



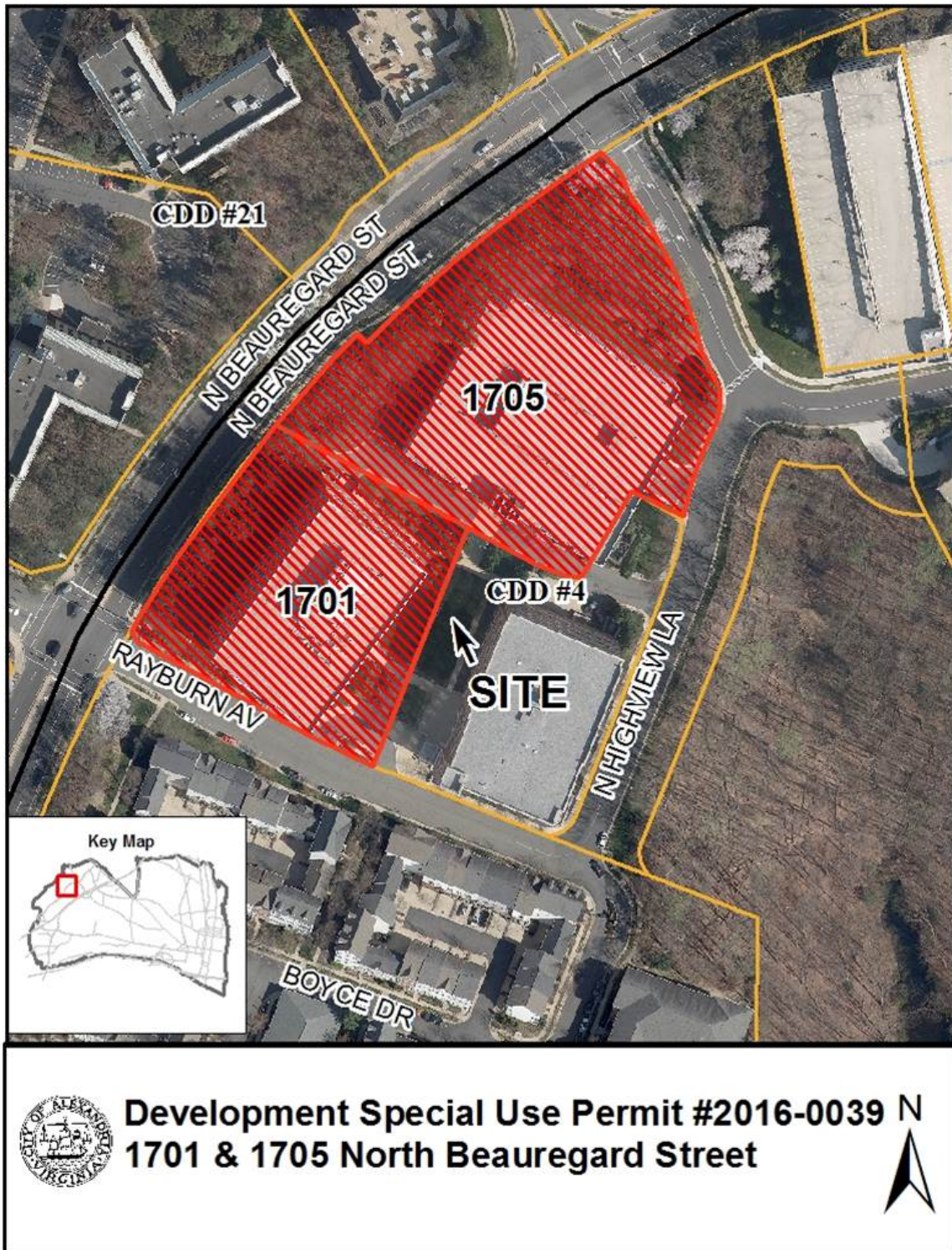
**Docket Item #8**  
**Development Special Use Permit #2016-0039**  
**New West End Elementary School**

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Application	General Data	
<b>Project Name:</b> New West End Elementary School	PC Hearing:	September 7, 2017
	CC Hearing:	September 16, 2017
	If approved, DSUP Expiration:	September 16, 2020
	Plan Acreage:	3.48 acres
<b>Location:</b> 1701 and 1705 N. Beauregard Street	Zone:	CDD #4
	Existing Use	Office
	Proposed Use:	Public School and Office
	Gross Floor Area:	303,808 square feet
<b>Applicant:</b> Alexandria City Public Schools (ACPS)	Small Area Plan:	Beauregard
	Green Building:	LEED Silver

<b>Purpose of Application</b>
Consideration of request for a Development Special Use Permit with site plan to amend SUP #96-103 to change the use to a public school
<b>Special Use Permits and Modifications Requested:</b>
1. Special Use Permit for more than one mechanical penthouse

<b>Staff Recommendation: APPROVAL WITH CONDITIONS</b>
<b>Staff Reviewers:</b> Robert Kerns AICP, Division Chief, Planning & Zoning, <a href="mailto:robert.kerns@alexandriava.gov">robert.kerns@alexandriava.gov</a> Maya Contreras, Principal Planner, Planning & Zoning, <a href="mailto:maya.contreras@alexandriava.gov">maya.contreras@alexandriava.gov</a>



## **I. SUMMARY**

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

Staff recommends approval of the request for a Development Special Use Permit with site plan to amend SUP#96-106, in order to add a public school use at an existing building, with a Special Use Permit for more than one mechanical penthouse. The proposal would adapt an office building and parking structure into a mixed-use campus. An elementary school use and two levels of office would be located within the existing building, and playspace would be added on the roof of the adjacent parking structure. Staff analysis concludes that the project conforms to the City's adopted plans and policies, and finds the proposal provides a range of public benefits for the City and surrounding community including:

- A new LEED Silver public school facility
- Increased student capacity in the West End of the City
- Adaptive reuse of an existing office building
- Improved pedestrian access along N. Beauregard Street

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

Alexandria City Public Schools (ACPS) is proposing to adapt the first four floors of an existing six-story office building, located at 1701 N. Beauregard Street, into a new public elementary school. The fifth and sixth floors will remain as office and be leased separately. This will create approximately 68,000 net square feet (NSF) of space for a new elementary school, with capacity for approximately 650 students. The adjacent parking structure, located at 1705 N. Beauregard Street, will serve the school, the on-site office users, an adjacent office building, and host a playspace on the top level. New stair towers and elevator cores are being added to the office building and parking structure to meet the more stringent building code requirements for a school.

A second existing office building, located on the same site at 1703 N. Beauregard Street, is occupied by the American Society of Curriculum Development (ASCD), an educational non-profit. The two buildings and the garage were constructed as part of the phased Mark Center development in the 1990's, and ASCD will share the parking structure and owns a portion of the central courtyard.

The applicant is requesting the following approvals as part of this project:

1. Development Special Use Permit for a school building in CDD#4;
  - a. Special Use Permit for more than one mechanical penthouse per section 6-403(B)2(A)

The following key issues were evaluated as part of the staff analysis and are addressed within this report:

- Conformance with the Small Area Plan and City policies
- Special Use Permit
- Site design and open space
- Pedestrian and streetscape improvements
- Traffic, site circulation, and parking
- Community engagement

## **II. BACKGROUND**

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

The project site is located on a triangular 3.4-acre parcel within the boundaries of the Beauregard Small Area Plan. The site is occupied by two office buildings and a parking structure, all constructed in two phases in the late 1990's. These parcels are bounded by N. Beauregard Street to the west, Rayburn Avenue to the south and N. Highview Lane to the north and east. Rayburn Avenue and N. Highview Lane are privately owned streets.

The built portions of the site are generally flat. A vegetated berm is located on the west side of the property, between the buildings and N. Beauregard Street, and the berm and vegetation continues around the northern end of the site, wrapping around the parking structure. The planted berm was designed to limit the view of the office buildings from N. Beauregard Street upon their construction, and will be maintained with the proposed change in use. The north and eastern edges of the property, at the intersection of Highview Lane and N. Highview Lane, are within a Resource Protection Area (RPA).

This site is within the former Winkler Tract. The area to the south is residential, occupied by the Town Square at Mark Center Apartments. The Winkler Preserve is directly east from the project site, located across N. Highview Lane. On the west side of N. Beauregard Street, uses are varied, including the Shops at Mark Center, the adjacent Hillwood and Stoneridge apartment communities, and John Adams Elementary School. The blocks to the north are primarily office uses.

### ***B. Procedural Background and Project Evolution***

#### ***Site Background***

The Coordinated Development District (CDD) Concept Plan for the Winkler Tract was approved in December 1995 for approximately 281 acres, generally bounded by Seminary Road, the Shirley Memorial Highway (I-395), and Holmes Run. The Mark Winkler Company submitted a CDD Concept Plan with SUP#95-0141, which requested approval of a SUP with site plan to renovate the Winkler Shopping Center, now the Shops at Mark Center, and SUP#95-0142 which requested approval of a SUP with site plan to develop residential garden apartments, at N. Beauregard Street and Reading Avenue.



The CDD Concept Plan called for the maintenance of currently developed areas, which included apartments, several office centers, and the Mark Plaza Hotel (now Hilton). It also generally described development anticipated in undeveloped areas, which included the 102 acres located south of Beauregard Street and west of Seminary Road. Within this area, 43 acres were reserved for the future Winkler Preserve. The remaining 59 acres were to be developed in two phases, Plaza I and Plaza II. Over the next fifteen years, the Plaza sites eventually redeveloped. These were primarily office uses, as contemplated by the CDD Concept Plan, although the Plan also permitted residential uses, supporting business, professional services and other uses permitted in the OC zone.

The buildings located at 1701 and 1703 N. Beauregard Street and the parking garage, addressed as 1705 N. Beauregard Street, were within the Plaza II phase. They were approved under SUP#96-0103 and constructed in two phases. The first phase included construction of a four-story office building at 1703 N. Beauregard Street, along with a three-level, 200-space parking garage. The second phase was for construction of the six-story building, addressed as 1701 N. Beauregard Street, and expanded the garage to 500 spaces within five levels of structure.

### *Procedural Background*

The ACPS 2015 Long Range Educational Facilities Plan included eleven recommendations about new schools; #2 was to locate a new elementary school on the west side of the City, and #4 was to consider options for new school sites, including the possibility of retrofitting a commercial building. ACPS spent two years engaged in finding potential locations and then going through the necessary legal and development processes to move the project forward.

One of the buildings identified as a possibility for conversion was the property at 1701 N. Beauregard Street. It had served as the headquarters to the American Diabetes Association, and, once vacated, was subsequently owned by U.S. Bank N.A. as Trustee. The property met the various ACPS criteria, including location, parking, construction quality, current vacancy, and the ability to convert the interiors into enough classroom space to make the endeavor worthwhile.

ACPS had initially considered leasing the site, but during negotiations, the owners opted to sell, and ACPS determined there was greater long-term value in purchasing the property. In December 2016, the School Board voted to move funds allocated for leasing towards the purchase. In March 2017, the City Council approved a transfer of funds to proceed, and purchase of the buildings occurred in April 2017.

### *C. Detailed Project Description*

ACPS proposes to renovate the first four floors of an existing office building into a new elementary school as part of the School Board's plan to expand elementary capacity on the west end of the City. The site would serve approximately 650 students, with the office space on the upper two floors (floors 5-6) leased to other users. To support physical education on the site, ACPS will convert a portion of the upper level of the adjacent parking garage to playspace, designed to accommodate approximately 100 students at a time. New construction on the site will include additional stair and elevator towers at the office building and the parking structure,

as required by the Building Code, and a skyway between the building and the parking structure to connect the play space with the school building.

### III. ZONING

The Coordinated Development District (CDD) Concept Plan for the Winkler Tract was approved in December 1995, and the buildings under review were approved with SUP#96-0103. In June 2016, a text amendment was approved to include Public Schools as a permitted use within CDD#4, with a Special Use Permit. An amendment to the CDD Concept Plan is not required as the original approval permitted uses at this location allowed within the Office Commercial/OC zone, which includes Public Schools as a permitted use.

**Table 1: Zoning Information**

Property Address:	1701 and 1705 N. Beauregard Street		
Total Site Area:	151,755 square feet (3.48 acres)		
Zone:	CDD#4		
Current Use:	Office		
Proposed Use:	School and Office		
	Existing	Permitted / Required	Proposed
FAR	0.14	1.5	.80*
<u>Setbacks - 1701</u> Front (Rayburn) Side (Beauregard)  North Rear (Highview)	25-40 feet 65' 85-182 feet	n/a for non-residential uses minimum 50' from Beauregard, per SUP n/a for non-residential uses	25-40 feet 65' 65-225 feet
<u>Setbacks - 1705</u> Front (Rayburn) Side (Beauregard)  North Rear	25-40 feet 42.4 feet **  36-42 feet	n/a for non-residential uses minimum 50' from Beauregard, per SUP n/a for non-residential uses	25-40 feet 42.4 feet**  36-42 feet
Parking	505*** spaces	School: 27 (1 per 25 seats) Office (1701): 92 (1 per 475 sf + 4 carpool spaces) <u>Office (1703): 190 (covenant)</u> Total Required: 309 spaces	500 spaces
Loading spaces:	1 loading space	n/a	1 loading space

Open Space	n/a for office space	n/a	100,701 sf (2.31 ac) at-grade; 13,178 sf (0.3 ac) at rooftop play space
<u>Height</u> Office/School Garage	77' 39'	150' 150'	77' 39'

*\* Staff has included a recommendation to update the cover sheet of the Preliminary Plan to provide updated FAR calculations*

*\*\* Measurement is 42.4' from the corner of the parking garage, which is behind the Building Restriction Line (BRL), to the property line, or 50' when including the adjacent public sidewalk, which was dedicated after construction of this portion of the garage.*

*\*\*\* Staff has included a recommendation to reduce the spaces in the garage to a maximum of 500 spaces to bring the project back in compliance with the approved TMP SUP#96-104 for the site*

## **IV. STAFF ANALYSIS**

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

#### **Beauregard Small Area Plan (2012) and Alexandria West Small Area Plan (1992)**

The subject properties are currently within the Beauregard Small Area Plan chapter of the Master Plan. The Beauregard Plan does not specifically focus on the Mark Center properties, since these parcels were developed prior to the most recent planning process. Prior to approval of the Beauregard SAP in 2012, this site was within the Alexandria West Small Area Plan. In reviewing the current and the prior Small Area Plans, staff found that both Plans support mixed-use development and provision of neighborhood amenities.

These properties are also within CDD#4. On June 18, 2016, City Council approved Text Amendment #2016-0006 to modify land uses within the CDD to include public schools as a permitted use.

#### **Long Range Educational Facilities Plan (2015)**

The project is consistent with the 2015 Long Range Educational Facilities Plan (LREFP), which is not a chapter of the City's Master Plan. However, the LREFP is the result of a citywide planning process and was approved by the School Board and endorsed by City Council. The LREFP includes criteria for an urban school format, allowing for more flexibility in accommodating the growing student population. One of the case studies is the adaptive reuse of a former office building into an elementary school in Fairfax County.

### ***B. Conformance with City Policies***

*Green Building Policy:*

The proposed school rehabilitation is intended to achieve a LEED Silver/equivalent rating, which is consistent with the City's Eco-City Charter, Green Building Policy, and the Alexandria City Public Schools' Environmental Stewardship program. Attainment of this level of certification is included as a condition of approval. Additionally, this innovative project will adapt an obsolete office building into a functional school space, and hopefully serve as a model for other opportunities for adaptive reuse.

ACPS and the City have a strong track record for excellence with the recently redeveloped school sites. In 2009, T.C. Williams High School became the first K-12 school in Virginia to achieve a LEED Gold certification by the U.S. Green Building Council. It was designed by Moseley Architects, which is the same architecture team working on the recently approved Patrick Henry Elementary School. Jefferson-Houston PreK-8 School, designed by VMDO Architects, was also awarded LEED Gold in 2015.

*Public Art Policy:*

Public schools are exempt from the City's Public Art Policy. The Office of the Arts encourages ACPS to explore opportunities for public art on the site, if feasible, through the Final Site Plan process.

***C. Special Use Permits***

Section 11-500 of the Zoning Ordinance gives authority to the City Council to approve special use permits. Details of the Special Use Permit requested with this application along with a rationale for approval is provided below:

**Mechanical Penthouses (Section 6-403B-2-a, Section 6-403B-2-b):**

SUP approval criteria:

1. *Will not adversely affect the health or safety of persons residing or working in the neighborhood of the proposed use:* Section 6-403 of the Zoning Ordinance regulates rooftop mechanical apparatuses. As proposed, the adaptive reuse of the office building will include two new mechanical penthouses for additional elevators at the site. These will be within the fifteen foot height permitted for penthouses. Additionally, this site is approved for heights up to 150'. The tallest building is only 77', and so the impact on the neighborhoods will be minimal.
2. *Will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood:* All mechanical equipment will be screened on the roof so it is not visible. Additionally, the height of the new mechanical penthouses will be within the height of the existing units, so minimal additional obstructions will be added.
3. *Will substantially conform to the master plan of the city:* The proposed school conforms to the Beauregard Small Area Plan (SAP) and the City and ACPS's goals for additional learning space for children in the West End of the City.



## ***D. Site Design***

### ***Site Design and Circulation***

The site has two office buildings, and the primary entrances for each building face one another across a central courtyard. While the primary entrance location will remain the same at the renovated school building, the courtyard on the ACPS side will be updated. Load-rated paving material will extend from Rayburn Avenue to the building entry to allow emergency vehicles to access the courtyard and provide door-to-door service, if needed. Existing landscaping will be retained, where possible, and additional landscaping will be provided.

A new stair and elevator core will be added to the exterior of the building, on the courtyard side, to provide access to the upper office floors. This ensures school security, as office users will not need to enter the school space to access their floors. This new elevator tower will also be cot-rated, so if emergency services need this service for the school, it is available. A new secondary stair tower will also be provided for emergency egress. It is currently shown on the N. Beauregard Street frontage, behind the vegetated berm, but the final location may shift to the building interior.

The parking structure pedestrian entrance is accessed on the courtyard's northern end, with a shared driveway between the buildings and the parking structure. This allows office users to leave the buildings and access the parking structure elevator without having to cross a street. Once the building at 1701 has been retrofitted as a school, the shared driveway will be used as the parent pick-up and drop-off area. Thirty spaces have been set aside in the ground floor of the parking structure to minimize queuing before the pick-up times begin. A cot-rated elevator and a secondary stair will also be added to the parking structure. Access to the trash areas for each building is also located on this shared driveway. Vehicular access to the parking structure is located on the east side of the garage, off of N. Highview Avenue.

At the southern end of the site on Rayburn Avenue, and located on the ACPS property, is a small existing pull-off, designed as a drop-off for the office workers. This area will be utilized for bus pick-up and drop-off. As designed, it can safely accommodate two buses at a time and will allow bus drop-off to occur without affecting traffic on Rayburn Avenue. ACPS anticipates that three buses will be needed to serve the school, so this accommodation leaves only one bus to potentially queue, depending on scheduling.

### ***Interior Layout***

The first four floors of the building interior will be completely renovated to support the school use, while the upper two floors (Floors 5 and 6) will be retained as office space. Each floor is designed around a central elevator and stairwell core. The first floor will include a 3,000 sf multi-purpose room that will also serve as a cafeteria; a 2,150 sf serving kitchen; a health suite, to include a nurse, dentist and exam rooms; administrative offices and conference rooms, restrooms; a 1,200 sf vocal music room; and, a 6,500 sf interior space for physical activity.

The second floor is primarily classrooms for lower grades, including five kindergarten rooms, and five first grade rooms. This level also includes a teachers lounge, space for student services

and extended learning and resource areas. The third floor has space for five second grade classrooms, four third grade classrooms, a 1,200 sf art lab, a teachers lounge, space for student services and extended learning and resource areas. The fourth and final school floor has four fourth grade classrooms, four fifth grade classrooms, a teacher collaboration room, and a 3,000 sf media center. The skyway to connect to the playspace on the roof of the adjacent parking structure is accessed on this floor.

