



***Docket Item #12  
Development Site Plan #2012-0030  
2700 & 2706 Jefferson Davis Highway – Tony’s Corner***

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<b>Application</b>	<b>General Data</b>	
<b>Project Name:</b> Tony’s Corner	PC Hearing:	October 1, 2013
	CC Hearing:	N/A
	If approved, DSP Expiration:	October 1, 2016
	Plan Acreage:	0.66 Acres (28,610 SF)
<b>Location:</b> 2700 and 2706 Jefferson Davis Highway	Zone:	Industrial (I)
	Proposed Use:	Retail
	Gross Floor Area:	10,525 SF
<b>Applicant:</b> Tony’s Corner, LLC by Duncan W. Blair, attorney	Small Area Plan:	Potomac West
	Historic District:	N/A
	Green Building:	Compliance with the City’s Green Building Policy

<b>Purpose of Application</b>
The applicant requests approval of a development site plan with lot consolidation and modifications to permit the construction of two commercial buildings.
<b>Special Use Permits and Modifications Requested:</b>
<ol style="list-style-type: none"><li>1. Development site plan, with lot consolidation, to construct two commercial buildings;</li><li>2. Modification to reduce the minimum drive aisle width from 22 feet to 20 feet pursuant to section 8-200(D); and</li><li>3. Modification to reduce the adequate minimum landscaping requirements pursuant to section 11-410(CC).</li></ol>

<b>Staff Recommendation: APPROVAL WITH CONDITIONS</b>
<b>Staff Reviewers:</b> Dirk H. Geratz, AICP; <a href="mailto:dirk.geratz@alexandriava.gov">dirk.geratz@alexandriava.gov</a> Jessica McVary, AICP; <a href="mailto:jessica.mcvary@alexandriava.gov">jessica.mcvary@alexandriava.gov</a>



## **I. SUMMARY**

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

Staff recommends approval of the request for a development site plan, with modifications, to construct two commercial buildings in the Industrial (I) zone, subject to compliance with the staff recommendations.

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

The applicant, Tony's Corner LLC requests approval to consolidate two abutting parcels, 2700 and 2706 Jefferson Davis Highway and construct two commercial buildings and an associated surface parking lot on a site currently occupied by a restaurant. To construct the project, the applicant requests approval of the following:

- Development site plan, with lot consolidation, to construct two commercial buildings;
- Modification to reduce the minimum drive aisle width from 22 feet to 20 feet pursuant to section 8-200(D); and
- Modification to reduce the minimum landscaping requirements pursuant to section 11-410(CC).

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

- Proceeding with redevelopment of underutilized sites in advance of a planning process for the western side of Jefferson Davis Highway;
- Contribution for undergrounding utilities adjacent to the site;
- Building design; and
- Parking.

## **II. BACKGROUND**

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

The project site is located in the northeastern portion of the City on two parcels bordered by East Raymond Avenue to the north, Jefferson Davis Highway to the east, Calvert Avenue to the south and light industrial and residential uses to the west. The site is approximately 0.66 acres (28,610 sq. ft.) and is currently occupied by a restaurant and a surface parking lot. A mixture of uses, including low-scale commercial, light industrial and residential, characterize the surrounding neighborhood. The site is also located immediately adjacent to the Town of Potomac Historic District, a National Register Historic District.

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

In October 2012, the applicant submitted a concept plan which was largely consistent with the current application – two commercial buildings with a surface parking lot. In addition to the surface parking lot, the applicant also proposed to provide off-site parking at the Station at Potomac Yard. The commercial buildings were designed as a small retail center, with varying facades and roof lines.

Staff encouraged the applicant to consider Potomac Plaza as an example of a successful, small-scale retail center. Staff believed that Potomac Plaza provided a useful reference for an appropriate scale and creation of sense of place, but determined that the building design on this site should relate more to the art deco and industrial typologies present within this area of the City. Therefore, during subsequent reviews, staff requested that the applicant reevaluate the building design and work with staff to simplify the buildings, both in form and material.

Between the concept review and the formal submission of the development site plan application, the applicant worked with staff to refine the building design and off-site parking proposal. The applicant and staff also negotiated a fee in lieu of undergrounding the utilities located along Jefferson Davis Highway, due to the scale of the project. After discussing these items, the applicant submitted the development site plan application in August 2013.

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

With this application, the applicant proposes to demolish the existing restaurant, consolidate the parcels and construct two small commercial buildings, with a total square footage of 10,525 square feet. The one-story commercial buildings are positioned along the eastern portion of the property, with the front facades oriented toward Jefferson Davis Highway, East Raymond Avenue and Calvert Avenue. The buildings are designed to accommodate between two and seven retail tenants, with operable entrances on each of the aforementioned streets. A central courtyard is located between the two buildings, and provides access from the parking lot to the retail entrances along Jefferson Davis Highway. A hyphen, which visually connects the two buildings, spans the courtyard.

Parking is proposed in a combination of on- and off-site spaces. Thirty parking spaces are proposed within a surface parking lot on the western portion of the site, which is accessed both on East Raymond and Calvert Avenues. To fulfill the parking requirement, the applicant plans to lease off-site spaces within the underground garage of the Station at Potomac Yard, located across Jefferson Davis Highway from the site.

Streetscape improvements, including continuous sidewalks, landscape strips, street trees and pedestrian scale lighting are proposed on Jefferson Davis Highway, East Raymond and Calvert Avenues. Landscaping is also proposed to screen the surface parking area from the adjacent rights-of-way. While street trees and enhanced landscaping are proposed, the applicant requests approval of a modification to reduce the minimum landscaping requirements pursuant to section



11-410(CC). The applicant also requests a modification to reduce the minimum drive aisle width in the parking area from 22 feet to 20 feet pursuant to section 8-200(D).

### **III. ZONING**

The site is located within the Industrial (I) zone, in an area known as the Oakville Industrial Triangle. While the purpose of the industrial zone is to provide areas for light to medium industrial use, retail shopping establishments are a permitted use. While a restaurant is not proposed as part of this application, it is important to note that a restaurant requires approval of a special use permit in the Industrial zone. In the event a restaurant is proposed in the future, and the restaurant complies with the standards established in Section 11-513, the restaurant can be approved through the administrative special use permit process. However, if a future restaurant tenant cannot comply with the standards of Section 11-513, the applicant at the time must obtain approval of a full special use permit.

