



DOCKET ITEM #12

Development Special Use Permit #2018-0004

TMP Special Use Permit #2018-0034

3101 Park Center Drive, 4401 Ford Avenue, & 4300 King Street - Park Center Amendment

Application	General Data	
Project Name: Park Center Amendment	PC Hearing:	June 5, 2018
	CC Hearing:	June 23, 2018
	If approved, DSUP Expiration:	June 23, 2021(three years)
	Plan Acreage (to be converted):	201,686 SF (4.63 acres)
	Plan Acreage (Original Park Center site)	41 acres
Location: 3101 Park Center Drive, 4401 Ford Avenue, and, 4300 King Street	Zone:	CRMU-H
	Proposed Use:	Multi-family residential and mixed-use commercial/office
	Dwelling Units:	393 Multi-family Units
	Gross Floor Area:	1,181,156 Square Feet
Applicant: US Park Center Owner, LLC	Small Area Plan:	Alexandria West
	Green Building:	LEED Certified or equivalent (for converted buildings)

Purpose of Application
The applicant requests approval of a Development Special Use Permit with modifications to permit the conversion of office uses to residential (multi-family) use in up to two existing office buildings with up to 393 units and a Tier 3 TMP Special Use Permit
Special Use Permits and Modifications Requested:
<ol style="list-style-type: none"> An amendment to DSUP #2003-0035 and minor site plan modifications to permit the conversion of office use to residential (multi-family) use to two existing buildings with modifications for: <ol style="list-style-type: none"> A modification to Section 5-307 to permit less than 40% open space;

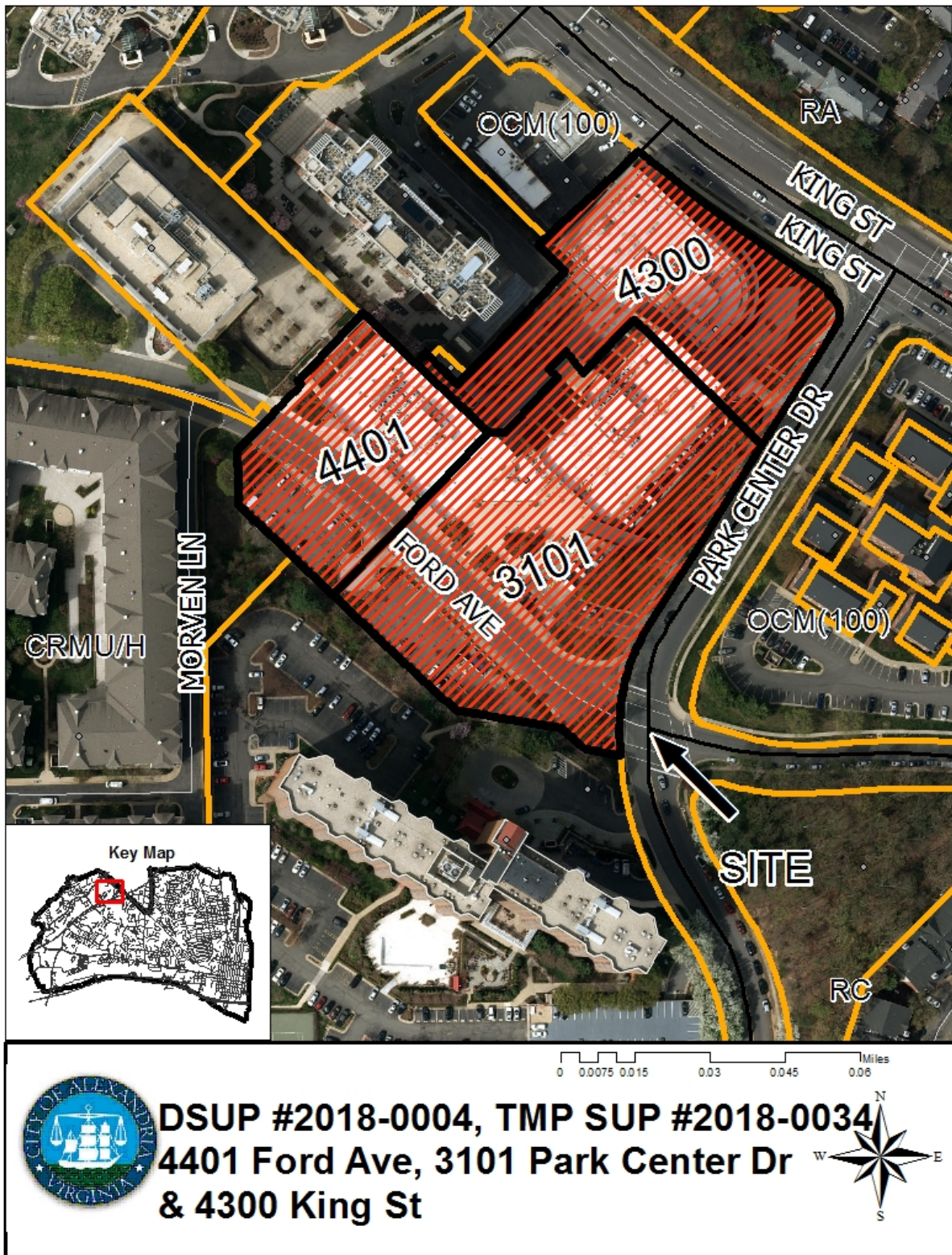
- b. A modification to Section 11-416(A)(1) and Section 7-2507(A) to permit a reduction in the required crown cover; and
 - c. A modification to Section 8-200(D)(a) to reduce drive aisle widths within the parking garage.
2. A Special Use Permit for a Transportation Management Plan for Tier 3 (multi-family building).

Staff Recommendation: APPROVAL WITH CONDITIONS

Staff Reviewers:

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I. SUMMARY

A. Recommendation

Staff recommends **approval** of the proposed redevelopment request from US Park Center Owner, LLC, subject to compliance with the Zoning Ordinance and all applicable codes, adopted policies, the Alexandria West Small Area Plan, and staff recommendations. Staff finds the proposal complies the City's goals and objectives and will provide benefits to the City and surrounding community, including:

- Adaptive re-use of existing office structures with contemporary building design, which:
 - reduces environmental impact of demolition and construction;
 - creates a new residential destination and activity node;
- Reinvestment in ground-level open space, and upgrades to the public streetscape; and
- Provision of workforce housing.

B. General Project Description

In Spring 2018, the applicant, US Park Center Owner, LLC purchased three buildings in the Park Center development. The applicant proposes to redevelop up to two of the existing office buildings into multi-family apartment buildings. The fourteen-story office building at 4401 Ford Avenue of approximately 207,000 net square feet would be converted to 192 apartment units, with a mix of one- and two-bedroom units. The fourteen-story office building at 3101 Park Center Drive of approximately 216,000 net square feet would be converted to 201 apartment units with a mix of one- and two-bedroom units. Both buildings will be reskinned with a new exterior and window systems suitable for residential uses. The interior spaces of both buildings will be similarly gutted and repartitioned as apartment units while the mechanical cores of each building will remain. The third building, four-story office building at 4300 King Street of approximately 68,000 net square feet will continue to operate as an office building and will preserve the existing XSport Gymnasium and other office uses.

The applicant also proposes minor revisions to the existing terraces and plazas adjacent to the fourteen-story office buildings, including repaving existing concrete areas and installing features such as turf, seating areas, fire pits, and other improvements to create amenity spaces typical of multi-family residential uses. The applicant is also proposing to convert 17 parking spaces on the top floor of the parking garage, an area open to the air, into an amenity area for residential tenants. The phased conversion of the fourteen-story office buildings will be staggered with the first building conversion commencing in Q2 2019 and the second structure would begin converting in Q4 2020.

The underground parking garage of 1,470 existing parking spaces provides parking for all three buildings and their uses. Vehicular access to the parking garage is through a curb cut on Park Center Drive and a curb cut on Ford Avenue. As the number of parking spaces in the parking garage exceeds the number of required parking spaces for office and/or residential uses, the

proposed redevelopment and associated phasing of the project will not impact the site's ability to meet the parking requirements for the existing or the proposed uses.

II. BACKGROUND

A. Site Context

The project site is three lots of record, measuring a total of 201,686 square feet and is located in the north-western portion of the City, at the southwest corner of the intersection of King Street and Park Center Drive. The northern side of the property site is bounded by King Street, the eastern portion of the site is bounded by Park Center Drive, the southern boundary of the site is formed by the Avana Alexandria Apartments and the Palazzo at Park Center Condominiums. The western border of the property is formed by four different parcels, 3101 N Hampton Drive which is developed with the North Hampton Place Apartments, 4501 Ford Avenue developed with E-Lofts, 4830 King Street developed with the Halstead Tower, and 4368 King Street developed with the Liberty Gas Station. The site is currently occupied with three structures with a commercial building addressed as 4300 King Street, and two 14-story office buildings addressed as 3101 Park Center Drive and 4401 Ford Avenue. The site is partially bisected by Ford Avenue and contains two surface parking lots with 40 parking spaces. The subject site is located on top of a five-story parking garage with 1,470 parking spaces. Vehicular access to the buildings is provided through two public streets with a curb cut along King Street, a curb cut along Park Center Drive, along with a curb cut and layby on Ford Avenue, a private street.

The predominate land uses surrounding the site are residential in nature, including high-density multi-family rentals and condominium buildings such as Halstead Tower Apartments, North Hampton Place Condominiums, The Alexander Apartments, and Avana Alexandria Apartments. Lower-density garden style apartments are located across King Street to the North. Other nearby land uses include office, such as E-Lofts which contains both residential and office uses, and the King Street West office complex located to the east across Park Center Drive.

As the Park Center subject site is situated on top of an underground parking garage and developed within the design context of a larger office campus, the site and adjacent properties exhibit an atypical ground plane. The site contains two elevations of "ground floors," a lower level ground floor, created by the top floor of the parking garage, and an upper level ground floor, created by the ground floor of the office building (and the roof of the parking garage). Both ground floors are open to the sky above yet separated by an approximate height of ten feet. The various levels of the ground-floor experience are accessed through a series of stairwells, pedestrian ramps, curb cuts, sidewalks and other means of egress.

The site is well served by vehicular access as King Street is a primary transportation corridor within the City. The site is within easy walking distance of many bus routes, including the Dash AT6 and AT9 and WMATA routes 7C, 7P, 7F and 28G with service to the King Street Metro, Old Town, Northern Virginia Community College, Potomac Yard, the Pentagon and the Mark Center.

B. Project Evolution

The Park Center development, approximately 41 acres in size, was first approved by Planning Commission through a site plan in 1973 for a mixed-use development with multi-family residential, office buildings, retail shopping, and a hotel, along with sitewide infrastructure, such as roadways and parking garages, and open space. The initial approval permitted the construction of up to 1,464 Residential dwelling units, up to 706,456 square feet of office use, up to 451,452 square feet of retail, and up to 300 hotel rooms.