### *Play Space*

One of the challenges with locating a school within an existing site is providing space for outdoor activities. The most familiar U.S. educational model, popularized in the post-WWII era, has large grass areas for competitive sports and open playgrounds. The recently renovated Jefferson Houston Elementary School, and the Patrick Henry Elementary School, currently under construction, follows this model. When ACPS began to look at adaptively reusing office buildings for new school sites, it was anticipated that shared uses would need to be considered. The Long Range Facilities Plan discussed options including playground facilities at City parks, kitchen facilities being provided off-site, among others possibilities.

While ACPS staff found that the building at the proposed site could be adapted into a school, the site lacked the space for a traditional playfield, so ACPS staff and designers began to look at alternatives. As designed, the site proposes a 13,178 sf play space on the roof of the adjacent parking structure. This will be protected with twelve foot-high decorative fences and programmed with play equipment, ball courts and other outdoor activity uses. A new walkway will be constructed to connect the fourth floor of the school directly to the rooftop play area. This will provide a safe connection between the locations and will allow direct access, to maximize play time.

A section of the ground floor level will be adapted into a 6,500 sf indoor physical activity area as a secondary play space. The floor-to-floor height at the first floor is 14 feet, compared to the 20 foot clear height typically provided for elementary school gymnasiums. While this limits some of the functionality for sports uses, the space will be useful, particularly during inclement weather and as swing space when the rooftop play area is in use.

A future site design anticipates the potential addition of a new gymnasium that could be located as raised infill space, between the garage and school building. While this possibility has been shown as several community meetings, the applicant has not provided schematic drawings for review, and staffs review of this proposal, and any associated approval processes, would take place after the school is operational.

## ***E. Traffic and Site Circulation***

A. Morton Thomas and Associates, Inc. performed the Transportation Analysis Study for the West End Elementary School site. While the proposed school staff trips are assumed to be new and will be added to the roadway network, the student trips are assumed to be “redistributed” trips. The redistricting of the school boundaries within the study area will not generate new school trips, but rather redistribute trips already traveling along the road network (these are parent drop-off/pickup trips during the various peak hours). As the network was designed to

serve multiple office buildings within this area, the trips required for a new school were within the requirements.

ACPS is in the process of redistricting school boundaries and the area anticipated to provide students for this new West End school is generally located to the east of N. Beauregard Street. Most of the students are anticipated to walk or be dropped off by parents, and only students from Southern Towers will be bused. ACPS predicts that this will require three buses daily. The traffic study was reviewed with up to five buses so staff has included a condition to requesting that ACPS provide notification to the City, when and if additional buses are added, up to the five that were reviewed. If a time comes where more than five buses are needed, the traffic study will need to be updated.

Because the new school anticipates a large number of walking students, staff recommends off-site pedestrian improvements along the walking path to the school. Staff recommends that these improvements be provided by the applicant rather than deferring them to standard ongoing maintenance. This recommendation aligns with the intent of the City's Safe Routes to School program, which strives to enable more children to walk and bike to school. Given that the school is anticipated to provide only three buses, facilitating walking and biking is paramount to reducing congestion during pick-up and drop-off periods.

The location of the off-site improvements spans from Sanger Avenue & N. Beauregard Street and extend just past the school site to the intersection of Highview Lane and N. Beauregard Street. The recommended improvements generally fall on the south curb of N. Beauregard Street and associated cross streets. This is due to the fact that no students are currently anticipated from the neighborhoods north of N. Beauregard Street. Staff recommends only one improvement on the north side of N. Beauregard Street at Rayburn Avenue to facilitate crossing between the school and adjacent shopping center, which is anticipated to generate some demand for walking trips.

The recommended condition language requires contextually appropriate upgrades and retrofits to reduce implementation costs. Staff additionally recommends that many of the existing curb ramps on-site simply be retrofitted to meet ADA specifications. Both the proposed sidewalk improvements and the proposed school use were reviewed by T&ES staff for compliance with the West End Transitway, and it was determined that they would not affect the project.

The following table details the recommended off-site and on-site improvements.

Off-Site Improvements to Facilitate Walking to School	Adjacent/On-Site Improvements to Facilitate Safe Pedestrian Circulation at School
<i>Sanger Avenue and N. Beauregard Street:</i> -perpendicular ramps with detectable on southeast and northeast legs of the intersection	<i>Rayburn Avenue and N. Beauregard Street -</i> -new high visibility crossings -perpendicular curb ramps -pedestrian countdown signals
<i>Roanoke Avenue and N. Beauregard Street:</i> -high visibility crossing over Roanoke Avenue.	<i>Highview Lane and N. Beauregard Street -</i> -new ramps with detectable warning strips at

-new stop bar -perpendicular ramps with detectable warning strips	southeast and southwest legs of intersection
<i>Reading Avenue and N. Beauregard Street:</i> -perpendicular ramps with detectable warning strips -high visibility crossing over Reading (east side of intersection)	<i>On-site Retrofits:</i> -detectable warning strips for two existing ramps at parent drop-off - detectable warning strips for two existing ramps at garage entry crossing

### ***Parking***

Parking for the school and the office space in the upper floors will be provided in the 500-space existing parking structure, located at 1705 N. Beauregard Street. This structure is shared with the neighboring office building at 1703 N. Beauregard Street, and the buildings have a covenant agreement that dictates shared parking allocation between the buildings.

The site is located in Parking District #5, and parking requirement breakdowns are as follows:

**Table 4: Parking Requirements & Proposed Parking**

Use	Ratio	Amount	Parking Required	Parking Allocated
Elementary School	1 space / 25 students	650 students	27 spaces	94
Office - 1701	1 space/475 sf	41,912 sf	88 + 4 (carpool)	92
Office - 1703	1 space/475 sf	75,936 sf	160 spaces	190 (per covenant)
<b>TOTAL</b>			<b>275</b>	<b>376</b>

As noted above, the total parking allocation of 376 spaces is less than the total 500 parking spaces available on-site, and leaves 124 spaces remaining. Of these, 30 spaces on the first floor of the garage are proposed to be labeled as “short-term visitor” spaces. These will be used by parents during pick-up and drop-off, to minimize queuing. There will be 40 spaces on the roof of the garage that will be removed to create the outdoor play space. This leaves 54 spaces available.

Staff has included condition language on several parking related matters. Condition 13b requires a reduction of five spaces to bring the total number of parking spaces within the garage into compliance with the existing Transportation Management Plan (TMP SUP#96-104). Per Condition of that approval, parking within the structure was limited to a total of 500 spaces. Since the garage was initially opened, an additional five spaces were created, bringing the total to 505. As the site has more parking than is needed, the applicant has agreed to reduce the total number of spaces to bring the project back into technical compliance with the TMP.

Staff has also included a condition to revisit the parking arrangements once the school has been in operation to see how the circulation and allocations are working. These 54 extra parking spaces provide flexibility, in the event that additional short-term parking is needed, or if the school decides to expand the open space on the roof, or other parking needs arise. Condition



language has also been included to allow extra spaces to be rented to the public, if the property owners choose to pursue that option in the future.

### ***Transportation Demand Management (TDM)***

The new school will participate in a Transportation Demand Management (TDM) program, which has also been required with the school redevelopments at Jefferson-Houston, John Adams and Patrick Henry Elementary Schools. The TDM program provides a one-time contribution of \$20,000, designates a coordinator for the program, and sets a goal of 30% non-single occupancy vehicular modes by employees.

The fund provides benefits including additional transit funds for employees, marketing and educational materials illustrating transit alternatives and safe pedestrian routes to school, and classroom competitions to incentivize public transit usage, biking, and walking. A detailed description of the TDM scope is provided in Attachment 1.

At this time, each school has designated individual TDM coordinators, but ACPS and City staff are working collaboratively to develop a district-wide program to be run from the central ACPS office. This will allow schools to benefit from cross-coordination and efficiencies of scale.

### ***F. Construction***

ACPS has initiated a design-build process for rehabilitation of the building and to streamline the construction schedule. They are in the process of awarding the contract. If the project is approved by City Council, the design team will work closely with City staff and ACPS during the Final Site Plan and building permits process. Construction is anticipated to begin in the first quarter of 2018, with the school opening for the 2018-19 academic school year.

## **V. COMMUNITY**

ACPS has presented the redevelopment proposal in a variety of public forums over the last year. Project specific community meetings were held on January 17, 2017, at John Adams Elementary School, and on May 16<sup>th</sup>, 2017, at William Ramsey Elementary School. The project was discussed at a series of meetings focused on the ACPS redistricting process, and was presented by staff as an informational item to the Beauregard Design Advisory Committee (BDAC) meeting on October 24, 2016.

Community concerns included safety of children when locating a school near a street as heavily trafficked as N. Beauregard Street, the ability of students to walk up the hill at N. Beauregard Street in inclement weather, and whether the proposed school would impact the West End Transitway. Other questions were raised about the proposed programming at the school, and a desire to ensure that this school would receive the same level of support that the other new schools have gotten.

## **VI. CONCLUSION**

Staff recommends **approval** of the Development Special Use Permit, and all associated applications subject to compliance with City codes, ordinances and staff recommendations below.

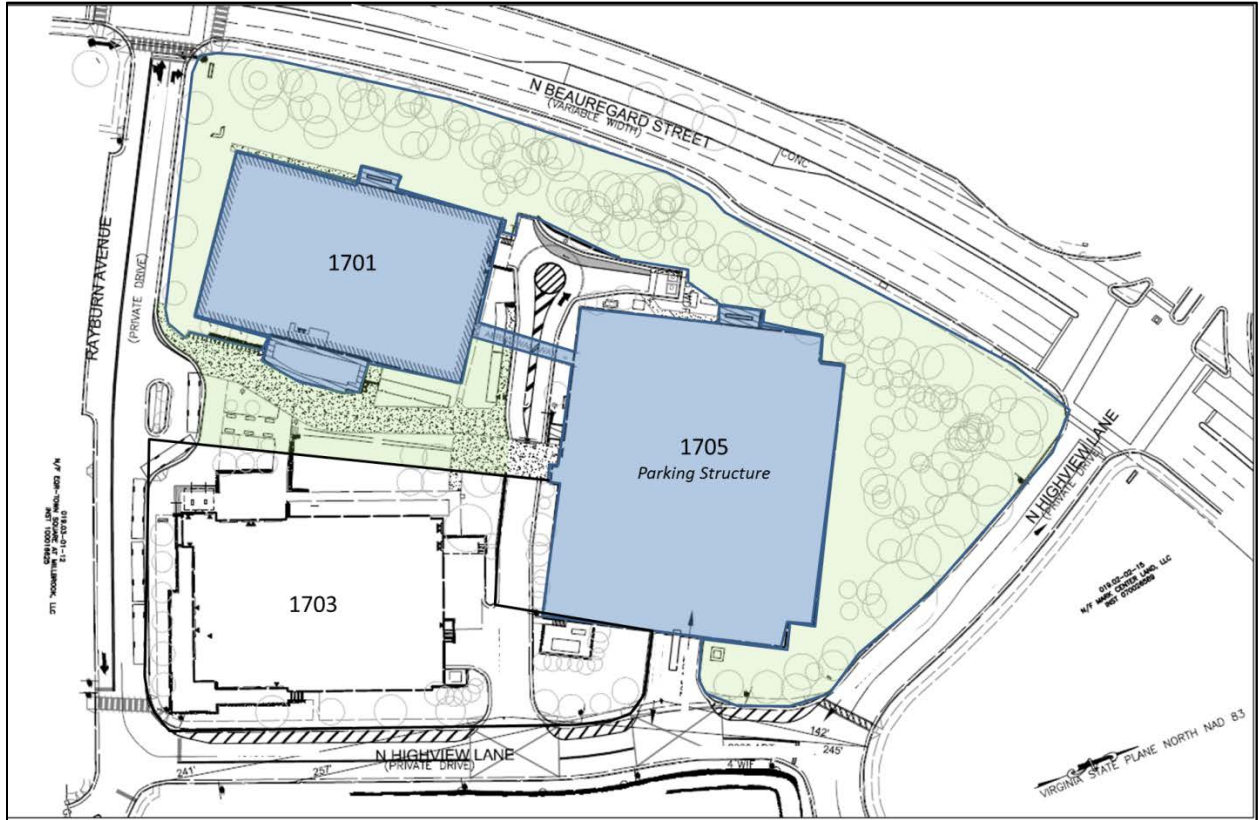
Staff: Karl Moritz, Director, Planning and Zoning  
Robert Kerns, AICP, Chief, Planning and Zoning  
Maya Contreras, Principal Planner, Planning and Zoning

### **Attachments:**

1. Project Graphics
2. Staff Recommendations
3. DSUP#2016-00039 Transportation Demand Model (TDM)
4. SUP#1996-00103 Approval being amended

## **GRAPHICS**

*Figure 1: Site Plan*



*Figure 2: East Elevation (west-facing view)*

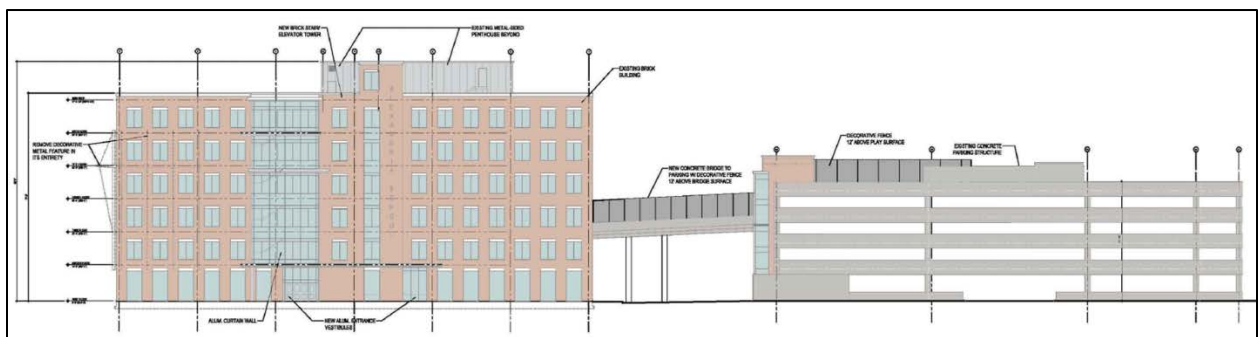


Figure 3: East Elevation, facing central courtyard (detail)

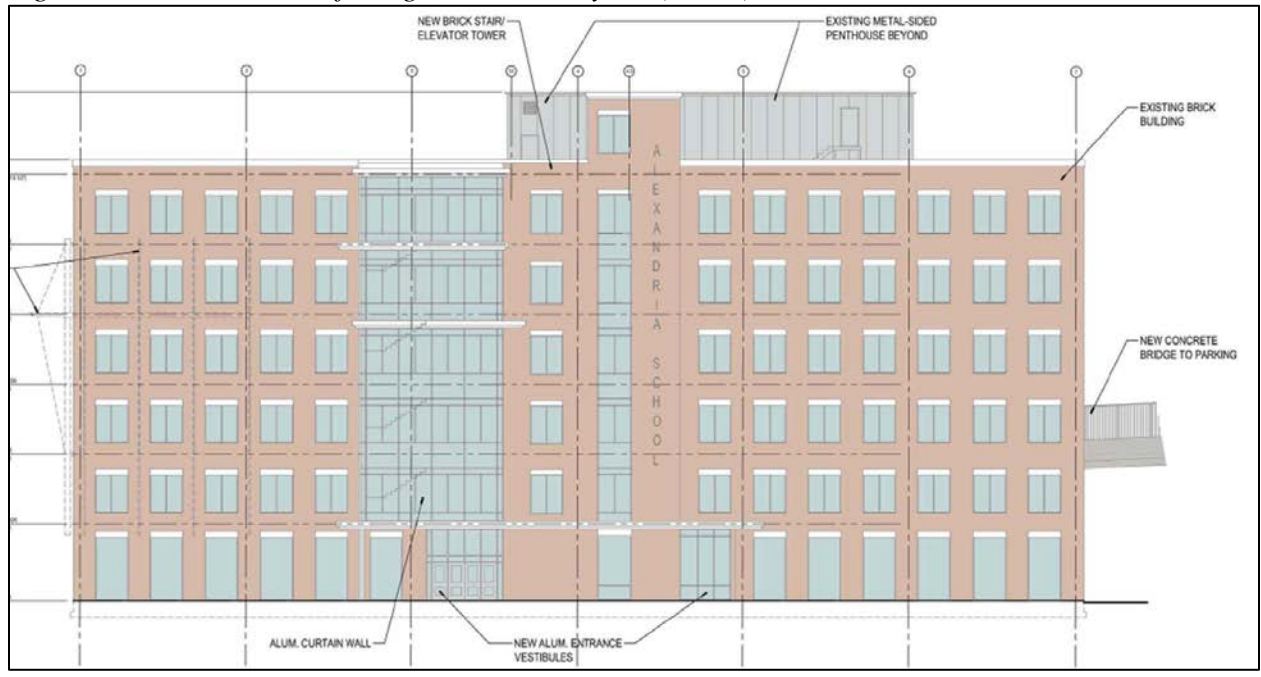
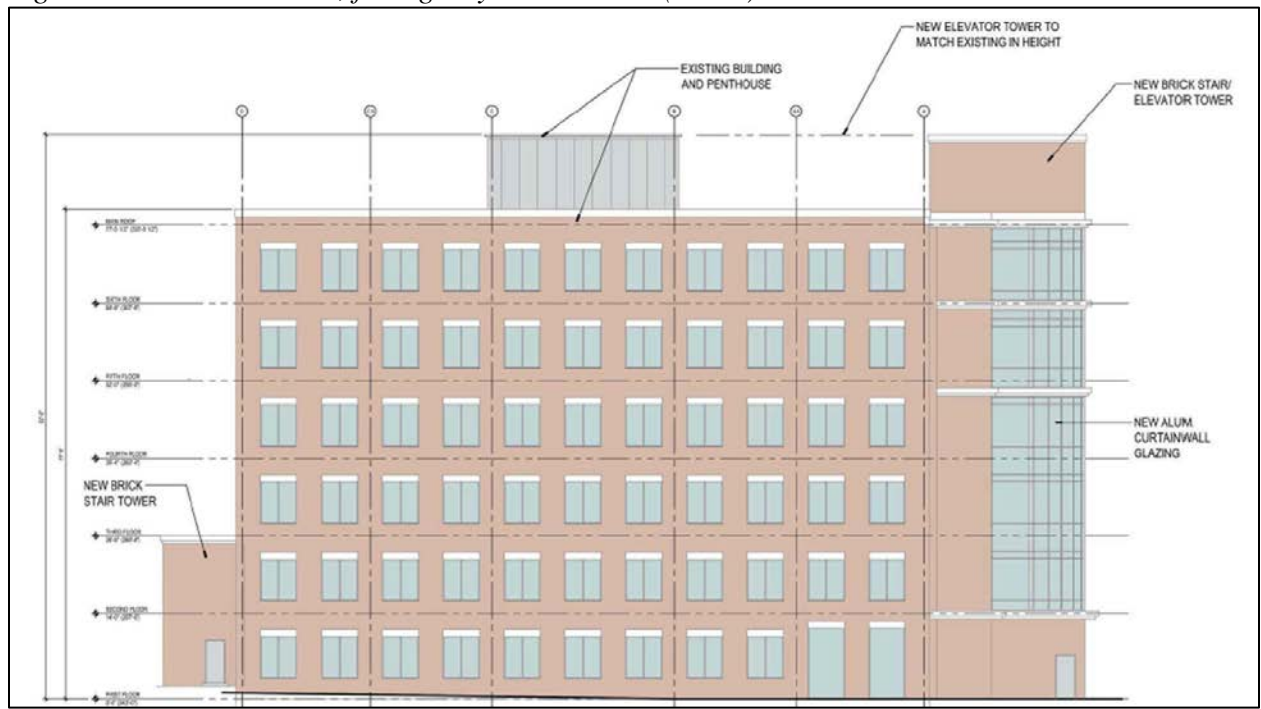


Figure 4: South Elevation, facing Rayburn Avenue (detail)





## **VII. STAFF RECOMMENDATIONS:**

1. The Final Site Plan shall be in substantial conformance with the preliminary plan dated June 30<sup>th</sup>, 2017, 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 six feet (6').
    - i. Widen the sidewalk on Rayburn Avenue adjacent to the project site to be six feet (6') in width.
  - d. Sidewalks shall be flush across all newly constructed 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 separate curb ramps for each direction of crossing (i.e., two ramps per corner). Curb ramps shall be perpendicular to the street to minimize crossing distances. Any changes must be approved by the Director of T&ES. Install or retrofit ramps at the following locations:
    - i. At the corner of N. Highview Lane and Rayburn Avenue, reconstruct the existing curb ramp and provide a new curb ramp to facilitate pedestrian crossings. Ramps should be perpendicular to the curb orient pedestrians in the direction of crossing and provide detectable warning strips.
    - ii. Provide new ramps with detectable warning strips at all legs of the intersection of N. Beauregard Street and N. Rayburn Avenue. Ramps should be perpendicular to the curb to orient pedestrians in the direction of crossing.
    - iii. Retrofit the two existing curb ramps at the existing garage entry crossing. Provide detectable warning strips oriented in the direction of crossing.
    - iv. Retrofit the two existing curb ramps at the future parent drop-off lane. Provide detectable warning strips oriented in the direction of crossing.
    - v. Provide new ramps with detectable warning strips on the southeast and southwest legs at the intersection of N. Highview Lane and N. Beauregard Street.
  - g. Remove the ramps and sidewalk in the bus loop island to discourage pedestrian travel through the bus loop.

