / extension into the roadway, the 90-foot "No Parking, Bus Stop Zone" shall not be required. (T&ES)
- C - 1 Per the requirements of the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a drainage study and adequate outfall analysis for the total drainage area to the receiving sewer that serves the site. If the existing storm system is determined to be inadequate then the applicant shall design and build on-site or off-site improvements to discharge to an adequate outfall; even if the post development storm water flow from the site is reduced from the pre-development flow. The Plan shall demonstrate to the satisfaction of the Director of T&ES that a non-erosive stormwater outfall is present. (T&ES)
- C - 2 Per the requirements of the City of Alexandria Zoning Ordinance (AZO) Article XIII, the applicant shall comply with the peak flow requirements and prepare a Stormwater



- Management Plan so that from the site, the post-development peak runoff rate from a two-year storm and a ten-year storm, considered individually, shall not exceed their respective predevelopment rates. If combined uncontrolled and controlled stormwater outfall is proposed, the peak flow requirements of the Zoning Ordinance shall be met. If the project site lies within the Braddock-West watershed then the applicant shall provide an additional 10% storage of the pre-development flows in this watershed to meet detention requirements. (T&ES)
- C - 3 Per the requirements of Article 13-113 (d) of the AZO, all stormwater designs that require analysis of pressure hydraulic systems, including but not limited to the design of flow control structures and storm water flow conveyance systems shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. The design of storm sewer shall include the adequate outfall, inlet, and hydraulic grade line (HGL) analyses that shall be completed to the satisfaction of the Director of T&ES. Provide appropriate reference and/or source used to complete these analyses. (T&ES)
- C - 4 Location of customer utility services and installation of transmission, distribution and main lines in the public rights of way by any public service company shall be governed by franchise agreement with the City in accordance with Title 5, Chapter 3, Section 5-3-2 and Section 5-3-3, respectively. The transformers switch gears, and boxes shall be located outside of the public right of way. (T&ES)
- C - 5 (a) Per the requirements of Section 5-3-2, Article A, Chapter 3 of the City of Alexandria Code, all new customer utility services, extensions of existing customer utility services and existing overhead customer utility services supplied by any existing overhead facilities which are relocated underground shall, after October 15, 1971 be installed below the surface of the ground except otherwise exempted by the City Code and to the satisfaction of the Director, Department of Transportation and Environmental Services. (b) Per the requirements of Section 5-3-3, Article A, Chapter 3 of the City of Alexandria Code, all new installation or relocation of poles, towers, wires, lines, cables, conduits, pipes, mains, and appurtenances used or intended to be used to transmit or distribute any service such as electric current, telephone, telegraph, cable television, traffic control, fire alarm, police communication, gas, water, steam or petroleum, whether or not on the streets, alleys, or other public places of the City shall, after October 15, 1971, be installed below the surface of the ground or below the surface in the case of bridges and elevated highways except otherwise exempted by the City Code and to the satisfaction of Director, Department of Transportation and Environmental Services. (T&ES)
- C - 6 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer per the requirements of Memorandum to the industry on Downspouts, Foundation Drains, and Sump Pumps, Dated June 18, 2004 that is available on the City of Alexandria's web site. The downspouts and sump pump discharges shall be piped to the storm sewer outfall, where applicable after treating for water quality as per the requirements of Article XIII of Alexandria Zoning Ordinance (AZO). (T&ES)

- C - 7 In compliance with the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a sanitary sewer adequate outfall analysis as per the requirements of Memorandum to Industry No. 02-07 New Sanitary Sewer Connection and Adequate Outfall Analysis dated June 1, 2007. The memorandum is available at the following web address of the City of Alexandria (T&ES)
- [http://alexandriava.gov/uploadedFiles/tes/info/New%20Sanitary%20Sewer%20Connecti on%20and%20Adequate%20Outfall%20Analysis%20 \(02-07\).pdf](http://alexandriava.gov/uploadedFiles/tes/info/New%20Sanitary%20Sewer%20Connecti%20and%20Adequate%20Outfall%20Analysis%20(02-07).pdf)
- C - 8 In compliance with Title 5: Transportation and Environmental Services, Section 5-1-2(12b) of the City Charter and Code, the City of Alexandria shall provide solid waste collection services to the condominium townhomes portion of the development. All refuse / recycling receptacles shall be placed at the City Right-of-Way. (T&ES)
- C - 9 Per the requirements of Title 4, Chapter 2, Article B, Section 4-2-21, Appendix A, Section A 106(6), Figure A 106.1 Minimum Standards for Emergency Vehicle Access: provide a total turning radius of 25 feet to the satisfaction of Directors of T&ES and Office of Building and Fire Code Administration and show turning movements of standard vehicles in the parking lot as per the latest AASHTO vehicular guidelines. (T&ES)
- C - 10 All private streets and alleys shall comply with the City's Minimum Standards for Private Streets and Alleys. (T&ES)
- C - 11 Bond for the public improvements must be posted prior to release of the site plan.\* (T&ES)
- C - 12 The sewer tap fee must be paid prior to release of the site plan.\* (T&ES)
- C - 13 All easements and/or dedications must be recorded prior to release of the site plan.\* (T&ES)
- C - 14 Plans and profiles of utilities and roads in public easements and/or public Right of Way must be approved prior to release of the plan.\* (T&ES)
- C - 15 Provide a phased erosion and sediment control plan consistent with grading and construction plan. (T&ES)
- C - 16 Per the Memorandum to Industry, dated July 20, 2005, the applicant is advised regarding a requirement that applicants provide as-built sewer data as part of the final as-built process. Upon consultation with engineering firms, it has been determined that initial site survey work and plans will need to be prepared using Virginia State Plane (North Zone) coordinates based on NAD 83 and NAVD 88. Control points/Benchmarks which were used to establish these coordinates should be referenced on the plans. To insure that this requirement is achieved, the applicant is requested to prepare plans in this format including initial site survey work if necessary. (T&ES)