*Table 1: Zoning Table*

Property Address:	2700 and 2706 Jefferson Davis Highway	
Total Site Area:	28,610 SF (0.66 Acres)	
Zone:	Industrial (I)	
Current Use:	Restaurant	
Proposed Use:	Retail	
	Permitted/Required	Proposed
FAR	0.85	0.36
Setbacks		
Front	N/A	5.8 feet – 7.7 feet
Side	N/A	44 feet
Rear	N/A	N/A
Parking	53 spaces (1.1 spaces / 220 SF)	30 spaces (on-site) 25 spaces (off-site)
Total:		55 spaces
Loading spaces:	1 space	1 space

### **IV. STAFF ANALYSIS**

#### ***A. Conformance to the Potomac West Small Area Plan***

The site is located within the 24-acre Oakville Industrial Triangle, which is bordered by East Raymond Avenue to the north, Jefferson Davis Highway to the east and the Mount Jefferson Trail and Greenway to the west. As noted in the Potomac West Small Area Plan, adopted as part of the 1992 Master Plan and amended in March 2005, the Oakville Industrial Triangle is the principle location for industrial activity in Potomac West, and one of the few remaining industrial zoned areas in the City. The Small Area Plan does not identify the Oakville Triangle

as a redevelopment site and encourages the site to remain industrial. However, the Plan further notes the importance of considering its long-term viability as part of future industrial use studies and planning initiatives.

While the viability of the Oakville Triangle should be evaluated as part of a larger industrial use study, or with the future planning study for the western side of Jefferson Davis Highway, it is important to note that this site is located in close proximity to the residential uses along East Raymond Avenue. The Plan acknowledges that the industrial uses of the Oakville Triangle encroach upon the residential character of East Raymond Avenue, with little transition between the industrial and residential uses. The redevelopment of this site with smaller scale commercial uses provides an opportunity to develop a greater transition between the residential character of East Raymond Avenue and the existing industrial uses.

### ***B. Redevelopment in Advance of Route 1 West Plan***

Over the last several years, the character of development along Jefferson Davis Highway has changed substantially. With the development of Potomac Yard on the eastern side of the Highway, a neighborhood has started to form in the southern portion of the Yard. Many of the townhomes and urban lofts located in Potomac Yard Landbays I and J are occupied, with many more under construction. Multi-family buildings are also under construction in Landbays G, H and J. A Giant grocery store is under construction in Landbay G and Potomac Yard Park, located on the eastern border of Potomac Yard, is scheduled to open later this year. In addition to the development located within the Yard, the Route 1 transitway is under construction with operation to commence in 2014.

As a result of these initiatives, it is likely that development pressure will continue to increase on the western side of Jefferson Davis Highway over the next several years. However, as noted in the Long Range Planning Interdepartmental Work Program for fiscal year 2014, development opportunities remain within Potomac Yard, which may limit immediate development interest on the western side of Jefferson Davis Highway. While Route 1 West is a candidate for future small area planning work, staff does not believe it is necessary to preclude the smaller scale development proposals currently under review until a plan is adopted for this neighborhood.

Furthermore, staff believes that the proposed application provides an important intermediate use for neighbors located in close proximity of the site. As much of the retail square footage within the southern portion of Potomac Yard has been eliminated, this site provides an opportunity to introduce neighborhood-serving uses adjacent to many residential units. Staff believes that the application fills a void in the existing neighborhood, which will not preclude redevelopment of the larger industrial triangle, as determined through future planning initiatives.

### ***C. Pedestrian and Streetscape Improvements***

The Potomac West Small Area Plan recommends that impacts on adjacent residential areas be minimized through “more extensive landscaping, masonry walls or other materials to buffer the impacts from the commercial use.” With this application, the applicant proposes to screen the

surface parking lot along East Raymond and Calvert Avenues with shrubs, as well as improve the streetscape with a landscape strip, street trees and pedestrian scale lighting. The applicant also proposes an improved streetscape along Jefferson Davis Highway, with the installation of a ten-foot sidewalk, as well as a four-foot landscape strip, street trees and pedestrian scale lighting. These improvements are consistent with the streetscape provided on the eastern side of Jefferson Davis Highway, which includes an eight-foot sidewalk, a six-foot landscape strip, street trees and pedestrian scale lighting. The enhanced landscaping and streetscape improvements provide an improved transition to the adjacent residential neighbors on East Raymond Avenue, and create a better relationship with the streetscape improvements recently installed on the eastern side of Jefferson Davis Highway.

It is important to note that there are significant overhead utilities located along Jefferson Davis Highway. In many development applications, applicants are required to underground both primary and secondary utilities. However, in this case, staff determined that the project is not of a sufficient scale to require the undergrounding of these significant utilities. Therefore, staff has negotiated a \$75,000 contribution in lieu of undergrounding the utilities. These funds will be utilized for future undergrounding.

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

As briefly noted above, the applicant worked closely with staff to create a building design that related to the art deco and industrial typologies present within this area of the City (most notably, Del Ray and the nearby Nelson Avenue warehouses). The proposed buildings are designed to appear as one retail center, which is simple in both form and materials. The primary building elevations on Jefferson Davis Highway, Calvert and Raymond Avenues consist of a buff brick façade with two red brick “streamline” stripes in the upper facade and a red brick base. The building is divided into separate storefronts, with precast pilasters separating each storefront. The precast pilasters are strengthened at strategic locations, such as at the central courtyard and the building corners to demarcate important building elements. The pilasters form a tower element on the southern end of the Jefferson Davis Highway elevation to create some variation in the façade and roofline, and the pilasters are used over the central breezeway to create a gateway and give the building a stronger presence on Jefferson Davis Highway. The building is further detailed with cornices, window headers and a cast stone water table; metal windows and doors; and contemporary wedge awnings, along with large areas of clear glazing to support the proposed retail uses.