- h. Remove the curb ramp at the southern corner of the bus loop to discourage pedestrian travel through the bus loop.
- i. Provide thermoplastic pedestrian crosswalks at all crossings at the proposed development, designed to the satisfaction of the Director of T&ES.
- j. 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 continental crosswalks as shown in the Manual on Uniform Traffic Control Devices (MUTCD)) are required at the locations noted below. All other crosswalk treatments must be approved by the Director of T&ES.
  - i. N. Beauregard Street & Rayburn Avenue (all crossings)
  - ii. N. Highview Lane & Rayburn Avenue
  - iii. N. Highview Lane & N. Beauregard Street (east/west crossing on south curb)
- k. Install pedestrian countdown signals and pedestrian activated push-buttons at the northeast and southeast legs of the intersection to facilitate crossing over Rayburn Avenue. Signals and pushbuttons should be provided in accordance with City Standards. All pedestrian-activated push buttons shall be accessible per ADA Accessibility Guidelines (ADAAG).
- l. Due to the proposal's walking service area, provide the following off-site improvements to the satisfaction of the Director of T&ES:
  - i. *Sanger Avenue and N. Beauregard Street* - Perpendicular ramps with truncated domes on southeast and northeast legs of the intersection
  - ii. *Roanoke Avenue and N. Beauregard Street* - Add high visibility crossing over Roanoke Avenue. Add stop bar. Provide perpendicular ramps with detectable warning strips orienting pedestrians in the direction of travel.
  - iii. *Reading Avenue and N. Beauregard Street* – Provide perpendicular ramps with detectable warning strips orienting pedestrians in the direction of travel. Provide a high visibility crossing over Reading (east side of intersection)
- m. All below grade utilities placed within a City sidewalk shall be designed in such a manner as to integrate the overall design of the structure with the adjacent paving materials so as to minimize any potential visible impacts.
- n. Improvements conditioned on privately owned streets are subject to coordination with the property owners. ACPS shall provide documentation of due diligence in the event that an agreement cannot be reached on a conditioned improvement located on a privately-owned street\*\*\* (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. Ensure positive drainage in all planted areas.
  - b. Provide detail, section and plan drawings of tree wells showing proposed plantings and associated materials, irrigation, adjacent curb/pavement construction, including edge restraint system, dimensions, drainage, and coordination with site utilities.
  - c. Provide detail sections showing above and below grade conditions for plantings above a structure.
  - 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 tree wells/trenches meets the requirements of the City's Landscape Guidelines for soil volume and depth. 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. With first Final Site Plan submission, finalize design for new trees and plantings in the central courtyard to generally correspond with the portion of the site that is owned by the adjacent property.\*
  - b. With first Final Site Plan submission, finalize design for load-rated EVE within the central courtyard. Design shall be integrated with the proposed and existing landscape. \*
  - c. Maintain the existing fifty foot (50') minimum landscape area along the frontage of North Beauregard Street. Particular care should be taken to ensure that construction activities do not impact this area. (P&Z)
5. Provide a water management plan developed installed and maintained to the satisfaction of the Directors of Planning and Zoning (P&Z) and Recreation, Parks and Cultural Activities (RP&CA) 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 (1) 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.  
\*\*\* (P&Z)(RP&CA)(Code)
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 may include benches, bicycle racks, trash and recycling receptacles, drinking fountains and other associated features.\*
  - c. Proposed furnishings may not obstruct required EVE through the site.\*  
(P&Z)(T&ES)
7. Provide material, finishes, and architectural details for all retaining walls, seat walls, decorative fencing, and screen walls. Indicate methods for grade transitions, handrails, if required by code, directional changes, above and below grade conditions. Coordinate with adjacent conditions. Design and construction of all walls shall be to the satisfaction of the Directors of P&Z and T&ES. \*  
(P&Z)(T&ES)
8. Prior to release of final site plan, incorporation into the existing City/ACPS Memorandum of Understanding (MOU) of future new and/or replacements-alterations of existing building facilities and grounds will be considered for approval during the Bi-Annual City and ACPS MOU Review Committee Meeting, and to the satisfaction of the Director of RP&CA.
- a. Discussion items will address additional budget requirements, scopes of work, scheduling coordination, and precise boundaries for City versus ACPS grounds-keeping areas and other asset maintenance.
  - b. Modifications to shared use agreements shall follow the same procedure as described above.
  - c. Modifications to City's Snow Plan shall be reviewed for approval during the City's annual Snow Plan review process.
  - d. All site maintenance responsibilities shall be outlined in the Facility & Outdoor Maintenance & Use Agreement, Schools and Recreation Centers and updated as necessary. \* (RP&CA)
9. The City of Alexandria Playspace Policy was approved in October 2013 to improve the health and well-being of all youth through design and provision of quality playspaces. Prior to the submission of the first Final Site Plan, the applicant shall work with RP&CA staff representatives of the Playspace Technical Advisory Team (P-TAT) and P&Z staff to develop a playspace design of structured and/or unstructured play.

- a. The playspace should provide a coordinated array of the play elements, to the satisfaction of the Director of RP&CA.
- b. Playspace plans shall depict location, scale, massing and character of the playspace, grade conditions, surfacing, site furnishings, vegetation, and other site features.
- c. Playspaces and site equipment shall comply with the most recent guidelines, specifications and recommendations of the Consumer Product Safety Commission (CPSC) Handbook for Public Playground Safety, ASTM Specification for Playground Equipment for Public Use (ASTM F1487) and ASTM Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment (ASTM F1292). Applicant shall provide certification that the play areas have been designed, reviewed and approved by a certified playground safety inspector (CPSI professional) with current certification. Play area and equipment shall comply with Americans with Disabilities Act 2010ADA Standards for Accessible Design.
- d. Playspaces shall be regularly inspected and appropriately maintained according to CPSC, ASTM, and manufacturer recommendations. Natural play spaces and/or elements shall be maintained and cared for according to landscape standards provided by landscape architect, planner, and/or to relevant CPSC and ASTM standards.
- e. Playspaces shall have appropriate signage posted with hours of operation and other operational information. (RP&CA)(P&Z)

***C. TREE PROTECTION AND PRESERVATION:***

10. Provide, implement and follow a tree conservation and protection program that is developed per the City of Alexandria Landscape Guidelines and to the satisfaction of the Director of P&Z. (P&Z)
11. A fine shall be paid by the applicant in an amount not to exceed \$10,000 for each destroyed tree with at least a 10-inch caliper that is not identified “to be removed” (TBR) on the Preliminary Plan, and/or the City may request that replacement trees of similar caliper and species be provided for damaged trees if the approved tree protection methods have not been followed. The replacement trees shall be installed and if applicable the fine shall be paid prior to the issuance of the last certificate of occupancy permit. \*\*\* (P&Z)(RP&CA)
12. The area of the limits of disturbance and clearing for the site shall be limited to the areas as generally depicted on the preliminary site plan dated June 30<sup>th</sup>, 2017 and reduced if possible to retain existing trees and grades. (P&Z)(RP&CA)

***D. BUILDING:***

13. The building design, including the quality of materials and final detailing, shall be consistent with the elevations dated June 30<sup>th</sup>, 2017, and to the satisfaction of the Director of Planning & Zoning. With first Final Site Plan (FSP) submission,

update the cover sheet of the Preliminary Submission Zoning Tabulations to reflect the following:

- a. Revise the Floor Area Ratio (FAR) so that it is calculated on Net Square Feet (NSF), rather than Gross Square Feet (GSF):
    - i. Update net exemptions for the site, as defined by ZO Section 2-145(B);
    - ii. FAR for the site is approximately .80 (120,748 NSF/151,755 SF of site area), and will be finalized with first FSP submittal.
  - b. Update Parking Spaces table, and all associated pages, to reflect a maximum total of 500 parking spaces within the parking structure, per by TMP SUP#96-104. \* (P&Z)
14. Provide detailed drawings (enlarged plan, section and elevation studies) in color to proposed additions to the existing building, including the final detailing, finish and color of these elements during the Final Site Plan review. Separate design drawings shall be submitted for each building typology at a scale of ¼ inch = 1 foot (¼" = 1'). (P&Z)
15. Building materials, finishes, and relationships shall be subject to review and approval by the Department of Planning and Zoning for substantial conformance to the Preliminary Plan and the architectural style and materials of the existing buildings. The following submissions shall be provided to review the materials, finishes and architectural details, prior to selection of final building materials:
- a. Provide a materials board that includes all proposed materials and finishes at first Final Site Plan. \*
  - b. 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.\*\*\* (P&Z)
16. 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/or RP&CA and T&ES. Diligent pursuance and achievement of this certification shall be monitored through the following:
- a. Provide evidence of the project's registration with LEED (or equivalent) with the submission of the first Final Site Plan and provide a draft checklist showing how the project plans to achieve the certification.\*
  - 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 (2) years of obtaining a final certificate of occupancy.

- e. Failure to achieve LEED Certification (or equivalent) for the residential project and /or LEED Silver (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)
- 17. 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)
- 18. In order to provide a more sustainable use of natural resources, the applicant shall use EPA-labeled WaterSense or equivalent low flow fixtures. In addition, the applicant is encouraged to explore the possibilities of adopting water reduction strategies (i.e., use of gray water system on-site) and other measures that could reduce the consumption of potable water on this site. A list of applicable mechanisms can be found at <Http://www.epa.gov/WaterSense/pp/index.htm>. (T&ES)
- 19. New stairwells for the existing structured parking garage shall be visible, as permitted by the Building Code and the balusters shall be open to allow for a clear line of vision. Provide guards that are 42 inches in height along open sides of the stairways and landings which are located 30 inches above the floor or grade below. The width between the balusters shall be no wider than 4 inches and the handrails are to be a minimum of 34 inches and a maximum of 38 inches. (Police)
- 20. New elevator lobbies and vestibules shall be visible from the parking garage. The design of the new elevator lobbies and vestibules in the parking garage shall be as open as code permits. (Police)

***E. SIGNAGE:***

- 21. Design and develop a sign plan for all proposed exterior signage, including, but not limited to site-related signs, office signage, way-finding graphics, school governmental signs, play area / field/court rules/regulation signs, and interpretive signage, to the satisfaction of the Director of Planning and Zoning:
  - a. Signage size and details will comply with the requirements, per Zoning Ordinance, and should be provided with the first Final Site Plan submittal; \*
  - b. Design office and school identification signs to relate in material, color and scale to the building;
  - c. Installation of building mounted signage shall not damage the building and signage shall comply with all applicable codes and ordinances; \*
  - d. Internally illuminated box signs are prohibited. Explore the use of exterior illumination;\*

- e. Illuminated signage installed at a height above 35' will require a Special Use Permit, per ZO Section 9-104(B)(10);
- f. A freestanding school identification sign, if desired, should be incorporated into or coordinated with the existing monument sign at the corner of N. Beauregard Street and Rayburn Avenue; \*
- g. Signage locations should be limited to the Rayburn Avenue frontage;
- h. Park/playarea/field/court rule and regulations signage should be City standard;
- i. Interpretive signage installed after the school is constructed will be administratively reviewed by P&Z.\* (P&Z)

***F. PARKING:***

- 22. The design and allocation of parking shall be subject to the following to the satisfaction of the Directors of Planning and Zoning (P&Z), Transportation and Environmental Services (T&ES) and Code Administration:
  - a. All parked vehicles shall be prohibited from encroaching on the proposed streets, pedestrian walkways, or emergency vehicle easements. All users shall be notified of this prohibition. (P&Z)(T&ES)(Code)
- 23. Provide 39 bicycle parking space(s) amounting to 1 space per every 20 anticipated students, and 1 space per every 10 anticipated employees (i.e. 32 student spaces and 7 employee spaces). The seven employee spaces should be class 1 or class 2 spaces. 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). Details on location and type of bicycle parking shall be provided on the Final Site Plan. Bicycle parking must be installed and operational prior to first CO. \*\*\* (T&ES)
- 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. General project information/summary and development point of contact.
  - b. Detailed information about the parking allocation for the various uses in the garage. These should be provided in both tabular and diagrammatic formats.
  - c. A plan of the garage facility – including the number of lanes of traffic for entering / exiting and controls.
  - d. Total capacity and a breakdown of parking types (standard, compact, tandem, accessible, etc.).
  - e. Bicycle parking information (number of spaces, type of parking- racks, gated, location, etc.), if proposed for the garage.
  - f. Information/circulation diagram noting how cyclists will reach the bicycle storage, if proposed.



- g. Information on location of spaces for carpool/vanpool, monthly account permits and transient day parkers.
  - h. Information on the location of any carshare vehicle or electric vehicle spaces.
  - i. A description of and plan showing access control equipment and locations.
  - j. An explanation of how the garage will be managed. Include information on access for office and school parkers, hours of operation, and accommodation for the various users of the garage (short and long term parking, car and vanpools, bicycles, etc.).
  - k. Information on proposed staffing needs for peak, non-peak and overnight hours.
  - l. Information about how parking rates will be determined.
  - m. Details of validation program, if proposed.
  - n. Details of appropriate signage for the office, school, and public spaces.
  - o. Details about pick-up and drop-off, the location of the required monitoring personnel, what the applicant plans to do to manage the drop-off loop and encourage use of the spaces in the garage. \*
  - p. If any of the terms change in the future, staff shall be notified in writing, and the Parking Management Plan shall be adjusted administratively, as needed. (P&Z)(T&ES)
25. Prior to release of a Final Site Plan, provide the following additional items as part of Parking Management Plan:
- a. Parking agreement between the on-site property owners that dedicates a minimum of 105 and maximum of 182 parking spaces in the structured garage for ACPS use. \*
    - i. Of the spaces to be dedicated for ACPS use, 30 must be reserved for drop-offs/pick-ups, located on the first level in the garage and clearly signed to indicate they are reserved for 30 minute parking for 30 minutes before and 30 minutes after school opening and closing. (P&Z)(T&ES)\*
  - b. Parking agreement that dedicates a minimum 190 spaces for use of the adjacent office at 1703 Beauregard.\*
  - c. With submission of the first Final Site Plan, redesign the parking garage entry to remove the entry gate arm and replace it with a ticket dispenser to facilitate improved entry and reduce potential queuing on N. Highview Lane.\*
  - d. Provides ungated exit 30 minutes before and after school opening and 30 minutes before and after school closing to reduce potential queuing in the garage associated with drop-off queuing. \*
  - e. If any of the terms change in the future, staff shall be notified in writing, and the Parking Management Plan shall be adjusted administratively, as needed. (P&Z)(T&ES)
26. Additional parking spaces within the garage that are not allocated to supply the requirements for 1701 and 1703 N. Beauregard Street may be made available for

public use, subject to terms of the internal site agreements and with agreement of property owners. (T&ES)(P&Z)

27. Prior to release of the Final Site Plan, provide a site management plan for the following:
  - a. Designate a non-instructional staff member to manage the parent drop-off loop during drop-off and pick-up hours, per the discretion of the Director of Transportation and Environmental Services.
  - b. Request for Alexandria Police Department to manage children at the intersection of Rayburn Avenue and N. Beauregard Street during drop-off and pick-up, per the discretion of the Director of Transportation and Environmental Services.
  - c. These individuals may not be members of the school's instructional staff.  
\* (T&ES)
28. The applicant's pick-up and drop-off procedures are subject to the review of the Department of Transportation and Environmental Services, to be monitored on an as-needed basis. In the event operations are deemed to have a detrimental impact to traffic operations or are deemed unsafe, the applicant's use of the parent drop-off loop may be restricted. The applicant may also request a review after six-months of operation to reassess the need for designated crossing guards, required per Condition 27. In the event crossing guards are removed, the Department of Transportation and Environmental Services may require reinstatement based on any as-needed review. (T&ES)
29. Buses shall be restricted to loading/unloading passengers in the drop-off loop. No vehicle parking is permitted at this location. No loading/unloading may occur on-street. Buses may not inhibit the EVE access in the loop. Per the traffic management plan, the school intends to operate three buses. An additional two buses, for a total of five buses, may be added, with written notification to staff. If more than five school buses are needed at the site, a new traffic study/management study, may be required (T&ES)

***G. TRANSPORTATION DEMAND MODEL:***

30. A Transportation Management Demand Model must be implemented in order to create strategies to persuade students, and employees to take public transportation or share a ride, as opposed to being a sole occupant of a vehicle. The details of the Plan are included in the TDM Attachment #3 to the general staff conditions. Below are the basic conditions from which other details originate. (T&ES)
31. A TDM Coordinator shall be designated for the entire project upon application for the initial building permit. The name, location, email and telephone number of the coordinator will be provided to the City at the time, as well as any changes occurring subsequently. This person will be responsible for implementing and

managing all aspects of the TDM Model and the parking management program for the project. \*\*\* (T&ES)

32. The TDM goal is 30% usage of non-single occupancy vehicular modes by employees. The peak hour goal for all trips is a 0.5% reduction year-to-year. The Transportation Demand Management Model will be funded by the applicant with a one-time contribution of \$20,000. The TDM contribution shall be used exclusively for the approved transportation activities detailed in Attachment 3. The contribution will be due at issuance of the temporary Certificate of Occupancy. \*\*\* (T&ES)
33. The TDM Coordinator will submit annual reports, fund reports, transportation counts and modes of transportation surveys to the Transportation Planning Division as detailed in the Attachment #3. (T&ES)
34. An administrative fee shall be assessed to the governing entity for lack of timely compliance with the submission of the TDM mandatory reports required in the attachment (fund reports with supporting documentation, annual reports, survey results with a minimum response rate of 35%, and submission of raw data). The fee shall be in the amount of five hundred (\$500.00) for the first 30 (thirty) days late and two hundred and fifty dollars (\$250.00) for every subsequent month late. The amount of these administrative fees is for the base year in which the TDM is approved and shall increase according to the Consumer Price Index (CPI) going forward. (T&ES)

#### ***H. SITE PLAN:***

35. Per Section 11-418 of the Zoning Ordinance, the development special use permit 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 if substantial construction has not commenced at such time. (P&Z)
36. The plat shall be recorded and a copy of the recorded plat, dedications and deeds shall be submitted with the first request for a building permit.\*\* (P&Z)(T&ES)
37. Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z 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)
38. 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 and/or P&Z 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. Determine if existing lighting meets minimum standards within the City right-of-way adjacent to the site. If lighting does not meet minimum standards, additional lighting shall be provided to achieve City standards or to the satisfaction of the Director of T&ES.
  - c. A lighting schedule that identifies each type and number of all fixtures, mounting height, and strength of fixture in Lumens or Watts.
  - d. All proposed cobra head light fixtures in the City right of way shall be approved Dominion LED light fixtures.
  - e. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s) and security lighting.
  - f. 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.
  - g. 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.
  - h. If site lights are included in the photometric plan to comply with City's lighting standards then these lights shall be put on photovoltaic switches.
  - i. Provide location of conduit routing between site lighting fixtures so as to avoid conflicts with street trees.
  - j. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
  - k. The lighting for the areas not covered by the City of Alexandria's standards shall be designed to the satisfaction of Directors of T&ES and P&Z.
  - l. Provide numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
  - m. The walls and ceilings in the garage must be painted white or dyed concrete (white) to increase reflectivity and improve lighting levels at night.
  - n. The lighting for the structured parking garage shall be a minimum of 5.0 foot candle maintained, when occupied. When unoccupied the lighting levels will be reduced to no less than 1.5 foot candles.

