

**DOCKET ITEM #6**  
**Development Special Use Permit #2017-0006**  
**TMP Special Use Permit #2018-0048**  
**Fairlington Presbyterian – 3846 King Street**

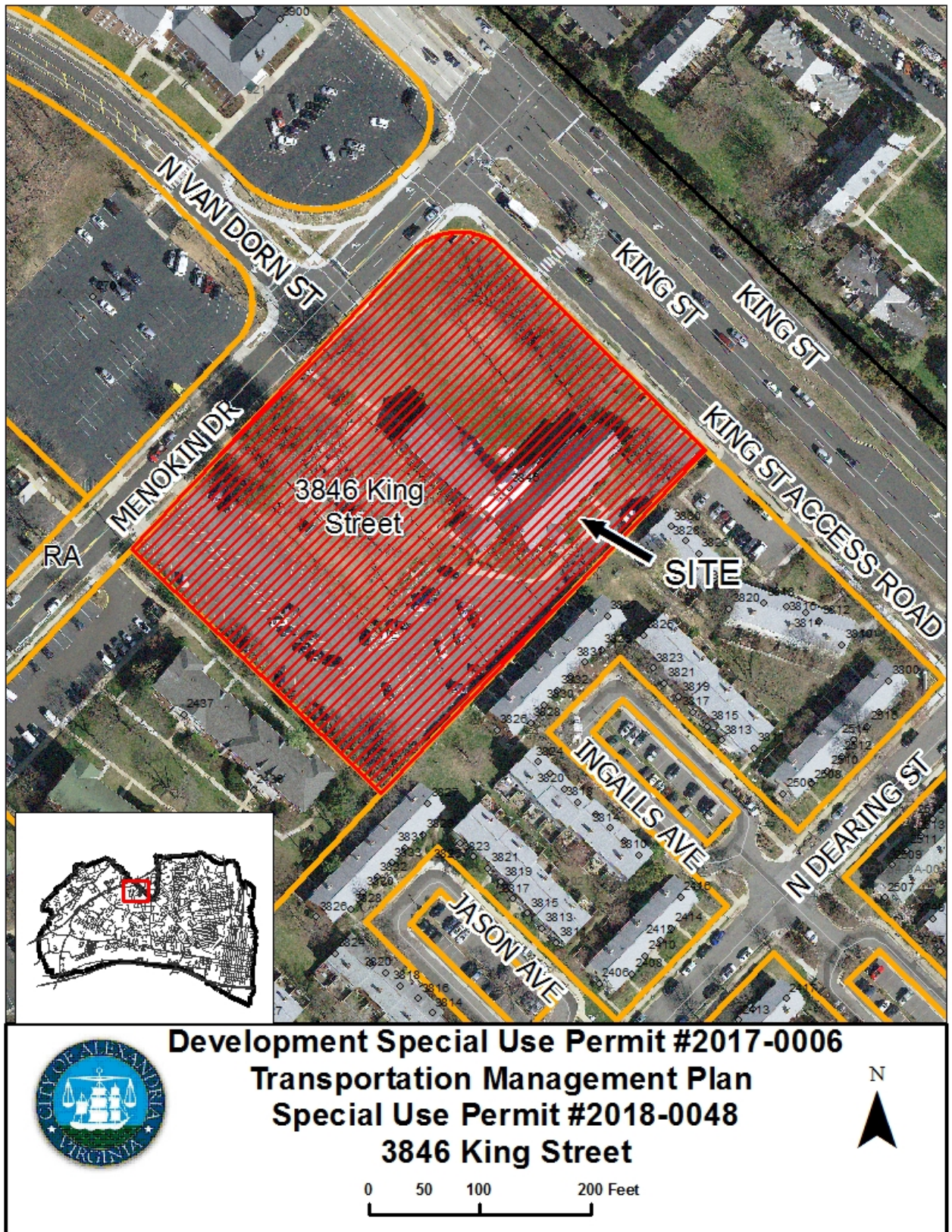
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Application	General Data	
<b>Project Name:</b> Fairlington Presbyterian	PC Hearing:	November 1, 2018
	CC Hearing:	November 17, 2018
	If approved, DSUP Expiration:	November 17, 2023
	Plan Acreage:	3.00 AC (130,679 SF)
<b>Location:</b> 3846 King St	Zone:	RA/Multi-family
	Proposed Use:	Multi-family residential (Proposed) Church & Nursery School (Existing)
	Dwelling Units:	81
	Gross Floor Area:	136,924 SF (Proposed Multi-family) 21,215 SF (Existing Church) 158,139 SF Total
<b>Applicant:</b> Wesley Housing Development Corporation & Fairlington Presbyterian Church, represented by Duncan Blair, attorney	Small Area Plan:	Seminary Hill/Strawberry Hill
	Green Building:	LEED Certified or equivalent (Multi-family building)

Purpose of Application
The applicants' request approval of a Development Special Use Permit in order to construct a mixed-use building with up to 81 affordable dwelling units.
Special Use Permits and Modifications Requested:
<ol style="list-style-type: none"> <li>1. A Development Special Use Permit with site plan and modifications to construct a multi-family residential building, including a Special Use Permit to increase the floor area ratio in exchange for affordable housing units pursuant to Section 7-700 of the Zoning Ordinance and an extension in the period in which construction must be commenced under Section 11-418 of the Zoning Ordinance; and</li> <li>2. A Special Use Permit for a Tier 1 Transportation Management Plan.</li> </ol>

Staff Recommendation: APPROVAL WITH CONDITIONS
<b>Staff Reviewers:</b> Robert M. Kerns, AICP, Division Chief, <a href="mailto:Robert.Kerns@alexandriava.gov">Robert.Kerns@alexandriava.gov</a> Maya Contreras, Principal Planner, <a href="mailto:Maya.Contreras@alexandriava.gov">Maya.Contreras@alexandriava.gov</a> Sara Brandt-Vorel, Urban Planner, <a href="mailto:Sara.BrandtVorel@alexandriava.gov">Sara.BrandtVorel@alexandriava.gov</a>





PROJECT LOCATION MAP

## **I. SUMMARY**

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

Staff recommends **approval** of the proposed redevelopment request from Wesley Housing Development Corporation & Fairlington Presbyterian Church, subject to compliance with the Zoning Ordinance and all applicable codes, adopted policies, master plan, and staff's recommendations. Staff finds the proposal complies with the City's goals and objectives and will provide benefits to the City, including:

- Provision of 81 affordable housing units;
- Conversion of a surface parking lot into a new multi-family building and open space;
- Increased tree canopy; and
- Undergrounding of overhead utilities.

### ***B. General Project Description***

The applicant, Wesley Housing Development Corporation, in partnership with Fairlington Presbyterian Church, proposes to redevelop a portion of the Church's surface parking lot to construct a residential multi-family building. The multi-family building of approximately 100,900 net square feet will contain up to 81 affordable residential units and an underground parking garage of 83 parking spaces. To provide adequate church parking, the existing surface parking lot will be reconfigured, and the new parking arrangement will provide a dual parking and plaza area. Additional sitewide improvements include new landscaping along the public rights-of-way to enhance the pedestrian experience along King Street and Menokin Drive and the undergrounding of overhead utility lines.

To construct this project, the applicant has requested approval of:

- A Development Special Use Permit with site plan and modifications for open space; and
- Special Use Permits to increase the floor area ratio in exchange for affordable housing units pursuant to Section 7-700 of the Zoning Ordinance, an extension in the period in which construction must be commenced under Section 11-418 of the Zoning Ordinance, and a Tier 1 Transportation Management Plan.

Key issues under consideration and discussed in greater detail in this report include:

- Site and Building Design;
- Parking;
- Open Space;
- Traffic;
- Streetscape improvements; and
- Undergrounding of utilities along Menokin Drive and the King Street Access Road.



## **II. BACKGROUND**

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

The project site is one lot of record of approximately 3.00 acres (130,679 SF) in total and located in the Fairlington/Bradlee neighborhood of the City of Alexandria. Specifically, the project site is at the southwest corner of the intersection of Menokin Drive and the King Street Access Road. The northeast boundary of the project site is formed by the King Street Access Road (directly adjacent to King Street), the southeast boundary is formed by the Fairlington Towne Condominiums, the southwest boundary is formed by the Braddock Lee Apartments, while the northwest boundary of the project site is formed by Menokin Drive with Fairlington Methodist Church directly across Menokin Drive. The site is currently occupied by the Fairlington Presbyterian Church, with one building of approximately 21,000 SF and a surface parking lot of 125 parking spaces. The Potomac Crescent Waldorf School uses a portion of the church building to operate a daycare and school for up to 93 students. An outdoor playground for the school is located behind the church building. Site access is provided by a doublewide curb-cut along Menokin Drive and a single curb-cut on the King Street Access Road which both lead to the surface parking lot.

The subject site is rectangular and experiences a gradual change in elevation of 16 feet across the site, starting at an elevation of 220 feet in the southern-most corner, adjacent to nearby residential properties, and slopes down to an elevation of 202 feet in the northern corner at the intersection of Menokin Drive and the King Street Access Road. The relative change in elevation will enable the new development to tuck into the small hillside to reduce the building height relative to adjacent development.