#### ***E. Parking***

Pursuant to section 8-200 of the Zoning Ordinance, the applicant is required to provide 53 parking spaces (1.1 spaces per 220 square feet) to accommodate the retail use. The applicant proposes to provide the required parking through a combination of on- and off-site spaces. The on-site parking is proposed on the western side of the site, to the rear of the building. The parking lot includes 30 spaces (21 standard and 9 compact) and is accessible from both East Raymond and Calvert Avenues. Section 8-200(C) permits off-site parking for commercial and industrial uses but requires that all off-street parking be located within 500 feet of the site. The

applicant proposes to accommodate the off-site parking within the underground parking structure at the Station at Potomac Yard, located across Jefferson Davis Highway from the site.

While staff supports the off-site parking, particularly in an underutilized garage, staff does believe that there are challenges with the location proposed. Although the Station at Potomac Yard is located within 500 feet of the site, the walking distance is greater than 500 feet, due to the recent closure of the crosswalk at Hume Avenue. With the closure of this crosswalk, it is necessary for pedestrians to cross Jefferson Davis Highway at either East Glebe Road or Swann Avenue, approximately a .25-mile walk.

The applicant has indicated that the off-site spaces are primarily for employees, rather than retail patrons. Staff has included a condition which requires all employees to park off-street and believes that the Station at Potomac Yard is an appropriate location for employee parking. Staff further believes that the proximity of the off-site garage is less of a concern for employees, as the employees will utilize the spaces for several hours.

Also, while a restaurant is not proposed as part of this application, it is possible that one or more of the retail spaces could be leased to a restaurant, which requires a higher parking ratio than the retail use. If a restaurant use is ultimately selected as a tenant, the restaurant will be required to obtain approval of either an administrative or a full special use permit and comply with the parking requirements for a restaurant use.

In an effort to address these challenges, staff has included several recommendations related to parking. Specifically, staff has included a recommendation, which requires the applicant to submit a parking management plan with the final site plan submission. The parking management plan must include the total capacity at each location; a description of how the on- and off-site parking resources will be allocated between employees and patrons; and a description of how employees and patrons will access the off-site garage. In addition to the parking management plan, staff has included recommendations, which require all employees to park within the off-site garage and provide a valet parking service (at no cost to patrons) in the event a full-service restaurant use is proposed.

Staff supports the proposal to utilize the Station at Potomac Yard parking garage, primarily due to the scale of the site and the project. Providing all parking on-site requires either that a significant portion of the site is dedicated to surface parking or for the parking to be below grade. Neither option is a feasible alternative for a project of this size; therefore staff supports the off-site parking, with the previously referenced conditions.

## ***F. Modifications***

### ***Minimum Drive Aisle Width***

As part of this proposal, the applicant is requesting approval of a modification to the minimum drive aisle width pursuant to section 8-200(D), which states that aisles with two-way traffic movement shall be no less than 22 feet in width for standard, 90-degree parking spaces. The



surface parking lot includes two, two-way drive aisles. The primary drive aisle, which is also an emergency vehicle easement, is located behind the buildings and extends from East Raymond Avenue to Calvert Avenue. This drive aisle is 22-feet in width and provides access to fifteen parking spaces. The second two-way drive aisle, which is accessed from East Raymond Avenue, serves an additional fifteen parking spaces.

In this case, staff supports the applicant's request to modify the minimum drive aisle width. Section 8-200(D) permits a drive aisle width of 20-feet when parking on both sides of the aisle is for compact cars. Therefore, the applicant could provide fifteen compact spaces, rather than fifteen standard spaces and comply with Section 8-200(D). However, the applicant prefers to provide the standard spaces in this location. Staff concurs that the standard spaces are appropriate, particularly due to the retail use, and has determined that the turning movements are adequate with the 20-foot drive aisle width.

#### Minimum Landscaping

In addition to the modification to reduce the drive-aisle width, the applicant also requests approval of a modification to the minimum landscaping requirements under Section 11-410(CC) of the Zoning Ordinance. Section 11-410(CC), which codifies the City's Landscape Guidelines, requires canopy coverage to occupy at least 25 percent of the total site area. Street trees within the public right-of-way and shrub plantings used to screen parking areas do not apply toward crown coverage allowances.

With this application, approximately 7,153 sq. ft. of canopy coverage is required. The applicant proposes to install a total of eleven street trees on Jefferson Davis Highway, East Raymond Avenue and Calvert Avenue. While these street trees each provide 1,250 sq. ft. of canopy coverage (a total of 13,750 sq. ft.), they cannot count toward the canopy coverage requirement. Likewise, the shrubs which are proposed to screen the parking lot on East Raymond and Calvert Avenues cannot count toward canopy coverage. If these plantings applied toward the canopy coverage requirement, approximately 17,500 sq. ft. (61 percent) of coverage would be provided.

In addition to the above referenced plantings, shade trees and shrubs are also proposed within the parking area. These trees and shrubs provide 3,750 sq. ft. of canopy coverage, or 13 percent of the site. Staff supports the modification request, as this is a rather constrained site with limited opportunity to provide additional plantings.

## **V. COMMUNITY**

The proposed application was introduced to the Del Ray Citizens Association Land Use Committee at their July, 2013 meeting. After receiving a presentation by the applicant, the Committee members expressed concern with the proposed building design. The Committee members noted that, as one of the first development applications on the west side of Route 1, this application establishes the standard against which to compare future projects. Therefore, members expressed the need to respond to the surrounding environment, create a sense of place, and achieve a high-quality building design.

The applicant, in consultation with staff, refined the design prior to the preliminary plan submission. The revisions were presented to the Lynhaven Civic Association on September 9th and the Del Ray Citizens Association Land Use Committee on September 12th. The Del Ray Citizens Association Land Use Committee noted that the refined building design was an improvement but offered suggestions for further refinement, including strengthening the tower elements on the building corners. The Land Use Committee also suggested that the applicant incorporate awnings with a more industrial character and simplify the rear façade, by eliminating the banding and all pilasters except for those at the building corners. The committee noted that a simplified rear façade could create an opportunity for murals in the future.