Per the approvals of the original site plan, several buildings were constructed through subsequent site plans, SIT 73-0022 was approved in 1973 for 2701 Park Center Drive for the construction of 582 residential units, which is still in situ and known as the Aventine of Alexandria and BLVD2801 apartments. In 1974, SIT74-0032 was approved for the construction of 3101 Park Center Drive and 4401 Ford Avenue, two matching office buildings of 14-stories each and ground floor retail. The two structures were developed on top of an underground parking garage of five stories. The construction of the two office buildings utilized approximately 425,000 square feet of the permitted office construction in Park Center.

In March 1984, City Council approved SUP #1640 to continue developing Park Center under the C-O zone to permit a planned unit development which allows for flexibility in arranging buildings and transferring density and open space requirements within the development site. Under SUP #1640, development levels were updated to 1,464 residential dwelling units, 1,226,617 square feet of office use, 65,383 square feet of retail, 40,568 square feet of a health club use, and up to 800 restaurant seats. These proportions resulted in approximately 60% of the space designated for office uses, 35% of the space designated for residential, and the remaining 5% designated for retail and restaurant uses. Further clarified in Rezoning #84-2, the overall site FAR was limited to 2.33 over the entire 41 acres, while the commercial plaza area, the area bounded by Park Center Drive, Ford Avenue, North Hampton Drive, and King Street could have an FAR up to 4.0. The square footage and unit counts for the previously constructed buildings in Park Center were included within the total allocation approved under SUP #1640.

A series of subsequent SUPs were approved for the Park Center development to conclude the development process as approved under SUP #1640, please see the following table for the development history.

Table #1: Summary of Park Center Development History, 1984 - 2003

Case Number	Case Description	Completed	Constructed
SUP #1640-A 3001 Park Center Drive	An Amendment to SUP #1640 to reorient a residential high-rise tower to construct multi-family building and a two-level parking garage.	Yes	342 Residential Units
SUP#95-0013 2901 N. Hampton Drive	Amendment to separate residential high-rises into three separate towers.	No	
SUP #96-0008 2901 N. Hampton Drive	Amendment to convert three individual high-rise towers to garden style apartments	Yes	392 Residential Units
DSUP #2000-0015 4380 King Street	Development Special Use Permit, with site plan, to construct a hotel with up to 156 rooms. *Application permitted the conversion of approved office square footage for hotel square footage.	No	
DSUP #2001-0014 3101 N. Hampton Drive & 3490 King Street	Development Special Use Permit, with site plan, to construct two multi-family residential high-rise buildings. *Converted 275,000 square feet of office use for residential use.	Yes	572 Residential Units

DSUP #2003-0035 4380 King Street	Development Special Use Permit, with site plan, for construction of a multi-family condominium building. *Allowed the conversion of DSUP2000-0015 from a hotel use to condominiums. ** Declared the remaining 83,000 square feet of unused development is null and void with the completion of the building.	Yes	173 Resident ial Units
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In 2015, the adjacent property at 4501 Ford Avenue, known as E-Lofts underwent an administrative site plan review and approval process to convert an office building into a flexible office and/or residential use. As the existing building complied with all requirements of the CRMU-H zone, including use, density, height, parking, and open space; and wished to maintain the option of office with optional residential uses and not a permanent conversion to residential uses, the building renovation was permitted without an amendment to the existing Park Center DSUP.

III. ZONING

Considerable time was spent delineating the governing zoning regulations and applicable development approvals for the applicant's site as the initial 1984 C-O Planned Residential/Commercial Development approval for Park Center has been replaced by subsequent review processes which are not directly equivalent.

To enable the proposed conversion from office to residential, the applicant proposes to use Section 12-600(B)(5)(a) to amend the CO planned residential/commercial development to reallocate office uses to a residential use. This section permits a change to a CO planned residential/commercial development if, "*the change is consistent with the regulations applicable to the zone in which the development is situated,*" and in this instance the zone is the CRMU-H Zone, and residential multi-family is a permitted use in the zone.

The CRMU-H zone allows a maximum of 2.5 FAR. To ensure compliance with the zone's FAR, the applicant proposes to treat the three parcels as a tract per section 1-400(B)(3)(c) of the Zoning Ordinance, thus sharing density across the three parcels. As such, the building FAR is within the permitted FAR of the CRMU-H zone.

Regarding the height, per Zoning Ordinance Section 5-306 the height in the CRMU-H Zone shall be as indicated in the applicable small area plan. The Alexandria West Small Area Plan, as approved in 1988 and 1992 shows a maximum height of 150 feet for the Park Center Development. A height survey of the two buildings indicates that the height of the buildings, as measured from average finished grade to the top of the parapet wall (as the parapet wall exceeds three feet, the top

of the parapet wall becomes the new roof line – Zoning Ordinance Section 2-154(D)), exceeds the permitted height of 150 feet, as 3101 Park Center Drive measures 160'4 3/8" in height while 4401 Ford Avenue measures 157'5 1/2" in height.

Site plan SIT73-0042, however, which approved the development of both 4401 Ford Avenue and 3101 Park Center Drive, show the height of the buildings, as measured from plaza level to rooftop as 145'9" for 3101 Park Center Drive and 146'2" for 4401 Ford Avenue; placing both buildings under the height maximum of 150 feet as shown in the Alexandria West Small Area Plan.

Table 2: Comparison of Height Using Varying Measurement Techniques

	4401 Ford Avenue			3101 Park Center Drive		
	Plaza Elevation	Roof Top Elevation	Height	Plaza Elevation	Roof Top Elevation	Height
Site Plan 73-0042	181.68	327.8	146.12	181.68	327.6	145.92
	Plaza Elevation	Roof Top Elevation	Height	Plaza Elevation	Roof Top Elevation	Height
DSUP 2018-0004	181.63	327.8	146.2	181.63	327.8	146.2
	Average Finished Grade	Top of Parapet	Height	Average Finished Grade	Top of Parapet	Height
DSUP 2018-0004	180.84	338.30	157. 56	177.93	338.3	160.4

The height discrepancy between the approved building height per the 1973 site plan and the current measured height per the 2018 DSUP application can be traced to the 1992 Zoning Ordinance update which created a definition for height and how height should be measured.

Prior to 1992, the height could be measured from the plaza in front of the building, whereas post-1992, applicants are required to use the average finished grade. Furthermore, the height definition requires height to be measured to the top of a parapet (should it exceed three feet in height) instead of measuring to the top of the roof. As the parapet height on both 4401 Ford Avenue and 3101 Park Center Drive measures 9'5", including the height of the parapet, per current zoning practices, increases the height the building above the height limit shown in the Alexandria West Small Area Plan.

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As the physical building footprints and heights are not increasing from what was approved per their original Site Plan, the building height, while exceeding the permitted height per the small area plan, will be permitted as Zoning Ordinance Section 12-600(B)(5)(a) only requires that a change comply with the existing zone regulations and the change in this case is a change in use, not a change in height.

Table 3: DSUP Zoning Table

Property Address: 4300 King Street, 3101 Park Center Drive & 4401 Ford Avenue				
Total Site Area: 4.63 Acres (201,686 SF)				
Zone: CRMU-H				
Current Use: Office				
Proposed Use: Office and Residential				
	Permitted/Required	Proposed		
		4300 King St.	3101 Park Center Dr.	4401 Ford Ave
FAR	Up to 2.5 FAR	2.43 (as a tract)	2.43 (as a tract)	2.43 (as a tract)
Height	150 Feet	63'5"	160'5"	157'6"
King Street Centerline	75'	75'	N/A	N/A
Open Space	40%	54.8%	41.7%	20.8%
Parking				
Office Use:	261	102	--	--
Residential Use:	571	--	694	609
Total:	832	102	694	609
Loading spaces:	3	1	2	-

IV. STAFF ANALYSIS

A. Building Design

As previously mentioned, the applicant proposes to convert the existing office buildings located at 3101 Park Center Drive and 4401 Ford Avenue into multi-family residential buildings. The two, fourteen-story buildings will maintain their existing structural elements, but all interior spaces will be gutted and a new exterior shall be installed to fully modernize the buildings for their proposed residential uses.

Interior floors will be gutted and re-partitioned to create a combination of one- and two-bedroom units while the exterior, dated office facade will be replaced with a new window wall system with glazing to create floor-to-ceiling windows. The intended exterior design will create a set of matching buildings, with design elements replicated on both buildings. Visible exterior precast concrete columns and floor plates will be painted with a light white color to complement the series of vertical purple and orange opaque panels. The opaque panels will be interspersed between vertical window panels to create a colorful pattern language on the building exterior and express a more dynamic building design. Staff supports the initial designs demonstrated by the applicant and will continue to work with the applicant's design team through Final Site Plan to further enliven the building facade through a stronger pattern language or variations on the opaque panels.

The applicant also proposes minor modifications to the existing series of stepped plazas and terraces which surround 4401 Ford Avenue and 3101 Park Center Drive. As the 1970s site design envisioned areas of semi-private, private, and public open space, a series of terraces and plazas were utilized to create areas of activity. The applicant proposes to maintain the locations of all exiting terraces and plazas but provide modern finishes to the spaces to create a desirable amenity space for building residents. Proposed upgrades include, recasting concrete and installing areas of turf to create a modern finish and enable areas for different activities, installation of lights and additional planter elements to enliven the area, and the use of new furniture to create smaller private activity areas. The applicant also proposes to remove 17 parking spaces and create an additional open space area with seating and lounge uses in front of 3101 Park Center Drive.

The three buildings share a five-story underground parking garage which contains 1,470 parking spaces. The applicant proposes minor updates to the parking garage, including the re-stripping of spaces to ensure ADA compliance, and the removal of some parking spaces to install residential amenity space, such as a fitness center and locker rooms. As a result of the minor revisions to the parking garage, the applicant will remove 65 parking spaces, bringing the total garage parking to 1,405 parking spaces, which exceeds the required residential parking requirements for the two buildings. Additional parking spaces may be removed during the Final Site Plan process when reviewing the widths of the existing drive-aisles to ensure safe vehicular use of the garage.