The land uses surrounding the project site are primarily residential townhomes and garden-style apartment buildings of two-to-four stories in height, including the Braddock Lee Apartments and Fairlington Towne Condominiums and institutional uses such as the Fairlington Methodist Church and Minnie Howard Campus of T.C. Williams. Single-family homes encompass the remainder of the immediate neighborhood.

Overall, the site is well served by vehicular access as King Street is primary transportation corridor in the City and entrance ramps to Interstate 395 North and South are within a quarter-mile of the project site. The site is served by multiple bus lines, including the A Series (AT6, AT5, and AT9) and 22F with service to Northern Virginia Community College, King Street Metro, Potomac Yard Shopping Center, Mark Center, Braddock Metro, Landmark Mall, Eisenhower Metro, Van Dorn Metro and the Pentagon.

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

Fairlington Presbyterian Church was founded in 1947 and the church building was consecrated in 1955. Programming at Fairlington Presbyterian Church includes a pre-K through 5<sup>th</sup> grade Waldorf school, mission activities, religious education for children and adults, and worship services. The

church also shares their space with smaller congregations without permanent places of worship, including the Covenant Life Church and Latino and Ethiopian congregations. In 2016, the elected lay leadership of Fairlington Presbyterian Church began a Request for Proposals (RFP) process to identify an experienced development partner to redevelop a portion of the church site to provide affordable housing as a continuation of the Church's mission in the community and selected Wesley Housing Development Corporation. Wesley Housing and the Church congregation engaged in an internal design discussion to identify guiding principles for the redevelopment of the church site, including:

- A design which was conducive to all church uses and desires inside and outside the building and would support the Waldorf school pedagogy;
- Space to enable outdoor worship and social gatherings;
- Sufficient parking to support all on-site functions;
- To keep all children, families, residents, guests and church users safe and establish a design which fosters safety;
- Maintain playground and greenspace with an effort to maximize trees and use landscaping to screen the site; and
- Site circulation which optimizes pedestrian and vehicular safety and efficient pick-up and drop-off for all users.

After developing these guiding principles, the applicant and church submitted a Concept 1 plan for the proposed multi-family building to City Staff in early 2017. Active community engagement began in May 2017 with an initial community meeting to introduce the project. Subsequent submissions continued to refine the site and building design based on feedback from the community and city staff, including:

- Revisions to site circulation to separate church and school vehicular traffic from residential traffic on-site;
- Relocation of curb cuts along Menokin Drive to reduce potential vehicular congestion at the intersection of N. Van Dorn Street and Menokin Drive;
- Adjustment of the building footprint to create a more uniform "U" shape resulting in the creation of a formal courtyard and streamlining of parking lot design to improve traffic flow;
- Relocation of multi-family lobby and formal entrance from Menokin Drive to face the church and create a more active building dialogue between the two structures;
- Installation of two loading spaces on the surface parking lot for the multi-family building to prevent temporary on-street parking on Menokin Drive;
- Polling of the community and church members to select final building colors of a red brick and white panel; and
- Simplification of the building design and window patterns for a design compatible with neighboring architectural styles.

After undergoing several months of a collaborative design approach and continuous community engagement, which resulted in 13 different meetings, the applicant submitted their Verification

of Completeness submission to the City in August 2018 and was deemed complete for consideration by the Planning Commission and City Council.

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

The project is a partnership between Fairlington Presbyterian Church, which owns the land, and Wesley Housing Development Corporation, a regional affordable housing developer with long-term experience developing and managing affordable housing. Fairlington Presbyterian Church proposes to sell a portion of their property to Wesley Housing using a land condominium, whereby Fairlington Presbyterian Church would maintain ownership of the church parcel and church building and Wesley Housing would develop their portion of the site as affordable housing. By establishing a land condominium to facilitate the development, all zoning regulations, including open space, density and parking are applicable across the entire site. Wesley Housing would manage the construction and long-term management of the affordable housing building and develop agreements with Fairlington Presbyterian Church to oversee the ongoing maintenance and usage of common areas, such as surface parking lots and other shared amenity spaces.

The applicant's proposal includes the redevelopment of a portion of the Church's surface parking lot with a new four-story affordable multi-family building of up to 81 units, including a mix of one-, two- and three-bedroom units available at 40-60% Area Median Income (AMI). The building design incorporates a red brick base with limited use of a light-white fiber-cement panel along the upper floors and is designed to echo the garden style apartments and townhomes in the surrounding area. An underground parking garage would provide 83 parking spaces and meet the residential parking requirements within the garage. Residents will be able to access the underground parking garage via a direct curbcut on Menokin Drive which leads to a ramp into the garage. Access to the parking garage will be limited to residents and authorized users through a key-fob or similar electronic system. An interior elevator and stairwells will provide direct access from the parking garage into the residential building above. Wesley Housing Development will have a full-time on-site property manager to manage the day-to-day building operations. Their office will be located in the building lobby and they can serve as a liaison between residents and the community.

As the applicant is proposing to utilize Section 7-700 of the City's Zoning Ordinance for the provision of affordable housing, the site's floor area ratio (FAR) may reach a FAR of 0.975. The applicant's proposed building is approximately 100,900 net square feet. When combined with the existing church (26,215<sup>1</sup> gross square feet), this results in an overall site FAR of 0.973 on a 3-acre parcel of 130,679 square feet, which does not exceed the site's permitted FAR of 0.975. The proposed building height of 45 feet complies with the maximum height in the RA/Multi-family Zone of 45 feet.

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<sup>1</sup> The Church's gross square footage of 26,215 square feet preemptively includes a potential expansion of 5,000 square feet for the church to be applied at a future point in time. This review does not include any analysis of the church's potential expansion and any future enlargement of the church's existing structure, to utilize the 5,000 square feet and any remaining FAR would go through a separate application and review by staff at the time of submission. This application does incorporate the additional 5,000 square feet in the analysis of the open space and stormwater calculations.

To replace the spaces lost with the conversion of the surface parking lot, Wesley Housing will redesign the remaining site to provide 63 surface parking spaces. The existing playground, located behind the church structure, will be relocated in front of the church, fenced-in and landscaped to create a safe and visually appealing design that does not detract from the church's appearance. Additional landscaping will be added around the site, along Menokin Drive and the King Street Access road. Vehicular access to the church parking lot will be maintained with the existing drive aisle from the King Street Access Road, and a curbcut along Menokin Drive, which has been relocated to reduce traffic conflict at the intersection of Menokin Drive and N. Van Dorn Street.

### III. ZONING

Property Address:	3846 King Street	
Total Site Area:	3.00 AC (130,679 SF)	
Zone:	RA/Multi-family	
Current Use:	Church and daycare/school	
Proposed Use:	Multi-family, Church and daycare/school	
	<b>Permitted/Required</b>	<b>Proposed</b>
FAR	Max 0.975 (0.75 + 30% AH Bonus)	0.973 Multi-Family: .77 FAR Church (w/ potential 5,000 SF expansion): .20 FAR
Height	45 feet	45 feet
Density	Max 27 DU/AC	27 DU/AC 81 Total Units
<u>Setbacks</u>		
Front – King St	Min. 20 Ft from PL, 75 Ft from CL	52 Ft from PL, 82 Ft from CL
Front – Menokin Dr	Min 20 Ft.	20.0 Ft
Side –SE	Min. 16 Ft (W/ 1:2 Ratio)	22.5 Ft
Side -SW	Min. 16 Ft (W/ 1:2 Ratio)	30.0 Ft
Parking		
Church Use:	64 spaces	
Residential Use:	74 spaces	
Daycare/School Use:	8 spaces	
Total:	146 spaces	146 Spaces*
Loading spaces:	N/A	2 spaces

*\*The multi-family building and church are developing a shared parking plan to share parking across the site to meet all required parking. See Section G. Parking, for additional detail.*

## **IV. STAFF ANALYSIS**

### ***A. Consistency with Small Area Plan and Zoning***

The applicant's site is located in the Seminary Hill/Strawberry Hill Small Area Plan – a portion of the city which is primarily built out with a mix of residential, institutional and limited commercial uses. The residential nature of the plan area is a combination of single-family, townhomes and multi-family units, and multi-family dwelling units constitute the largest percentage of housing units. The goal of the 1992 master plan update was to preserve the residential character of the small area plan and encourage infill development which was consistent with the existing residential character. The applicant proposes to repurpose an underutilized portion of a surface parking lot to develop a multi-family residential building to provide additional housing opportunities within a residential area of the city.

The City's 2013, Housing Master Plan identified several citywide strategies to guide future development and the preservation of affordable and workforce housing opportunities across the city. Specifically, the plan sought to provide a range of housing opportunities across Alexandria at a range of income levels to encourage mixed-income communities to facilitate social and cultural diversity. When engaging in a process to provide additional affordable housing, the City identified the use of active partnerships with non-profits to develop new affordable housing options and to encourage affordable housing in transit-oriented, amenity-rich areas. The Fairlington Presbyterian Church proposal is consistent with the City's Housing Master Plan as it represents a partnership between the City, an existing church and a non-profit to introduce additional housing opportunities in an established residential community in a transit-rich area of the city.