## **VI. CONCLUSION**

Staff recommends approval of the request for a development site plan, with modifications, to construct a commercial building in the I / Industrial zone, subject to compliance with all applicable codes, ordinances and the following staff recommendations.

STAFF: Dirk Geratz, Acting Division Chief, Department of Planning and Zoning;  
Tom Canfield, City Architect, Department of Planning and Zoning;  
Jessica McVary, Urban Planner, Department of Planning and Zoning;  
Matt Melkerson, Transportation and Environmental Services; and  
Faye Dastgheib, Transportation and Environmental Services.

## VII. GRAPHICS



*Figure 1: Rendered Site Plan*



*Figure 2: Perspective View of the Site from the North*



*Figure 3: Proposed Elevations*



*Figure 4: Proposed Rear Elevation*

## **VIII. STAFF RECOMMENDATIONS**

1. The Final Site shall be in substantial conformance with the preliminary plan dated August 6, 2013, as amended August 19, 2013; the color elevations dated August 6, 2013; and comply with the following conditions of approval.

### **A. *PEDESTRIAN/STREETSCAPE:***

2. Provide the following pedestrian improvements to the satisfaction of the Directors of P&Z 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 10 feet on Route 1. The minimum unobstructed width of newly constructed sidewalks shall be 6 feet along the site frontage on East Raymond Avenue and Calvert Avenue, with the exception of the portion of sidewalk on Calvert Avenue west of the site driveway, which shall be a minimum of 4 feet unobstructed. The applicant shall dedicate right-of-way along East Raymond Avenue, Route 1 and Calvert Avenue so that all sidewalks are within the public right-of-way.
  - d. Sidewalks shall be flush across all driveway crossings.
  - e. All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards.
  - f. Provide thermoplastic pedestrian crosswalks and stop bars at the intersections of Route 1 and East Raymond Avenue and Route 1 and Calvert Avenue, which must be designed to the satisfaction of the Director of T&ES.
  - g. All crosswalks shall be standard, 6 inches wide, white thermoplastic parallel lines with reflective material, with 10 feet in width between interior lines. High-visibility crosswalks (white, thermoplastic ladder crosswalks as shown in the Manual on Uniform Traffic Control Devices (MUTCD)) may be required as directed by staff at Final Site Plan. All other crosswalk treatments must be approved by the Director of T&ES.\*\*\* (P&Z)(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 Director of P&Z. 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.
- b. Ensure positive drainage in all planted areas.
  - c. 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.
  - d. Provide planting details for all proposed conditions including street trees, multi-trunk trees, shrubs, perennials, and groundcovers.
  - e. 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.
  - f. Identify the extents of any areas of tree wells/trenches within the sidewalk on the landscape and site plans.
  - g. 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)
4. Provide the following modifications to the landscape plan and supporting drawings:
    - a. Provide suitable urban tolerant street trees on Jefferson Davis Highway which will not present a conflict with the existing overhead utilities. (P&Z)
  5. Provide a site irrigation and/or water management plan developed installed and maintained to the satisfaction of the Directors of P&Z and Code Administration.
    - a. Provide an exhibit that demonstrates that all parts of the site can be accessed by a combination of building mounted hose bibs and ground set hose connections.
    - b. Provide external water hose bibs continuous at perimeter of building. Provide at least one accessible, external water hose bib on all building sides at a maximum spacing of 90 feet apart.
    - c. Hose bibs, ground set water connections and FDCs must be fully accessible and not blocked by plantings, site utilities or other obstructions.
    - d. Install all lines beneath paved surfaces as sleeved connections.
    - e. Locate water sources and hose bibs in coordination with City Staff. (Code Administration) (P&Z)
  6. Develop a palette of site furnishings in consultation with staff.
    - 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. Site furnishings shall include benches, bicycle racks, trash and recycling receptacles and other associated features. (P&Z)(T&ES)



**C. BUILDING:**

7. Provide the following building refinements to the satisfaction of the Director of P&Z:
  - a. Windows shall correctly reflect the architectural style, building type and period that is referenced by the building design. The windows shall be clear glass, with metal frames, and a narrow profile typical of the period.
  - b. Increase the height of the southern tower approximately 12 to 18 inches to create a stronger design feature.
  - c. Pilasters shall have a minimum projection of 2 inches from the primary building wall on the north, south and east facades.
  - d. Any ventilation for the retail/commercial use shall be reviewed and approved to the satisfaction of the Director Planning and Zoning. (P&Z)
8. Provide detailed drawings (enlarged plan, section and elevation studies) to evaluate the building base, entrance canopy, windows and material details including the final detailing, finish and color of these elements at a scale of  $\frac{1}{4}'' = 1'$  during the final site plan review. (P&Z)
9. Building materials, finishes, and relationships shall be subject to review and approval by the Department of Planning and Zoning to the satisfaction of the Director prior to selection of final building materials:
  - a. The building materials shall be limited to the following:
    - i. The primary building façade on Jefferson Davis Highway, Calvert Avenue, Raymond Avenue and within the internal courtyard shall be brick.
    - ii. The water table, window headers and sills shall be cast stone.
    - iii. The pilasters shall be cast stone or precast. Similar lightweight cast product or simulated fabrications, as referenced in Note 1 of the building elevations, will not be permitted for the cast stone features.
    - iv. Masonry veneer and/or block is permitted on the rear (western) building elevation. The color and pattern of the masonry veneer / block shall match the primary building facades.
  - b. Provide a materials board that includes all proposed materials and finishes at first final site plan. \*
  - c. The materials board shall remain with the Department of Planning and Zoning until the final certificate of occupancy, upon which all samples shall be returned to the applicant.\*\*\*
  - d. Provide drawings of a mock-up panel that depict all proposed materials, finishes, and relationships as part of the first final site plan. \*
  - e. Construct a color, on-site, mock-up panel of proposed materials, finishes, and relationships for review and approval prior to final selection of building materials. The mock-up panel shall be constructed and approved prior to release of building permits. \*\*