Table 4: Residential Parking Requirement

Project Address		3101 Park Center Drive	4401 Ford Avenue
Number of Units		201	192
Number of Bed Rooms		298	273
Base Ratio	1.0 spaces per bedroom	Maximum of 298 spaces	Maximum of 273 spaces
Credits			
Proximity to BRT	10%	0%	0%
Walkability Index	5% or 10%	0%	0%
4 or more bus routes	5%	5%	5%
20% or more studios	5%	0%	0%
Total Credits		5%	5%
Resulting Ratio	0.95 spaces per bedroom	Minimum of 284 spaces	Minimum of 260 spaces
Provided Parking		694 Spaces	609 spaces

B. City Policies

Green Building Policy

The City's Green Building Policy was adopted by City Council in 2009 and applies to new construction. The policy requires new residential projects to achieve a minimum Certification in Leadership in Energy and Environmental Design (LEED), or an equivalent standard. Non-residential buildings are asked to achieve LEED Silver Certification from the United States Green Building Council (USGBC) or a recognized equivalent ratings system and equivalent authorizing body. As the entirety of 3101 Park Center Drive and 4401 Ford Avenue are to be renovated and converted to residential uses, staff has conditioned the applicant to achieve LEED Certified, or equivalent.

Affordable Housing Policy

Currently, commercial to residential conversion projects are not subject to the City's voluntary contribution procedures for affordable housing. Absent an established policy, staff and the applicant discussed opportunities for a housing contribution. The applicant expressed a desire to help preserve workforce affordability in the Alexandria West Small Area consistent with the Housing Master Plan's goal to secure long-term affordable and workforce rental housing through strategic redevelopment. To this end, the applicant has agreed to provide five one-bedroom units at 3101 Park Center Drive and five one-bedroom units at 4401 Ford Avenue affordable at 70% of the area median income for a period of 40 years. In 2018, this level of affordability would serve Alexandrians with incomes up to \$57,470 (for a household of one) and \$65,660 (for a household of two). The applicant will be present an affordable housing plan to the Alexandria Housing Affordability Advisory Committee (AHAAC) at its May 31, 2018 meeting.

Public Art Policy

The City's Public Art Policy, adopted by City Council in 2012, applies to new development projects within the City to encourage the growth of public art in the community. However, the Public Art Policy does not apply to existing development and as the applicant's conversion is not considered new development, the applicant is not required to make a contribution to public art. However, should the applicant desire to provide public art a later point in time, staff has included Condition 3, permitting an administrative site plan review to support the installation of future public art.

C. Fiscal Impact

Staff supports the proposed conversion of 3101 Park Center Drive and 4401 Ford Avenue from office to residential uses as the conversion will replace obsolete office buildings in the City with modern residential units. The regional office market has seen consistently high office vacancy rates, and according to a Transwestern Market Report, as of Q1 2018, direct office vacancy in Washington, DC was listed at 8.8% while Northern Virginia came had an office vacancy rate of 16.1%. Citywide, Alexandria has a stronger office performance than northern Virginia with a direct vacancy rate of 15.3%, however this fails to capture the strengths of the various office submarkets in the City which are impacted by a variety of factors, such as a building's location, proximity to public transportation and metrorail, amenities both within the building and within walking distance, the age of the building, recent building renovations, and inherent building characteristics which make it desirable to tenants, such as high ceilings, open floor plates, LEED Certification and lighting.

The City's West End, an approximate geographic area which encompasses 3101 Park Center Drive and 4401 Ford Avenue are home to a number of older office buildings with limited amenities and limited access to metrorail. As such, the office submarket has a direct office vacancy rate of 27.7% and has seen limited office absorption that could substantially reduce the overall vacancy rate. Given the relatively weak office market in the West End of Alexandria and specifically the older

age, vacancy rate and general obsolescence of the two buildings, city staff finds the applicant's request is a strategic opportunity to convert obsolete office buildings into a more competitive residential use/

Positive economic benefits of an office conversion include a lowering of the city's overall office vacancy rate, financial investment in existing buildings, a lower environmental impact than demolition and new construction, and the creation of a new high-quality amenity which will further encourage additional human capital in the City. While the long-term fiscal impact of the conversion of 3310 Park Center Drive and 4401 Ford Avenue remains to be seen, the recent renovation of the adjacent 4501 Ford Avenue may serve as an indicator of the possible positive fiscal impact, as 4501 Ford Avenue was assessed at \$20 million prior to conversion and assessed at \$55 million after conversion; generating a net fiscal impact for the City's tax base.

D. Modifications

As part of this application, the applicant is requesting three Zoning Ordinance modifications per Section 11-416(A)(1) to enable the conversion of the existing office uses to residential uses, including; 1) a modification for crown cover, 2) an open space modification, and 3) a modification for reduction in the minimum parking drive aisle width.

Pursuant to Section 11-416 of the Zoning Ordinance, the Planning Commission may modify minimum requirements of the Zoning Ordinance for the applicable zone if they determine that the requested modifications:

- Are necessary or desirable to good site development;
- That such modification is necessary or desirable to good site development;
- That specific and identified features of the site design make up for those impacts otherwise protected by the regulations for which modification is sought; and
- The modification will not violate the intention of Section 11-410(CC) to require a reasonable amount of landscaping. (Applicable for the crown cover modification).

Staff finds the three requested modifications meet the above requirements and are necessary to enable the existing structures on each parcel to comply as closely as possible with the zoning ordinance. Furthermore, granting the modifications for open space and crown cover is inherently consistent with the original intent of the CO-Planned Unit Development, SUP #1640, which allowed the overall Park Center Development to, "provide flexibility in arranging buildings and transferring density and open space requirements within the development site" which implies that some parcels will not meet the minimum requirements on a per parcel basis.

Open Space

Per Section 5-307 of the Zoning Ordinance, each residential portion of a development is required to provide 40% of land area as usable and open space. As the applicant proposes to convert an existing office use into a residential use, each residential parcel must now meet the 40% open space requirement. Due to pre-existing structure placement and property lines, the parcel addressed as

4401 Ford Avenue is unable to meet the open space requirement and must seek the open space modification.

Staff supports open space modification request as the applicant's site plan demonstrates a shared amenity and plaza space between the building's addressed as 4401 Ford Avenue and 3101 Park Center Drive which will ensure the perception of adequate open space to both parcels. The applicant is also proposing to convert 17 excess surface parking spaces into an additional 6,860 square feet of amenity space which will be available to residents of both residential buildings. As the applicant is demonstrating a willingness to increase usable open space for residents and the fact that the office building at 4300 King Street does not have an open space requirement, staff finds the concept of sharing open space across property lines reasonable and with this approach, the applicant is able to exceed the 40% open space requirement.

Table 5: Open Space

	Open Space (All Parcels)	4300 King Street	3101 Park Center Drive	4401 Ford Avenue
Parcel Area	201,686 sf	55,757 sf	103,240 sf	42,689 sf
Existing Ground Level - Open Space	75,690 sf	30,600 sf	36,190 sf	8,900 sf
Percentage Open Space per Parcel (Existing)	37.5%	54.9%	35.1%	20.8%
New Open Space (Proposed)		--	6,860 sf	--
Total (With Proposed Open Space)	82,550 sf	30,600 sf (37%)	43,050 sf (52%)	8,900 sf (11%)
Percentage Open Space per Parcel (Proposed)	40.1% (combined open space)	54.9%	41.7%	20.8%

Crown Cover Modification

Section 11-416(CC) and Section 7-2507(A) of the Zoning Ordinances requires a crown cover of 25% of proposed land area; with a combined parcel area of 201,686 square feet, the applicant is required to provide 50,422 square feet of crown cover across the three parcels. A survey of existing trees and shrubs indicated the applicant's site contains 30,915 square feet of crown cover, or approximately 15.3% of the required crown cover. As the site is currently developed with three separate buildings, paved plaza areas with established planters, sidewalks and roadways, there is

limited available site area which could be utilized to support additional crown cover. Through improvements to the site, the applicant proposes an additional 4,584 square feet of crown cover, for a total square footage of 35,499 square feet or approximately 17.6% of their required crown cover. As such, the applicant is short 14,923 square feet of crown cover, which using the City's Landscape Guidelines is approximately equivalent to 12 large shade trees (assumes 1,250 square feet of crown cover per large shade tree). Per Condition 7 of their conditions of approval, the applicant will provide a fee in lieu to the City's Living Landscape fund for each large shade tree deficient of the 12 trees that would be required on-site per the Zoning Ordinance.

Modification to Parking Garage Drive Aisle Width

The applicant proposes to maintain the existing five-level underground parking garage to provide parking for the existing office users and future residential tenants at 3101 Park Center Drive, 4401 Ford Avenue and 4300 King Street. As the parking garage was constructed in the 1970s, several of the existing drive aisles have dimensions which are narrower than the current requirement of 22 feet, per section 8-200 (D)(a) of the City's Zoning Ordinance. The applicant has indicated their intent to improve the existing garage conditions, where possible, to achieve the minimum 22' drive aisle width, however several drive aisles, due to existing column configurations will be limited to a maximum width of 18 feet.

As a result of the existing conditions and the inability to move structural columns in order to achieve the minimum width of 22', staff is willing to support a modification to the minimum drive aisle width and will work closely with the applicant during the final site plan process to ensure garage operations and driving patterns will enable safe garage operations. During the final site plan process, the applicant will provide a detailed proposed pavement marking and signage plan for each level of the garage to increase driver awareness within the garage in drive aisles which do not meet the minimum width. Staff will also review additional safety options, such as removing excess parking or limiting the size of vehicles in specific locations to ensure clear sight lines and adequate drive aisle width and turning movements. Staff has included Condition 20 to ensure the functional operations of the parking garage are reviewed and approved by the Department of Transportation and Environmental Services.

E. School Impacts

The applicant proposes to redevelop two existing office buildings to create two high-rise residential multi-family buildings with 474 units. The student generation rate for market-rate, high-rise apartments is 0.038 students per unit, which if applied to the 474 units, would be 19 students. The project is located within the John Adams elementary school attendance area. Staff has coordinated with the Alexandria City Public Schools (ACPS) and will integrate the proposed development project in forthcoming school enrollment forecasts. After building renovation, ACPS will designate school bus routes and pick-up/drop-off locations to establish a safe location for students residing at the multi-family buildings which is consistent with established school district procedures.

F. Special Use Permit Requests

Transportation Management Plan SUP#2018-0034

Section 11-700 of the City's Zoning Ordinance requires development projects with more than 20 units to participate in a Transportation Management Plan (TMP) to encourage residents to maximize transit use through alternative forms of transportation, such as ridesharing, carpooling, buses and bicycles with the objective of reducing single vehicle occupancy trips. As the development proposes up to 474 units, the applicant has been categorized as a Tier 3 use within the classification established in the Zoning Ordinance. Staff has required the development's participation in a Transportation Management Plan through Condition X of their approval.

However, concurrent with the Park Center Special Use Permit approval per SUP #1640 in March 1984, City Council approved a Transportation Management Plan for Park Center. Continued collaboration exists between current property owners within the larger Park Center who have maintained the use of a shuttle from Park Center to the King Street Metro and through reserving off-street parking spaces for carpool parking to be used free of charge. Due to the applicant's relatively large residential conversion and the limited scope of the initial TMP, staff determined a new TMP SUP (SUP#2018-0034) would be an appropriate vehicle to modernize the TMP contributions for the applicant's proposal and encourage newer investments in alternative transportation options. However, as the applicant's properties are already participating in components of the initial TMP, any contributions made by the applicant within the framework of the initial TMP will also be counted towards the requirements of their new TMP so as not to assess twice the contribution amount.