- o. New Light fixtures for the structured parking garage shall be recessed into the ceiling for any areas that can be seen from the public ROW.
  - p. Light fixtures for open canopies shall be recessed into the ceiling for any areas that can be seen from the public ROW.
  - q. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. (P&Z)(T&ES)(Police)(BAR)
39. Provide a unit numbering plan for each floor of a multi-unit building with the first Final Site Plan submission. The unit numbers should comply with a scheme of 100 level numbers on the first floor, 200 level numbers on the second floor, and 300 level numbers for third floor and continue in this scheme for the remaining floors. Indicate unit's use (i.e.: Residential, Retail, Office) if known. (P&Z)
40. 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)
41. Provide a georeferenced CAD file in .dwg format of the dimension plan of this project. This information will be used to compile a master CAD reference to ensure all elements/layers are correctly located and will connect.\* (P&Z)(DPI)

***I. CONSTRUCTION MANAGEMENT:***

42. 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. All the requirements of Article XIII Environmental Management Ordinance for quality improvement, quantity control, and the development of Storm Water Pollution Prevention Plan (SWPPP) must be complied with prior to the partial release of the site plan.\* (T&ES)
43. Submit a separate construction management plan to the Directors of P&Z, T&ES and Code Administration prior to Final Site Plan release. The plan shall ensure:
- a. No street lights shall be removed without authorization from the City of Alexandria.
  - b. If street lights are to be removed from the public right of way then temporary lights shall be provided until the installation and commissioning of new lights.
  - c. Include an analysis as to whether temporary street or site lighting is needed for safety during the construction on the site and how it is to be installed.
  - d. Include an overall proposed schedule for construction;
  - e. Include a plan for temporary pedestrian circulation;
  - f. Include the location and size of proposed construction trailers, if any;
  - g. Include a preliminary Maintenance of Traffic Plan (MOT) as part of the construction management plan for informational purposes only, to include

- proposed controls for traffic movement, lane closures, construction entrances and storage of materials.
- h. Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work. \* (P&Z)(T&ES)
44. Provide off-street parking for all construction workers without charge to the construction workers. Construction workers shall not be permitted to park on-street, and the applicant shall be responsible for ensuring that all contractors use the off-street parking provided. 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 off-street construction workers parking 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)
45. 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. The maintenance of pedestrian access shall be included in the Construction Management Plan and will be approved by T&ES. (T&ES)
46. Any bicycle facilities adjacent to the site shall remain open during construction. If a bicycle facility cannot be maintained on the street adjacent to the site, a detour for bicyclists shall be established and maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)
47. No major construction staging shall be allowed within the public right-of-way on N. Beauregard Street. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. \*\* (T&ES)
48. A "Certified Land Disturber" (CLD) shall be named in a letter to the Division Chief of Infrastructure Right of Way 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)

49. 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. Adjoining property owners, civic associations, and the Departments of P&Z and T&ES shall be notified a minimum of 14 calendar days prior to the meeting date, and the meeting must be held before any permits are issued. (P&Z)(T&ES)
50. 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)
51. 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)
52. 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. Provide information on program in construction management plan. If program is implemented in coordination with green building certification, include documentation as appropriate per the City's Green Building Policy and conditions herein. (T&ES)
53. On site temporary construction trailer(s) shall be permitted, 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)
54. 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)

55. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)

***J. WASTEWATER / SANITARY SEWERS:***

56. The applicant shall submit a letter to the Director of Transportation & Environmental Services prior to release of the Final Site Plan acknowledging that this property will participate, if the City adopts a plan prior to release of the building permit, to require equal and proportionate participation in an improvements plan to mitigate wet weather surcharging in the Holmes Run Trunk Sewer sanitary sewer shed. (T&ES)
57. If a commercial kitchen is constructed then the kitchen facility shall be provided with an oil & grease separator and the discharge from the separator shall be connected to a sanitary sewer.\* (T&ES)
58. Submit two originals of the Oil and Grease separator Maintenance Agreement with the City prior to the release of the final site 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)

***K. SOLID WASTE:***

59. Work with staff prior to the first final site plan submittal to ensure the trash truck is able to pick up solid waste from site without backing up, to the satisfaction of the Director of T&ES. The containers must be placed within an enclosure that completely screens them from view. \* (T&ES)
60. The official setout location of the containers for solid waste and recycling pickup shall be approved by the Director of T&ES. \*(T&ES)

***L. STREETS / TRAFFIC:***

61. Preferably a separation of 150', with a minimum of 100' between the beginning of street corner radius and any driveway apron radius shall be maintained on arterial and collector roadways; however, a minimum of 30 feet separation between beginning of street corner radius and any driveway apron radius shall be maintained on residential streets. Additional curb cuts are not recommended since these will impede traffic flow. (T&ES)
62. 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)

63. A pre-construction walk/survey of the site shall occur with Transportation and Environmental Services Construction & Inspection staff to document existing conditions prior to any land disturbing activities. (T&ES)
64. Traffic studies and Multi-modal Transportation studies shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. (T&ES)
65. Show turning movements of standard vehicles in the parking structure and/or parking lots. Show turning movements of the largest delivery vehicle projected to use the loading dock. Turning movements shall meet AASHTO vehicular guidelines and shall be to the satisfaction of the Director of T&ES. (T&ES)
66. All 90 degree vehicle parking spaces adjacent to a sidewalk less than seven feet shall have wheel stops. (T&ES)

***M. UTILITIES:***

67. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements. (T&ES)
68. No transformer and switch gears shall be located in the public right of way. (T&ES)

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

69. The stormwater collection system is located within the Cameron Run watershed. All on-site stormwater 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)
70. Provide Environmental Site Assessment Notes that clearly delineate the individual components of the RPA (where applicable) as well as the total geographic extent of the RPA, to include the appropriate buffer, in a method approved by the Director of Transportation and Environmental Services. The Environmental Site Assessment shall also clearly describe, map or explain intermittent streams and associated buffer; highly erodible and highly permeable soils; steep slopes greater than 15 percent in grade; known areas of contamination; springs, seeps or related features; and a listing of all wetlands permits required by law. (T&ES)

***O. STORMWATER MANAGEMENT:***

71. The City of Alexandria's stormwater management regulations regarding water quality are two-fold: 1) state phosphorus removal requirement and 2) Alexandria Water Quality Volume Default. Compliance with the state phosphorus reduction requirement does not relieve the applicant from the Alexandria Water Quality Default requirement. The Alexandria Water Quality Volume Default, as determined by the site's post-development impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES)
72. 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 Virginia Runoff Reduction Method (VRMM) worksheet showing project compliance. The project must use hydrologic soil group "D" in the spreadsheet unless a soils report from a soil scientist or geotechnical engineer delineates onsite soils otherwise. (T&ES)
73. The stormwater 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 project, 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)
74. Surface-installed stormwater Best Management Practice (BMP) measures, i.e. Bio-Retention Filters, Vegetated Swales, etc. that are employed for this site, require installation of descriptive signage to the satisfaction of the Director of T&ES. (T&ES)
75. Submit two (2) originals of the stormwater quality BMP Maintenance Agreement, to include the BMP Schedule and Guidelines Addendum 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)
76. The Applicant/Owner shall be responsible for installing and maintaining stormwater Best Management Practices (BMPs). The Applicant/Owner shall execute a maintenance service contract with a qualified private contractor for a minimum of three (3) 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 project, a copy of the maintenance contract shall be submitted to the City. \*\*\*\*(T&ES)

77. Submit a copy of the Operation and Maintenance Manual to the Stormwater Management Division on digital media prior to release of the project. \*\*\*\*(T&ES)
78. Prior to release of the project, the Applicant is required to submit a certification by a qualified professional to the satisfaction of the Director of T&ES that any existing stormwater 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)

***P. CONTAMINATED LAND:***

79. Indicate whether or not there is any known soil and groundwater contamination present on the plan. The applicant must submit supporting reports for associated environmental investigations or assessments performed to substantiate this determination. (T&ES)
80. If environmental site assessments or investigations discover the presence of contamination on site, the final site plan shall not be released, and no construction activity shall take place until the following has been submitted and approved by the Director of T&ES:
  - a. Submit a Site Characterization Report/Extent of Contamination Study detailing the location, applicable contaminants, and the estimated quantity of any contaminated soils and/or groundwater at or in the immediate vicinity of the site.
  - b. Submit a Risk Assessment indicating any risks associated with the contamination.
  - c. Submit a Remediation Plan detailing how any contaminated soils and/or groundwater will be dealt with, including plans to remediate utility corridors. Utility corridors in contaminated soil shall be over excavated by 2 feet and backfilled with “clean” soil. Include description of environmentally sound methods of off-site transport and disposal of contaminated soils and debris (including, but not limited to types of vehicles appropriate for handling specific materials and ensuring vehicle loads are covered).

- d. Submit a Health and Safety Plan indicating measures to be taken during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment. Initial Air Monitoring may be required during site activities to demonstrate acceptable levels of volatiles and/or airborne particles. The determination whether air monitoring is needed must be adequately addressed in the Health and Safety Plan submitted for review.
  - e. The applicant shall screen for PCBs as part of the site characterization if any of the past uses are within the identified high risk category sites for potential sources of residual PCBs, which includes the following SICs: 26&27 (Paper and Allied Products), 30 (Rubber and Misc. Plastics), 33 (Primary Metal Industries), 34 (Fabricated Metal Products), 37 (Transportation Equipment), 49 (Electrical, Gas, and Sanitary Services), 5093 (Scrap Metal Recycling), and 1221&1222 (Bituminous Coal).
  - f. Applicant shall submit three (3) electronic and two (2) hard copies of the above. The remediation plan must be included in the Final Site Plan. \* (T&ES)
81. Should any unanticipated contamination, underground storage tanks, drums or containers be encountered at the site during construction, the Applicant must immediately notify the City of Alexandria Department of Transportation and Environmental Services, Office of Environmental Quality. Should unanticipated conditions warrant, construction within the impacted area shall be stopped until the appropriate environmental reports identified in a. through f. above are submitted and approved at the discretion of the Director of Transportation and Environmental Services. This shall be included as a note on the Final Site Plan. (T&ES)
82. If warranted by a Site Characterization report, design and install a vapor barrier and ventilation system for buildings and parking areas in order to prevent the migration or accumulation of methane or other gases, or conduct a study and provide a report signed by a professional engineer showing that such measures are not required to the satisfaction of Directors of T&ES and Code Administration. (T&ES)

***Q. NOISE:***

83. All exterior building-mounted loudspeakers shall be prohibited and no amplified sound shall be audible at the property line. (T&ES)
84. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
85. No vehicles associated with this project shall be permitted to idle for more than 10 minutes when parked. This includes a prohibition on idling for longer than 10 minutes in the loading dock area. The applicant shall post of minimum of two no

idling for greater than 10 minutes signs in the loading dock area in plain view.  
(T&ES)

***R. AIR POLLUTION:***

86. Kitchen equipment shall not be cleaned outside, nor shall any cooking residue be washed into any street, alley, or storm sewer. (T&ES)
87. No material may be disposed of by venting into the atmosphere. (T&ES)
88. 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)

## **CITY DEPARTMENT CODE COMMENTS**

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

### **Planning and Zoning**

- R - 1. Coordinate with the Geographic Information Systems (GIS) Division for an address assignment for the school and offices at first Final Site Plan. Contact the Addressing Coordinator in the GIS Division (703-746-3823) and an address will be assigned based on the location of the primary entrance door and associated suites. \* (P&Z)
- C - 1 As-built documents for all landscape and irrigation installations are required to be submitted with the Site as-built and request for project release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. \*\*\*\*\* (P&Z) (T&ES)

### **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/or 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 inches in the public Right of Way and sanitary lateral 6 inches for all commercial and institutional developments; however, a 4 inch 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 inch 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 feet (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 inches 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 inches for sanitary sewer and 12 inches 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 inch 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 inches 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. The rip-rap shall be designed as per the requirements of Virginia Erosion and Sediment Control Handbook, Latest Edition. (T&ES)
- F - 14. Dimensions of parking spaces, aisle widths, etc. within the parking garage shall be provided on the plan. Note that dimensions shall not include column widths. (T&ES)
- F - 15. 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 - 16. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES) [Include this condition on all plans.]
- F - 17. 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 - 18. A Maintenance of Traffic Plan shall be provided within the Construction Management Plan and 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. These sheets are to be provided as "Information Only." (T&ES)
- F - 19. The following notes shall be included on all Maintenance of Traffic Plan Sheets: (T&ES)

- a. The prepared drawings shall include a statement “FOR INFORMATION ONLY” on all MOT Sheets.
  - b. Sidewalk closures will not be permitted for the duration of the project. Temporary sidewalk closures are subject to separate approval from Transportation and Environmental Services (T&ES) at the time of permit application.
  - c. Contractor shall apply for all necessary permits for uses of the City Right of Way and shall submit MOT Plans with the T&ES Application for final approval at that time. \*
- 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 stormwater 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, Environmental Management Ordinance, the applicant shall comply with the stormwater quality and quantity requirements and provide channel protection and flood protection in accordance with these requirements. 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 or known flooding area, then the applicant shall provide an additional 10 percent storage of the pre-development flows in this watershed to meet detention requirements. (T&ES)
- C - 3 Per the requirements of Article 13-114 (f) 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 stormwater 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 If the City of Alexandria receives complaints on lighting levels after the commissioning of the lights and prior to the release of the project then the applicant shall make additional improvements to adjust lighting levels to the satisfaction of the Director of T&ES to comply with Section 13-1-3 of the City Code. (T&ES)
- C - 5 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 - 6 (a) Per the requirements of Section 5-3-2, Article A, Chapter 3 of the City of Alexandria Code, all new customer utility services, extensions of existing customer utility services and existing overhead customer utility services supplied by any existing overhead facilities which are relocated underground shall, after October 15, 1971 be installed below the surface of the ground except otherwise exempted by the City Code and to the satisfaction of the Director, Department of Transportation and Environmental Services. (b) Per the requirements of Section 5-3-3, Article A, Chapter 3 of the City of Alexandria Code, all new installation or relocation of poles, towers, wires, lines, cables, conduits, pipes, mains, and appurtenances used or intended to be used to transmit or distribute any service such as electric current, telephone, telegraph, cable television, traffic control, fire alarm, police communication, gas, water, steam or petroleum, whether or not on the streets, alleys, or other public places of the City shall, after October 15, 1971, be installed below the surface of the ground or below the surface in the case of bridges and elevated highways except otherwise exempted by the City Code and to the satisfaction of Director, Department of Transportation and Environmental Services. (T&ES)
- C - 7 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer per the requirements of Memorandum to Industry 05-14 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 - 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 are available online at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or by contacting the City's Solid Waste Division at 703-746-4410, or via email at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov). (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 All private streets and alleys shall comply with the City's Minimum Standards for Private Streets and Alleys. (T&ES)
- C - 13 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 - 14 Provide a phased erosion and sediment control plan consistent with grading and construction plan. The erosion and sediment controls shall be confined to the owner's property. Extension of erosion and sediment controls in the public right of way, if required, must be approved as part of the Construction Management Plan. (T&ES)
- C - 15 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 - 16 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 - 17 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 - 18 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 - 19 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)
- C - 20 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 21 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 - 22 All construction activities must comply with the Alexandria Noise Control Code Title 11, Chapter 5, Section 11-5-4(b)(15), which permits construction activities to occur between the following hours:
- a. Monday Through Friday from 7 AM To 6 PM and
  - b. Saturdays from 9 AM to 6 PM.
  - c. No construction activities are permitted on Sundays and holidays.
- Section 11-5-4(b)(19) further restricts the Pile Driving to the following hours :
- d. Monday Through Friday from 9 AM To 6 PM and
  - e. Saturdays from 10 AM To 4 PM
  - f. No pile driving is permitted on Sundays and holidays.
- Section 11-5-109 restricts work in the right of way for excavation to the following:
- g. Monday through Saturday 7 AM to 5 pm
  - h. No excavation in the right of way is permitted on Sundays. (T&ES)
- C - 23 The applicant shall comply with the Article XIII of the City of Alexandria Zoning Ordinance, which includes requirements for stormwater pollutant load reduction, treatment of the Alexandria Water Quality Volume Default and stormwater quantity management. (T&ES)
- C - 24 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)
- C - 25 All required permits from Virginia Department of Environmental Quality, Environmental Protection Agency, Army Corps of Engineers, and/or Virginia Marine Resources shall be in place for all project construction and mitigation work prior to release of the Final Site Plan. \*(T&ES)

### **VAWC**

No comments received

### **AlexRenew**

No comments received

**Fire Department**

- F - 1. All new fire hydrants on private property shall be City owned and maintained with the appropriate easements granted to the City for access, inspection, testing, maintenance and service.

**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 All proposed buildings where an occupied floor exceeds 75 feet above the lowest level of fire department vehicle access shall meet the Virginia Uniform Statewide Building Code for HIGH-RISE buildings.
- C - 7 Prior to the issuance of a demolition permit or land disturbance permit, a rodent abatement plan shall be submitted to the Department of Code Administration that will outline the steps that will be taken to prevent the spread of rodents from the construction site to the surrounding community and sewers.
- C - 8 Sheeting and shoring shall not extend beyond the property line; except when the developer has obtained a written release from adjacent property owners which has been recorded in the land records; or through an approved encroachment process.
- C - 9 A wall location plat prepared by a land surveyor is required to be submitted to the Department of Code Administration prior to any building framing inspection.



### **Archaeology**

- F-1 A sizeable American Indian settlement site (44AX124) is located immediately to the north and east from the subject property. More recently, the subject property once was part of a Northern Neck land grant of 982 acres obtained in 1741 by William H. Terrett. Terrett was a prominent member of Virginia society and served as the Fairfax County Justice of the Peace from 1742 until his death in 1758. By the late nineteenth century the Terrett plantation had been reduced to 114 acres with the farmhouse located some 700 ft. to the south of the subject property.
- F-2 Given the proximity of potentially significant prehistoric and historic activities and households near the subject property, the potential for the project to impact significant archaeological is moderately good. However, impacts originally caused by the construction of the current facilities probably have compromised if not destroyed most of the archaeological evidence. Therefore, we will require the applicant to adhere to the following:
- R-1 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)
- R-2 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)
- C - 1 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

### **Police**

#### *Landscape Recommendations*

- R - 1. The proposed shrubbery should have a natural growth height of no more than 2 ½ to 3 feet with a maximum height of 36 inches when it matures and should not hinder the unobstructed view of patrolling law enforcement vehicles.

#### *Miscellaneous*

- R - 2. It is recommended that the buildings have an address number which is contrasting in color to the background, at least 3 inches high, reflective, and visible from the street placed on the front and back of each home. 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.

- R - 3. It is recommended that all of the ground floor level windows be equipped with a device or hardware that allows windows to be secured in a partially open position. This is to negate a “breaking and entering” when the windows are open for air.