The applicant proposes to utilize the underlying RA Zoning to build a multi-family residential building, a by-right use in this zone. Per the table above, the applicant's project complies with all zoning requirements and aligns with the permitted uses, maximum height, FAR, setbacks, metrics of density, and parking standards. The applicant has also requested to apply Section 7-700 of the Zoning Ordinance to permit up to 30% bonus density for the provision of affordable housing.

As the applicant proposes to develop an affordable multi-family residential building within an existing residential community, and is meeting to all requiring zoning parameters, the proposal is consistent with the objective of the Seminary Hill/Strawberry Hill Master Plan, the Housing Master Plan and the RA Zoning.

### ***B. Special Use Permit Requests:***

Section 11-500 of the Zoning Ordinance directs staff to review the potential impact of the Special Use Permit request to assess potential negative impacts of the request and ensure the proposal:

- 1) Will not adversely affect the health or safety of persons residing or working in the neighborhood of the proposed use;
- 2) Will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood; and



- 3) ) Will substantially conform to the master plan of the city.

*Bonus Density for Low- and Moderate-Income Housing:*

Per section 7-700 of the City's Zoning Ordinance, the applicant requests a Special Use Permit for an increase in floor area ratio/density (not to exceed 30%) for the provision of low- and moderate-income housing. The additional density may not be increased by more than 30% of the floor area ratio and density otherwise permitted. Per conditions of approval, all units in the proposed multi-family building will be made affordable for households at 60% of the Washington DC Metropolitan Area Family Median Income (AMI), or lower.

*Transportation Management Plan SUP #2018-0048*

Section 11-700 of the City's Zoning Ordinance requires new development of greater than 20 units to participate in a Transportation Management Plan (TMP) to reduce single occupancy vehicle trips by encouraging alternate forms of transportation such as bicycling, carshare, shared forms of transportation and to seek opportunities for collaboration with other nearby TMP programs. As the applicant is proposing up to 81 units, the proposal has been classified as a Tier 1 use in the Zoning Ordinance and has been conditioned to participate in a Transportation Management Plan through *Section H. Transportation Management Plan* of their conditions.

Approval of a Special Use Permit requires that certain standards be met, including:

- 1) Will not adversely affect the health or safety of persons residing or working in the neighborhood of the proposed use.
  - a. The use of the property to provide multi-family housing is permitted in the RA zone and consistent with surrounding residential uses which include townhomes and garden style apartments. The provision of additional density on site, for additional residential units in a residential community does not negatively impact the health and safety of persons residing or working in the neighborhood.
  - b. The Transportation Management Plan will encourage the applicant to promote alternative forms of transportation among residents of the building and to encourage a reduction in single-occupancy vehicle trips. A Tier 1 designation will not affect the health or safety of the neighborhood and may create a safer community as more residents are encouraged to walk, bike and take buses for daily trips and reduce congestion in the community.
- 2) Will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood.
  - a. The provision of additional density for an affordable multi-family building will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood as the proposed building design complies with all requirements of the Zoning Ordinance and has been designed in a manner to reflect the prevailing architectural themes of the community. The provision of new affordable housing further increases the economic diversity of the City and introduces greater affordability options for the community. Furthermore, the applicant has made several modifications to the site design and building design to ensure the building

does not negatively impact existing circulation patterns or add additional parking demands in the neighborhood.

- b. A Transportation Management Plan will encourage use of alternative forms of transportation and as fewer individuals use single-occupancy vehicles a community can experience a reduction in traffic.
- 3) Will substantially conform to the Master Plan of the City.
- a. The applicant's proposal for multi-family housing is consistent with the Seminary Hills/Strawberry Hills Small Area Plan vision of maintaining residential communities and the institutional use of the site is maintained through the preservation of the existing church. The provision of additional affordable housing which is integrated into existing communities, located in a transit-orient area and within walking distance of locally-serving retail, such as a grocery store, is consistent with the City's Housing Master Plan.
  - b. The Seminary Hills/Strawberry Hills Small Area Plan does not reference Transportation Management Plans, however the City's Transportation Master Plan encourages options which promote alternative forms of transportation, such as bicycling, walking or taking public transportation, similar to a Transportation Management Plan.

### ***C. Modifications:***

As part of this development request, the applicant is requesting a modification to the open space requirements of the RA zone. Per Section 11-416 of the Zoning Ordinance, the Planning Commission may approve modifications if they determine that such modifications are:

- 1. Necessary or desirable to good site development;
- 2. That specific and identified features of the site design make up for those impacts otherwise protected by the regulations for which the modification is sought; and
- 3. That such modification would not be detrimental to neighboring property or to the public health, safety and welfare.

Per Section 3-606 of the Zoning Ordinance, the applicant is required to provide 800 square feet of open space per residential unit; with a total of 81 units, on-site open space requirements equal 64,800 square feet. As proposed, the applicant's current design shows 50,758<sup>2</sup> square feet of ground-floor open space on site which is less than the required 64,800 square feet. Therefore, the applicant requests a modification to the open space requirements.

Staff worked with the applicant and design team to site the multi-family building in a location which minimized the presence of the structure relative to the surrounding neighborhood, maintained usable open space, and ensured that on-site parking would meet the City's parking requirements. Ultimately, the multi-family building location was sited on the underutilized surface

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<sup>2</sup> Per the Church's intent to potentially develop future expansion of 5,000 square feet, the on-site open space has been reduced by 5,000 square feet to reflect future potential conditions.

parking lot along the rear of the property to ensure the preservation of existing green, open space in front of the church at the intersection of the King Street Access Road and Menokin Drive and to provide an opportunity to improve the existing asphalt condition of the site. The resulting open space after redevelopment will be ground-level and accessible to all users of the site, including the school, church members and residents of the multi-family building.

1. *Necessary or desirable to good site development:* In order to remain under the maximum height limit of 45 feet per the RA Zone and to achieve a desired density of 81 units to submit a competitive affordable housing submission for federal tax credits, the applicant's proposed building design had to create a larger footprint on the ground floor, instead of a more limited building footprint with additional height which would have been feasible in a zone with a higher height limit. (Per Section 7-703(b) of the Zoning Ordinance, bonus density may not be used to increase the height of any structure above the maximum building height, in any zone with a maximum height of 50 feet or less.) Furthermore, staff supports the applicant's proposed building design as it meets all required setbacks, the use of two parallel building wings creates an intimate courtyard with open space, facilitates safe site circulation and traffic patterns, and the building orientation creates a dialogue with the adjacent church building.
2. *That specific and identified features of the site design make up for those impacts otherwise protected by the regulations for which the modification is sought;* The reduction in open space is mitigated by the quality of the open space provided and ease of access for all site-users to share the open space. Given the orientation of the church and the multi-family building, two large areas have been created in front of each building; a courtyard in front of the multi-family building and the play space in front of the church building. Each of these spaces present space for a variety of users, from young children through adults. Per Condition 9 of the Development approvals, the applicant will develop a shared use agreement to govern the hours of use and access for the play space for building residents when not in use by the Potomac Crescent Waldorf School.

Furthermore, the applicant's proposal will replace an underutilized surface parking lot with an affordable multi-family building to provide affordable and stable housing opportunities for residents. To improve the condition of the required remaining parking, the applicant has designed a dual surface parking and central plaza area for the space between the multi-family building and Church building. While the primary use will be for day-to-day parking associated with the Church and school, the space may be closed off to vehicular use and turned into a pedestrian plaza for church or community events and will be delineated with special pavers and bollards to ensure safety.

3. *That such modification would not be detrimental to neighboring property or to the public health, safety and welfare.* A reduction in the required open space will not have an adverse effect on the neighboring properties or to the public health, safety, and welfare of the public. The applicant is maintaining the previous play space and creating new usable open space in the new multi-family building courtyard which was previously used as a surface parking lot. The functionality of the open space will provide a range of recreational

opportunities for residents, church members and students. Furthermore, the reduction in open space does not impact stormwater treatment as the applicant is treating all on-site stormwater and meeting federal, state and local codes.

## ***D. Site Design and Architecture***

### **Site Design**

The applicant's site design was developed with the goal of maintaining the relationship of the existing church with the street front and minimizing the potential traffic and visual impacts of the multi-family building upon the surrounding community. As the church is a longstanding landmark from the intersection of King Street and Menokin Drive, the proposed multi-family building was sited to the rear of the church (as seen from King Street) to maintain the church's visual prominence. The proposed siting of the building complies with the required side-yard building setbacks of the RA zone and the grading of the project site will allow the multi-family building to be tucked into a small hillside in the rear of the property, reducing the relative height of the building to adjacent buildings. Aside from adhering to required setbacks, the building was located so that a majority of the building bulk aligns with the open space of the mew of the adjacent Fairlington Towne Condominiums to reduce the potential presence of the building upon existing homes.