G. Streetscape & Traffic

The Park Center streetscape and public infrastructure were designed and constructed according to the original 1973 Site Plan and later adopted as a portion of the 1984 Special Use Permit, SUP #1640. As such, the site plan and road capacity have been fully constructed and designed for office users (the original intent of the structures proposed for conversion) and functioning for several decades. As the applicant proposes to convert the existing office uses to residential uses, with a lower traffic impact, the applicant proposes to maintain the existing road network as the conversion will lessen the overall impact.

As part of the proposal the applicant will perform standard maintenance to the existing street network and staff has conditioned the removal of two existing laybys on site, one on Park Center Drive and one along Ford Avenue. The removal of these laybys will bring the road design into greater compliance with current street design practices and increase the available sidewalk for pedestrian use. Furthermore, as Ford Avenue is a private street which extends over the underground parking structure, the applicant would like to explore prohibiting cut-through truck traffic to extend the life of the garage structure. The proposal to limit truck traffic along Ford Avenue will be reviewed through the Traffic and Parking Board and would not apply to existing bus routes which utilize Ford Avenue and to passenger vehicles.

V. COMMUNITY

The applicant team has notified the adjacent community groups of the Seminary Hill Association, the Fairlington Citizens Association, Pointe at Park Center, and the Bolling Brook Condominium Unit Owners Association of the proposed redevelopment plan and hosted an open community meeting at 4401 Ford Avenue on May 23, 2018. The meeting was an open forum for the applicant to provide an overview of the proposed project and to answer any questions from the community. Staff and the applicant team have not received notice of any issues or concerns from the community. Furthermore, as Condition 64 of their approval, the applicant team must identify a point of contact during construction to serve as a community liaison to respond to any questions or concerns which may arise during the renovations.

VI. CONCLUSION

Staff recommends *approval* of the Development Special Use Permit, the Transportation Management Plan Special Use Permit and all modification requests subject to compliance with City codes, ordinances and staff recommendations below.

VII. GRAPHICS

Image 1: *Phase 1, Conversion of 3101 Park Center Drive – sample architecture representation*



Image 2: *Phase 2, Conversion of 4401 Ford Avenue – sample architecture representation*



**Image 3: Park Center Site Plan, as Illustrated in the 1984 Special Use Permit, SUP#1640
(Applicant's Site Identified in Red)**

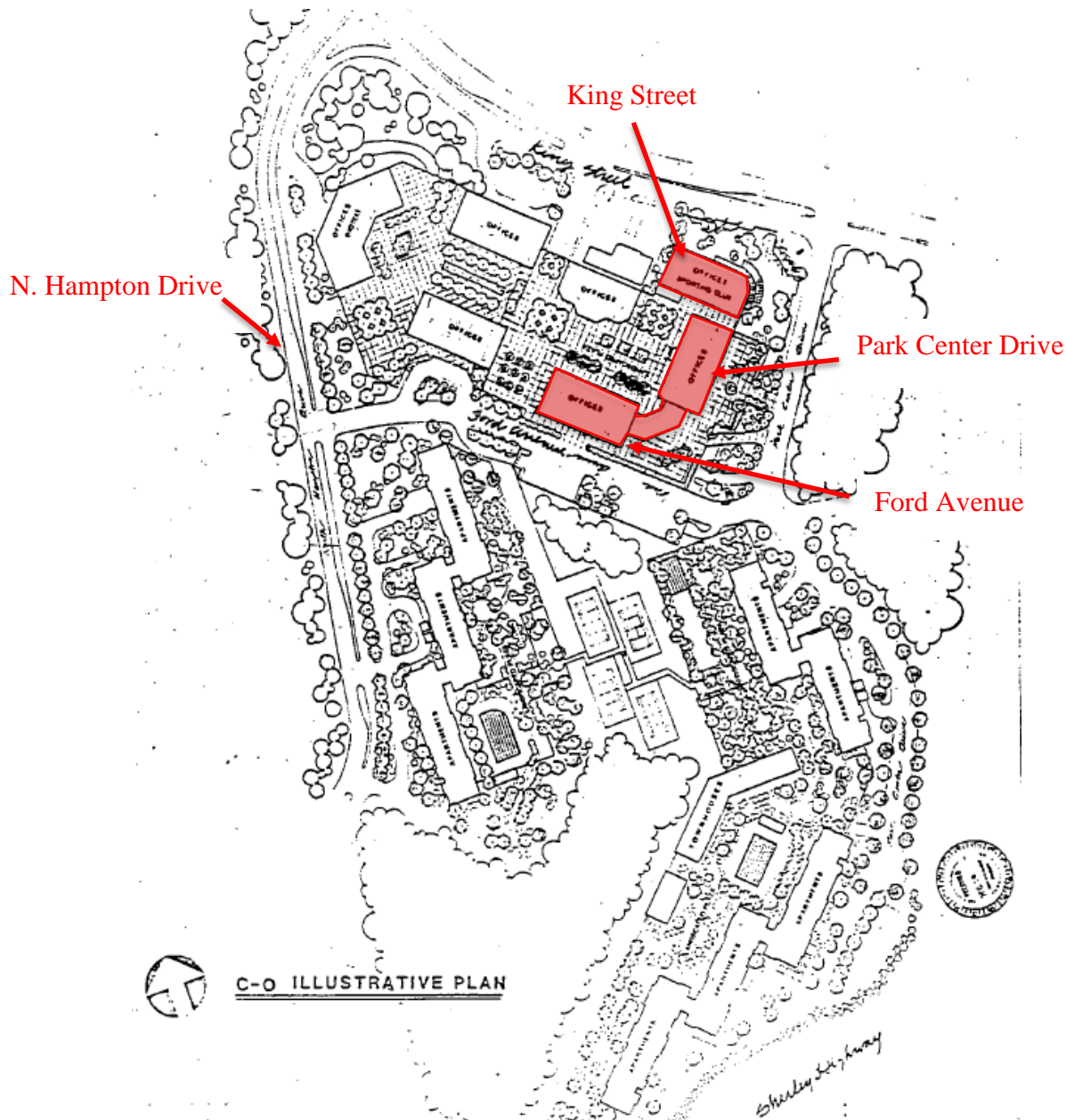


Image 4: Site Plan with Proposed Landscaping



VIII. STAFF RECOMMENDATIONS

1. If the project is constructed in phases, each final site plan shall be in substantial conformance with the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and comply with the following conditions of approval.
2. The property includes three buildings and associated parking structures, all of which are currently constructed. The building footprints will not change as part of this approval. The building at 4300 King Street will remain as office use; the buildings at 3101 Park Center Drive and 4401 Ford Avenue will have the option to convert to residential use.
The proposed conversion of these buildings may be phased, and each phase of the proposed conversion shall comply with the conditions below as to the specific changes proposed as part of each phase. Regardless of any other aspect of the conversion, the applicant shall make the following improvements with each phase, to the satisfaction of the Directors of P&Z and T&ES:
 - a. Architecture: Replacement of building windows and upgrades to architectural skin as generally shown on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and perspective renderings, dated May 22, 2018, and as described in Section E: Building;
 - b. Site Plan:
 - i. Removal of the laybys in front of each building; and
 - ii. Bus shelters along Park Center Drive and Ford Avenue.
 - c. Open Space: Enhancements and upgrades to the project's open space areas are permitted with approval of a minor site plan amendment, provided that the proposed changes comply with the conditions below and current City standards and policies. (P&Z) (T&ES)

A. PEDESTRIAN/STREETSCAPE:

3. The buildings and associated streetscape are currently constructed. Any new pedestrian and streetscape improvements shall be built to current City standards, preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and subject to the satisfaction of the Directors of P&Z and T&ES:
 - a. Construct new concrete sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be six (6) feet;
 - b. New sidewalks shall be flush across all driveway crossings;
 - c. All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards;
 - d. Any newly constructed curb ramps should be separated 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;

- e. All new crosswalks shall be standard, six (6) inches wide, white thermoplastic parallel lines with reflective material, with ten (10) feet in width between interior lines. High-visibility crosswalks (white, thermoplastic ladder crosswalks as shown in the Manual on Uniform Traffic Control Devices (MUTCD)), subject to the review and approval of the Director of T&ES. *** (P&Z) (T&ES)
- 4. The following are new pedestrian and streetscape improvements, to be designed and installed as indicated on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, to the satisfaction of the Directors of P&Z and T&ES:
 - a. With the first Final Site Plan submittal, provide the following updates to the plan:
 - i. Eliminate the existing bus layby on Park Center Drive and restore the original curb alignment *
 - ii. Eliminate the layby in front of 4401 Ford Avenue and reserve curbspace for those uses served by the layby through signage, in coordination with the City and the adjacent property owner; *
 - iii. Work with staff on a road diet for Ford Avenue to allow on-street parking on both sides of the street and provide sharrows in the travel lanes, as feasible, and in coordination with the adjacent property owners. *
 - b. Use of the loading zone and curb cut on northeast side of Ford Avenue to be limited to daylight hours, to be managed by building owners:
 - i. Provide proposed signage with first final site plan. All signage shall be installed prior to first CO for the first residential conversion; *

 - c. With the first final site plan submission, update the plan to include the existing midblock crosswalk at Ford Avenue. With submittal of the final site plan for each residential conversion, work with staff to determine whether alternative crosswalk locations between the parking lots on southwest side of Ford Avenue and building entrances on northeast side of Ford Avenue are needed for pedestrian circulation; *** and,
 - d. All new pedestrian improvements will be completed prior to the issuance of final certificate of occupancy permit of the first residential conversion, unless otherwise indicated. *** (P&Z) (T&ES)

B. PUBLIC ART:

- 5. While the installation of public art is not required with a use conversion, it is encouraged, and future installations may be approved through a Minor Site Plan Amendment, to be reviewed and approved by the Directors of Planning and Zoning and Recreation, Parks and Cultural Activities.
 - a. Prior to installation, provide an overview of the proposed art to staff, including information on the artist, location, medium, construction

materials, recommended maintenance regime and a schedule for installation. (P&Z) (RPCA)