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 project

### **Attachment #3: Transportation Demand Model**

DSUP#2016-00039 West End School

A Transportation Demand (TDM) Model is required to implement TDM strategies to persuade students, recreation center users and employees to take public transportation or share a ride, as opposed to being a sole occupant of a vehicle. The details are included below. The TDM strategies address the following users of the site:

- Staff, Employees, and Students at West End School
- Visitors at school or community events at West End School
- Other employees, visitors, or contractors

The Transportation Demand Model for the new West End School consists of five parts:

1. Goal and Evaluation of the TDM
2. Organization, Funding and Reporting
3. Transportation Demand Management Plan
4. Evaluation of the Effectiveness of the TDM

#### **Goal and Evaluation of the TDM**

- a. The TDM goal is 30% usage of non-single occupancy vehicular modes by employees. The peak hour goal for all trips is a .5% reduction year-to-year.
- b. The achievement of this goal will be demonstrated by the performance of the TDM based on the activities conducted and financed by the TDM fund and the annual survey that are requirements of this development special use permit. The fund report and annual report should demonstrate that enough activities are being conducted to persuade employees to switch to transit or carpool as opposed to driving alone. The survey should progressively show that the strategies financed through the TDM fund are decreasing the number of peak hour single occupant vehicles to the site to achieve or exceed the goal.

#### **Organization, Funding and Reporting**

- a. Alexandria City Public Schools (ACPS) shall designate a Transportation Management Demand Coordinator (the TDM Coordinator) to manage and implement the TDM on behalf of the owners of the project. The Transit Services Division may assist the TDM Coordinator.
- b. An Annual Work Plan will be developed by the TDM Coordinator and approved by the Transit Services Division. This work plan will be due on June 1<sup>st</sup> of every year for the following school year.
- c. The Transportation Management Demand model will be funded by the applicant at an annual rate of \$80 per full time equivalent (FTE) staff member, not including the transit benefit provided by the City of Alexandria, with an annual increase consistent with the CPI of the United States for the previous year. TDM funds will be used exclusively for the following TDM activities:

- Annual survey and resulting zip code maps
  - Promotional materials
  - Supplement to transit benefit provided by the City of Alexandria
  - Quarterly mailers to school families
  - Incentives and prizes
  - Walk/bike to work subsidy program
  - Any other TDM activities as may be proposed by the TDM Coordinator and approved by the Director of T&ES as meeting goals similar to those targeted by the required TDM measures.
- d. Any unencumbered funds remaining in the TDM account at the end of each reporting year may be reprogrammed for the TDM activities during the ensuing year or may be paid to the City for use in transit or ridesharing programs and activities.
- e. The TDM Coordinator shall provide semi-annual TDM Fund Reports to the Transit Services Division. These reports will provide a summary of the contributions to the fund and all expenses and should be accompanied by supporting documentation, e.g. receipts of purchases, summary reports for initiatives. The first report will be due six months following the issuance of the certificate of occupancy, with the following due on January 15 and June 1 of every year.
- f. The TDM Coordinator shall distribute an annual survey to all staff members. The survey will be supplied by the Transit Services Division. Survey results will be due on April 15 of every year. A 35% response rate is required as approved by the Transit Services Division.
- g. The TDM Coordinator shall arrange to conduct annual peak hour vehicular counts to determine the number of vehicles accessing the campus. The Coordinator will work with Transit Services to determine the count dates, times and methodology.

### **Transportation Demand Management Plan**

The TDM program will consist of the provision of services and incentives designed to discourage the use of single occupant automobiles for transportation to and from the site.

#### School families and students

- Annually, prior to school starting, the TDM Coordinator will prepare and mail a letter to school families that urge them to carpool to school, take DASH or MetroBus, or walk/bike. The letter will introduce the TDM Coordinator and provide information on forming carpools.
- Incentives will be given at least once a month to students who traveled that day to school by an eligible mode (carpool, school bus, public bus, or walk/bike). No one will receive advanced notice of the day selected, thereby encouraging students and their families to engage in alternative transportation as often as possible. Examples of incentives to be offered: store gift certificates, electronic gadgets, movie tickets, or pizza lunch for their class.

- Send a quarterly mailer to students, parents, and staff that includes information on preferred travel routes to campus, information on daily student drop-off/pick-up practices, a reminder of the school's alternative transportation goals, information on bus/metro routes, walking and biking safety tips, and TDM Coordinator's contact information.
- Include a transportation section to student handbook describing applicable goals, policies, services, and incentives. Include a Multi-modal Access Guide which provides maps, directions and preferred circulation for each mode.
- Participate in the National Center for Safe Routes to School Walk and Bike to School Day events.
- Set up "Walking School Buses" and/or "Biking Trains" which are groups of students accompanied by adults that walk or bike a pre-planned route to school.
- The TDM Coordinator will identify safe walking and biking routes to the school and provide these maps to parents at the beginning of the school year.
- Provide school bus stops to all students.
- Provide rides home for students who participate in afterschool activities on school buses.

#### School employees

- Promotional materials related to the TDM program and alternative transportation subsidy will be provided quarterly, beginning at the start of each school year.
- The TDM Coordinator will provide staff with maps and addresses of staff members who may be willing to carpool.
- Register staff carpoolers and assign priority parking for registered carpoolers.
- Promote ride matching and the "Guaranteed Ride Home" program.
- Informational bulletin board in a staff area including: sign-up sheet for those interested in carpools, TDM Coordinator contact information, availability of preferred parking and bike racks, local bus/metro information, and other promotional materials.
- Provide bike racks, the number of which will be in accordance with the City of Alexandria requirements. Showers should also be provided on-site. Provide training on safe use of bicycles.

ACPS employees are eligible for up to \$40 per month in transit benefits to put toward their commuting costs. The program is funded and administered by the City of Alexandria. The benefit has two options: Smart Benefits for WMATA (MetroBus and MetroRail), DASH, VRE or vanpooling, or a monthly DASH pass which allows for unlimited rides in the corresponding month the pass is for.

At the time of this TDM, the City of Alexandria provides a transit benefit to all ACPS employees for \$40 per month. This benefit is expected to continue; however, if it is no longer available to all ACPS employees, this TDM requires that a transit benefit be offered to employees of Patrick Henry for an amount of at least 50% of the transit benefit provided to City of Alexandria employees.

#### Incentives

- TDM funds may be used to supplement the benefits outlined above that are administered by the City of Alexandria.
- West End School shall join T.C. Williams (King Street and Minnie Howard campuses), Francis Hammond, and George Washington Middle Schools in being a sale location for the discounted student DASH pass for unlimited rides during the summer.
- Subsidize staff that chooses to walk, bike or take transit to work by establishing a parking cash-out policy that offers employees a cash allowance in lieu of a parking space.

#### **Evaluation of the Effectiveness of the TDM**

- a. The goals for transit mode share and auto occupancy established in paragraph 1.a of this document, will be used in evaluating the performance and effectiveness of the TDM. The annual survey will be used to continually determine whether the school is meeting these targets.
- b. The City of Alexandria, in conjunction with the TDM Coordinator, will identify performance standards and objectives to measure the cost effectiveness and develop methodologies to monitor the performance of each element of the TDM.

The performance of the development in meeting these objectives will be evaluated in the annual report prepared by the TDM Coordinator, and will be used in developing the work plan.

- c. This TDM has been designed to be flexible and responsive to the inputs of these annual evaluations in prescribing Transportation Demand Management (TDM) strategies and tactics to be implemented in the Annual Work Program. The project and transportation infrastructure requires that the TDM has flexibility to respond to the various challenges posed by supply of parking, transit system capacity, transit fares, construction staging and traffic, fuel prices, regional transportation policies and projects, and changes in travel behaviors, prevalence of transit subsidies, telework and changes in surrounding developments. By linking evaluation to work planning, the TDM standards of performance will also change throughout the development cycle as the “right” solutions are adjusted in response and anticipation of changes in transportation conditions.

Docket Item #22-B  
SPECIAL USE PERMIT #96-0103  
MARK CENTER IIA

Planning Commission Meeting  
September 3, 1996

**ISSUE:** Consideration of a request for a special use permit, with site plan, for office development.

**APPLICANT:** Mark Winkler Company  
by J. Howard Middleton, Jr., attorney

**LOCATION:** 1899 North Beauregard Street and Rayburn Avenue

**ZONE:** CDD #4/Coordinated Development District, Winkler Tract

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**CITY COUNCIL ACTION, SEPTEMBER 21, 1996:** Approved the recommendation of the Planning Commission and approved the request, subject to compliance with all applicable codes, ordinances and staff recommendations.

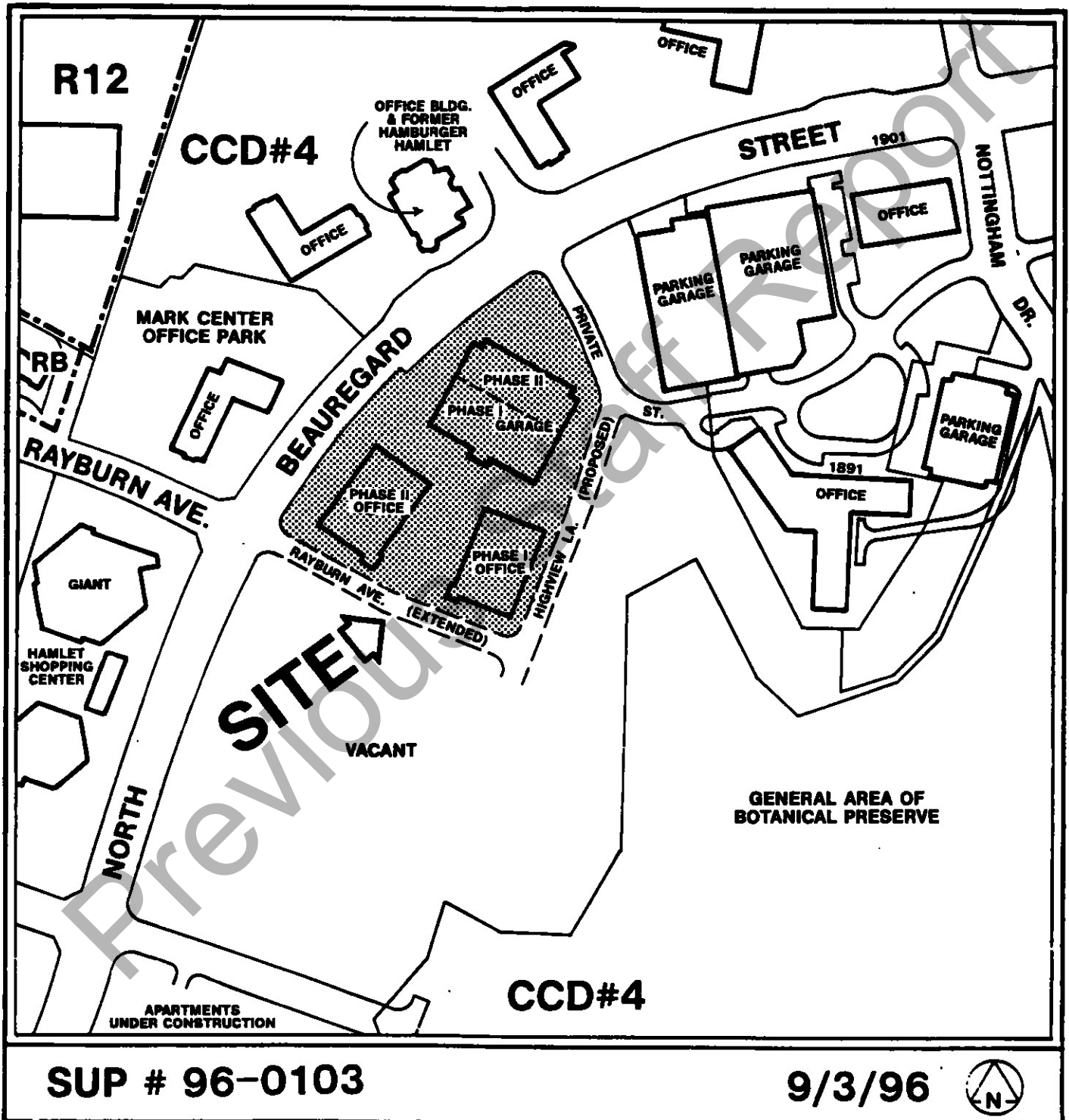
**PLANNING COMMISSION ACTION, SEPTEMBER 3, 1996:** On a motion by Mr. Ragland, seconded by Mr. Fossum, the Planning Commission voted to recommend approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations. The motion carried on a vote of 7 to 0.

**Reason:** The Planning Commission agreed with the staff analysis.

**Speakers:**

Howard Middleton, representing the applicant.

The subject and surrounding land uses are shown on the sketch below.





**STAFF RECOMMENDATION:**

Staff recommends approval of special use permit #96-0103 subject to compliance with all applicable codes, ordinances and the following conditions:

1. Any inconsistencies between the various drawings submitted by the applicant shall be reconciled to the satisfaction of the Directors of P&Z and T&ES. (P&Z)
2. The special use permit shall be valid for a period of up to five years to commence construction of the phase II office building and parking garage from the date a certificate of occupancy permit is issued for the phase I office building. (P&Z)
3. The final site plan may be submitted in two phases. The phase I final site plan shall include a construction phasing plan that identifies the landscaping and infrastructure to be provided on the phase II site prior to approval of a final site plan for phase I, to the satisfaction of the Directors of P&Z and T&ES. (P&Z)
4. Enhance the exterior of the parking structure facing North Beauregard by one or more of the following methods to the satisfaction of the Director of P&Z:
  - a. Use brick or color in the exterior of the parking structure shall to mute the stark color of the concrete structure.
  - b. Provide formwork or precast panels to provide texture, scale, shadows, etc. to the parking structure exterior.
5. The applicant shall maintain the existing 50' minimum landscape area along the frontage of North Beauregard Street and to the extent possible, limit construction activities within the buffer area for the construction of phase I and II office buildings and parking garages. Landscaping within the 50' buffer which is not affected by the construction of phase II shall be installed with the construction of phase I, to the satisfaction of the Director of P&Z and the City Arborist. (P&Z)
6. The applicant shall replace and/or provide supplemental landscaping within the 50' landscape buffer area along North Beauregard Street, as necessary to provide adequate screening of the parking garage, to the satisfaction the Director of Planning and Zoning and the City Arborist. (P&Z)

7. The applicant shall maintain tree protection for trees designated to be saved on the final site plan in areas along North Beauregard Street to the satisfaction of the City Arborist. The plan approved by the City Arborist for tree protection shall be included in the final site plan. (P&Z)
8. The applicant shall submit a detailed plan showing the treatment of the courtyard area for phases I and II. The plan should include provisions for outdoor seating areas and amenities, to the satisfaction of the Directors of P&Z and RP&CA. (P&Z)
9. Provide a landscape plan which delineates the size, location, species, planting details, specification and character of all proposed plantings. (P&Z)
10. The proposed materials for any retaining walls along Beauregard Street and any other walls visible from public areas shall be stone and/or a material satisfactory to the Director of P&Z. (P&Z)
11. The applicant shall locate and screen all utility structures (except fire hydrants) visible from all public areas outside the site, to the satisfaction of the Director of P&Z. (P&Z)
12. The applicant shall provide details of enclosures and locations, with appropriate screening, of all proposed recycling facilities and dumpsters visible from public right-of-ways to the satisfaction of the Directors of Planning and Zoning and Transportation and Environmental Services. (P&Z) (T&ES)
13. Temporary structures for construction or sales personnel, as well as sales/marketing signs, shall be permitted, and the period such temporary structures are to remain on site, as well as the size and site design for such structures, including signs, shall be subject to the approval of the Director of P&Z. (P&Z)
14. The applicant shall submit a phase I as-built plan prior to issuance of the certificate of occupancy permit. (P&Z)
15. The applicant shall attach a copy of the final released site plan to each building permit document application and be responsible for insuring that the building permit drawings are consistent and in compliance with the final released site plan prior to review and approval of the building permit by the Departments of Planning and Zoning and Transportation and Environmental Services. (P&Z)

16. Street names shall be labeled on the final site plan. Private street names shall be determined in conjunction with the Department of P&Z. Public street names shall be approved by the Planning Commission. (P&Z) (T&ES)
17. Show the figures and calculations indicating compliance with the Chesapeake Bay Preservation Act in accordance with Article XIII of the City's zoning ordinance via the Winkler Ponds Best management Practice credit account. (T&ES)
18. Show a statement or narrative addressing stormwater management. (T&ES)
19. Show the Resource Protection Area buffer line for the Winkler Ponds. (T&ES)
20. Show all existing and proposed street lights and site lights. (T&ES)
21. Indicate type of fixture, show mounting height and strength of fixture in lumens. (T&ES)
22. Provide manufacturer's specifications for fixtures. (T&ES)
23. Provide lighting calculations to verify that lighting meets City standards. (T&ES)
24. Show spot elevations at curb returns, building corners and elsewhere sufficient to determine drainage patterns and differences in elevation. (T&ES)
25. Show spot elevations on Rayburn Avenue at 25-foot intervals, 50 feet on each side of proposed entrances. (T&ES)
26. Show proposed entrances as City standard CSES-1A which includes a handicap ramp. (T&ES)
27. Show the width of sidewalks. Walks adjacent to the curb must be a minimum of 5 feet in width. (T&ES)
28. Provide a typical section of the private drives and Rayburn Avenue showing dimensions and pavement structure. (T&ES)
29. Include a plan and profile for Rayburn Avenue extended. If it is to be a public road, dedicate a right-of-way directly opposite and of the same width as that on the westerly side of Beauregard Street. (T&ES)

30. All emergency vehicle easements must be designed, constructed and signed in accordance with Code Enforcement requirements. (T&ES)
31. Show size, type, and class of pipe for sewers. The minimum size and class for sewers within the public right-of-way or easement are as follows:
  - a) Sanitary Sewer: PVC SDR-35 or approved equal, a minimum of 10 inches in diameter or, for sizes not manufactured in PVC, ASTM C-76 CL.IV RCCP may be used.
  - b) Storm Sewer: ASTM C-76 CL.IV RCCP or approved equal, a minimum of 18 inches in diameter, except that curb inlet leads may be 15 inches in diameter. (T&ES)
32. Provide storm sewer computations and drainage divides. (T&ES)
33. Number the sanitary manholes and drainage structures. (T&ES)
34. Consult with the Crime Prevention Unit of the Alexandria Police Department regarding the locking hardware and the alarm system for the buildings prior to application of a building permit. (Police)
35. Provide lighting in the garages (shielded from the street) and common areas at a minimum of 2.0 foot candles or to the satisfaction of the Police Chief and the Director of T&ES. Show on final site plan. (Police) (P&Z)
36. Garage walls and ceilings shall be painted white to make light more reflective or garage shall be illuminated to the satisfaction of the Police Chief. (Police) (P&Z)
37. Emergency buttons shall be installed in the garage areas. (Police)
38. The applicant shall provide a cash contribution to the Housing Trust Fund in the amount of \$.50 per gross square foot, payable at the time of receipt of the certificate of occupancy permit. (Housing)

39. The applicant shall require that its building contractor, prior to commencing any construction, meet with a representative of the Office of Employment Training to describe what kinds of construction employees will be hired and to learn about employment services offered by OET. The applicant shall require its contractor to give good faith consideration to applicants for employment who are referred by OET. (Human Services)

**NOTE: SEE ATTACHMENT 1 FOR IMPORTANT CODE REQUIREMENTS**

## **BACKGROUND**

The applicant, The Mark Winkler Company, proposes to construct a office development project containing approximately 200,000 square feet of office space in two buildings with an above ground parking structure. The vacant 4.68 acre portion of the Winkler tract is zoned CDD #4, Coordinated Development District with an approved CDD Concept Plan. The applicant is also seeking approval for a subdivision (SUB96-0021) and a Transportation Management Plan (TMP) special use permit (SUP96-0104) for the project.

## **Location and Description of Site**

The subject site is located on the east side of North Beauregard Street in the 1500-2000 block across from the Mark Center Office Park and former Hamburger Hamlet. In conjunction with the approval of the SUP to construct the Winkler Garden Apartment project--currently under construction--the applicant was permitted to clear and grade this site. Grades on the site range from 240' along North Beauregard Street up to 254' in the northern section of the site, a 14 foot grade change.