- C - 17 The thickness of sub-base, base, and wearing course shall be designed using “California Method” as set forth on page 3-76 of the second edition of a book entitled, “Data Book for Civil Engineers, Volume One, Design” written by Elwyn E. Seelye. Values of California Bearing Ratios used in the design shall be determined by field and/or laboratory tests. An alternate pavement section for Emergency Vehicle Easements (EVE) to support H-20 loading designed using California Bearing Ratio (CBR) determined through geotechnical investigation and using Virginia Department of Transportation (VDOT) method (Vaswani Method) and standard material specifications designed to the satisfaction of the Director of Transportation and Environmental Services (T&ES) will be acceptable. (T&ES)
- C - 18 All pedestrian, traffic, and way finding signage shall be provided in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), latest edition to the satisfaction of the Director of T&ES. (T&ES)
- C - 19 No overhangs (decks, bays, columns, post or other obstructions) shall protrude into public Right of Ways, public easements, and pedestrian or vehicular travelways unless otherwise permitted by the City Code. (T&ES)
- C - 20 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)
- C - 21 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 22 The applicant shall comply with the City of Alexandria’s Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C - 23 The applicant shall comply with the Article XIII of the City of Alexandria Zoning Ordinance, which includes requirements for stormwater pollutant load reduction, treatment of the water quality volume default and stormwater quantity management. (T&ES)
- C - 24 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)
- C - 25 All required permits from Virginia Department of Environmental Quality, Environmental Protection Agency, Army Corps of Engineers, Virginia Marine Resources shall be in place for all project construction and mitigation work prior to release of the final site plan. This includes the state requirement for a VSMP permit for land disturbing activities greater than 2500 SF. \* (T&ES)

**Code Administration (Building Code)**

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact the Code Administration Office, Plan Review Supervisor at 703-746-4200.
- C-1 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-2 The developer shall provide a building code analysis with the following building code data on the plan: a) use group; b) number of stories; c) type of construction; d) total floor area per floor; e) height of structure f) non-separated or separated mixed use g) fire protection system requirements.
- C-3 A soils report must be submitted with the building permit application for all new and existing building structures.
- C-4 The most restrictive type of construction shall apply to the structure for height and area limitations for non-separated uses.
- C-5 Where required per the current edition Virginia Uniform Statewide Building Code exits, parking, and facilities shall be accessible for persons with disabilities.
- C-7 Prior to the issuance of a demolition permit or land disturbance permit, a rodent abatement plan shall be submitted to the Department of Code Administration that will outline the steps that will be taken to prevent the spread of rodents from the construction site to the surrounding community and sewers.
- C-8 Sheeting and shoring shall not extend beyond the property line; except when the developer has obtained a written release from adjacent property owners which has been recorded in the land records; or through an approved encroachment process.
- C-9 A wall location plat prepared by a land surveyor is required to be submitted to the Department of Code Administration prior to any building framing inspection.

**Archaeology**

- F - 1. If this project is a federal undertaking or involves the use of any federal funding, the applicant shall comply with federal preservation laws, in particular Section 106 of the National Historic Preservation Act of 1966. The applicant will coordinate with the Virginia Department of Historic Resources and the federal agency involved in the project, as well as with Alexandria Archaeology.
- C - 1 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

Asterisks denote the following:

- \* 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 release of the certificate of occupancy
- \*\*\*\* Condition must be fulfilled prior to release of the bond



# APPLICATION

## DEVELOPMENT SITE PLAN

DSP # 2012-0029

Project Name: The Middleton

PROPERTY LOCATION: 333 North Royal Street

TAX MAP REFERENCE: 065.03-02-01 and 065.03-02-02

ZONE: RM

### APPLICANT

Name: Royal Marketplace, LLC

Address: 2417-C Mount Vernon Ave, Alexandria, VA 22301

### PROPERTY OWNER

Name: Royal Marketplace, LLC

Address: 2417-C Mount Vernon Ave, Alexandria, VA 22301

PROPOSED USE: Residential

[ ] **THE UNDERSIGNED** hereby applies for Development Site Plan 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.