- f. The mock-up panel shall be located such that it shall remain on-site in the same location through the duration of construction until the first certificate of occupancy. \*\*\* (P&Z)
10. Per the City's Green Building Policy adopted April 18, 2009, achieve a green building certification level of LEED Silver or Equivalent to the satisfaction of the Directors of P&Z 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 Silver Certification from USGBC (or equivalent) within two years of obtaining a final certificate of occupancy.
  - e. Failure to achieve LEED Silver certification (or equivalent) for the commercial project 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)(T&ES)
11. The applicant shall work with the City for recycling and/or reuse of the existing building materials as part of the demolition process, including leftover, unused, and/or discarded building materials. (T&ES)(P&Z)

***D. RETAIL USES:***

12. Uses shall be limited to retail, personal service uses, day care centers, and restaurants, as defined in the Zoning Ordinance, with the exceptions identified below:
- a. retail shopping establishments shall not include appliance stores, auto parts stores, and lawn and garden supply stores;
  - b. personal service uses shall not include appliance repair and rental, contractors' offices, laundromats, and pawnshops; and
  - c. other similar pedestrian-oriented uses as approved by the Director of P&Z to meet the intent of providing active pedestrian-oriented neighborhood-serving retail uses are allowed. (P&Z)
13. Ensure the following for the retail areas within the development, to the satisfaction of the Director of P&Z:
- a. Provide a minimum 12 feet floor to ceiling height.

- b. All retail entrances along Jefferson Davis Highway shall be required to be operable entrances. This requirement shall be included as part of the lease for each tenant.
  - c. The placement or construction of items that block the visibility of the interior of the store from the street and sidewalk (e.g. storage cabinets, carts, shelving, boxes, coat racks, storage bins, closets, etc.) shall be prohibited. This is not intended to prevent retailers from displaying their goods in display cases that are oriented towards the street frontage. This requirement shall be included as part of the lease for each tenant. (P&Z)
14. The Director of Planning and Zoning shall review the administrative Special Use Permit after it has been operational for one year, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c) the director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

***E. SIGNAGE:***

15. Design and develop a coordinated sign plan, which includes a color palette, for all proposed signage, including, but not limited to site-related signs, way-finding graphics and business signs. The plan shall be included as part of the Final Site Plan and shall coordinate the location, scale, massing and character of all proposed signage to the satisfaction of the Directors of P&Z and T&ES.\*
- a. Business signs shall employ variety and creativity of design. Tenant designers shall bring a sculptural and dimensional quality to their signs.
  - b. Highlight the identity of individual business tenants through signage and storefront design. Coordinate signage with the building design and with individual storefront designs, including but not limited to integration with any proposed awnings, canopies, etc. Signage which uses the pilasters and accent bands as organizing elements is strongly encouraged.
  - c. Pedestrian-oriented signs (e.g. projecting signs, window signs, etc.) are encouraged. Tenants with main storefront entrances on Jefferson Davis Highway shall incorporate a projecting or under-canopy sign. (P&Z) (T&ES)
16. Design business and identification signs to relate in material, color and scale to the building and the tenant bay on which the sign is displayed to the satisfaction of the Director of P&Z.
- a. The business and identification signs shall be designed of high quality materials and sign messages shall be limited to logos and names.
  - b. Installation of building mounted signage shall not damage the building and signage shall comply with all applicable codes and ordinances. (P&Z)

17. Internally illuminated box signs are prohibited. Explore the use of exterior illumination. (P&Z)
18. A freestanding monument or identification sign shall be prohibited. (P&Z)
19. 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)

***F. HOUSING:***

20. Monetary Contribution Condition:
  - a. A voluntary contribution of \$1.50 on the commercial square footage (10,525 square feet), for a total estimated contribution of \$15,788 shall be consistent with the Developer Housing Contribution Work Group, dated May 2005 and accepted by the Alexandria City Council on June 14, 2005.\*\*\* (Housing)

***G. PARKING:***

21. Provide 6 bicycle parking spaces per Alexandria's 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)
22. Employees shall be required to use off-street parking. (T&ES)
23. The applicant shall provide sufficient off-street, off-site parking (in addition to the 30 on-site parking spaces) to ensure all site uses meet zoning ordinance parking requirements. The applicant shall maintain an up to date list of the current building tenants with the associated parking requirements for each tenant. The applicant shall provide a list of current tenants with the associated parking requirements for each tenant and a current lease for off-site spaces prior to the approval of each business license to the satisfaction of the Directors of P&Z and T&ES. (T&ES)(P&Z)
24. Provide a Parking Management Plan with the final site plan submission. The Parking Management Plan shall be approved by the Departments of P&Z and T&ES prior to the release of the final site plan and shall at a minimum include the following:
  - a. Total capacity and a breakdown of parking types (standard, compact, tandem, accessible, etc.) and parking location (on-site and off-site).
  - b. A description of how the on-site parking and off-site parking resources will be allocated between employees and patrons.

- c. A description of access control equipment for the off-site garage and an explanation of how the off-site parking spaces will be managed, including how garage access will be provided for employees and any other off-site parkers. \* (P&Z)(T&ES)

***H. SITE PLAN:***

- 25. 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)
- 26. Submit the plat of consolidation and all applicable easements and dedications 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)
- 27. A copy of the recorded plat, dedications and deeds shall be submitted with the first request for a building permit.\*\* (P&Z)
- 28. 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 and tree wells.
  - d. If applicable, all utilities shall be screened from the public ROW to the satisfaction of the Director of P&Z. (P&Z)(T&ES)
- 29. 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. Light fixtures for open canopies shall be recessed into the ceiling for any areas that can be seen from the public ROW.
  - k. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. (P&Z)(T&ES) (Police)
30. The Emergency Vehicle Easement (EVE) shall not be painted. When an EVE is shared with a pedestrian walkway or consists of grasscrete or a similar surface treatment, the EVE shall be defined in a manner that is compatible with the surrounding ground plane. (P&Z)

#### ***I. CONSTRUCTION MANAGEMENT:***

31. 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)
32. 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)