C. OPEN SPACE/LANDSCAPING:

6. The site is constructed and much of the existing landscape will remain. Any new landscape improvements shall be built to current City standards and the City of Alexandria's Landscape Guidelines, unless otherwise indicated on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and subject to the satisfaction of the Director of P&Z:
 - a. Should new pole-mounted lights be installed, the location of all new lights shall be coordinated with all trees. Light poles shall be located a minimum of ten (10) feet from the base of all trees, and the placement and height of light poles shall take into account the mature size and crown shape of all nearby trees.
 - b. All new 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.
 - c. Provide a plan exhibit that verifies the growing medium in new street tree wells/trenches, and all new planting above structure 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)
7. Prior to the issuance of the first Certificate of Occupancy for either residential building, the applicant shall provide a fee in lieu to the City's Living Landscaping Fund of \$250 per each large shade tree deficient of the 12 trees required. *** (P&Z)
8. 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. * (P&Z) (T&ES)

D. TREE PROTECTION AND PRESERVATION:

9. 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 Directors of P&Z and RP&CA. A Tree Conservation and Protection Plan shall be approved by the City Arborist prior to Final Site Plan release. * (P&Z) (RP&CA)

10. 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)
11. The area of the limits of disturbance and clearing for the site shall be limited to the areas as generally depicted on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018 and reduced if possible to retain existing trees and grades. (P&Z) (RP&CA)

E. BUILDING:

12. The building design, including the quality of materials, final detailing, and general window patterns shall be consistent with the elevations shown on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and perspective renderings, dated May 22, 2018, to the satisfaction of the Director of Planning & Zoning, and the following conditions. (P&Z)
13. Provide the following building refinements to the satisfaction of the Director of P&Z:
 - a. All existing window types shall be replaced, and be generally consistent in style and quality of materials with the designs shown on the Preliminary Plan;
 - b. As part of the Final Site Plan for each residential conversion, the residential skin will be reviewed, to ensure general consistency with architectural style and quality of materials with the designs shown on the Preliminary plan. Staff will review proposals to enhance the existing precast panels with balconies, paint, metal panel or new stone or brick work or other enhancements, on an administrative basis;
 - c. Any ventilation for a retail/commercial use shall be carried directly through the roof, or integrated with the overall building design, to the satisfaction of the Director of Planning and Zoning; and,
 - d. All wall mounted vents shall be flush mounted and architecturally integrated with the building design regarding both placement and material/color. * (P&Z)
14. Provide detailed drawings (enlarged and coordinated plan-section-elevation studies, typically at 1/4"=1'-0" scale, in color, with shadows cast at 45 degrees from both left and above, to show true depth of recesses and projections) to evaluate the building base, entrance canopy, stoops, window and material details including the final detailing, finish and color of these elements during the Final Site Plan review.

Separate design drawings shall be submitted for each distinct building skin typology or bay type. * (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 as set forth in the associated *Guidelines for Preparations of Mock-Up Panels* Memo to Industry, effective May 16, 2013. The following submissions shall be provided to review the materials, finishes and architectural details, prior to selection of final building materials:
 - c. Provide a materials board that includes all proposed materials and finishes at first Final Site Plan. *
 - d. 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. ***
 - e. Provide drawings of a mock-up panel that depict all proposed materials, finishes, and relationships as part of the first Final Site Plan. *
 - f. Construct an on-site, mock-up panel of proposed materials, finishes, and relationships for review and approval prior to final selection of building materials. The mock-up panel shall be constructed and approved prior to vertical (above-grade) construction and prior to ordering final building materials. **
 - g. The mock-up panel shall be located such that it shall remain on-site in the same location through the duration of construction until the first certificate of occupancy. An alternative where the mock-up panel is installed as part of the existing building may be reviewed and approved during the final site plan process. * *** (P&Z)
16. Per the City's Green Building Policy adopted April 18, 2009, achieve a green building certification level of LEED Certified or Equivalent, to the satisfaction of the Directors of P&Z and T&ES for each phase. Diligent pursuance and achievement of this certification for each phase of conversion/construction 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 certification within two (2) years of obtaining a final certificate of occupancy.
 - e. Failure to achieve LEED Certification (or equivalent) for the residential projects 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. (P&Z) (T&ES)
18. Energy Star labeled appliances shall be installed in all residential units. (T&ES)
19. Provide level 2 electric vehicle charger installation for a minimum of 2 percent of the required parking spaces required for the residential use. An additional 3 percent of the required parking spaces required for the residential use shall have necessary infrastructure installed for future level 2 electric vehicle chargers. These should be shown on the Final Site Plan for each phase of construction and installed prior to release of the first Certificate of Occupancy for each phase of residential conversion, to the approval of the Directors of P&Z and T&ES. * *** (T&ES) (P&Z)
20. Current parking garage layout includes tandem spaces, drive aisles that are less than the standard 22' in width, as well as the existing column grid. As part of the final site plan submittal for each phase, provide an updated garage plan that works within the existing layout, to minimize these aisle reductions and provides a cohesive traffic flow, to the satisfaction of the Directors of P&Z and T&ES. * (P&Z) (T&ES)
21. 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>. * (T&ES)

F. RETAIL USES:

22. If commercial uses are provided in the future, ground floor uses of areas designated on the plan as "commercial" shall be limited to retail, personal service uses, day care centers, private commercial schools and restaurants, as defined in the Zoning Ordinance, with the exceptions identified below:
 - a. One leasing office per building is allowed;
 - b. Day care centers are subject to the applicable conditions below;
 - c. Restaurants are subject to the applicable conditions below;
 - d. Other similar pedestrian-oriented uses as approved by the Director of P&Z to meet the intent of providing active pedestrian-oriented neighborhood-serving uses are allowed.

- e. The term “commercial” within this DSUP shall include all the uses listed herein, even if those uses are referred to as “restaurant” or “personal service” in the Zoning Ordinance. (P&Z)
23. Day care centers shall be permitted with an administrative special use permit provided they comply with the criteria listed below. Day care centers that do not meet these criteria may apply for a separate special use permit.
- a. A plan that shows drop off and pick up areas must be provided and must be reviewed to ensure that the drop off and pick up areas will create minimal impact on pedestrian and vehicular traffic and will be safe for the day care users. The plan must be approved by the Directors of P&Z and T&ES. (P&Z) (T&ES)
24. Restaurants shall be permitted with an administrative special use permit provided they comply with Section 11-513(C), (L), and (M) of the Zoning Ordinance, with the following exceptions. Restaurants that do not meet these conditions may apply for a separate special use permit.
- a. The maximum number of indoor and outdoor seats allowed shall be determined by the Building Code.
 - b. The hours of operation for the restaurant shall be limited to between 7:00 am and 11:00 pm Sunday through Thursday, and between 7:00 am and midnight Friday and Saturday.
 - c. If entertainment is proposed consistent with the Zoning Ordinance, then it must be demonstrated by a qualified professional that sufficient sound-proofing materials are provided to prevent the entertainment from disturbing building residents. (P&Z) (T&ES) (Code)
25. The Director of Planning and Zoning shall review any administrative Special Use Permit after it has been operational for one (1) year, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c) the director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

G. SIGNAGE:

26. Design and develop a sign plan for wayfinding and directional signage for parking, loading and visitor parking spaces. The plan shall be included as part of the Final Site Plan and shall coordinate the location, scale, massing and character of all proposed signage, as well as the proposed phases of construction, to the satisfaction

of the Directors of P&Z and T&ES. Installation of building mounted signage shall not damage the building and signage shall comply with all applicable codes and ordinances. * (P&Z) (T&ES)

27. The building signs shall be designed to relate in material, color and scale to the building and the tenant bay on which the sign is displayed to the satisfaction of the Director of P&Z.
 - a. The building signs shall be designed of high quality materials.
 - b. Installation of building mounted signage shall not damage the building and signage shall comply with all applicable codes and ordinances. (P&Z)
28. Internally illuminated box signs are prohibited. Explore the use of exterior illumination. (P&Z)
29. New freestanding monument signs will be limited to one per building and streetface and must comply with Article IX of the Zoning Ordinance. Adjacent plantings should be coordinated with the proposed sign. (P&Z)
30. Install a temporary informational sign as required by Section 11-303(D) of the Zoning Ordinance on the site prior to the approval of the Final Site Plan for the project. The sign shall be displayed until construction is complete or replaced with a temporary sign incorporating the required information; the sign shall notify the public of the nature of the upcoming project and shall provide a phone number for public questions regarding the project. * (P&Z) (T&ES)

H. HOUSING:

31. Set Aside Units:
 - a. The applicant has agreed to provide a total of ten (10) affordable set-aside rental units as follows:
 - i. Five (5) affordable set-aside rental units will be provided in the building located at 4401 Ford Avenue as one (1) Bedroom Units.
 - ii. Five (5) affordable set-aside rental units will be provided in the building located at 3101 Park Center Drive as one (1) Bedroom Units.
 - b. Rents payable for these ten (10) set-aside units shall not exceed the maximum rents for households with incomes at or below 70 percent of the Washington D.C. Metropolitan Area Median Family Income (taking into account utility allowances) for a period of 40 years from the date of initial occupancy of each affordable unit. The Office of Housing will calculate these rents on an annual basis when the Washington D.C. Metropolitan Area Median Family Income is published by the federal government. The applicant shall re-certify the incomes of resident households annually.
 - c. If the market rents for one-bedroom units at either of the two properties fall below the affordable rents (as adjusted for utility allowances), the adjusted

- affordable rents shall be reduced to match the market rents and applied at the time the next set-aside rental unit is leased or renewed.
- d. Once an income-eligible household moves into a unit, that unit will be considered an affordable unit until the household's income increases to more than 140 percent of the then-current income limit. The household will be given one additional one-year lease term at the affordable rent and will be notified that at the end of one year the household will not be eligible to continue at the affordable rent. At the applicant's option when the final lease term concludes, the over-income household may be offered a comparable market rate unit or may be allowed to remain in the same unit, but the next available unit of comparable size (i.e., with the same number of bedrooms, den space, and/or approximate square footage) must be made available to a qualified household. Once the comparable unit is rented, the rent of the over-income unit may then be increased to market rate in accordance with any lease restrictions. If a comparable unit within the building does not exist (e.g. a three-bedroom unit), the over-income tenant must be given notice and required to vacate the unit and replaced with an income-eligible household.
 - e. Households receiving Housing Choice Voucher assistance will not be denied admission on the basis of receiving such assistance. A household will be considered income qualified if the amount of rent it can pay based on income, together with the voucher payment, is sufficient to cover the applicable rent.
 - f. The applicant agrees that residents of set-aside units shall have access to all amenities offered within the entire Development.
 - g. The set-aside units shall be of comparable size and floor plan and with the same finishes as other similar units in the Development. Concentrations of set-aside units will be avoided.
 - h. For their first parking space, residents of the set-aside units shall be charged a parking fee equivalent to no more than the cost of the sticker and management fee. Any additional parking spaces will be subject to standard fees.
 - i. The applicant shall notify the Landlord-Tenant Relations Division Chief at the Office of Housing in writing 45 days prior to leasing and provide the City with marketing information, including the affordable rents, fees, and property amenities. The City will notify interested parties of the availability of set-aside units. The applicant shall not accept applications for affordable set-aside units until 45 days after written notification has been provided to the Office of Housing.
 - j. The applicant shall list all set-aside units in www.VirginiaHousingSearch.com, an online housing search database sponsored by VHDA.
 - k. The applicant shall provide the City with access to the necessary records and information to enable annual monitoring for compliance with the above conditions for the 40-year affordability period.