A surface parking lot is proposed for the space between the church and the multi-family with curb cuts on Menokin Drive and the King Street Access Road to provide connections from multiple locations, minimizing the potential for vehicular traffic to monopolize one site entrance. The curb cut on Menokin Drive is located to the west of the signalized intersection of Van Dorn Street and Menokin Drive; the curb cut was relocated during early conversations with the community to alleviate potential congestion at the intersection of Van Dorn and Menokin which experiences some congestion during morning commutes. Furthermore, the applicant chose to relocate the entrance of the underground parking garage to the southernmost portion of the parcel to provide the greatest distance between the intersection of Van Dorn Street and Menokin Drive to ensure that multi-family traffic did not impact existing intersection functionality. The relocation of the parking garage entrance also enabled the further separation of multi-family vehicular traffic from traffic generated by the church and Waldorf School to ensure greater functionality of the surface parking lot. *See Figure 1 for the applicant's proposed site plan which reflects several rounds of community and staff feedback and Figure 2 as an initial site plan.*

To begin creating a campus dynamic on site, the applicant rearranged interior building functions to orient the formal multi-family building entrance, lobby and amenity space to the end of the building wing which faces the church structure to encourage visitors and pedestrian activity in the space between the church and multi-family building. An internal courtyard with landscaping and seating will be installed next to the multi-family building to face the church building and further create a node of activity for residents and church members. Finally, the applicant is proposing to install decorative pavers in the surface parking lot, between the church and multi-family building, to create an integrated plaza which could be closed off during special events to create a community space, while providing surface parking for daily use. As noted earlier, the existing playground will be relocated to the front of the church building.

In summary, the applicant has worked to refine their site design to address concerns voiced by the community, including potential visual and traffic impacts and to design a site which encourages community use of the space. (See Figures 1 and 2).

- The relocation of curb cuts and building and garage entrances to improve site circulation and mitigate potential traffic impacts upon Menokin Drive;
- Enhanced separation of church, residential and school traffic on site instead of concentrating traffic volume at the Menokin Drive curb cut;
- Relocation of building lobby from Menokin Drive to face church building and facilitate a dialogue between the two buildings and develop a campus feel for the site;
- Simplified garage design to permit additional underground parking spaces;
- Development of a pick-up and drop-off area in front of the multi-family building to facilitate deliveries and short-term parking and reduce potential traffic along Menokin Drive; and
- Creation of an internal plaza area between the church and multi-family buildings to facilitate community events.

### **Building Design**

The building design is a simple four-story brick and cementitious panel building which rises to a maximum of 45 feet in height along the southern portion of the subject site. The building is arranged in a general “U” shape, with two short wings which run parallel to Menokin Drive and frame an internal, open building courtyard that faces the adjacent church structure. Shorter, parallel building wings were aligned with Menokin Drive to minimize the presence of the building from the street as the main mass of the building runs along the side of the property, parallel to a similar garden-style apartment on the adjacent property (See Figure 1 for the site plan).

A one-story underground parking garage of 83 parking spaces follows the footprint of the residential building above and is accessed through an exterior ramp which is located to the west of the multi-family building and increases the width of the buffer area between the applicant’s proposed building and the adjacent garden style apartments. The multi-family building is tucked into a small hillside so that the second floor of the multi-family building aligns with the first floor of the adjacent garden style apartments. By using the site’s topography, the building’s relative height to adjacent properties is reduced and further encourages the building to blend into the architectural character of the community. A retaining wall of variable height will be installed along the rear corner, next to the multi-family building, to provide required structural support for the hillside. Due to the topography, only a small portion of the retaining wall will be visible from adjacent properties, and the open space near the retaining wall will be landscaped and planted to further buffer the multi-family building.

The building’s architectural design utilizes classical design elements with a heavier base and lighter upper massing through the differentiation of building materials, with a consistent first floor clad in red brick, with a gentle white panel above the brick. Additional emphasis to differentiate the base of the building is evident through the consistent use of large, ground-floor windows, while



upper floors are more variable and have a combination of small and large windows to create visual interest. A simple cornice line along the top of the building and a recessed brick coursing line on each floor have been utilized to evoke classical building design elements and refine the overall building presentation.

Given rising construction costs, the building windows were simplified to a one-over-one window pattern, instead of a previous design iteration which included window muntins. By simplifying the window design, the applicant team was able to simultaneously reduce potential construction costs for their proposal and continue to calm the building façade to create a compatible building design with the community. The two end wings are almost entirely clad in red brick with limited white cementitious panel at the top floor. The longer central wing of the building carries the consistent first floor of red brick with three symmetrical brick bays, two windows wide, which rise to the third floor while the fourth floor is clad in white cementitious panel, which flows downward between the bays (See Figures 3 – 6 for building elevations).

The final color palette of red brick and white cementitious panel was selected after polling community members and church members at several community meetings where attendees could vote upon various façade color options to identify a palette which they felt was most appropriate for the neighborhood. In addition to the selected red brick and white panel, other options included a red brick with grey panel, a light orange brick with complementary panel and a grey brick with white panel.

### **Pedestrian and Streetscape Improvements**

The applicant's proposal will provide a range of pedestrian and streetscape improvements in conjunction with the construction of the multi-family building. Per City Code, the applicant will be required to underground any overhead utilities and staff will continue to coordinate with the applicant on the timing for undergrounding. Should the process of undergrounding the utilities disrupt the current sidewalks in the public right-of-way along Menokin Drive and the King Street Access Road, the applicant has been Conditioned to replace the sidewalks with new sidewalks which are consistent with the City's Complete Streets Guidelines, including a six-foot buffer and a six-foot wide sidewalk. Furthermore, the applicant will be installing a new bus shelter along Menokin Drive and will be planting a series of shade trees along the sidewalk to create a shaded and protected pedestrian experience along Menokin Drive.

While not part of the public streetscape improvements, the applicant has proposed to install a flexible plaza area between the church building and multi-family building which would be striped for parking for typical day-to-day operations but can be closed off from vehicular traffic during special events to create a communal plaza. The plaza will be differentiated from the standard surface parking through the use of special pavers to ensure a visual distinction.

### **Undergrounding of Utilities**

Consistent with the requirements of Section 5-3-2, Article A, Chapter 3 of the City of Alexandria Code, the applicant will underground overhead utilities located along Menokin Drive and the King

Street Access road as part of their redevelopment process. The parcel is encumbered with six poles which support overhead utility lines and will be undergrounded during the development. As the applicant is still coordinating with Dominion Energy Virginia and their utility consultant to arrive at a final utility configuration and cost estimate, one or two off-site poles may also be impacted to enable the undergrounding on-site. Staff will continue to work with the applicant, their consultant and Dominion Energy Virginia to ensure the timing of the undergrounding does not negatively impact the project timeline.

### ***E. Consistency with City Plans and Policies***

#### **Affordable Housing**

Wesley Housing, an established regional non-profit affordable housing developer with three properties in Alexandria—Beverly Park, Lynhaven, and Parcview—proposes to construct an 81-unit affordable housing project on part of an underutilized rear parking lot serving Fairlington Presbyterian Church. The project will help address the City’s critical shortage of affordable housing (approximately 15,500 low- to moderate-low income renter households pay more than 30 percent of their income on housing costs in the City) and loss of more than 16,500 market affordable units since 2000, by providing new, long term affordable housing options to households earning between 40% and 60% of the area median income (AMI) (see Table 1). Per Wesley’s proposal, nine of the units will be affordable to households at 40% AMI, 35 will be affordable at 50% AMI, and 37 will be affordable at 60% AMI. The majority of units will be family-sized with two to three bedrooms, and approximately nine will be fully accessible. The units will be committed as affordable housing for 40 years.

**Table 1: Median Household Incomes for DC Metro Area**

<b>Income range</b>	<b>1-Person</b>	<b>2-Person</b>	<b>3-Person</b>	<b>4-Person</b>	<b>5-Person</b>
<b>40% AMI</b>	\$32,840	\$37,520	\$42,200	\$46,880	\$50,640
<b>50% AMI</b>	\$41,050	\$46,900	\$52,750	\$58,600	\$63,300
<b>60% AMI</b>	\$49,260	\$56,280	\$63,300	\$70,320	\$75,960

Source: HUD 2018 Designated Median Household Income for the Washington-Arlington-Alexandria, DC-VA-MD HUD Metro FMR Area

In addition to an onsite property management office, building amenities feature on-site laundry, a community room, landscaped open space, and underground vehicle and bicycle parking. Residents will have access to bus service along King Street and be served by a new bus shelter on Menokin Drive. As part of the redevelopment, an existing playground will be relocated to the front of the Church.

The total development cost for the affordable housing building and related infrastructure improvements is estimated to be around \$38.2 million. Wesley Housing has requested a loan of up to \$7.65 million from the City’s Housing Opportunities Fund; this loan amount includes a predevelopment loan approved by City Council in June 2017. Other funding sources include approximately \$20 million in 9% low income housing tax credit equity from the federal

government administered through Virginia Housing Development Authority (VHDA), a \$9 million first trust loan, and \$1.6 million in deferred developer fees.