33. 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)
34. 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)
35. No major construction staging shall be allowed within the public right-of-way on Jefferson Davis Highway (Route 1). The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. \*\* (T&ES)
36. 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)
37. 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)
38. 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)
39. Prior to commencement of landscape installation/planting operations, a pre-installation/construction meeting will be scheduled with the project planner in the

- Department of Planning & Zoning to review the scope of installation procedures and processes. This is in addition to the pre-construction meeting required above. (P&Z)
40. 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 and T&ES. (P&Z)(T&ES)
  41. 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)
  42. Temporary construction and/or on-site sales trailer(s) shall be permitted and be subject to the approval of the Director of P&Z. The trailer(s) shall be removed prior to the issuance of a final certificate of occupancy permit. \*\*\* (P&Z)
  43. Submit a wall check prior to the commencement of construction of the first floor above grade framing for the building(s). 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)
  44. 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 Coordinator 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)
  45. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
  46. 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)

***J. SOLID WASTE:***

47. Provide \$1,150 per receptacle to the Director of T&ES for purchase and installation of two (2) Victor Stanley Ironsites Series model SD-42 receptacles with Dome Lid per block face dedicated to trash collection. The receptacles shall be placed in the public right of way at the entrances to the parking lot on East Raymond Avenue and Calvert Avenue to serve open space. 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. Payment required prior to release of Final Site Plan.\* (T&ES)
48. Provide \$1,240 per receptacle to the Director of T&ES for the purchase and installation of one (1) Victor Stanley Ironsites Series Model SD-42 blue receptacle with Dome Lid per block face dedicated to recycling collection. The receptacles shall be placed in the public right of way to serve open space. 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. Payment required prior to release of Final Site Plan. (T&ES)

***K. STREETS / TRAFFIC:***

49. 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)
50. 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)
51. 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)
52. 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)

53. Show turning movements of standard vehicles in the parking lot. Show turning movements of the largest delivery vehicle projected to use the site. Turning movements shall meet AASHTO vehicular guidelines and shall be to the satisfaction of the Director of T&ES. (T&ES)

***L. UTILITIES:***

54. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements. (T&ES)

***M. WATERSHED, WETLANDS, & RPAs:***

55. 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)

***N. BMP FACILITIES:***

56. 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)
57. 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)
58. 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)
59. 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)

60. The Applicant/Owner shall be responsible for installing and maintaining storm water 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: 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. 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)
61. 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)
62. 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)

***O. CONTAMINATED LAND:***

63. 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)

***P. NOISE:***

64. All exterior building-mounted loudspeakers shall be prohibited and no amplified sound shall be audible at the property line. (T&ES)
65. If a restaurant use is proposed, the use of loudspeakers or musicians outside is prohibited. (T&ES)
66. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)

***Q. AIR POLLUTION:***

- 67. Kitchen equipment shall not be cleaned outside, nor shall any cooking residue be washed into any street, alley, or storm sewer. (T&ES)
- 68. No material may be disposed of by venting into the atmosphere. (T&ES)
- 69. Control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES)

***R. CONTRIBUTIONS:***

- 70. The applicant shall contribute \$75,000 to the City prior to release of the Final Site Plan in lieu of undergrounding the primary utilities. (T&ES)

***S. ARCHAEOLOGY:***

- 71. 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)
- 72. 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)



**CITY DEPARTMENT CODE COMMENTS**

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

**Planning and Zoning**

- R - 1. For all first floor bays with a street-facing door providing their primary access, please coordinate with the Geographic Information Systems (GIS) Division for address assignments at tenant fit out. These uses are not permitted to use the primary building address as their address. Please contact the Addressing Coordinator in the GIS Division (703-746-3823) as each new tenant is determined, and an appropriate address based on the location of the primary entrance door of the new space will be assigned.
- 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)
- F - 1. The Floor Area Ratio should be calculated with the net square footage, rather than the gross square footage. Please revise.
- F - 2. Correct the scale on sheets 4 and 5. The scale is currently shown as 1" = 100'.
- F - 3. Coordinate the building tabulations (square footage and height) between the civil and architectural sheets.

**Transportation and Environmental Services**

- F - 1. 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 - 2. 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 - 3. 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 - 4. The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)
- F - 5. Include all symbols, abbreviations, and line types in the legend. (T&ES)
- F - 6. Asphalt patches larger than 20% of the total asphalt surface, measured along the length of the road adjacent to the property frontage and extending to the centerline of the street, will require full curb to curb restoration (T&ES)
- F - 7. 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 Reinforced Concrete Pipe (RCP) ASTM C-76 Class IV. Alternatively, AWWA C-151 (ANSI A21.51) Class 52 may be used if approved by the Director of T&ES. 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 - 8. 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 - 9. 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 - 10. 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 - 11. 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 - 12. 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 - 13. Dimensions of parking spaces, aisle widths, etc. shall be provided on the plan. (T&ES)
- F - 14. 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 - 15. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)
- F - 16. 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 - 17. 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)
- 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 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 on%20and%20Adequate%20Outfall%20Analysis%20(02-07).pdf)
- C - 8 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 - 9 The applicant shall provide required storage space for both trash and recycling materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines", or to the satisfaction of the Director of Transportation & Environmental Services. The plan shall show the turning movements of the collection trucks and the trucks shall not back up to collect trash or recycling. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or contact the City's Solid Waste Division at 703-746-4410, or via email at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov), for information about completing this form. (T&ES)
- C - 10 The applicant shall be responsible to deliver all solid waste, as defined by the City Charter and Code of the City of Alexandria, to the Covanta Energy Waste Facility

- located at 5301 Eisenhower Avenue. A note to that effect shall be included on the plan. The developer further agrees to stipulate in any future lease or property sales agreement that all tenants and/or property owners shall also comply with this requirement. (T&ES)
- C - 11 The applicants shall submit a Recycling Implementation Plan (RIP) form to the Solid Waste Division, as outlined in Article H of Title 5 (Ordinance Number 4438), which requires all commercial properties to recycle. Instructions for how to obtain a RIP form can be found at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or by calling the Solid Waste Division at 703.746.4410 or by e-mailing [CommercialRecycling@alexandriava.gov](mailto:CommercialRecycling@alexandriava.gov). (T&ES)
- C - 12 Bond for the public improvements must be posted prior to release of the site plan.\* (T&ES)
- C - 13 The sewer tap fee must be paid prior to release of the site plan.\* (T&ES)
- C - 14 All easements and/or dedications must be recorded prior to release of the site plan.\* (T&ES)
- C - 15 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 - 16 Provide a phased erosion and sediment control plan consistent with grading and construction plan. (T&ES)
- C - 17 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 - 18 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 - 19 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 - 20 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 - 21 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)
- C - 22 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 23 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 - 24 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 - 25 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)
- C - 26 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)

### **VAWC**

- F - 1. Please indicate whether the existing water service line shall be abandoned (killed).