- l. The total of non-refundable fees, excluding application and pet fees, shall not exceed 15% of gross affordable rent.
- m. Amendments to the approved Affordable Housing Plan must be submitted to the Alexandria Housing Affordability Advisory Committee for consideration and require final approval from the City Manager. (Housing)

I. PARKING:

- 32. Provide bicycle parking space(s) for each phase of the residential conversions, per Alexandria's current Bicycle Parking Standards for residents, and at least ten (10) spaces for visitors. Bicycle parking standards, acceptable rack types for short- and long-term parking and details for allowable locations are available at: 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 for each residential conversion. *** (T&ES)
- 33. Update the final site plan to include sharrows consistent with AASHTO guidelines on Ford Avenue, to the satisfaction of the Director of T&ES. These shall be installed prior to first CO with the conversion of the first residential building. *
***(T&ES)
- 34. All residential parking shall be unbundled (i.e., the cost to purchase or lease a parking space is separate from the cost to purchase or lease the residential unit). (T&ES)
- 35. If retail is provided in the future, provide signage at the entrances to the parking garage with retail parking that is consistent with the City's Wayfinding standards for identifying parking garages. (P&Z) (T&ES)
- 36. Provide a Parking Management Plan with the first Final Site Plan submission of each residential conversion. 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. Provide controlled access into the underground garage for vehicles and pedestrians. The controlled access shall be designed to allow convenient access to the underground parking for residents.
 - c. A plan of the garage facility – including the number of lanes of traffic for entering / exiting, indicating any reversible lanes.
 - 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.)
 - f. Information/circulation diagram noting how cyclists will reach the bicycle storage.

- 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 residential and non-residential 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. * (P&Z) (T&ES)
37. Parking spaces within the underground parking garage may be made available for market-rate parking (separate from daily residential visitor parking) through an administrative special use permit, provided excess parking can be demonstrated by a parking study. This request shall be to the satisfaction of the Directors of P&Z and T&ES, and subject to the following requirements:
- a. Provide a parking study to analyze on-site residential parking demand at the time of the request and determine an appropriate number of spaces that are available for market-rate parking. * (P&Z) (T&ES)
 - b. Provide a parking management plan to include, at a minimum, the following:
 - i. An explanation of how garage access to the parking spaces leased to non-residents will be provided. Controlled access to the underground garage shall be maintained.
 - ii. Information on how the garage will be managed, including how spaces will be assigned to residents, visitors, and third party lease holders.
 - c. Provide a copy of the lease or other agreement to be used for market rate parkers.
- Provide a parking study one (1) year from the date of approval of the administrative special use permit to evaluate the impacts of providing market-rate parking within the residential garage and determine whether any corrective action or adjustments need to occur. Additional studies may be required in subsequent years as determined by staff. (T&ES) (P&Z)
38. All on-street parking controls and restrictions within the public right of way and Ford Avenue public access easement areas shall be determined by the City. Any such controls and restrictions which the applicant desires shall be shown on the Final Site Plan. * (P&Z) (T&ES)

J. TRANSPORTATION MANAGEMENT PLAN:

LARGE PROJECTS (Tier 2 or 3)

39. The Park Center has an existing TMP (SUP 96-0008) that includes several programs, such as a shuttle. Should the new development elect to continue financing the shuttle or other existing programs under SUP 96-0008, this would be an eligible TMP expense. (T&ES)
40. According to Article XI, Section 11-700 of the City's Zoning Ordinance, a Transportation Management Plan is required to implement strategies to encourage residents and employees to take public transportation, walk, bike or share a ride, as opposed to being a sole occupant of a vehicle. (T&ES)
41. Prior to any lease/purchase agreements, the applicant shall prepare appropriate language to inform tenants/owners of the transportation management plan special use permit and conditions therein, as part of its leasing/purchasing agreements; such language to be reviewed and approved by the City Attorney's office. (T&ES)
42. The applicant shall integrate into the District Transportation Management Program when it is organized. All TMP holders in the established district will be part of this District TMP. The objective of this district is to make optimum use of transportation resources for the benefit of residents and employees through economies of scale. No increase in TMP contributions will be required as a result of participation in the District TMP. (T&ES)
43. An annual TMP fund shall be created and managed by the TMP Coordinator, and the funds shall be used exclusively for the approved transportation activities detailed in the attachment. The annual base assessment rate for this development in March 2013 dollars shall be \$81.12 per residential unit, \$0.203 per square foot of retail space, \$0.263 per square foot of commercial space, \$40.56 per hotel room and \$0.101 per square foot of industrial/warehouse. The base assessment rate will be adjusted on an annual basis on July 1 of each year in accordance with the Consumers Price Index (CPI-U) as reported by the United States Department of Labor, Bureau of Labor Statistics. The base assessment rate in effect at the time of the project's first certificate of occupancy permit (CO) is the applicable rate when TMP reporting begins. The TMP shall operate on the fiscal year, July 1 to June 30. (T&ES)
44. An on-site TMP Coordinator shall be designated for the entire project prior to release of the first certificate of occupancy. 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 TMP and the parking management program for the project. *** (T&ES)
45. The Director of T&ES may require that the funds be paid to the City upon determination that the TMP Coordinator or Association has not made a reasonable effort to use the funds for TMP activities. As so determined, any unencumbered

funds remaining in the TMP account at the end of each reporting year may be either reprogrammed for TMP activities during the ensuing year or paid to the City for use in transportation support activities which benefit the site. (T&ES)

46. The TMP Coordinator or Association will submit to the Transit Services Division the following as detailed attachments; biannual fund reports due in July and January of each fiscal year, and modes of transportation survey, and a TMP Coordinator survey both due in July of each fiscal year. (T&ES)
47. The TMP coordinator shall allow City transportation demand management staff or their assigns onto the premises to assist in transportation demand management activities. (T&ES)
48. Prior to accepting tenancy or ownership from any occupant other than residential, the owner or tenant shall contact the City's transportation demand management program to discuss an employee transportation strategy. The TMP coordinator shall have the correct contact information for the City's transportation demand management program at all times. (T&ES)
49. As set forth in section 11-711(B) in the Ordinance, civil penalties shall be assessed to the governing entity for lack of timely compliance with the conditions of this TMP SUP. If after assessment of three civil penalties, any use continues to fail to comply with a condition of its approved TMP, the use may be required to participate in the Citywide TMP Program, may be subject to increased review and reporting requirements, and may be subject to a staff recommendation for action by the City Council to revoke the TMP SUP pursuant to section 11-205 of the Ordinance. (T&ES)

K. BUS STOPS AND BUS SHELTERS:

50. Provide the following changes with the first Final Site Plan submittal, to the satisfaction of the Directors of P&Z and T&ES:
 - a. Show all existing bus stop(s), bus shelter(s) and bus stop bench(es) (in the vicinity of the site. *
 - b. Update/relocate the Bus stop on Park Center Drive to include a bus shelter; *
 - c. Update/relocate the Bus stop on Ford Avenue, in coordination with the City and the adjacent property owner, to include a bus shelter. *
 - d. All proposed features shall be ADA compliant;
 - e. New bus shelters shall include a bench, illumination and the ability to accommodate future real time bus information LED screens and electric connections to the satisfaction of the Director of T&ES. The final bus shelter, bus canopy, and bus stop bench design shall meet City standards and the approval of the Director of T&ES. Design and specifications for

the City standard bus shelter can be found at <http://www.alexandriava.gov/6548>. * (T&ES) (Code)

L. SITE PLAN:

51. 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 60 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)
52. Coordinate location of any new 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)
53. Provide a lighting plan with the Final Site Plan to verify that any new 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. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s) and security lighting.
 - e. A photometric plan with lighting calculations that include all 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.

- f. 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.
 - g. 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.
 - h. Provide location of conduit routing between site lighting fixtures so as to avoid conflicts with street trees.
 - i. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
 - j. 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.
 - k. Provide numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
 - l. The lighting for the parking garage(s) shall be code compliant at the time of building permit submission for the first conversion.
 - m. Upon installation of any new exterior light fixtures for the site/building, the applicant shall provide photographs of the site demonstrating compliance with this condition.
 - n. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. (P&Z) (T&ES) (Police) (Code)
54. 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)

M. CONSTRUCTION MANAGEMENT:

55. Submit a separate construction management plan to the Directors of P&Z, T&ES and Code Administration prior to Final Site Plan release for each phase. The plan shall:
- 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. Provide a detailed sequence of demolition and construction of improvements in the public right of way along with an overall proposed schedule for demolition and construction;
 - d. Include a plan for temporary pedestrian circulation;
 - e. Include the location and size of proposed construction trailers, if any;
 - f. 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.
 - g. 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.
 - 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)
56. Provide off-street parking for all construction workers without charge to the construction workers for each conversion phase. 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:
- i. 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.
 - j. Provide for the location on the construction site at which information will be posted regarding Metro schedules and routes, bus schedules and routes.
 - k. 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)
57. The sidewalks shall remain open during construction without diverting pedestrians across streets or from their original route 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)
58. Any bicycle facilities adjacent to the site shall remain open during construction without diverting cyclists from their original route 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)
59. No major construction staging shall be allowed within the public right-of-way on King Street and Park Center Drive. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. ** (T&ES)

60. Transit stops adjacent to the site shall remain open if feasible for the duration of construction. If construction forces the closure of a stop, a temporary ADA accessible transit stop shall be installed. The exact temporary location shall be coordinated with the T&ES Office of Transit Services at 703-746-4075 as well as with the transit agency which provides service to the bus stop. Signs noting the bus stop closure and location of the temporary bus stop must be installed at all bus stops taken out of service due to construction. * (T&ES)
61. A "Certified Land Disturber" (CLD) shall be named in a letter to the Division Chief of Development and Right of Way Services 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)
62. Prior to commencing interior gutting and external renovations, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified 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)
63. Identify a person who will serve as a liaison to the community throughout the duration of each construction phase. 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)
64. 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 the 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)

65. Temporary on-site construction and/or on-site sales trailer(s) shall be permitted and be subject to the approval of the Director of P&Z. The trailer(s) shall be removed prior to the issuance of a final certificate of occupancy permit. *** (P&Z) (Code)
66. 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)
67. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
68. If there are outstanding performance, completion or other bonds for the benefit of the City in effect for the property at such time as it may be conveyed or sold to a party other than the applicant, a substitute bond and associated documents must be provided by that party or, in the alternative, an assignment or other documentation from the bonding company indicating that the existing bond remains in effect despite the change in ownership may be provided. The bond(s) shall be maintained until such time that all requirements are met and the bond(s) released by the City. (T&ES)
69. 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)