## **Description of Proposed Development**

The applicant has proposed to construct the office development project in two phases. Phase I is to consist of a four story office building (designated Parcel IIA-1) containing 75,936 square feet of office space with a 200 space parking garage for the Association of Supervision and Curriculum Development (ASCD). Phase II will consist of a six story office building containing 124,064 square feet (designated Parcel IIA-2) and expansion of the phase I parking garage to add another 300 parking spaces. Upon completion, the parking garage will have a total of five levels.

The ASCD building is located in the southeast section of the site at the intersection of a proposed private drive and Rayburn Avenue extended. The second building (IIA-2) is located just west of the ASCD building near the intersection of North Beauregard Street and Rayburn Avenue extended. Access to the site will be from two private streets connecting to North Beauregard Street. The primary entrance will be from Rayburn Avenue extended along the site's southern boundary. The second access point--which provides immediate access to the parking garage--is from a proposed private street (Highview Lane) contiguous with the site's eastern boundary that intersects with an existing private drive that connects to North Beauregard Street (this private street currently has no name, but is privately referred to as Nottingham connector within the Winkler organization).

**WINKLER OFFICE DEVELOPMENT PROJECT  
SUMMARY OF PROPOSED DEVELOPMENT**

**Property Address:** 1899 N. Beauregard St. Parcel IIA  
**Total Site Area:** 203,867 sq.ft. (4.6801 acres)  
**Zone:** CDD/Coordinated Development District  
with underlying zone of OC  
**Current Use:** Vacant  
**Proposed Use:** Commercial Office

	<u>Permitted/Required</u>	<u>Proposed</u>
<b>Floor Area</b>	326,000 subject to CDD/SUP approval	Bldg 1 75,936 nsf/ 50,625 gsf Bldg 2 <u>124,064 nsf/153,242 gsf</u> total 200,000 nsf/203,867 gsf
<b>FAR</b>	1.5	0.981
<b>Front Yards</b>	none	N/A
<b>Side Yards</b>	no minimum	N/A
<b>Rear Yards</b>	no minimum	N/A
<b>Height</b>	150'	77'
<b>Open Space</b>	none	51% 2.39 ac./104,281 sq.ft.
<b>Parking</b>	422 total spaces	500 total spaces phase I /200 spaces phase II/300 spaces

**STAFF ANALYSIS:**

The applicant is requesting approval to construct approximately 200,000 square feet of office space. The key issues associated with this request are the relationship of the project to North Beauregard Street and a request for approval for up to five years in which to commence construction of the second phase. These and other issues are discussed in more detail below.

**Relationship To The Street**

The applicant has maintained a minimum fifty foot landscape buffer area along North Beauregard Street that was approved in conjunction with a special use permit (95-0142) to allow the construction of garden apartments. However, the applicant has proposed to locate a five (5) story parking garage structure directly adjacent to the buffer area along North Beauregard Street. Although the parking structure is angled away from the street and partially buried below grade, it will be a visually prominent structure when viewed from North Beauregard Street. This is of concern because of the unfortunate placement of an earlier parking garage along North Beauregard Street a few hundred feet to the northeast.

Retention of the 50' tree save area makes it difficult to determine exactly how much of the garage will be visible from North Beauregard Street. Staff was initially concerned with the applicant's plan to locate the parking garage in close proximity to a public street as was previously done for the existing parking structure northeast of this site. However, this parking garage is angled away from the street (approximately twenty degrees) with only one corner of the structure located 50' from the curb line. The existing garage to the north is located 35' from the curb line of North Beauregard Street. As a general principle, staff strongly believes that buildings should be oriented to the street. The applicant met with staff and pointed out that the parking structure would be less obtrusive if only one corner came close to the street rather than one full side of the building. Staff agrees, but recommends that heavy supplemental landscaping be provided within the 50' tree save area.

The amount of parking garage visible from the street has been further reduced by burying approximately ten feet of the garage below grade, reducing the number of levels visible from North Beauregard Street to just over three levels of garage. However, to minimize the remaining visual impact, staff has recommended enhancing the garage's appearance by 1) using a muted color for the concrete compatible with the surrounding buildings and/or 2) the use of texture on the exterior walls of the parking garage. These



options would be in addition to providing the supplemental screening materials within the 50' buffer area. The applicant has agreed to implement one of these options.

#### Additional Time To Construct Phase II

The applicant has requested that the special use permit be valid for period of up to five years to begin the construction of the phase II office building and parking garage expansion. Under the zoning ordinance requirements for construction of a project, the applicant would have to commence construction of the phase II office building with six months of completion of the phase I office and parking garage. The applicant has indicated that because no tenant has been identified for the phase II office building it would like to have additional time to complete the project.

Staff has no objection to allowing the applicant up to five (5) years to commence construction on the phase II office building since City Council normally gives developers additional time in which to commence their project phases. Staff has recommended that the period of validity be five (5) years from the date that a certificate of occupancy permit is issued for the phase I office building. In view of possible delays in completing later phases of the project, staff is recommending that the applicant provide interim landscaping and infrastructure improvements during phase I on the phase II office site.

#### Compliance With CDD Guidelines

The proposed development is consistent with the Coordinated Development District Concept Plan guidelines approved by City Council for the Winkler tract.

One of the CDD guideline requirements for this project involves providing pedestrian access connections from this project to other proposed or existing open spaces on the Winkler Tract including access to the Botanical Preserve. Sidewalks proposed for this project will allow access to North Beauregard Street, and specifically, a sidewalk has been provided along the eastern edge of the project adjacent to the proposed private street that will connect to sidewalks of the existing office development just east of the site. This system of sidewalks will allow pedestrians to access the Botanical Preserve entrance located on Nottingham Drive.

#### Potential Impact To The Winkler Botanical Preserve

In the special use permit request to construct the 406 unit Winkler Garden Apartment project (SUP95-0142), the applicant requested permission to clear and grade approximately 13.5 acres of land for

the storage of fill dirt from the apartment site. The construction impact areas proposed for this office development is consistent with what was previously shown and approved for this portion of the 13.5 acre tract of land along North Beauregard Street.

In the special use permit for the apartments, much of the staff analysis and interest focused on the boundaries of the preserve and potential impact from construction. The plans and plats submitted previously by the applicant with SUP95-0142 (apartment project) delineates the boundary of the Preserve for this part of the Winkler tract. The office project construction boundaries are not within the area designated as Preserve.

#### **Additional Required Processing**

Under requirements for processing a CDD final site plan, the final development plan is to be made available to the public for review and comment for a period of thirty (30) days prior to final approval by the Director of Planning and Zoning. The process also includes a provision for a citizen appeal to City Council should they find the final development plan to be inconsistent with the previous approvals granted by City Council. A city appointed task force is reviewing this final CDD process, and, in the future a recommendation may be made to City Council to remove this requirement. The requirement will however, apply to this proposal.

#### **RECOMMENDATION:**

Staff recommends approval, with the recommended conditions.

**STAFF:** Sheldon Lynn, Director, Department of Planning and Zoning; Kimberley Johnson, Chief, Development; Gregory Tate, Urban Planner.

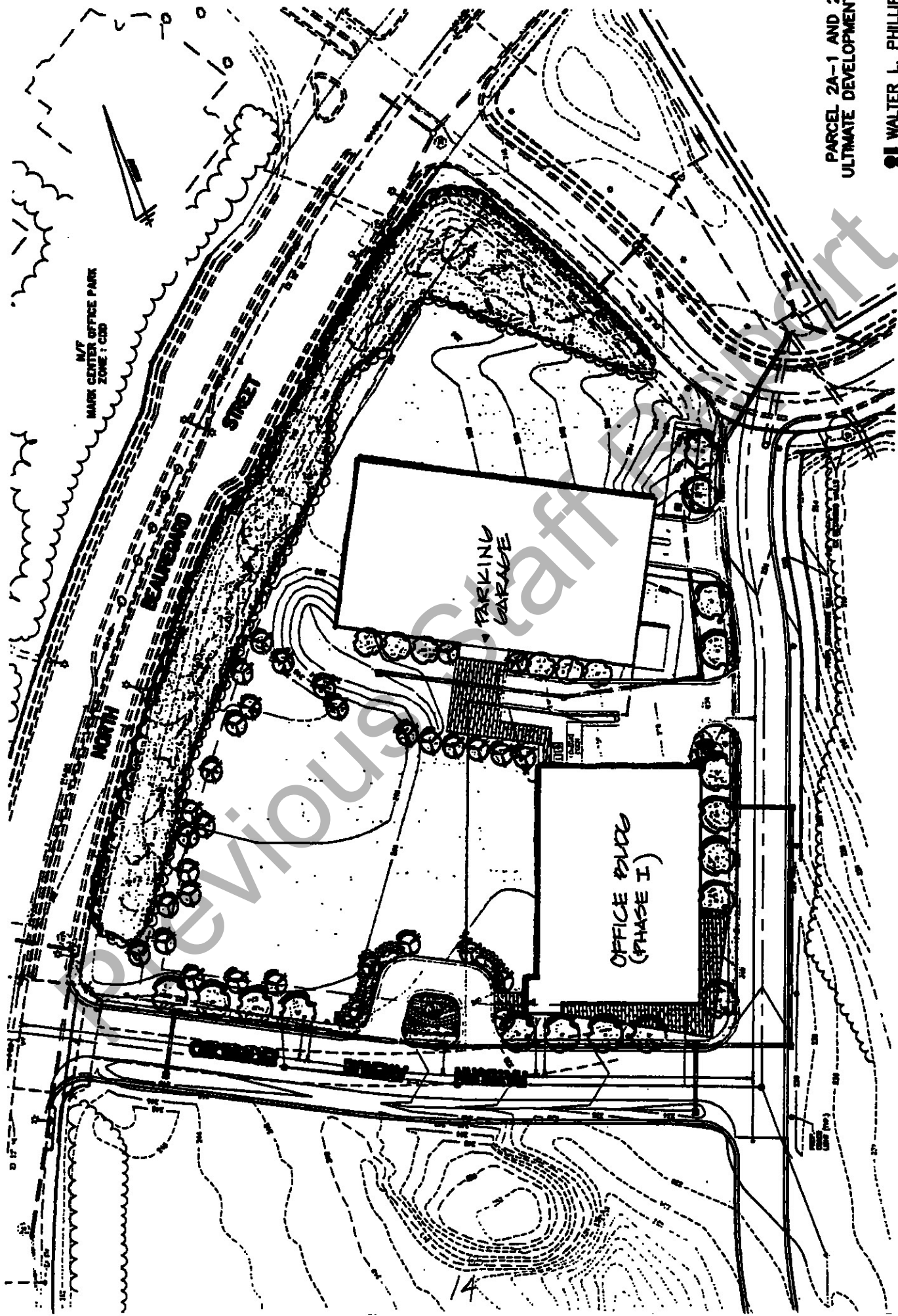
**REPORT ATTACHMENTS**

Previous Staff Report

SUP 96-0107

PARCEL 2A-1 AND 2A-2  
ULTIMATE DEVELOPMENT PLAN

WALTER L. PHILLIPS

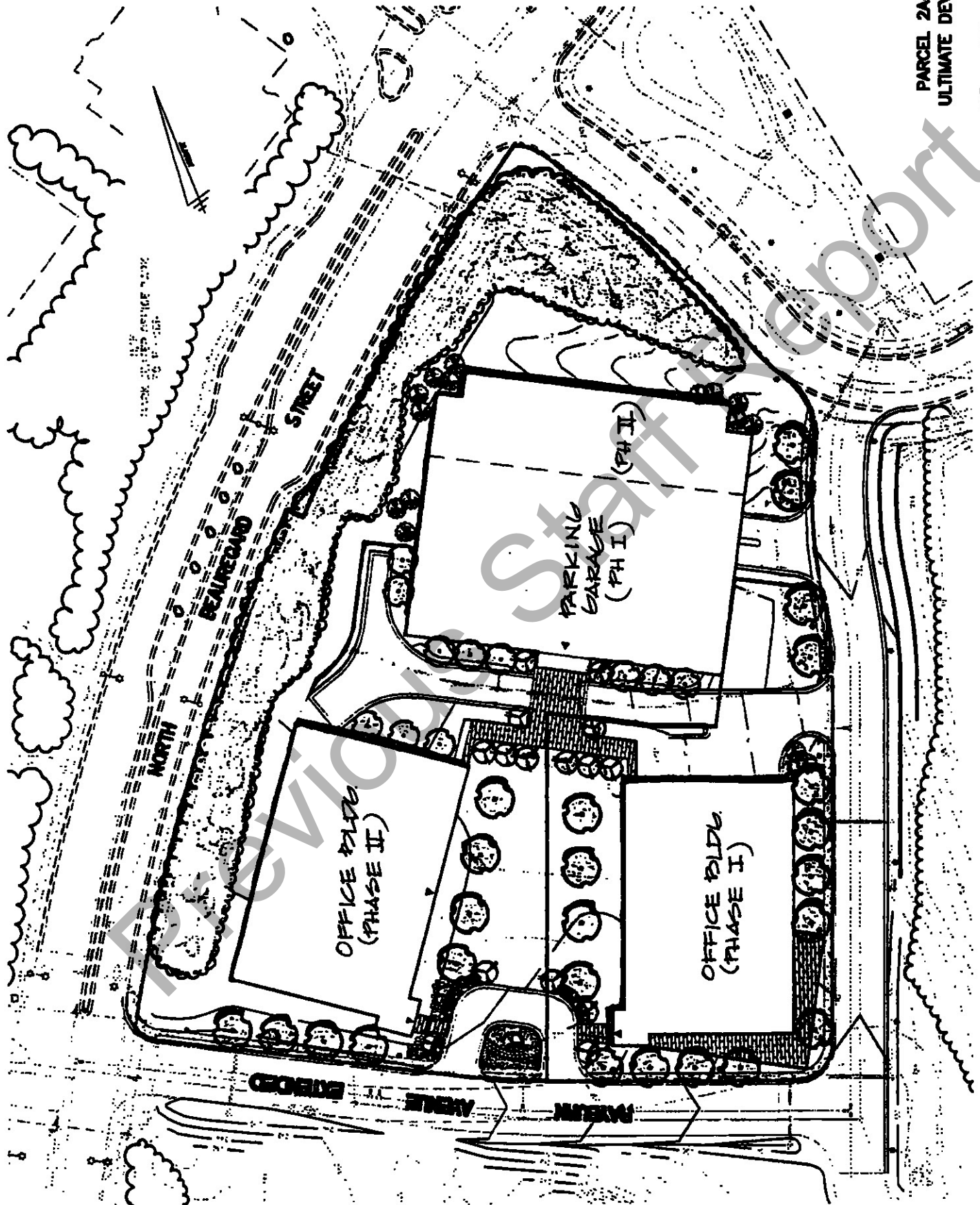


PHASE I BLDG PLAN

SUP 96-0103

PARCEL 2A-1 AND 2A-2  
ULTIMATE DEVELOPMENT PLAN

WALTER L. PHILLIPS  
REGISTERED PROFESSIONAL ENGINEER  
No. 10,000



PHASES I AND II BLDG. PLAN

**ATTACHMENT 1**

**Legend:**        C - code requirement        R - recommendation  
                  S - suggestion                F - finding

**REQUIREMENTS BROUGHT TO THE ATTENTION OF THE APPLICANT**

**Planning and Zoning**

- C-1 Roof top HVAC units shall be screened with similar materials or quality of materials used on the building wall pursuant to section 6-403(B)(1) of the zoning ordinance.
- C-2 All compact parking spaces shall be marked pursuant to section 8-200 (E)(1) of the zoning ordinance.

**Transportation and Environmental Services**

- C-1 Bond for the public improvements must be posted prior to release of the plan.
- C-2 The sewer tap fee must be paid prior to release of the plan.
- C-3 All easements and/or dedications must be recorded prior to release of the plan, including off-site easements.
- C-4 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.
- C-5 All drainage facilities must be designed to the satisfaction of T&ES.
- C-6 All utilities serving this site to be underground.
- C-7 Connect all downspouts to storm sewer.
- C-8 Show an environmental site assessment statement on the final site plan, similar to the example which follows, but one which is representative of actual site conditions:

**ENVIRONMENTAL SITE ASSESSMENT**

There are no tidal wetlands, tidal shores, tributary streams, connected non-tidal wetlands, flood plains, highly erodible/permeable soils or buffer areas for streams, shores or wetlands located on this site. Furthermore, there are no wetlands permits required for the development of this site.

F-1 Stormwater detention, quantity-wise, for this site was provided in the design of the Winkler Botanical Reserve.

Code Enforcement

- C-1 Temporary structures, including sales trailers, must have a building permit, meeting the standards of the Virginia Uniform Statewide Building Code (USBC) requirements for industrialized buildings registered under the Virginia Industrialized Building Safety Law, USBC 100.6.1. Structures will be required to have a ramp to comply with the ADA requirements for accessibility, specifically meeting USBC 101.3.2.
- C-2 New construction must comply with the current edition of the USBC.
- C-3 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) floor area per floor; e) fire protection system.
- C-4 Accessibility by individuals with disabilities must be provided according to USBC Chapter 11, Accessibility.
- C-5 The fire protection plan shall include, subject to the approval of the Fire Marshal: a) declaration of all private roadways as Emergency Vehicle Easements (EVE) including appropriate posting; b) fire hydrants located in accordance with USBC 916.0; c) Fire Department connections to all buildings in accordance with USBC 915.0.
- C-6 Prior to submission of the Final Site Plan and/or construction plans for review, the developer shall provide a fire flow analysis by a certified fire protection engineer to assure adequate water supply for structure/s being considered.
- C-7 Certificate of occupancy shall be obtained prior to any occupancy of any building or portion thereof, in accordance with USBC 115.0.



**APPLICATION:****SPECIAL USE PERMIT****SUP #** 96-0103**PROPERTY LOCATION:** Parcel IIA, Mark Center /899  
(Rayburn and North Beauregard Street)**TAX MAP REFERENCE:** A portion of Tax Map No. 19.00-02-04  
(which may have been recently renumbered) ZONE: CDD**APPLICANT'S NAME:** The Mark Winkler Company**ADDRESS:** 4900 Seminary Road, Suite 900, Alexandria, VA 22311**PROPERTY OWNER NAME:** Mark Center Properties Limited Partnershipc/o The Mark Winkler Company**ADDRESS:** 4900 Seminary Road, Suite 900, Alexandria, VA 22311**Preliminary Development Plan****USE REQUESTED:** Office Development for ASCD and future building

THE UNDERSIGNED hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 11-500 of the 1992 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 hereby attests that all of the information herein provided and specifically including all surveys, drawings, etc., required to be furnished by the applicant are true, correct and accurate to the best of their knowledge and belief. The applicant is hereby notified that any written materials, drawings or illustrations submitted in support of this application and any specific oral representations made to the Planning Commission or City Council in the course of public hearings on this application will be binding on the applicant unless those materials or representations are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revisions, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

J. Howard Middleton, Jr.**Print Name of Applicant or Agent**Hazel & Thomas510 King Street**Mailing Address**Suite 200Alexandria, VA 22314**Mailing Address**  
**Signature**(703) 838-5182**Telephone Number**June 13, 1996, revised June 27, 1996**Date****DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY****JUN 28 1996****Application Filing:** \_\_\_\_\_ \$ \_\_\_\_\_  
date received fee paid date paid**Legal Advertisement:** \_\_\_\_\_ **Property Placard:** \_\_\_\_\_**ACTION - PLANNING COMMISSION:** \_\_\_\_\_**ACTION - CITY COUNCIL:** \_\_\_\_\_



**SPECIAL USE PERMIT # 96-0103**

**INFORMATION FOR SPECIAL USE PERMIT IN ACCORDANCE WITH THE PROVISIONS OF ARTICLE XI, SECTION 11-503(A) OF THE 1992 ZONING ORDINANCE OF THE CITY OF ALEXANDRIA, VIRGINIA.**

---

1. Identify the applicant of the subject property of this application:

☐ Owner

☐ Contract Purchaser

☐ Lessee

☒ Other - Managing and Development Agent

State the name, address and percent of ownership of any person owning an interest in excess of ten percent (10%) in a corporation or partnership of this application.