The Alexandria Housing Affordable Advisory Committee (AHAAC) unanimously approved Wesley Housing's loan request at its October 4<sup>th</sup> meeting. The actual loan amount and terms will be considered by City Council pending approvals of the DSUP in November. Wesley Housing plans to apply for competitive low-income housing tax credits in March 2019. If successful in obtaining credits, the project would be constructed for delivery by the end of 2022.

### **Green Building**

The City's Green Building Policy was adopted by City Council in 2009 and applies to new construction. The policy requires new residential projects, including affordable housing developments, to achieve a minimum Certification in Leadership in Energy and Environmental Design (LEED), or an equivalent standard. Wesley Housing has stated their intention to meet their requirement using the EarthCraft system and is seeking to achieve EarthCraft Gold (or an equivalent certification) for their multi-family building.

### **Public Art**

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 include an exemption for non-profit affordable housing. As the applicant's proposal is for the construction of an affordable multi-family building to be developed by Wesley Housing Development Corporation, a registered nonprofit 501©(3), the building will be exempt from participating in the City's Public Art Policy.

### ***F. Open Space and Tree Preservation***

As previously discussed, the applicant is requesting an open spaced modification as a component of their Development Special Use Permit request.

The proposed site design creates two primary open space locations which can support active outdoor uses, along with smaller open spaces which will provide a green buffer around the site. The first primary open space is the proposed playground which will be in front of the church structure and integrated into the landscape through a series of plantings and the possible use of berms. The playground will be primarily dedicated to the Potomac Crescent Waldorf School during school hours and available for the use of residents of the multi-family building outside of school hours. A usage agreement outlining the parameters and hours of use between the various parties has been required per Condition 9 of this report. A number of mature trees in the playground area will be preserved and integrated into the design of the playground area.

In addition to the playspace in front of the church, an internal courtyard has been designed to sit between the two arms of the multi-family building and face the adjacent church building. The courtyard has been landscaped with a series of planters, grass and benches to encourage a mix of

passive and active uses. Furthermore, the immediately adjacent building lobby may encourage greater use of the open space as the design of the space closely groups two social gathering spaces for residents and visitors of the building.

The site design also includes a transitional open space in the form of the proposed dual plaza and surface parking lot which is located directly between the church building and multi-family building. While not formally counted as part of the site's required open space, the functional transformation of the parking spaces into a shared plaza during community events does create additional usable open space for community gathering. The periphery of the site is also wrapped in pockets of open space which will be landscaped and planted to ensure a soft green property edge. As the site is the private property of the Church, who will partner with Wesley Housing, all open space on site will be private open space for the use of Church members, Potomac Crescent Waldorf School students and residents of the multi-family building.

**Table 2: Open Space**

	Entire Site
Ground-Level Open Space	50,758 sf (100%)
Outdoor Amenity Space - Playground	16,000 sf (32%)
Outdoor Amenity Space - Courtyard	5,500 sf (11%)
<b>Total</b>	<b>50,758 sf (100%)</b>
Private Open Space	50,758 sf (100%)

The redevelopment of the site will result in the removal of many existing on-site trees which were unable to be preserved during construction. A small grove of mature trees in front of the church will be preserved as they are not in a location which will be impacted by the multi-family building and on-site improvements such as the parking areas and the undergrounding of utilities. To make up for the loss of trees, the applicant team has proposed to increase the overall canopy coverage, going from a pre-construction percentage of 32% canopy cover to a post-construction canopy cover of 37% (percent), which exceeds the 25% canopy cover requirement of the RA Zone.

## ***G. Parking***

### **Residential Parking Requirement**

Per Section 8-200(A)(2)(iii) of the Zoning Ordinance, affordable multi-family housing may optionally reduce their parking ratio to 0.75 spaces per unit for units affordable at 60% Area Median Income (AMI) and to a parking ratio of 0.65 spaces per unit for units affordable at 50% AMI. As the applicant is providing 37 units to be affordable at 60% AMI and 44 units to be affordable at 50% AMI, the applicant could optionally provide a minimum of 57 parking spaces to meet the zoning requirement. However, in response to community concerns about the

availability of parking, the applicant has opted to use a parking ratio of 0.91 spaces per unit to provide 74 parking spaces for the residential building.

**Table 3: Residential Parking Requirement Table**

Number of Units:	81 Total Units 37 units @ 60% AMI 44 units @ 50% AMI
Optional Base Ratio:	Housing units affordable at or below: 60% AMI – 0.75 space/unit 50% AMI – 0.65 space/unit Minimum of 57 Parking Spaces
Utilized Parking Ratio	0.91 space/unit  Maximum of 74 Parking Spaces
Provided Parking:	83 garage spaces

The applicant's proposed development includes a one-story underground parking garage with 83 parking spaces which is accessed via an external ramp from Menokin Drive. As the applicant is electing to provide 74 parking spaces within an 83-space parking garage, the applicant will meet their parking requirement and may choose to lease excess parking spaces per Conditions 36 and 39 of their development approval.

Access to the garage will be secured through the use of an electronic gate and garage openers will be provided to residents who park their vehicles in the garage. To ensure the parking garage is fully utilized by residents and to minimize on-street parking, the applicant proposes:

- No charge for resident parking in the garage;
- Development of a shared use parking agreement with the church to permit residential visitors to park in the church parking lot during non-peak hours for the church; and
- A fulltime on-site building manager will be present to manage building operations and serve as a point of contact with the community.

### **Church & School/Daycare Parking Requirement**

Fairlington Presbyterian Church contains 320 seats in the principle auditorium and per Section 8-200(A)(10) of the Zoning Ordinance, a church is required to provide one parking space for every five (5) seats; as such, the church is required to provide 64 parking spaces. The church proposes to provide 63 parking spaces in the reconfigured surface parking lot and is developing a parking agreement with the multi-family building to lease an additional parking space to meet the church's parking requirement.

As part of this application, the applicants have indicated a future option to expand their existing surface parking lot by up to ten (10) spaces by enlarging the surface parking lot which runs parallel



to Menokin Drive. The applicant has indicated there is no current demand for the additional parking but wanted to indicate the location of a future area of parking should demand for additional parking arise. As Section 3-603(J) requires a church with excess parking to obtain a special use permit, any future requests for the additional parking would require a full-hearing special use permit for approval and a full analysis of the request would be completed at that point in time. While staff did not fully analyze the excess parking request, the current application considers the necessary open space, storm water calculations, and treatments for the enlarged parking area and a finding has been included with the Conditions to acknowledge this preemptive analysis conducted by the applicant. The finding also indicates that any enlarged parking, in the future, would need to be constructed with permeable pavers.

The Potomac Crescent Waldorf School operates a school and daycare in the Church and is permitted to have up to 93 children on premise. Per their approval, SUP#2017-0037, the school is required to provide eight (8) parking spaces for their staff members. Previously, the school had reserved parking spaces from the church parking lot and will be able to renegotiate parking spaces for their employees in the church parking lot or within the multi-family garage as staff would support a flexible allocation of parking between the three uses.

**Table 4: On-Site Parking by Use**

Residential Multi-Family	74
Church	64
School/Daycare	8
<b>Total Required Parking</b>	<b>146</b>

**Table 5: On-Site Parking**

Parking Garage	83 Spaces
Surface Parking	63 Spaces
<b>Total Provided Parking</b>	<b>146 Spaces</b>
<i>Potential Surface Expansion</i>	<i>10 Spaces</i>
<b><i>Potential Expanded Parking</i></b>	<b><i>156 Spaces</i></b>

### ***H. School Impacts:***

Alexandria City Public Schools (ACPS) and City staff coordinated on the request to accurately estimate the number of students which can be anticipated from a given development. The most recent student generation rate for affordable apartment buildings similar to the proposed is approximately 0.8 students per unit, which, if applied to the 81 affordable housing units, would result in an estimate of 65 ACPS students across all grade levels. This project site is located in the Douglas MacArthur Elementary School catchment area and the George Washington Middle School catchment area. ACPS staff has been closely involved with the ongoing project review and has attended several community meetings for the project. City staff will continue to work closely

with ACPS to integrate the proposed development project into forthcoming school enrollment forecasts and capacity planning.

### ***I. Traffic and Road Alignment***

Wells and Associates performed a traffic impact analysis for the Fairlington Presbyterian residential development in April 2018. The study included the King Street intersections from Menokin Drive to South Taylor Street as well as the intersection of N. Van Dorn Street and Menokin Drive. The surrounding parking was also evaluated. The study found the proposed development will generate 28 AM peak hour trips and 37 PM peak hour trips. The study concluded that in 2021 with the proposed development, the level of service at all the study intersections would not be significantly impacted.

The study also evaluated on-street parking within the immediate area and found that at any given time there are 45 to 47 empty parking spaces. This project is not expected to create overflow parking problems on the surrounding streets.

Staff recognizes the community has a number of traffic concerns and staff has been and continues to work with the community to address those concerns. In 2014, T&ES staff worked with the community to install truck restrictions on North Early Street to mitigate a pass-through truck problem. Staff recently met with North Early Street residents to hear concerns and start the process of mitigating the existing traffic and any potential impacts of the proposed development. North Early Street has always been an enticing shortcut to avoid congested routes and the rising prevalence of navigation apps may be a source of the increased congestion. Staff is collecting data and will meet with the community to evaluate options.