N. WASTEWATER / SANITARY SEWERS:

70. If a pool is provided in the future, discharge from pool(s) shall be connected to the sanitary sewer. (T&ES)
71. The sewer connection fee must be paid prior to release of the site plan. * (T&ES)
72. 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)
73. 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 site plan release. * (T&ES)

O. SOLID WASTE:

- 74. Provide \$896 per receptacle to the Director of T&ES for purchase and installation of two (2) Victor Stanley Ironsites Series model SD-42 receptacle with Dome Lid per block face dedicated to trash collection. The receptacle(s) shall be placed in the public right of way to serve open space and park sites. Receptacles shall be generally located along the property frontage and at strategic locations in the vicinity of the site as approved by the Director of T&ES. Payment required prior to release of Final Site Plan. * (T&ES)
- 75. Provide \$996 per receptacle to the Director of T&ES for the purchase and installation of two (2) Victor Stanley Ironsites Series Model SD-42 blue receptacle with Dome Lid per block face dedicated to recycling collection. The receptacle(s) shall be placed in the public right of way to serve open space and park sites. Receptacles shall be generally located along the property frontage and at strategic locations in the vicinity of the site as approved by the Director of T&ES. Payment required prior to release of Final Site Plan. * (T&ES)

P. STREETS / TRAFFIC:

- 76. 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)
- 77. 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)
- 78. Mark all private street signs that intersect a public street with a fluorescent green strip to notify the plowing crews, both City and contractor, that they are not to plow those streets. (T&ES)
- 79. Traffic studies and multi-modal transportation studies shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. (T&ES)
- 80. 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)
- 81. Provide wheel stops for any 90-degree vehicle parking spaces adjacent to a sidewalk of less than seven feet. (T&ES)

Q. UTILITIES:

- 82. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements. (T&ES)
- 83. No transformer and switch gears shall be located in the public right of way nor public easements. (T&ES)

R. WATERSHED, WETLANDS, & RPAs:

- 84. The stormwater collection system is located within the Four Mile 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)

S. CONTAMINATED LAND:

- 85. If excavation occurs, indicate whether 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)
- 86. If excavation occurs, and 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. (Include if applicable.)
- 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)
87. 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)

T. NOISE:

88. Prepare a noise study and noise commitment letter to be submitted and approved prior to the final site plan release for the first phase of conversion, to include the following:
- a. Confirm that the project will meet the HUD guidelines, including 45dBA Ldn interior noise level for residential units;
 - b. Include analysis of the levels of noise residents of the project will be exposed to due to loading and unloading activities, idling and traffic.
 - c. Identify options to minimize noise and vibration exposure to future residents at the site, particularly in those units closest to the loading areas, and garage entrances, including:
 - i. triple-glazing for windows,
 - ii. additional wall / roofing insulation,
 - iii. installation of resilient channels between interior gypsum board and wall studs,
 - iv. installation of a berm or sound wall, and,
 - v. any other special construction methods to reduce sound transmission.
- If needed, the applicant shall install some combination of the above to the satisfaction of the Directors of P&Z and T&ES. * (T&ES)

89. All exterior building-mounted loudspeakers shall be prohibited, and no amplified sound shall be audible at the property line. (T&ES)
90. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
91. 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)

U. CONTRIBUTIONS

92. Contribute \$50,000 towards the Capital Bikeshare fund. All checks shall be made payable to the City of Alexandria and submitted to the Department of P&Z with a cover letter citing the project name, contribution amount, and the condition being fulfilled. * (P&Z)

V. ARCHAEOLOGY:

93. 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)
94. 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)

W. DISCLOSURE REQUIREMENTS:

95. If any of the residential units convert into a residential condominium, the following conditions shall apply:
 - a. The Condominium / Homeowners Association (HOA) documents shall incorporate language that requires the following elements and other restrictions deemed necessary by the City Attorney to ensure that the trees proposed to be saved are retained including:
 - i. Require property owners to sign a disclosure statement acknowledging the presence and required protection of the trees.

- ii. The trees to be protected as depicted on the released site plan shall be required to be retained unless otherwise permitted to be removed by the City Arborist due to the health and safety of the tree.
- iii. Any proposal to remove a tree that is designated to be retained on the released site plan for reasons other than health or safety shall require unanimous approval by the Homeowners Association and a site plan amendment. (P&Z)
- b. All condominium association covenants shall be reviewed by the Director of P&Z and the City Attorney to ensure inclusion of all the conditions of this DSUP prior to applying for the first certificate of occupancy permit for the project. The association covenants shall include the conditions listed below, which shall be clearly expressed in a separate section of the covenants. The language shall establish and clearly explain that these conditions cannot be changed except by an amendment to this development special use permit approved by City Council.
 - i. The principal use of the underground garage and parking spaces shall be for passenger vehicle parking only; storage which interferes with the use of a parking space for a motor vehicle is not permitted.
 - ii. The designated visitor parking spaces shall be reserved for the use of the condominium guests.
 - iii. No more than two parking spaces shall be assigned to a specific condominium unit until all settlement on the units are complete; all unassigned spaces in the garage shall be made generally available to residents and/or visitors.
 - iv. All landscaping and open space areas within the development shall be maintained by the Homeowners' and/or Condominium Owners' Association.
 - v. Exterior building improvements or changes by future residents shall require the approval of the City Council, as determined by the Director of P&Z.
 - vi. Develop a noise control by-law aimed at controlling noise levels in the proposed development and resolving noise issues between neighboring occupants and disclose this by-law to all involved at the time of sale or lease agreement.
 - vii. The specific language of the disclosure statement to be utilized shall be provided to the City for approval prior to release of any certificate of occupancy permit. *** (P&Z)
 - viii. Stormwater facility BMPs must be inspected and adequately maintained as designed to ensure proper functioning.
 - ix. The specific language of the disclosure statement to be utilized shall be provided to the City for approval prior to release of any certificate of occupancy permit. ***
- c. If environmental site assessments or investigations discover the presence of onsite contamination, the applicant or its agent shall furnish each prospective buyer with a statement disclosing the prior history of the Park

Center site, including previous environmental conditions and on-going remediation measures. Disclosures shall be made to the satisfaction of the Director of Transportation and Environmental Services.

- d. Notify prospective buyers, in their homeowner documents, that Ford Avenue is a private street and that storm sewers located within the site are privately owned and maintained.
- e. Notify prospective buyers in their homeowner documents that Ford Avenue is a private street with public access easement and shall not be maintained by the City of Alexandria; and that the sanitary and storm sewers located within the site are private and shall be maintained privately. (P&Z) (T&ES)

IX. CITY DEPARTMENT CODE COMMENTS

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

Planning and Zoning

- R - 1. For all first-floor bays with a street-facing door providing their primary access, please coordinate with the Geographic Information Systems (GIS) Division for address assignments at tenant fit out. These uses are not permitted to use the primary building address as their address. Please contact the Addressing Coordinator in the GIS Division (703-746-3823) as each new tenant is determined, and an appropriate address based on the location of the primary entrance door of the new space will be assigned.
- C - 1 As-built documents for all new landscape and irrigation installations are required to be submitted with the Site as-built and request for Performance Bond release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. **** (P&Z) (T&ES)
- C - 2 Tree conservation and protection plans shall identify all trees to be removed, and all trees to be protected / preserved. Construction methods to reduce disturbance within driplines shall also be identified. An on-site inspection of existing conditions shall be held with the City Arborist and Natural Resources Division Staff prior to the preparation of the Tree Conservation and Protection Plan.
- C - 3 The landscape elements of this development shall be subject to the Performance and Maintenance bonds, based on criteria established by the City and available through T&ES. Release of Performance and Maintenance Bonds are subject to inspections by City staff per City Code requirements. A final inspection for landscaping is also required three (3) years after completion. **** (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 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 - 8. 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 - 9. 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 - 10. 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 - 11. 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 - 12. 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 - 13. 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 - 14. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)
- F - 15. 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 - 16. A Maintenance of Traffic Plan (MOT) 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 - 17. 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. The sidewalks shall remain open during construction. If sidewalks must be closed, pedestrian access shall be maintained adjacent to the site per Memo to Industry No. 04-18, or 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)
- c. 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, access shall be maintained by diverting the cyclists into a travel lane through the implementation of appropriate signage, by shifting existing lanes, or through the creation of an off-street diversion directly adjacent to the travel path. Access shall be maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)

F - 18. Add complete streets tabulation to the cover sheet with the Final 1 submission. (T&ES)

F - 19. If land disturbance exceeds 2500 square feet, the project must comply with all City and State stormwater management regulations. (T&ES)

C - 1 Parking ratio requirement adjustment: Any parking requirement may be adjusted within 5% of the requirement if the director of Planning and Zoning determines that physical requirements of the building prevent compliance with the specific number of parking spaces required. (Section 8-200(A)(2)(c)(i) of the Zoning Ordinance) (T&ES) (P&Z)

C - 2 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 - 3 If it is determined that the site is not in compliance with Section 13-1-3 of the City Code, then the applicant shall make additional improvements to adjust lighting levels to the satisfaction of the Director of T&ES to comply with the Code. (T&ES)

C - 4 Location of customer utility services and installation of transmission, distribution and main lines in the public rights of way by any public service company shall be governed by franchise agreement with the City in accordance with Title 5, Chapter 3, Section 5-3-2

- and Section 5-3-3, respectively. The transformers, switch gears, and boxes shall be located outside of the public right of way. (T&ES)
- C - 5 A. Per the requirements of Section 5-3-2, Article A, Chapter 3 of the City of Alexandria Code, all new customer utility services, extensions of existing customer utility services and existing overhead customer utility services supplied by any existing overhead facilities which are relocated underground shall, after October 15, 1971 be installed below the surface of the ground except otherwise exempted by the City Code and to the satisfaction of the Director, Department of Transportation and Environmental Services.
- B. Per the requirements of Section 5-3-3, Article A, Chapter 3 of the City of Alexandria Code, all new installation or relocation of poles, towers, wires, lines, cables, conduits, pipes, mains, and appurtenances used or intended to be used to transmit or distribute any service such as electric current, telephone, telegraph, cable television, traffic control, fire alarm, police communication, gas, water, steam or petroleum, whether or not on the streets, alleys, or other public places of the City shall, after October 15, 1971, be installed below the surface of the ground or below the surface in the case of bridges and elevated highways except otherwise exempted by the City Code and to the satisfaction of Director, Department of Transportation and Environmental Services. (T&ES)
- C - 6 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer per the requirements of Memorandum to 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 - 7 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 - 8 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 or by contacting the City's Solid Waste Division at 703-746-4410, or via email at commercialrecycling@alexandriava.gov. (T&ES)
- C - 9 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 - 10 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 or by calling the Solid Waste Division at 703.746.4410 or by e-mailing CommercialRecycling@alexandriava.gov. (T&ES)
- C - 11 All private streets and alleys shall comply with the City's Minimum Standards for Private Streets and Alleys. (T&ES)
- C - 12 Bond for the public improvements must be posted prior to release of the site plan. * (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 ensure 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 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 - 17 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 - 18 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)

- C - 19 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 20 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 - 21 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 - 22 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 - 23 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)

VAWC:

No comments received from VAWC

AlexRenew:

- F-1 Sewage flows to Arlington, not AlexRenew. Therefore, AlexRenew has no conditions for this project.