The Mark Winkler Company, Applicant, is located at 4900 Seminary Road, Suite 900, Alexandria, Virginia. Owners of 10% or more include Carolyn W. Thomas, Kathleen W. Wennesland and Margaret W. Hecht. The address for each is care of The Mark Winkler Company, 4900 Seminary Road, Suite 900, Alexandria, Virginia.

The parcel underlying the proposed development is owned by Mark Center Properties Limited Partnership. The general partner of Mark Center Properties Limited Partnership is the Winkler Family Trust, which owns 41.22%. The limited partners owning more than 10% are The Marital Deduction Trust (22.08%) and Mrs. Catherine W. Herman (41.22%).

2. Submit a map showing the location of the property in question as well as all property within 300 feet of the boundaries of the property for which this special use permit is sought, including as to all property identified, the following information:

## **SPECIAL USE PERMIT # 96-0103**

- A. existing uses (vacant)**
- B. existing zoning (CDD)**
- C. land use designation contained in the master plan (CDD - office/residential)**

### **3. The proposed use**

#### **(a) General Description.**

This special use permit seeks the approval of a Preliminary Development Plan for a portion of the Winkler Tract CDD. The subject parcel, referenced as Parcel IIA in the approved Concept Plan, contains approximately 4.68 acres and is intended to be developed with two (2) new office buildings and a parking structure. At completion, the maximum floor area on Parcel IIA will be 200,000 square feet and the F.A.R. for this Parcel will be approximately 0.98, well below the 1.5 F.A.R. and 326,000 square feet contemplated in the approved Concept Plan.

The first phase of the development will be a four (4) story office building located on Parcel IIA-1, together with a parking structure to accommodate approximately 200 vehicles. This building is a build-to-suit for the Association for Supervision and Curriculum Development ("ASCD"), a major international association with approximately 190,000 members. ASCD has been located in Old Town, Alexandria since April 1979, but has outgrown its space. ASCD would like to stay within Alexandria and has selected Mark Center as the location of its new headquarters. Construction will commence promptly after Final Development Plan approval.

The second phase of the development on Parcel IIA will be a six story office building located on Parcel IIA-2, together with parking for approximately 300 additional vehicles. As the second phase is built, the footprint of the parking structure will be expanded, and two additional levels of parking will be added. Winkler is presently marketing the Phase II building, but there is no present time schedule

## **SPECIAL USE PERMIT # 96-0103**

for construction to commence. As a consequence, Winkler requests that the initial approval of the Preliminary Development Plan be valid for sixty (60) months.

The proposed Preliminary Development Plan provides for a landscape buffer along the entire frontage with North Beauregard Street, which landscape buffer is at least 50 feet wide and will be landscaped consistent with current practices at Mark Center. The ASCD Building is located on that part of the Parcel which is away from North Beauregard Street. The second phase building, on Parcel IIA-2, will have a setback from North Beauregard Street of approximately 64 feet. Additionally, the parking structure, which will have a setback of 50 feet or more, will take advantage of the natural berms along North Beauregard Street, and will be built into the grade. This, together with the extensive landscape buffer, will help screen the garage from the adjacent streets.

### **(b) Architectural Concepts.**

The site plan for Parcel IIA at Mark Center proposes two office buildings with a structured parking garage that together create a shared courtyard that is open-ended towards the south. Both buildings share a common palette of materials and architectural language. The proposed ASCD office building on the east side of the Parcel is a four story structure with approximately a 19,000 square foot footprint. It is approximately 113 feet wide and 168 feet long with its long side running in the north, south direction. Present design intent is that the building will be composed primarily of brick with punched aluminum and clear glass windows, and precast concrete accents. It has a classical organization that vertically expresses a base, middle and top. The main building entry and visitor drop off is located on the building's southwest corner. The loading area is at the opposite end of the building on its north side. Along the west side of the building, at its base, is a proposed enclosed arcade linking the building lobby to the sidewalk that leads to the structured parking garage. Wrapping the southwest corner of the

## **SPECIAL USE PERMIT # 96-0103**

building at the base is a raised terrace with first floor access that takes advantage of the change in topography. The second building on Parcel IIA is comparable in the dimensions of its footprint and will have an architectural style complementary with the architectural style of the ASCD Building.

**4. Describe plans to control any potential impacts of the proposed use on the nearby community:**

**A. Noise levels**

- 1. Noise levels anticipated from all mechanical equipment.**

Noise levels typical for the office uses and size of structures contemplated. It is presently anticipated that the mechanical equipment for the ASCD Building will be at ground level, adequately screened. See Plan.

- 2. A statement as to whether the anticipated noise complies with the levels permitted by chapter 5 of title 11 of the City code.**

The Applicant will comply with the provisions of all applicable codes relating to noise.

- 3. Plans to control these anticipated noise levels.**

N/A

- 4. Plans to control noise levels emanating from patrons.**

N/A

## **SPECIAL USE PERMIT # 96-0103**

- B. Odors - Methods to be used to control odors emanating from the use:**

**N/A**

**C. Trash and Litter**

- 1. The type and volume of trash and garbage the proposed use will generate.**

The proposed development will generate the typical amount of trash and garbage associated with office uses. The Applicant is considering the feasibility of a recycling program for certain paper products.

- 2. The planned frequency of trash collection.**

**As necessary.**

- 3. Planned methods to prevent littering on the property, streets and nearby properties.**

Either Winkler staff or outside contractors will patrol the property and the adjacent rights-of-way to collect litter and trash.

**D. Loading/Unloading**

- 1. Availability and adequacy of off-street loading facilities.**

**As shown on plan.**

- 2. Hours and frequency of off-street loading.**

**As required by the office tenants. Deliveries will generally be limited to normal office hours.**

## **SPECIAL USE PERMIT # 96-0103**

### **E. Parking**

1. Location of parking either on the site or within 300 feet of the site.

See Plan. With Phase I, there will be approximately 200 parking spaces in a 3 story structure. With Phase II, the parking structure will be expanded to accommodate a total of 500 parking spaces in a five story structure. The lower levels of the structure are screened by an existing berm from North Beauregard Street, and the exposed garage levels will be heavily landscaped.

2. Number of spaces available to serve residents, employees and patrons during the hours of operation.

As shown on Plan.

### **F. Streets - The design capacity of all streets providing access to the property.**

The Parcel abuts on North Beauregard Street, a four lane, divided road that widens to five to six lanes as it approaches Seminary Road. North Beauregard Street is an arterial street. Seminary Road, which intersects North Beauregard Street a short distance from the Project, is principally a four lane section west of North Beauregard Street, with six travel lanes between North Beauregard Street and the Henry G. Shirley Memorial Highway (I-395). Sanger Avenue, which intersects North Beauregard Street to the south of the proposed project, is principally a four lane, undivided road. Immediate access to the Parcel will be from a 36 foot wide, three lane existing road adjacent to Parcel IIA, from Rayburn Avenue extended across North Beauregard Street (which is presently intended to be private road), and from a new 36 foot wide internal, private connector road. See Plan.

**SPECIAL USE PERMIT # 96-0103**

**G. Use Capacity**

1. The estimated number of patrons, clients, pupils and other such users.

N/A

2. The proposed number of employees, staff and other personnel.

The precise count of occupants of the buildings is unknown at this time.

- H. Hours - The proposed hours and days of operation of the use.**

N/A

- I. Signs - Existing and proposed signs to be erected or utilized on the property.**

Free-standing signs will be generally in the locations shown on the Preliminary Development Plan. The Applicant reserves the right to install directional and building-mounted signs as permitted by Code.

- J. Hazardous Materials - Name monthly quantity and specific disposal method of any state or federally defined hazardous materials or waste to be handled, stored, or generated on the property.**

None.

## **SPECIAL USE PERMIT # 96-0103**

- K. Organic Compounds - Name monthly quantity and specific disposal method of any paint, ink or lacquer thinner, cleaning or degreasing solvent to be handled, stored, processed or generated on the property.**

**Typical amounts for normal cleaning agents and building operations.**

- L. Security - Methods proposed to ensure the safety of residents, employees and patrons.**

**The proposed project will be adequately lit, and will feature after-hours controlled access into the buildings.**

**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 they are employed have a business license to operate in the City of Alexandria, Virginia?**

- [X] Yes      Provide proof of current City business license**  
**[ ] No        Said agent shall be required to obtain a business license prior to filing application.**





# ALEXANDRIA ARCHAEOLOGY

105 NORTH UNION STREET  
ALEXANDRIA, VIRGINIA 22314  
703/838-4399  
FAX 838-6491

## REQUEST FOR PRELIMINARY ARCHAEOLOGICAL ASSESSMENT

Form completion required for compliance with the Archaeological Protection Code, included in Zoning Ordinance, Section 11-411(D), 1992.

PROJECT NAME Mark Center Parcel IIA DATE 13 June 1996

ADDRESS Rayburn Avenue (extended) and North Beauregard Street

TAX PARCEL NUMBER A portion of 19.00-02-04

APPLICANT The Mark Winkler Company PHONE (703) 998-0400

OWNER Mark Center Properties Limited Partnership PHONE \_\_\_\_\_

ADDRESS 4900 Seminary Road, Suite 900, Alexandria, VA 22311

CONTACT William C. Nussbaum, Esq. PHONE (703) 578-7798

ADDRESS The Mark Winkler Company  
4900 Seminary Road, Suite 900, Alexandria, VA 22311

PROJECT ACTIONS 1. ☐ Demolition 2. ☒ New Construction 3. ☐ Addition  
4. ☐ Restoration/Renovation 5. ☐ Landscaping 6. ☐ \_\_\_\_\_

Description of Project (attach additional pages if necessary) The Mark Winkler Company

is seeking approval of two new office buildings. The parcel is approximately  
-.31 acres in size, and is located on the east side of North Beauregard Street,  
between Rayburn Avenue (extended) and the existing connector road. This parcel  
is within the study area previously examined by Bob Adams (see attached letter).

Submit a map showing the exact location of your property. If available please attach the following: maps showing existing structures, proposed demolition (if any) and construction; chain-of-title, historic maps; previous historical or archaeological research.



~~SUP 95-0142~~  
SUP 96-0103

## Alexandria Archaeology

105 North Union Street  
Alexandria, Virginia 22314  
(703) 838-4399

June 22, 1994

William Nussbam  
The Mark Winkler Company  
4900 Seminary Rd.  
Alexandria, VA 22311

Dear Bill,

Bob Adams has delivered the final materials to complete the Winkler archaeological report. It does meet the Alexandria Archaeology Standards, and based upon the agreement reached on August 21, 1991, it will continue to satisfy archaeological requirements in the project area for 10 years from this date.

Ignacio Pessoa in the City Attorney's Office agreed to this ten year duration period for the report. If a site plan is submitted for the property within this ten year period, the evaluation methods and recommendations included in the report will be accepted and considered to be in compliance with the Alexandria Archaeological Protection Code.

Since this report goes beyond an evaluation and management report to the full mitigation of the one identified site, no additional scopes of work for data recovery or needed. Since no significant archaeological resources remain on the property, subsequent development will not adversely affect Alexandria's heritage.

Based upon my letter dated March 6, 1992, the City of Alexandria may require additional work within the ten year period only if the Archaeological Protection Code or other parts of the City Code change. After the ten year period, the City may require changes "if it can be documented the contemporary "state of the art" methods would substantially improve the level of evaluation and thus call into question the no-effect determination." My letter also states that if significance criteria after ten years (20004) cause re-evaluation of the report, the City may make a different determination and arequire appropriate preservation actions.

This report and the ten-year agreement are landmarks in Alexandria's preservation history. Your company is the first to survey

~~SUP 95-0142~~

SUP 96-0103


and mitigate sites prior to a site plan, thus the work stands ahead of its time. Bob Adams has used intensive and careful archaeological methods which are at the forefront of contemporary archaeology. This complete archaeological survey, data recovery and report should hold up to a time longer than projects in which the minimum standards are used. As noted in the 1992 letter, the City recognizes The Mark Winkler Company's commitment to excellence and agrees that the use-life of the report must be sufficient to justify the cost at the pre-development stage of your property.

May I suggest that a copy of this letter be inserted into the final report at either the front or in an appendix? Bob can take care of this when he delivers the artifacts. I will send a copy to the relevant City departments and the City Attorney's Office.

Also enclosed are copies of the final Deed of Gift form as modified by you. After your signature, I will sign and return an original copy to you.

Thank you for a most interesting three years. I think you can be proud of the fine quality of the work and its value to the citizens of Alexandria.

Sincerely,

  
Pamela J. Cressey, Ph.D.  
City Archaeologist

Previous SUP 96-0103

SEARCHED
SERIALIZED
INDEXED
FILED
SEP 1996

**APPLICATION****DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN****DSUP #** 96-0023**Project Name:** The New West End Elementary School - Retrofit**PROPERTY LOCATION:** 1701 and 1705 N. Beauregard Street, Alexandria, VA 22311**TAX MAP REFERENCE:** 019.01-04-11 & 019.01-04-16**ZONE:** CDD #4**APPLICANT:**

Name: Alexandria City Public Schools

Address: 1340 Braddock Place, Alexandria, VA 22314

**PROPERTY OWNER:**

Name: The Alexandria City School Board

Address: 1340 Braddock Place, Alexandria VA, 22314

**SUMMARY OF PROPOSAL** ACPS is requesting an Amendment to Development Site Plan 96-0023 and Special Use Permit 96-103, pursuant to Section 11-400, to change existing uses to accommodate an elementary school use

**MODIFICATIONS REQUESTED** Modification of business use to mixed-use: educational and business

**SUP's REQUESTED** Transportation Management Plan, More than one Mechanical Penthouse

[ ] **THE UNDERSIGNED** hereby applies for Development Site Plan with Special Use Permit approval in accordance with the provisions of Section 11-400 of the Zoning Ordinance of the City of Alexandria, Virginia.

[ ] **THE UNDERSIGNED**, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article XI, Section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

[ ] **THE UNDERSIGNED** also attests that all of the information herein provided and specifically including all surveys, drawings, etc., required of the applicant are true, correct and accurate to the best of his/her knowledge and belief.

Alexandria City Public Schools

Print Name of Applicant or Agent

1340 Braddock Place

Mailing/Street Address

Alexandria, VA 22314

City and State

Zip Code

Signature

(703) 619-8289

Telephone #

(703) 619-8987

Fax #

richard.jackson@acps.k12.va.us

Email address

05/25/2017

Date

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

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

Received Plans for Completeness: \_\_\_\_\_

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

Received Plans for Preliminary: \_\_\_\_\_

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

ACTION - CITY COUNCIL: \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE THIS FORM.**

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

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

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

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

NA

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

☐ **Yes.** Provide proof of current City business license.

☒ **No.** The agent shall obtain a business license prior to filing application, if required by the City Code.

## OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

**1. Applicant.** State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. The Alexandria City School Board	1340 Braddock Place, Suite 610, Alexandria, VA 22314	100%
2.		
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at \_\_\_\_\_(address), unless the entity is a corporation or partnership, in which case identify each owner of more than three percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.		
2.		
3.		

**3. Business or Financial Relationships.** Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is required to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review.

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1.		
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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature



- 2. Narrative description.** The applicant shall describe below the nature of the request **in detail** so that the Planning Commission and City Council can understand the nature of the operation and the use, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. If not appropriate to the request, delete pages 6-9. (Attach additional sheets if necessary.)

The campus of 1701 and 1705 N. Beauregard building will serve as a new elementary school for the west end to address APCS's capacity needs. The first four floors of the existing 6-story office building located at 1701 N. Beauregard will be repurposed into an elementary school with office use remaining on the fifth and sixth floors. The new school will serve approximately 650 students. The school will be in session Monday-Friday from 8:00AM-2:30PM during the traditional school year and it is expected that the office will be used between 9:00AM - 5:00PM throughout the year. The parking garage at 1705 N. Beauregard will be retrofitted to accommodate a playground on a portion of the top level of the structure. Per code required parking for all office use at 1701 is 88 spaces, 1703 requires 190 spaces in the parking garage, and based on code, the school requires 27 spaces. The total parking required is 305 spaces. Additionally, 40 spaces will be lost to accommodate a playground, and 30 will be designated for school visitors bringing the total required to 375. The existing garage has 505 spaces. With 375 spaces required, the garage will have a surplus of 130 parking spaces.

The proposed opening date for the new school is the fall of 2018 which is reflected in the redistricting plans that the ACPS School Board approved in January of 2017. The design of the new school will adhere to the School Board approved Elementary Educational Specifications (June 2014).

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

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

650 students will occupy the school from Monday - Friday during the school year. The office use tenants are TBD, but minimal patrons are expected due to school collocation.

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

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

70 school employees including administration staff, teachers and operations staff.

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

Day	Hours	Day	Hours
School Use (M-F)	8:00AM - 2:30PM		
Office Use (M-F)	9:00AM - 5:00PM		

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

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

Standard School Activity noise

B. How will the noise from patrons be controlled?

NA

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

NA



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

- A. What type of trash and garbage will be generated by the use?  
Paper and food trash are expected. Grease trap is planned to be installed in the kitchen.  
 \_\_\_\_\_
- B. How much trash and garbage will be generated by the use?  
Average for school with 650 student enrollment. Office trash is minimal.  
 \_\_\_\_\_
- C. How often will trash be collected?  
Daily by school's custodial staff and by City trash pick-up services from T&ES.  
 \_\_\_\_\_
- D. How will you prevent littering on the property, streets and nearby properties?  
Students are supervised by teachers.  
 \_\_\_\_\_

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

☐ Yes.      ☒ No.

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

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**10. Will any organic compounds (for example: paint, ink, lacquer thinner, or cleaning or degreasing solvent) be handled, stored, or generated on the property?**

☐ Yes.      ☒ No.

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

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

Students will be supervised by teachers, ACPS plans to have staff security officers on site, who will patrol the campus to ensure the safety of nearby residents, students and employees.

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**ALCOHOL SALES**

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

☐ Yes.      ☒ No.

If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and identify any proposed changes in that aspect of the operation.

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**PARKING AND ACCESS REQUIREMENTS**

**13. Provide information regarding the availability of off-street parking:**

A. How many parking spaces are required for the proposed use pursuant to section 8-200 (A) of the zoning ordinance?

The existing garage has 505 spaces. With 374 spaces required for all users,visitors and playground, the garage will have a surplus of 131 parking spaces.

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

194	Standard spaces
259	Compact spaces
12	Handicapped accessible spaces
40 for Playground	Other

- C. Where is required parking located? (check one)    ☒ **on-site**    ☐ **off-site**

If the required parking will be located off-site, where will it be located?

---

Pursuant to section 8-200 (C) of the zoning ordinance, commercial and industrial uses may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit.

- D. If a reduction in the required parking is requested, pursuant to section 8-100 (A) (4) or (5) of the zoning ordinance, complete the **Parking Reduction Supplemental Application**.

**14. Provide information regarding loading and unloading facilities for the use:**

- A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance?

- B. How many loading spaces are available for the use?

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

---

1 loading space is available at northeast side of the building.

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- D. During what hours of the day do you expect loading/unloading operations to occur?  
The deliveries are expected to occur in the morning between 5:00AM - 11:00AM.
- 

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

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The school will receive in average 0-2 deliveries per day.

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**15. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?**

Current street access is adequate, minor adjustments are proposed to facilitate the bus and parent drop-off.

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August 24, 2017

Members of the Planning Commission  
Alexandria City Hall  
301 King Street  
Alexandria, Virginia 22314

**Richard A. Newman**

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**Reference Number**  
**038017.00001**

Re: Development Special Use Permit 2016-0039 (the “**Proposed DSUP**”) as it relates to the property located at 1703 N. Beauregard Street, Alexandria, Virginia (the “**ASCD Property**”)

Dear Members of the Planning Commission:

This firm represents the Association for Supervision and Curriculum Development (“**ASCD**”). ASCD is the owner of the ASCD Property, which is adjacent to the properties located at 1701 N. Beauregard Street (the “**School Property**”) and 1705 N. Beauregard Street (the “**Garage Property**,” and together with the School Property and the ASCD Property, the “**Subject Properties**”). Our purpose in writing to you today is to call to your attention the negative impacts that the Proposed DSUP will have on the ASCD Property and suggest certain changes to the Proposed DSUP conditions that may mitigate these adverse impacts.