The King Street and N. Van Dorn Street/Menokin Drive intersections have recently been improved. The King Street service road at this intersection was signalized to address concerns raised by the community. The signal timing and operation of this intersection is currently being evaluated to try and improve the morning gridlock on Menokin Drive between King Street and N. Van Dorn Street.

During the initial concept plan submissions, staff reviewed the proposed location of the multi-family garage entrance and the curbcut on Menokin Drive which was aligned with N. Van Dorn Street (See Figure 2). Responding to feedback from the community regarding congestion in the area, staff reviewed the plan and proposed revisions to distribute potential vehicular traffic on site and limit potential traffic volumes through one curbcut. As a result, the applicant relocated the multi-family garage entrance to separate vehicular church, school, and residential traffic on-site and relocated the curbcut on Menokin Drive to increase the distance to N. Van Dorn Street to reduce potential congestion at the intersection (See Figure 1).

Despite the current traffic issues, the Fairlington Presbyterian Residential Development is not expected to impact traffic in the area.

## V. COMMUNITY

The redevelopment concept at Fairlington Presbyterian Church began with an internal church deliberation in 2016 to partner with an affordable housing developer to provide affordable housing in the Alexandria community as an extension of the Church's mission. Fairlington Presbyterian and Wesley Housing Development Corporation entered into a partnership and established an internal Design Working Group of church members to facilitate a cohesive vision of development among the church parishioners. After reaching consensus among the Church membership, the applicant team submitted an initial design concept to City Staff in early 2017 which embodied the development objectives of the church (summarized in section *B. Project Evolution*). After receiving feedback from City Staff on the initial design concept, the applicant team began an extensive community outreach process in May 2017 and concluded in September 2018. This outreach resulted in 13 different public presentations, meetings or opportunities for the community to engage in the development review process. See Table 6 for a summary of all meetings.

Community engagement and meetings took several forms, including formal presentations to City Committees and presentations to nearby community associations including a Q&A with the Seminary Hills Association and presentations to the Fairlington Townes Civic Association and the Fairlington Citizens Association (Arlington). In addition, the applicant hosted two formal presentations for the community at Fairlington Presbyterian Church and developed two "Table Talk" open house format meetings. The Open House format included stations staffed with the applicant's traffic engineer, site engineer, architect and Wesley Housing Development Corporation and attendance from the City's Departments of Transportation and Environmental Services, Housing, Planning and Zoning and Schools. By facilitating an open house, neighbors and community members could directly engage with representatives on topics of their interest.

At various community meetings, the applicant team and staff heard community concerns related to traffic, parking, schools and the building design. As a result of the feedback from the first meeting, a number of changes were incorporated into the design, including,

*Building Design:* To address building design concerns, the applicant team:

- Utilized existing site topography to tuck the building into the existing higher grade and effectively reduce the building a floor in height when compared to adjacent apartments;
- Simplified the external building façade and window pattern to create a calmer design which is evocative of the surrounding designs;
- Mirrored a similar material palette of brick and panel as seen in surrounding developments;
- Solicited community feedback at several community meetings on a desired material palette to identify a color of brick and panel which was most supported by the surrounding community; and
- Arrangement of rooftop equipment along the center of the multi-family roof to screen from community view.

*Traffic Concerns-* To address traffic concerns, the applicant team:

- Relocated curb cuts and entrances to the building and garage to improve site circulation and distribute the volume of traffic which would enter the site along Menokin Drive; and
- Enhanced separation of church, residential and school traffic on site instead of concentrating traffic volume at the Menokin Drive curb cut.

*Parking Concerns-* To address parking concerns, the applicant team:

- Simplified the internal garage design to provide additional underground parking spaces;
- Elected to utilize a higher parking ratio and provide parking which exceeds the City's parking ratio for affordable housing;
- Identified a potential area of expanded parking for church parishioners if additional parking demand is demonstrated;
- Developed a pick-up and drop-off area in front of the multi-family building to facilitate deliveries and short-term parking and reduce potential traffic along Menokin Drive;
- Will not charge residents for parking in the garage to ensure residents are not incentivized to park on-street; and
- Will develop a collaborative parking management plan with the Fairlington Presbyterian Church to ensure that parking needs at all hours are accommodated on site.

Through ongoing public meetings and development reviews, staff and the applicant team sought solutions to address concerns which were voiced by the community and the above design revisions were a result of community input. While some neighbors may still express concern over new construction in the community, staff is confident that the building and site design have mitigated potential impacts and appropriate frameworks, such as conditions and existing City Code requirements are in place to mitigate any unforeseen impacts.

**Table 6: Community Engagement**

May 23, 2017	Community Meeting: Presentation by Applicant at Fairlington Presbyterian Church
June 6, 2017	Alexandria Housing Affordability Advisory Committee (Initial Presentation)
June 13, 2017	City Council legislative meeting
June 22, 2017	Community Meeting: Presentation to Fairlington Townes Civic Association
July 12, 2017	Community Meeting: Presentation to Fairlington Citizens Association (Arlington)
December 11, 2017	Community Meeting: Presentation by Applicant at Fairlington Presbyterian Church
May 5, 2018	Community Meeting: Open House and tour of existing Wesley Housing Development Corporation properties in Arlington
June 14, 2018	Community Meeting: Table Talk Open House at Fairlington Presbyterian Church
June 14, 2018	Community Meeting: Staff Q&A with Seminary Hills Association
June 27, 2018	Alexandria Housing Affordability Advisory Committee (Project Update)
July 16, 2018	Community Meeting: Second Table Talk Open House at Fairlington Presbyterian Church
September 20, 2018	Community Meeting: Presentation by Applicant at Fairlington Presbyterian Church
October 4, 2018	Alexandria Housing Affordability Advisory Committee (Review of Affordable Housing Plan and Housing Opportunity Fund Loan Application)

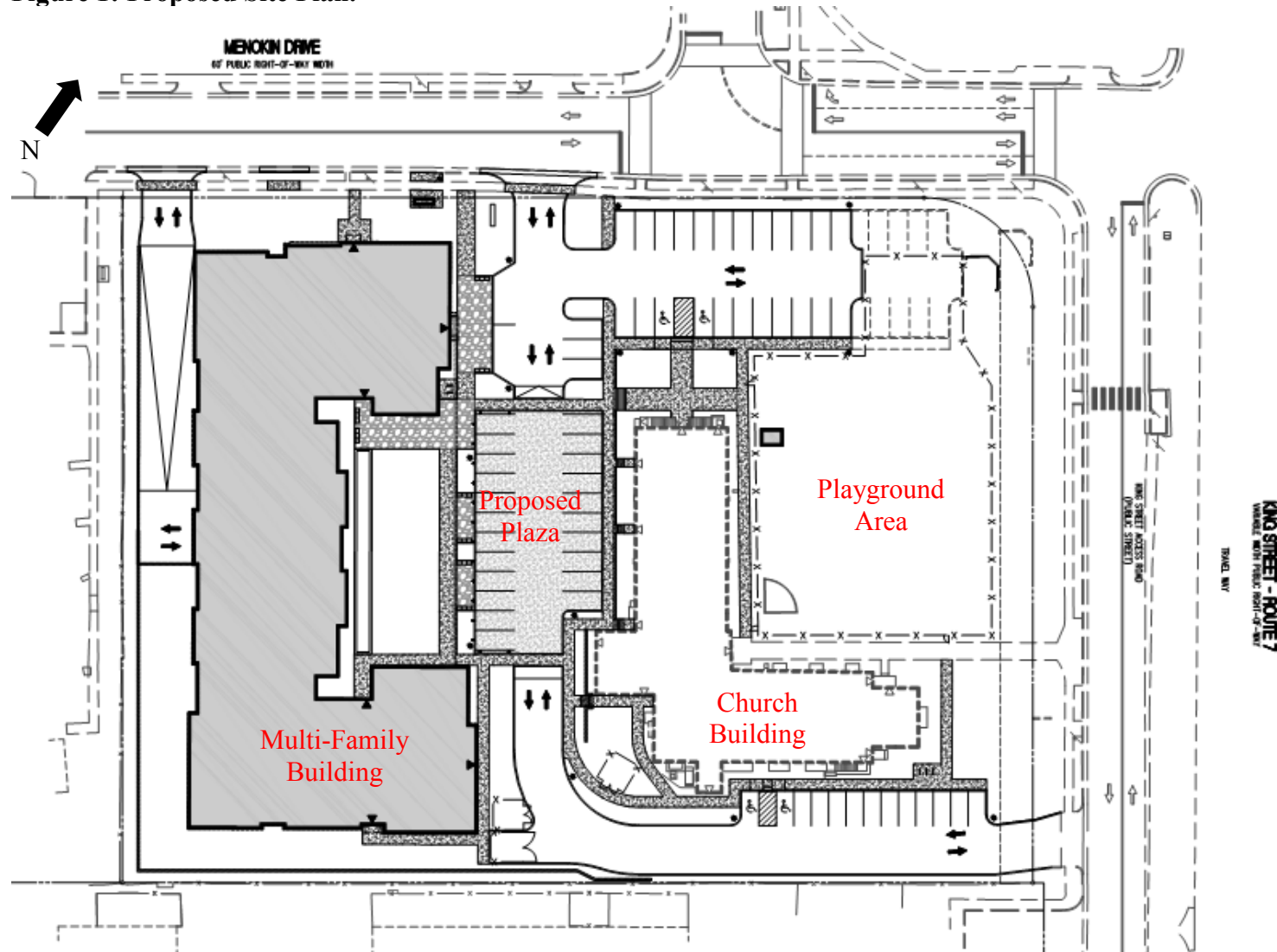
## **VI. CONCLUSION**

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.