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.

Police

Parking Garage Recommendations

- R - 1 It is recommended that the section of the underground garage dedicated to the residents is gated off from the retail section and is controlled by electronic means. This should help alleviate unwanted persons tampering with resident's vehicles and other crimes.
- R - 2 It is recommended that the doors in the garage (garage level only) leading into the stairwell have controlled electronic access.
- R - 3 Only residents with proper electronic access cards should be able to enter into the stairwells from the underground parking garage. This makes the stairwells safer for residents.
- R - 4 The controlled electronic access should not interfere with the emergency push-bar release located on the inside of the stairwell door that allows for emergency exit of the building.

Landscape Recommendations

- R - 5 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.

Parks Recommendations

- R - 6 It is recommended that the applicant choose a style bench that has an armrest in the middle of the bench to deter unwanted sleeping and skateboarding on the benches.

Miscellaneous

- R - 7 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 - 8 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.
- R - 9 It is recommended that a "door-viewer" (commonly known as a peep-hole) be installed on all doors on the ground level that lead directly into an apartment. This is for the security of the occupant.

Archaeology

- F-1: If this project is a federal undertaking or involves the use of any federal funding, the applicant shall comply with federal preservation laws, in particular Section 106 of the National Historic Preservation Act of 1966. The applicant will coordinate with the Virginia

Department of Historic Resources and the federal agency involved in the project, as well as with Alexandria Archaeology.

- F-2: All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

Asterisks denote the following:

- * Condition must be fulfilled prior to release of the Final Site Plan
- ** Condition must be fulfilled prior to release of the building permit
- *** Condition must be fulfilled prior to release of the certificate of occupancy
- **** Condition must be fulfilled prior to release of the bond



APPLICATION

DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

DSUP # _____ **Project Name:** Park Center

PROPERTY LOCATION: 4300 King Street, 3101 Park Center Drive, 4401 Ford Avenue

TAX MAP REFERENCE: 012.01-01-18, 012.03-01-17, 011.02-01-11 **ZONE:** CRMU/H

APPLICANT:

Name: US Park Center Owner LLC

Address: c/o Lowe, 1300 Connecticut Avenue, NW, Suite 900, Washington, DC 20036

PROPERTY OWNER:

Name: US Park Center Owner LLC

Address: c/o Lowe, 1300 Connecticut Avenue, NW, Suite 900, Washington, DC 20036

SUMMARY OF PROPOSAL Requests amendment to permit residential uses and minor
amendments to site plan

MODIFICATIONS REQUESTED None

SUP's REQUESTED None

☒ **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.

Kenneth W. Wire

Print Name of Applicant or Agent

McGuireWoods LLP

1750 Tysons Boulevard, Suite 1800

Mailing/Street Address

Tysons, VA

22102

City and State

Zip Code


Signature

703-712-5362

Telephone #

703-712-5222

Fax #

kwire@mcguirewoods.com

Email address

March 9, 2018

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.

US Park Center Owner LLC

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. US Park Center Owner LLC	1300 Connecticut Avenue, NW Suite 900	100%
2.	Washington, DC 20036	
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at see cover sheet (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. US Park Center Owner LLC	1300 Connecticut Avenue, NW Suite 900	100%
2.	Washington, DC 20036	
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. US Park Center Owner LLC	NONE	NONE
2.		
3.		

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

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

March 9, 2018

Date

Kenneth W. Wire

Printed Name



Signature

Development SUP # _____

- 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.)

Applicant requests amendment to allow residential use and minor site plan amendments.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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

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

N/A

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

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

N/A

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

Day	Hours	Day	Hours
Typical for residential use			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

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

Typical for residential use.

B. How will the noise from patrons be controlled?

Property Management

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

None

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

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

Typical for residential use

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

Typical for residential use

C. How often will trash be collected?

As needed

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

Property Management

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

☐ Yes. ☒ No.

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

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

☒ Yes. ☐ No.

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

Typical for residential use

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

Property Management

ALCOHOL SALES

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

☐ Yes. ☒ No.

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

PARKING AND ACCESS REQUIREMENTS

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

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

See attached DSUP Plan set.

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

_____ Standard spaces

_____ Compact spaces

_____ Handicapped accessible spaces

_____ Other



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # _____

PROPERTY LOCATION: 4300 King Street, 3101 Park Center Drive, 4401 Ford Avenue

TAX MAP REFERENCE: 012.01-01-18, 012.03-01-17, 011.02-01-11 **ZONE:** CRMU/H

APPLICANT:

Name: US Park Center Owner LLC

Address: c/o Lowe, 1300 Connecticut Avenue, NW, Suite 900, Washington, DC 20036

PROPOSED USE: TMP SUP

☒ **THE UNDERSIGNED**, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 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 staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.

☒ **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 IV, Section 4-1404(D)(7) 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 Director of Planning and Zoning 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 revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

Kenneth W. Wire, Agent
Print Name of Applicant or Agent


Signature

4/16/18
Date

McGuireWoods LLP, 1750 Tysons Blvd., Suite 1800
Mailing/Street Address

703-712-5362
Telephone #

703-712-5222
Fax #

Tysons, VA 22102
City and State Zip Code

kwire@mcguirewoods.com
Email address

ACTION-PLANNING COMMISSION: _____ **DATE:** _____

ACTION-CITY COUNCIL: _____ **DATE:** _____

SUP # _____

PROPERTY OWNER'S AUTHORIZATION

As the property owner of _____ Applicant is Property Owner _____, I hereby
(Property Address)
grant the applicant authorization to apply for the _____ use as
(use)
described in this application.

Name: _____

Phone _____

Please Print

Address: _____

Email: _____

Signature: _____

Date: _____

- 1.** Floor Plan and Plot Plan. As a part of this application, the applicant is required to submit a floor plan and plot or site plan with the parking layout of the proposed use. The SUP application checklist lists the requirements of the floor and site plans. The Planning Director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver.

☒ **Required floor plan and plot/site plan attached.** As shown on DSUP Plans.

☐ **Requesting a waiver. See attached written request.**

- 2.** The applicant is the (check one):

☒ 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 or owner, unless the entity is a corporation or partnership, in which case identify each owner of more than three percent.

US Park Center Owner LLC

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. US Park Center Owner LLC	1300 Connecticut Avenue, NW Suite 900	100%
2.	Washington, DC 20036	
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at see cover sheet (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. US Park Center Owner LLC	1300 Connecticut Avenue, NW Suite 900	100%
2.	Washington, DC 20036	
3.		

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

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

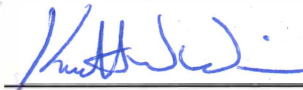
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. US Park Center Owner LLC	NONE	NONE
2.		
3.		

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

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

April 16, 2018
Date

Kenneth W. Wire
Printed Name


Signature

SUP # _____

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.

NARRATIVE DESCRIPTION

3. 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. The description should fully discuss the nature of the activity. (Attach additional sheets if necessary.)

Applicant requests a TMP SUP to reduce traffic trips for the residential conversion of the property.

x

USE CHARACTERISTICS

4. The proposed special use permit request is for (*check one*):

- ☐ a new use requiring a special use permit,
☐ an expansion or change to an existing use without a special use permit,
☒ an expansion or change to an existing use with a special use permit,
☐ other. Please describe: _____

5. Please describe the capacity of the proposed use:

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

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

Typical for residential use

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

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

Typical for residential use

6. Please describe the proposed hours and days of operation of the proposed use:

Day:

24/7

Hours:

7. Please describe any potential noise emanating from the proposed use.

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

Typical for residential use

B. How will the noise be controlled?

Property management

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

Typical for residential use

9. Please provide information regarding trash and litter generated by the use.

- A. What type of trash and garbage will be generated by the use? (i.e. office paper, food wrappers)
Typical for residential use
-
-

- B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
Typical for residential use
-
-

- C. How often will trash be collected?

As needed

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

Property management

10. 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:

SUP # _____

- 11.** 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:

Typical for residential use

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

Property management

ALCOHOL SALES

13.

- A. Will the proposed use include the sale of beer, wine, or mixed drinks?

☐ Yes ☐ No

If yes, describe existing (if applicable) and proposed alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales.

None

PARKING AND ACCESS REQUIREMENTS

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

_____ Standard spaces See DSUP Plan set.
 _____ Compact spaces
 _____ Handicapped accessible spaces.
 _____ Other.

Planning and Zoning Staff Only

Required number of spaces for use per Zoning Ordinance Section 8-200A _____

Does the application meet the requirement?

☐ Yes ☐ No

- B. 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?

See DSUP Plan set.

PLEASE NOTE: 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.

- C. 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.

☐ **Parking reduction requested; see attached supplemental form**

15. Please provide information regarding loading and unloading facilities for the use:

- A. How many loading spaces are available for the use? 3

Planning and Zoning Staff Only

Required number of loading spaces for use per Zoning Ordinance Section 8-200 _____

Does the application meet the requirement?

☐ Yes ☐ No

SUP # _____

- B. Where are off-street loading facilities located? _____
On-site as shown on DSUP Plan set.
- C. During what hours of the day do you expect loading/unloading operations to occur?
During normal business hours
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
As needed
16. 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?
See DSUP Plan set.

SITE CHARACTERISTICS

17. Will the proposed uses be located in an existing building? ☒ Yes ☐ No
Do you propose to construct an addition to the building? ☐ Yes ☒ No
How large will the addition be? _____ square feet.

18. What will the total area occupied by the proposed use be?
_____ sq. ft. (existing) + _____ sq. ft. (addition if any) = _____ sq. ft. (total)

19. The proposed use is located in: (check one)
☐ a stand alone building
☐ a house located in a residential zone
☐ a warehouse
☐ a shopping center. Please provide name of the center: _____
☐ an office building. Please provide name of the building: _____
☐ other. Please describe: _____

End of Application

- 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?
See attached DSUP Plan set.

- D. During what hours of the day do you expect loading/unloading operations to occur?
7 am - 11 pm

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

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?

Existing access is adequate