### **AlexRenew**

- F - 1. AlexRenew has no comments.

### **Fire Department**

- F - 1. The following comments are for preliminary review only. Additional comments may be forthcoming once the applicant provides supplemental information for review. Please

direct any questions to Maurice Jones at 703-746-4256 or [maurice.jones@alexandriava.gov](mailto:maurice.jones@alexandriava.gov).

Acknowledge by applicant.

- F - 2. Plans should show location of all fire hydrants in and around site and fire department connections so that a determination can be made regarding the impact of construction and the ability of the fire department to provide a water supply.

Applicant has provided requested information.

- C - 1 The applicant shall provide a separate Fire Service Plan which illustrates where applicable: a) emergency ingress/egress routes to the site; b) two sufficiently remote fire department connections (FDC) to the building; c) all existing and proposed fire hydrants where fire hydrants are located between forty (40) and one hundred (100) feet of each FDC; d) on site fire hydrants spaced with a maximum distance of three hundred (300) feet between hydrants and the most remote point of vehicular access on site; e) emergency vehicle easements (EVE) around the building with a width of eighteen (18) feet (one way) and twenty-two (22) feet for two-way traffic; f) the location and size of the separate fire line for the building fire service connection and fire hydrants g) all Fire Service Plan elements are subject to the approval of the Fire Official.

Applicant has moved the FDC to meet this requirement.

- C - 2 The applicant 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) floor area per floor; e) fire protection plan. This information will determine if item C-3 requirements apply.

Applicant has provided requested information.

- C - 3 The applicant shall provide three wet stamped copies of the fire flow analysis performed by a certified licensed fire protection engineer to assure adequate water supply for the structure being considered. The three copies shall be submitted to Alexandria Fire Department, Fire Prevention, C/O A. Maurice Jones, Jr. 900 Second Street, Alexandria, Va. 22314, not to the Site Plan Coordinator of Code Administration.

Applicant has provided requested information.

- C - 4 A Knox Box building key access system shall be installed to facilitate building entry by fire department personnel during an emergency.

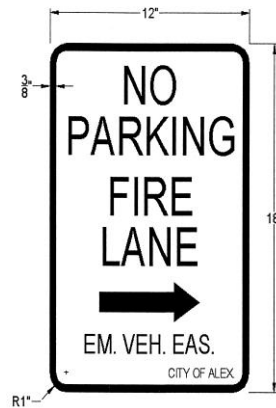
Applicant has provided requested information.



- C - 5 The final site plans shall show placement of emergency vehicle easement signs. See sign detail and placement requirements below.
- a. Emergency Vehicle Easements. Emergency vehicle easements shall be a minimum of 22 feet across the travel lane. The emergency vehicle easement shall provide access to strategic areas of the building and fire protection systems. Curbing and street components shall conform to the standards established by Transportation and Environmental Services and this document for emergency vehicle easements.
  - b. Sign Specifications. Emergency vehicle easement signs shall be metal construction, 12-inches wide and 18 inches in height. Provide red letters on reflective white background with a  $\frac{3}{8}$ -inch red trim strip around the entire outer edge of the sign. The lettering shall say "NO PARKING," "EMERGENCY VEHICLE EASEMENT," "EM. VEH. EAS.," and "City of Alex.," Lettering size shall be as follows: "NO PARKING" - 2 inches, "EMERGENCY VEHICLE EASEMENT" - 2½ inches. EM. VEH. EAS. - 1 inch, CITY OF ALEX. - ½ inch. Directional Arrows - 1 inch by 6 inches solid shaft with solid head - 1½ inches wide and 2 inches deep (For examples, see Figures D102.1, D102.2, and D102.3). Signs shall be mounted with the bottom of the sign 7 feet above the roadway, and shall be properly attached to a signpost or other approved structure such as designated by the fire official. Posts for signs, when required, shall be metal and securely mounted. Signs shall be parallel to the direction of vehicle travel and posted so the directional arrows clearly show the boundaries and limits of the Emergency Vehicle Easement. In areas where emergency vehicle easements involve two-way traffic, double mounted signs shall be provided. The maximum distance between signs shall be 100 feet. Other special signs or modifications to emergency vehicle easement signs shall be approved by the fire official.
  - c. Fire Dept. Access Lanes/Mountable Curbs. Where curbing is a component of the emergency vehicle easement, the curbing construction shall conform to weight and grade requirements for vehicular traffic. In no circumstances shall a raised curb be located in the path of travel in an emergency vehicle easement. Where a mountable curb is provided as part of an emergency vehicle easement, emergency vehicle easement signs shall be posted at the point nearest the edge of the emergency vehicle easement, but in no case within the clear width of the emergency vehicle easement.



Fire Lane Sign Left Arrow



Fire Lane Sign Right Arrow

Applicant has provided requested information.

- C - 6 Once the current structure is abandoned and prior to demolition, the Fire Department requests the opportunity to use the structure for training purposes.

Applicant has acknowledged this request. Fire Department will make contact with owner if the situation warrants.

#### **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 or alterations to existing structures 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 - 6 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 - 7 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 - 8 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.