Brian Dofflemyer

Print Name of Applicant or Agent

730 S. Washington Street

Mailing/Street Address

Alexandria, VA 22314

City and State

Zip Code

Signature

703-549-5422

Telephone #

703-549-6452

Fax #

bdoofflemyer@rcfassoc.com

Email address

2/15/2013

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: \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE THIS FORM.**

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

☒ the Owner    ☐ Contract Purchaser    ☐ Lessee or    ☐ Other: \_\_\_\_\_ of the subject property.

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

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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 ten 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. Royal Marketplace, LLC	2417-C Mount Vernon Ave.	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 \_\_\_\_\_ (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten 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. Royal Marketplace, LLC	2417-C Mount Vernon Ave.	100
2.		
3.		

**3. Business or Financial Relationships.** Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity below and "None" in the corresponding fields)**

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. N/A		
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.

2/15/2013  
Date

Brian Dofflemyer  
Printed Name

\_\_\_\_\_  
Signature

46  
37

**APPLICATION****SUBDIVISION OF PROPERTY****SUB #** 2013 0005**PROPERTY LOCATION:** 333 NORTH ROYAL STREET & 316 PRINCESS STREET**TAX MAP REFERENCE:** 065.03-02-01 & 065.03-02-02**ZONE:** RM**APPLICANT:****Name:** Scott Mitchell**Address:** 2417-C MOUNT VERNON AVENUE, ALEXANDRIA, VA 22301**PROPERTY OWNER:****Name:** ROYAL MARKETPLACE, LLC**Address:** 2417-C MOUNT VERNON AVENUE, ALEXANDRIA, VA 22301**SUBDIVISION DESCRIPTION**THE MIDDLETON - FOUR TONWHOUSE LOTS. SITE AREA = 7,762 SQ. FT.

☒ **THE UNDERSIGNED** hereby applies for Subdivision in accordance with the provisions of Section 11-700 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.

Scott Mitchell

Print Name of Applicant or Agent

2417-C Mount Vernon Avenue

Mailing/Street Address

Alexandria, VA 22301

City and State

Zip Code

703-628-9015

Telephone #

Fax #

scottm106@mac.com

Email address

March 8, 2013

Date

**DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY**

Application Received: \_\_\_\_\_

Fee Paid and Date: \_\_\_\_\_

ACTION - PLANNING COMMISSION: \_\_\_\_\_

**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 ten percent.

Scott Mitchell, 2417-C Mount Vernon Avenue, Alexandria, VA 22301, 50%

J. Lawrence Hirsch, 2417-C Mount Vernon Avenue, Alexandria, VA 22301, 50%

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 ten 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. Scott Mitchell	2417-C Mt. Vernon Ave, Alexandria, VA 22301	50%
2. J. Lawrence Hirsch	2417-C Mt. Vernon Ave, Alexandria, VA 22301	50%
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 333 North Royal Street and 316 Princess Street (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten 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. Scott Mitchell	2417-C Mt. Vernon Ave, Alexandria, VA 22301	50%
2. J. Lawrence Hirsch	2417-C Mt. Vernon Ave, Alexandria, VA 22301	50%
3.		

**3. Business or Financial Relationships.** Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity below and "None" in the corresponding fields)**

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. Scott Mitchell	None	
2. J. Lawrence Hirsch	None	
3.		

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

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

March 8, 2013

Date

Scott Mitchell

Printed Name

Signature

444D

Subdivision # 2013-0005

**WAIVER OF RIGHT TO AUTOMATIC APPROVAL**

**SUBMITTED TO  
THE DEPARTMENT OF PLANNING AND ZONING  
CITY OF ALEXANDRIA, VIRGINIA**

**PROJECT NAME:** THE MIDDLETON

**PROJECT ADDRESS:** 333 NORTH ROYAL STREET & 316 PRINCESS STREET

**DESCRIPTION OF REQUEST:**

THIS IS FOR A FOUR LOT SUBDIVISION AT THE ABOVE ADDRESS THAT WILL BE CREATED FROM THE TWO  
EXISTING LOTS AND THE SUBDIVISION WILL BE KNOWN AS THE MIDDLETON.

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

Date: March 8, 2013

☒ Applicant

☐ Agent

Signature: 

Printed Name: Scott Mitchell