***Relationship between the ASCD Property and the School Property***

The ASCD Property is located immediately south of the School Property. All three Subject Properties were developed under the same original Special Use Permit #96-0103 (the “**Original DSUP**”) as a part of an integrated office park development with shared facilities. The Original DSUP provides for shared use of the parking garage located on the Garage Property as well as shared private streets (North Highview Lane, Rayburn Avenue, and the private road between (i) the School Property and the ASCD Property and (ii) the parking garage on the Garage Property (hereafter called the “**Service Road**”) and shared use of a narrow greenspace between the School Property and the ASCD Property. The terms of the maintenance and use of the Garage Property and the private streets (including the Service Road) were memorialized in that certain private Declaration of Covenants and Easements for Mark Center Parcel IIA, recorded in Book 1603, Page 0196 in the land records of the Clerk’s Office for the Circuit Court of the City of Alexandria, as amended, and that certain private Declaration for Mark Center Plaza II, recorded in Book 1594, Page 1290 in the land records, of the Clerk’s Office for the Circuit Court of the City of Alexandria, as amended (together, the “**Declaration**”). This Declaration also places use restrictions on the

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Los Angeles, CA 90013-1065  
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1675 Broadway  
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55 Second Street, 21<sup>st</sup> Floor  
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1717 K Street, NW  
Washington, DC 20006-5344  
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ASCD Property and the School Property for “Office Use” only and subjects the Subject Properties to other restrictions that are incompatible with the operation of a school.

As you will note from the Proposed DSUP materials and the photograph attached as **Exhibit A**, the office buildings on the Subject Property are approximately 125 feet apart and the fourth floor of the office building located on the ASCD Property is approximately 68 feet from the playground and basketball court proposed to be added to the roof of the parking garage on the Garage Property.

ASCD is identified as an owner of the “subject site” on sheet 2 of the Proposed DSUP plan, however, ASCD is not a co-applicant on the Proposed DSUP application. Considering that (i) the ASCD Property and the School Property were developed according to the same Original DSUP, (ii) the two buildings and the parking garage are in close proximity to one another, (iii) elements of the Proposed DSUP are located on the ASCD Property, and (iv) the ASCD Property is a part of the “subject site,” ASCD should have been joined as a co-applicant on the Proposed DSUP. In fact, Section 11-503(A)(1) of the Alexandria Zoning Ordinance (the “**Zoning Ordinance**”) provides that the applicant for a DSUP “shall be the owner...[of] the subject property.” Insofar as ASCD is the owner of a portion of the Subject Property, it is our view that ACPS’ application is legally insufficient.

Although ASCD has been in sporadic communication with ACPS about the possibility of ACPS’ purchasing the ASCD Property, ACPS has failed to involve or reach out to ASCD in the conceptualization of the site plan for the Proposed DSUP and discussions about the possible purchase of the ASCD Property by ACPS have long since stalled. This has resulted in a set of proposed plans included in the Proposed DSUP that does not address or mitigate the negative impacts the Proposed DSUP will have on the ASCD Property.

### ***Incompatibility with Current Development***

As you know, in approving the Proposed DSUP, City Council must consider whether the result of the approval of the Proposed DSUP will be detrimental to the public welfare or injurious to property or improvements in the neighborhood.<sup>1</sup>

The proposed school is not only incompatible with the current office use of the ASCD Property but it will also curtail ASCD’s access to the parking garage on the Garage Property, its front entrance and its loading dock and will subject ASCD to noise and traffic that is incompatible with office and conference spaces. Further, the proposed DSUP will surround the ASCD Property on all sides with buses and/or cars dropping off and picking up school children (see attached **Exhibit A**), as well as permit exterior loudspeakers, and permit a playground and basketball court to be erected right outside the ASCD building’s windows (see attached **Exhibit A**), all fundamentally

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<sup>1</sup>Zoning Ordinance Section 11-504(A)(2)

injurious to the quiet, sylvan setting the Subject Properties now occupy. Moreover, the use of the School Property as a school will result in significant diminution of value for the ASCD Property given that any other future office occupant will also face the same concerns. In these respects, the Proposed DSUP, if approved, would be “injurious to property or improvements in the neighborhood.”

Additionally, we note that ACPS references Bailey’s Upper Elementary School located in Fairfax County, Virginia as its example of a successful conversion of office space to school use. We also note that Bailey’s Upper Elementary School is markedly different in its physical configuration from that being proposed by ACPS in the present case. Bailey’s Upper Elementary School is isolated, as you can see from the aerial photograph attached as **Exhibit B**, and located approximately 210 feet from the rear of the school building to the front of the closest office building, whereas in the case of the Subject Properties, the ASCD front entrance is approximately 125 feet from the proposed school entrance. Furthermore, the Bailey’s Upper Elementary School does not have a shared parking lot or drive aisles with any of the surrounding office buildings, and it is also set back from a service road, which allows for the safe pick-up and drop-off of children without conflicting with office use traffic. In the case of the subject Properties, the proposed school on the School Property is a part of an inherently integrated office park with the ASCD Property. Therefore, Bailey’s Upper Elementary School is an inappropriate comparison for the Proposed DSUP.

### ***Impacts of the Proposed DSUP on the ASCD Property and Proposed Changes***

Certain elements of the Proposed DSUP also fall short of meeting the non-mandatory standards of review set out in Section 11-504(B) of the Zoning Ordinance. Item (9) of this Section indicates City Council consideration of whether a proposed development interferes with any easements, roadways, rail lines, utilities and public or private rights-of-way is appropriate.<sup>2</sup> Additionally, item (10) of the same Section states that City Council consideration of whether the proposed use will have a substantial adverse effect upon the use or enjoyment of adjacent property, character of the neighborhood, traffic conditions, parking, utilities, and other matters affecting public health, safety and welfare is appropriate.<sup>3</sup> Further, item (11) of the same Section indicates City Council consideration of “whether the proposed use will... interfere with the... use of the neighboring property...” is appropriate.<sup>4</sup> Accordingly, we believe the Planning Commission should consider these factors before making its recommendation to the City Council.

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<sup>2</sup> Zoning Ordinance Section 11-504(B)(9)

<sup>3</sup> Zoning Ordinance Section 11-504(B)(10)

<sup>4</sup> Zoning Ordinance Section 11-504(B)(11)

In particular, we note the following elements and suggest proposed changes to the DSUP conditions as follows:

**Bus Stacking on Rayburn Avenue:**

The Proposed DSUP plans show that ACPS intends to stack buses along Rayburn Avenue immediately adjacent to the ASCD building. This means that the first and second floor offices at the ASCD Property will be directly abutting stacked buses in the mornings and afternoons. This will clearly “interfere with the ... use of... [the ASCD Property]” and in particular will impede access to ASCD’s main entrance, which is on Rayburn Avenue directly adjacent to the ACPS-proposed area for the stacking of buses. The service lane that ACPS proposes to use for bus stacking is currently used by ASCD employees (and was used by the employees of 1701 N. Beauregard) as a bus stop for the Mark Center shuttle bus, a taxi drop-off area, a pick-up area, and a “kiss and ride” drop-off zone. Although the Proposed DSUP plans only show a stack of five buses, one must anticipate that bus use will interfere with ASCD employee and visitor drop off and pick up and with the Mark Center shuttle, particularly during the morning peak. Additionally, buses and cars bringing children to school will back up traffic on North Highview Lane abutting the ASCD Property to the south, particularly as vehicles exiting the Service Road will be turning right into the flow of buses along N. Highview Avenue along the south side of the ASCD Property. This proposed plan therefore interferes with ASCD’s easement rights under the Declaration and its own entrance, raises substantial safety concerns and violates the standard set out in the Zoning Ordinance.

Traffic from the buses will interfere with the ASCD Property less if placed in the new service lane along North Beauregard Street north of the 1701 N. Beauregard Street building in place of the current 50’ landscape buffer (we understand N. Beauregard is a City controlled street). This alternative configuration for bus stacking is shown on **Exhibit C** of this letter and, if adopted, would reduce the adverse impact that buses will have on the ASCD Property. In addition, the new service lane could also be designed to extend down N. Beauregard to accommodate additional buses. This configuration may suggest that a new significant student entrance be constructed on the north side of the School Property or that a walkway be constructed for students exiting buses to access the current main entrance of the School Property on the southern facades of the 1701 N. Beauregard building, either of which changes ASCD would support.

We therefore request that you recommend adding the following condition to approval of the Proposed DSUP:

“Applicant will relocate the bus stacking plan to the N. Beauregard Street frontage of the 1701 N. Beauregard Street property, including, if necessary the creation by Applicant of a service lane or pull-off area for bus stacking along the south side of N. Beauregard Street,



in order to mitigate its impact on the 1703 N. Beauregard Street Property to the satisfaction of the Planning Commission.”

In the alternative, ASCD proposes that bus traffic be routed to the Service Road, that the Service Road be demarked “one way” northbound and that the Service Road be extended to provide for bus egress onto either (1) N. Beauregard Street or (2) North Highview Avenue to the east of the parking garage on the Garage Property. In each case, the second driving lane would be used for parent drop-off. Alternative #1 is depicted on the attached **Exhibit D** and Alternative #2 is depicted on the attached **Exhibit E**. Either of these alternatives, coupled with “No Parking No Standing” signs along Rayburn Avenue and along the portion of North Highview Lane immediately abutting the ASCD Property would reduce the adverse impact of buses on the ASCD Property.

If this alternative is adopted, we would request that you recommend adding the following condition to approval of the Proposed DSUP:

“Applicant will, prior to obtaining a certificate of occupancy, add “no parking/no standing” signs along North Highview Lane and Rayburn Avenue abutting the 1703 N. Beauregard Street building and “one way” signage (northbound) along the service road between the 1703 and 1701 N. Beauregard Street buildings and the 1705 N. Beauregard Street parking garage, limit bus stacking and loading to only the service road between the 1703 and 1701 N. Beauregard buildings and the 1705 N. Beauregard Street garage, and extend that service road to discharge onto either N. Beauregard Street or onto N. Highview Avenue east of the 1705 N. Beauregard Street garage structure.”

Simply, either of these alternatives will channel bus and automotive traffic generated by the school so as to surround the parking garage rather than the ASCD Property, thus mitigating the impact of the school use of the School Property on the ASCD Property.

#### **Parent Drop-Off:**

As you will see from the Proposed DSUP plans, the parent drop off queue area on the Service Road will create backflow traffic that will conflict with the entrance to the parking garage off of North Highview Lane. We note that even ACPS’ traffic consultant acknowledged the inevitable back-up of traffic along North Highview Lane.<sup>5</sup> Furthermore, ASCD’s loading dock is served by the Service Road where the queue is being proposed. The parent drop off queue will block ASCD’s loading dock at critical delivery points during the workday. The queue will also interfere with ASCD’s pedestrian access to and from the parking garage, particularly for handicapped employees and thus raises substantial safety concerns for ASCD. This increase in traffic will significantly

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<sup>5</sup> See ACPS Traffic Study, Page 34 (referenced on Sheet 1 of the Proposed DSUP plan set as submitted under separate cover).



interfere with ASCD's easement rights over a private right-of-way as well as effectively significantly reducing the ASCD Property's delivery and pedestrian access to it from the Garage Property.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

"Applicant will work with adjacent property owner of 1703 N. Beauregard Street to reconfigure the parent drop-off queue to mitigate its impacts on the 1703 N. Beauregard Street property to the satisfaction of the Planning Commission. Such reconfiguration shall include installing, prior to obtaining a certificate of occupancy, a signalized crosswalk in the service road between the 1703 and 1701 N. Beauregard Street buildings and the 1705 N. Beauregard Street garage to enhance safety for pedestrians and handicapped persons crossing from the 1705 N. Beauregard Street parking garage to the 1703 N. Beauregard building, as well as a further signal proximate to the 1703 N. Beauregard loading dock, to be controlled solely by the owner of 1703 N. Beauregard, to provide access to its loading dock."

**Area between Buildings:**

The grassy area between the buildings on the ASCD Property and the School Property currently provides a parklike setting for office workers in both buildings. The Proposed DSUP will significantly diminish ASCD's rights to use this area, which will now be paved in part and will serve as the main entrance for children entering and exiting the School Property.

Since ASCD will no longer have much use of this area and since this area acts as a border between the school and office uses, ASCD requests that ACPS be required to erect a barrier or significant landscaped berm between the two buildings to demarcate the uses of the two properties and to limit interaction between the school occupants and the office occupants.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

"Applicant will work with adjacent property owner of 1703 N. Beauregard Street to create a landscaped berm, hedge or fence no less than six (6) feet in height along the shared property line between 1703 N. Beauregard Street and 1701 N. Beauregard Street to the satisfaction of the Director of Planning and Zoning. Applicant shall be responsible for constructing and maintaining the landscaped berm, hedge or fence prior to the issuance of its certificate of occupancy and for the ongoing maintenance of such improvements."

**Handicapped Parking:**

ASCD's reserved visitor and employee parking spaces are currently located on the ground level of the parking garage. The Proposed DSUP reflects that these parking spaces would be reserved for exclusive ACPS use. This proposed change will have a significant adverse impact on ASCD's access to these spaces, in particular for its disabled visitors and employees, and raises safety and ADA concerns.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

"Applicant shall ensure that not fewer than five (5) handicapped parking spaces in the 1705 N. Beauregard building remain on the ground level of the parking garage available to visitors to and employees of the 1703 N. Beauregard building."

**Parking Capacity:**

Under the current Declaration and the Proposed DSUP, the owner of the ASCD Property is entitled to the use of not fewer than 190 parking spaces in the Garage Property. No provision is made in the Proposed DSUP for controlled access to the Garage to assure that these rights are resected.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

"The applicant shall install and maintain an access control system to provide for exclusive parking by the occupants of 1703 N. Beauregard Street in 190\* parking spaces located in the upper-most portions of the 1705 N. Beauregard Street garage not being converted to playground/basketball court use."

(\*185 if the condition requiring 5 handicapped spaces for 1703 use on the ground floor is adopted.)

**Noise:**

The current use restrictions under the Declaration state that outdoor loudspeakers are not permitted on the Subject Properties. Furthermore, outdoor loudspeakers are disruptive and not compatible with any typical office use, resulting in a "substantial adverse effect upon the use or enjoyment of adjacent property," again in violation of the Zoning Ordinance standard.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

“Applicant shall not install any outdoor loudspeakers that are audible from the adjacent office building located at 1703 N. Beauregard Street.”

**Playground and Basketball Court:**

ACPS proposes to locate a playground and basketball court just outside the ASCD buildings window (see attached **Exhibit A**) with no indication of how it will be screened to mitigate noise and balls going over the edge onto the street. The placement of the playground and the basketball court in this area will subject the ASCD Property to unreasonable noise and risk and that noise and risk could be attenuated by Plexiglas (or similar soundabating material) screening at least eighteen (18) feet high on all sides and roof netting, similar (with respect to the netting) to that shown on page 24 of the PowerPoint presentation prepared for the ACPS Community Meeting on May 16, 2017, which presentation shows a rooftop sports field at The Northwest School (day and boarding school) in Seattle, Washington.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

“Applicant will install and maintain eighteen (18) foot high Plexiglas or similar surround materials around, and roof netting over, the playground and basketball court installed in the 1705 N Beauregard garage to reduce the noise and safety risks presented by the placement of the playground and basketball court directly adjacent to the 1703 N. Beauregard building.”

**Insurance against Liens:**

Certain improvements contemplated by the Proposed DSUP are to be constructed on the ASCD Property and the Garage Property. This means that contractors could potentially place mechanics liens against the ASCD Property and the Garage Property for work performed on the ASCD Property and the Garage Property. Since ACPS cannot indemnify ASCD as a sovereign, we request that ACPS be required to cause its contractor to post a bond in favor of ASCD to assure timely and lien free completion of all work.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

“Applicant shall cause a bond to be posted by its contractor, satisfactory to the Director of Planning and Zoning, to assure timely and lien free completion of all work, prior to its commencement of construction. The owner of the 1703 N. Beauregard property shall be named as an obligee on such bond.”

**Reserve for Maintenance of the Easements:**

ACPS became obligated to perform the role of the “Declarant” under the Declaration when it purchased the School Property. As such, ACPS is responsible for all maintenance of the easement areas, including the Garage Property, the private drive aisles and privately maintained rights of way. ASCD is afforded the right to seek specific performance under the Declaration in the event that the Declarant does not perform these functions. This right permits ASCD to sue for specific performance when Declarant fails to maintain these common elements.

ACPS, as a sovereign, is afforded qualified sovereign immunity under Virginia law. This will limit the ability for ASCD to recover costs for maintenance under the Declaration if ACPS were to fail to meet its obligations. Without eliminating ACPS’ right to sue for specific performance under the Declaration, we request that the DSUP provide for a ACPS funded reserve account for maintenance costs.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

“Prior to the issuance of its certificate of occupancy, Applicant will work with adjacent property owner of 1703 N. Beauregard Street to provide for a ACPS funded reserve account to cover maintenance costs for the easement areas, parking garage, and other common elements under the applicable covenants of record to be funded by the Applicant. The proposed amendment shall be approved by the Director of Planning and Zoning prior to execution and recordation.”

**Idling:**

Typical school use presents the risk that buses will be idling for up to 5 hours during the work day directly adjacent to the ASCD Property. This will result in a substantial adverse effect upon the use and enjoyment of adjacent property, in violation of the Zoning Ordinance standard.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

“Applicant shall create and enforce rules to prohibit the idling of buses at any time for periods longer than 15 minutes at a time and for no more than 30 minutes in the aggregate on any given day.”

**Rayburn Avenue and Service Road During Construction:**

ASCD currently has pedestrian and vehicular access over Rayburn Avenue, North Highview Lane and the service road running between the ACPS and ASCD buildings and the parking garage. Any restrictions in the use of these roadways will have a significant adverse impact on ASCD's access to its property.

We therefore request that you recommend the following condition to approval of the Proposed DSUP:

“Applicant shall ensure that Rayburn Avenue, North Highview Lane and the service road running between the buildings located at 1701 and 1703 N. Beauregard and the parking garage at 1705 N. Beauregard remain open at all times, including during construction.”

**Conclusion**

The ASCD Property is inextricably entwined with the School Property. Both properties (along with the adjoining garage) were developed under the same Original DSUP which contemplated a common office use and each relies on the other property for common facilities. Furthermore, the ASCD Property is named as a “subject site” property in the Proposed DSUP due to the fact that certain proposed elements are planned to be constructed on the ASCD Property, although ASCD is not a party to the Proposed DSUP application nor was it consulted in its preparation.

The close connection between the properties, coupled with the inherent inconsistency of the proposed school use with an existing office use, necessitates efforts by ACPS to mitigate the negative impacts a new school will have on the ASCD Property.

For the reasons set forth above, we request that you consider the impacts we have listed and only recommend approval of the Proposed DSUP subject to the conditions we have outlined. We believe these suggestions are reasonable and will not be burdensome to the ACPS. We reserve all of our rights with respect to the losses at the ASCD Property that may not be remedied by the Planning Commission or City Council in the final DSUP approval, such as the diminution in value of the ASCD Property as a result of the School Property being used for school purposes, and to object to the Proposed DSUP application for the reasons state above.

Please do not hesitate to reach out to me with any questions you may have regarding this letter.

Sincerely,

ARENT FOX LLP



Richard A. Newman

cc: Dr. Lois F. Berlin, Ed.D, ACPS – **FedEx – Priority Overnight**  
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PROPERTY PARCEL MAP

1701-1703 North Beauregard Street



EXHIBIT A





**EXHIBIT B**

Google earth

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6245 Leesburg Pike



PROPERTY PARCEL MAP

1701-1703 North Beauregard Street





PROPERTY PARCEL MAP

1701-1703 North Beauregard Street





PROPERTY PARCEL MAP

1701-1703 North Beauregard Street