### **Police**

- R - 1. A security survey is to be completed for any sales or construction trailers that are placed on the site. This is to be completed as soon as the trailers are placed on site by calling the Community Relations Unit at 703-746-1920
- R - 2. The proposed shrubbery is to have a maximum height of 36 inches when they are fully mature.
- R - 3. No shrubs higher than 3 feet should be planted within 6 feet of walkways. Shrubs higher than 3 feet provide cover and concealment for potential criminals.
- R - 4. The Applicant did not submit a Photometric plan for review; it is recommended that a plan is submitted.
- R - 5. Trees will not be planted under or near light poles. Trees planted under or near light poles counteract the effectiveness of light illumination when they reach full maturity.
- R - 6. The lighting for the surface lot and all common areas is to be a minimum of 2.0 foot candles minimum maintained
- R - 7. The buildings shall have an address number which is contrasting in color to the background and visible from the street placed on the front and back of each building. (at least 3 inches high and reflective at night). It is strongly suggested that no brass or gold colored numbers are used. This aids in a timely response from emergency personnel should they be needed.

### **Archaeology**

- F - 1. Historical maps from the 1860s, 1878 and 1894 indicate the presence of houses in the vicinity of this property, but no structures are known to be present on the lot. The Swann family farmstead was located approximately 150 feet to the south. Although the potential

for the discovery of a significant site is low, it is possible that some evidence of 19th-century activities associated with the Swann farm or the nearby houses could be found.

- C - 1 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

### **Health Department**

#### Food Facilities

- F - 1. An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual or location to another.
- F - 2. Plans shall be submitted to the Health Department through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction. There is a \$200.00 plan review fee payable to the City of Alexandria.
- F - 3. Plans shall comply with Alexandria City Code, Title 11, Chapter 2, the Food and Food Handling Code of the City of Alexandria. Plans shall include a menu of food items to be offered for service at the facility and specification sheets for all equipment used in the facility, including the hot water heater.
- F - 4. Facilities engaging in the following processes may be required to submit a HACCP plan: Smoking as a form of food preservation; curing food; using food additives to render food not potentially-hazardous; vacuum packaging, cook-chill, or sous-vide; operating a molluscan shellfish life-support system; and sprouting seeds or beans.
- F - 5. A Certified Food Manager shall be on-duty during all operating hours.
- F - 6. The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.
- F - 7. Wood flooring in eating areas shall be finished in a manner that is smooth, durable, easily cleanable, and non-absorbent. In many cases, original wooden flooring in historical structures may not be suitable for food service facilities.

#### Child Care Facility

- F - 8. An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual or location to another.

- F - 9. Plans shall be submitted to the Health Department through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction. There is a \$200.00 plan review fee payable to the City of Alexandria.
- F - 10. Plans shall comply with Alexandria City Code, Title 11, Chapter 2, the Food and Food Handling Code of the City of Alexandria. Plans shall include a menu of food items to be offered for service at the facility and specification sheets for all equipment used in the facility.
- F - 11. A Certified Food Manager shall be on-duty during all operating hours.
- F - 12. The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.

#### Massage Therapist Establishment

- F - 13. An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual or location to another.
- F - 14. Plans shall be submitted to the Health Department through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction.
- F - 15. Plans shall comply with Alexandria City Code, Title 11, Chapter 4.2, Massage Regulations. Plans shall include a menu of services to be offered at the facility and specification sheets for all equipment used in the facility.
- F - 16. All massage therapists must possess a current massage therapist certification issued by the Commonwealth of Virginia in accordance with the Code of Virginia chapter 599, Section 54.1-3029 and must possess a current massage therapist permit issued in accordance with Alexandria City Code Title 11, Chapter 4.2 prior to engaging in any massage activity.

#### Personal Grooming

- F - 17. An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual or location to another.
- F - 18. Plans shall be submitted to the Health Department through the Multi-Agency Permit Center. Plans shall be submitted and approved by the Health Department prior to construction.

- F - 19. Plans shall comply with Alexandria City Code, Title 11, Chapter 7, Personal Grooming Establishments. Plans shall include a menu of services to be offered at the facility and specification sheets for all equipment used in the facility.
- F - 20. All individuals working at a personal grooming facility must possess licenses through the Department of Professional and Occupational Regulation for the work they perform.
- F - 21. If offering massage services, applicant must submit plans to the Health Department that comply with Alexandria City Code, Title 11, Chapter 4.2, Massage Regulations. All massage therapists must possess a current massage therapist certification issued by the Commonwealth of Virginia in accordance with the Code of Virginia Chapter 599, section 54.1-3029 and must possess a current massage therapist permit issued in accordance with Alexandria City code Title 11, Chapter 4.2 prior to engaging in any massage activity.

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 # 2012-0030

Project Name: Tony's Corner

PROPERTY LOCATION: 2700-2706 Jefferson Davis Highway

TAX MAP REFERENCE: 25.03 02 11 and 25.01 04 21

ZONE: I/Industrial

#### APPLICANT

Name: Tony's Corner LLC, a Virginia limited liability company

Address: 21441 Pacific Blvd., Suite 115, Sterling, Virginia 20166.

#### PROPERTY OWNER

Name: Tony's Corner LLC, a Virginia limited liability company

Address: 21441 Pacific Blvd., Suite 115, Sterling, Virginia 20166.

PROPOSED USE: Approval of a site plan to construct a 10,500 square foot commercial building.

☒ **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.

Duncan W. Blair

Print Name of Applicant or Agent

524 King Street

Mailing/Street Address

Alexandria, Virginia 22314

City and State

Zip Code

Signature

703 836 1000

703 549 3335

Telephone #

Fax #

dblair@landcarroll.com

Email address

June 27, 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.

Tony's Corner LLC is a Virginia limited liability company. The only person owning an interest in Tony's Corner, LLC is Christos Sarantis, 21441 Pacific Blvd., Suite 115, Sterling, Virginia 20166.

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.

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# 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. Christos Sarantis	21441 Pacific Blvd., Suite 115, Sterling, Virginia 20166	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 2700-2706 Jefferson Davis (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. Christos Sarantis	21441 Pacific Blvd., Suite 115, Sterling, Virginia 20166	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 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. All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicate each person or entity and "None" in the corresponding fields).

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

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. Christos Sarantis	None	PC
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.

June 27, 2013

Duncan W. Blair, Esq.

Date

Printed Name

Signature