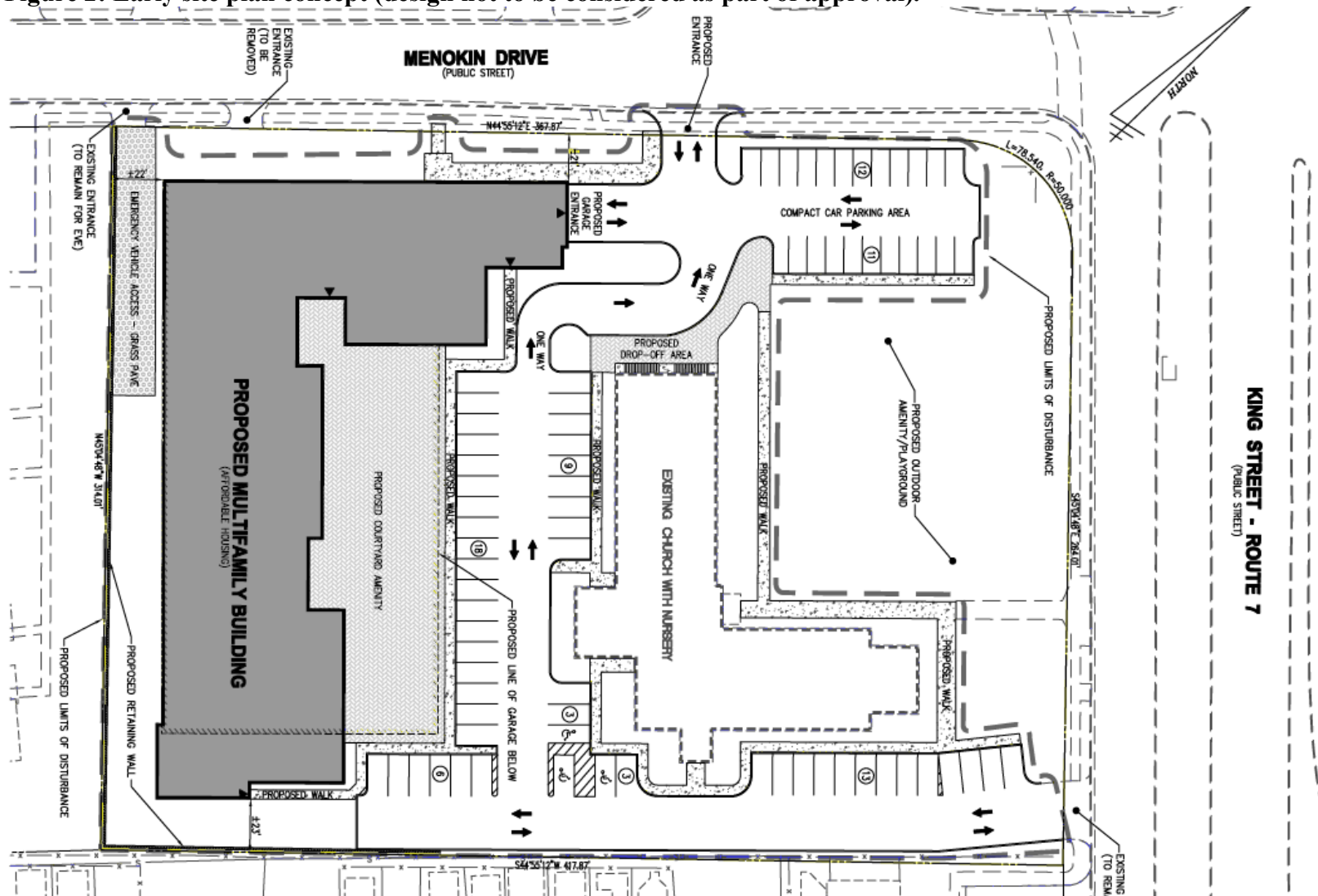


## VII. GRAPHICS

Figure 1: Proposed Site Plan.



**Figure 2: Early site plan concept (design not to be considered as part of approval).**



**Figure 3: Multi-family building elevation (West) as seen from Menokin Drive.**



**Figure 4: Multi-family building elevation (North) as seen from Fairlington Presbyterian Church.**



**Figure 5: Multi-family building elevation (East), as seen from Fairlington Towne townhomes.**



**Figure 6: Multi-family building elevation (South) as seen from Braddock Lee Apartments.**





## VIII. STAFF RECOMMENDATIONS

1. The Final Site Plan shall be in substantial conformance with the preliminary plan dated August 9, 2018 and as amended on August 29, 2018 and comply with the following conditions of approval.

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

2. Provide the following pedestrian improvements to the satisfaction of the Directors of P&Z and T&ES:
  - a. Complete all pedestrian improvements prior to the issuance of a certificate of occupancy permit.
  - b. All new or reconstructed pedestrian crossings serving the site shall be ADA accessible.
  - c. If new sidewalks are required in the public right-of-way on King Street or Menokin Drive as a result of undergrounding activities, any new sidewalks shall be rebuilt per the [Complete Streets Design Guidelines](#), with a preferred sidewalk width of 6' (six feet) and an amenity zone width of 6' (six feet).
  - d. Sidewalks shall be flush across all driveway crossings.
  - e. All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards.
  - f. Provide separate curb ramps for each direction of crossing (i.e., two ramps per corner). Curb ramps shall be perpendicular to the street to minimize crossing distances. Any changes must be approved by the Director of T&ES.
  - g. If damaged, repair crosswalks so that all crosswalks shall be standard, 6 inches wide, white thermoplastic parallel lines with reflective material, with 10 feet in width between interior lines. High-visibility crosswalks (white, thermoplastic ladder crosswalks as shown in the Manual on Uniform Traffic Control Devices (MUTCD)) may be required as directed by staff at Final Site Plan. All other crosswalk treatments must be approved by the Director of T&ES.
  - h. All below grade utilities placed within a City sidewalk shall be designed in such a manner as to integrate the overall design of the structure with the adjacent paving materials so as to minimize any potential visible impacts. \*  
\*\* (P&Z)(T&ES)
3. If the undergrounding of overhead utilities along the frontage of Menokin Drive and the King Street access road does not result in the installation of sidewalks which comply with the Complete Streets guidelines, provide the City of Alexandria with a public access easement reservation (where applicable) to install sidewalks which provide a 6' (six-foot) amenity zone and 6' (six-foot) wide sidewalk from the back of the curb along the King Street access road and Menokin Drive. (T&ES)(P&Z)
  - a. Coordinate with Staff during the Final Site Plan Process to identify the boundaries for a proposed reservation for future sidewalks. Ensure that the

location of the proposed bus shelter on Menokin Drive is compatible with potential areas of reservation.

- b. Submit the plat of reservation prior to the Final Site Plan submission. The plat(s) shall be approved prior to or concurrently with the release of the Final Site Plan.\* (P&Z)(T&ES)
- c. The plat shall be recorded and a copy of the recorded plat, dedications and deeds shall be submitted with the first request for a building permit.\*\* (P&Z)(T&ES)

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

- 4. Develop, provide, install and maintain an integrated Landscape Plan with the Final Site Plan that is coordinated with other associated site conditions to the satisfaction of the Director of P&Z. Landscape plans shall be submitted in accordance with the City of Alexandria's Landscape Guidelines, and at a minimum shall:
  - a. Provide an enhanced level of detail for all proposed landscape installations including street, canopy, evergreen, and multi-trunk trees, shrubs, perennials, and groundcovers. If any landscape plantings are proposed, they shall be limited to plant material that is horticulturally acclimatized to the Mid-Atlantic and Washington, DC National Capital Region.
  - b. Ensure positive drainage in all planted areas.
  - c. Provide detail, section, and plan drawings for plantings located above-structure and on-grade. Illustrate at-grade and sub-surface conditions, including irrigation, adjacent curb/pavement construction, edge restraint system, dimensions, drainage, and coordination with site utilities.
  - d. The location of all pole-mounted 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.
  - e. All public sidewalks and driveways constructed above tree wells/trenches shall be structurally supported. Areas of uncompacted growing medium shall not be used to support sidewalks and driveways without additional structural support. Provide section details both parallel and perpendicular to the street that verify this requirement.
  - f. Identify the extents of any areas of tree wells/trenches within the sidewalk on the landscape and site plans.
  - g. Provide a plan exhibit that verifies the growing medium in street tree wells/trenches, and all 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)
- 5. Provide the following modifications to the landscape plan and supporting drawings:

- a. Continue to work with staff through the Final Site Plan to explore more organic shapes, if landscape design will incorporate proposed berms along King Street. Ensure that the location and design of any designed berms are compatible with the proposed locations for signage.
  - b. Update the landscape plan to include street trees in the grassy strip between the street and the sidewalk on Menokin Drive. \*(P&Z)(T&ES)
6. Provide a site irrigation and/or water management plan developed, installed, and maintained to the satisfaction of the Directors P&Z and Code Administration.
  - a. Provide an exhibit that demonstrates that all parts of the site can be accessed by a combination of building mounted hose bibs and ground set hose connections.\*
  - b. Provide external water hose bibs continuous at perimeter of the new residential building. Provide at least one (1) accessible, external water hose bib on all residential building sides at a maximum spacing of 90 feet apart.\*
  - c. Coordinate with staff during the Final Site Plan process to develop and submit an action plan to address new plantings adjacent to the church building. \*
  - d. Hose bibs, ground set water connections and FDCs must be fully accessible and not blocked by plantings, site utilities or other obstructions.\*
  - e. Install all lines beneath paved surfaces as sleeved connections. \*
  - f. Locate water sources and hose bibs in coordination with City Staff.\* (P&Z)(Code Administration)
7. 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)
8. Provide material, finishes, and architectural details for all retaining walls, seat walls, decorative walls, and screen walls. Indicate methods for grade transitions, handrails — if required by code, directional changes, above and below grade conditions. Coordinate with adjacent conditions. Design and construction of all walls shall be to the satisfaction of the Directors of P&Z and T&ES.\* (P&Z)(T&ES)
9. The City of Alexandria Playspace Policy was approved in October 2013 to improve the health and well-being of all youth through design and provision of quality playspaces. Prior to the submission of Final Site Plan #1, the applicant shall work with RP&CA staff representatives of the Playspace Technical Advisory Team (P-



TAT) and P&Z staff to develop a playspace design of structured and/or unstructured play.

- a. The playspace should provide a coordinated array of the play elements, to the satisfaction of the Director of RP&CA.\*
- b. Playspace plans shall depict location, scale, massing and character of the playspace, grade conditions, surfacing, site furnishings, vegetation, and other site features. \*
- c. Playspaces and site equipment shall comply with the most recent guidelines, specifications and recommendations of the Consumer Product Safety Commission (CPSC) Handbook for Public Playground Safety, ASTM Specification for Playground Equipment for Public Use (ASTM F1487) and ASTM Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment (ASTM F1292). Applicant shall provide certification that the play areas have been designed, reviewed and approved by a certified playground safety inspector (CPSI professional) with current certification. Play area and equipment shall comply with Americans with Disabilities Act 2010ADA Standards for Accessible Design. \*
- d. Playspaces shall have appropriate signage posted with hours of operation and other operational information.
- e. Prior to the release of the first certificate of occupancy, develop a usage agreement between Wesley Housing, Fairlington Presbyterian Church and/or the Potomac Crescent Waldorf School to govern the access of the playspace for residents of the multi-family building. \*\*\* (P&Z) (RP&CA)

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

10. Provide, implement and follow a tree conservation and protection program that is developed per the City of Alexandria Landscape Guidelines and to the satisfaction of the 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.
  - a. Develop a program which clearly addresses both sitewide trees and provides any additional details for the preservation of the cluster of mature trees located in front of the Church on King Street and marked as “Tree Save Area” on the existing tree survey and inventory.(P&Z) (RP&CA)
  - b. Provide to the City of Alexandria proof that notification letter was provided to the adjacent property owners of work to be conducted and may be nonintentional threats to close proximity trees. \* (P&Z)
11. A fine shall be paid by the applicant in an amount not to exceed \$10,000 for each destroyed tree with at least a 10-inch caliper that is not identified “to be removed” (TBR) on the Preliminary Plan, and/or the City may request that replacement trees of similar caliper and species be provided for damaged trees if the approved tree protection methods have not been followed. The replacement trees shall be

installed and if applicable the fine shall be paid prior to the issuance of the last certificate of occupancy permit. \*\*\* (P&Z)

12. The area of the limits of disturbance and clearing for the site shall be limited to the areas as generally depicted on the preliminary site plan dated August 9, 2018 and as amended on August 29, 2018 and reduced if possible to retain existing trees and grades. (P&Z)

#### **D. BUILDING:**

13. The building design, including the quality of materials, final detailing, and color palette shall be consistent with the elevations dated August 9, 2018 and as amended on August 29, 2018 and the following conditions. (P&Z)
14. Provide the following building refinements to the satisfaction of the Director of P&Z:
  - a. Windows shall correctly reflect the architectural style, building type and period (if any) that is referenced by the building design, as seen in the staff report. If a historical muntin pattern is selected, such as 2-over-1, 2-over-2, 6-over-1, gridded industrial, etc., such applied exterior muntins shall also:
    - i. Have a *minimum* total depth/projection of 3/8 inches and a *maximum* width of 1 inch.
    - ii. have a detailed profile that will create a strong shadow pattern;
    - iii. have an integral spacer bar between the panes of glass that matches the muntins in width;
    - iv. corresponding interior muntins are encouraged, but not required;
  - b. By Final Site Plan, finalize the color of exterior window muntins, sashes and frames.\*
  - c. All wall mounted vents shall be flush mounted and architecturally integrated with the building design with regard to both placement and color.\*\*\*\* (P&Z)
15. 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) in color 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 building typology or different bay type. \* (P&Z)
16. 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:

- a. Provide a materials board that includes all proposed materials and finishes at first Final Site Plan. \*
- b. The materials board shall remain with the Department of Planning and Zoning until the final certificate of occupancy, upon which all samples shall be returned to the applicant. \*\*\*
- c. Provide drawings of a mock-up panel that depict all proposed materials, finishes, and relationships as part of the first Final Site Plan. \*
- d. 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. \*\*
- e. The mock-up panel shall be located such that it shall remain on-site in the same location through the duration of construction until the first certificate of occupancy. \*\*\* (P&Z)

17. Per the City's Green Building Policy adopted April 18, 2009, achieve a green building certification level of LEED Certified / Equivalent to the satisfaction of the Directors of P&Z, and T&ES. Diligent pursuance and achievement of this certification shall be monitored through the following:
  - a. Provide evidence of the project's registration with LEED (or equivalent) with the submission of the first Final Site Plan and provide a draft checklist showing how the project plans to achieve the certification.\*
  - b. Provide evidence of submission of materials for Design Phase credits to the U.S. Green Building Council (USGBC) (or equivalent) prior to issuance of a certificate of occupancy. \*\*\*
  - c. Provide evidence of submission of materials for Construction Phase credits to USGBC (or equivalent) within six months of obtaining a final certificate of occupancy. \*\*\*\*
  - d. Provide documentation of certification within two (2) years of obtaining a final certificate of occupancy. \*\*\*\*
  - e. Failure to achieve LEED Certification (or equivalent) for the residential project will be evaluated by City staff, and if staff determines that a good faith, reasonable, and documented effort was not made to achieve these certification levels, then any City-wide Green Building policies existing at the time of staffs' release of Final Site Plan will apply. (P&Z)(T&ES)
18. 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)
19. Energy Star labeled appliances shall be installed in all multi-family residential units. (T&ES)

20. Five percent (5%) of the required parking spaces shall have necessary infrastructure installed for future level 2 electric vehicle chargers to the satisfaction of the Director of T&ES. \*\*\* (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)
22. The stairwells within structured parking garages shall be visible, as permitted by the Building Code without solid walls. The balusters shall be open to allow for a clear line of vision. Provide guards that are 42 inches in height along open sides of the stairways and landings which are located 30 inches above the floor or grade below. The width between the balusters shall be no wider than 4 inches and the handrails are to be a minimum of 34 inches and a maximum of 38 inches.\* (Police)
23. Elevator lobbies and vestibules shall be visible from the parking garage. The design of the elevator lobbies and vestibules in the parking garage shall be as open as code permits. (Police)

***E. SIGNAGE:***

24. Internally illuminated box signs are prohibited. Explore the use of exterior illumination. (P&Z)
25. By First Final Site Plan, provide a comprehensive sign package showing all existing and proposed signs on site. Ensure sign package includes information on sign height, area, materials and styles of illumination. New freestanding monument sign(s) must comply with Article IX of the Zoning Ordinance. Adjacent plantings should be coordinated with the proposed sign. \* (P&Z)
26. 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)

**F. HOUSING:**

27. The developer of the affordable building shall provide 79 - 81 units of dedicated affordable rental units. (Housing)
28. Rents payable for the affordable units shall not exceed the maximum rents (taking into account utility allowances) allowed under the federal Low Income Housing Tax Credit (LIHTC) program for households at 60% of the Washington DC Metropolitan Area Family Median Income. Rents shall remain at the established affordable rates for a period of 40 years from the date of initial occupancy of each unit. The owner shall re-certify the incomes of such households to the satisfaction of the Director of the Office of Housing. (Housing)
29. Households receiving Housing Choice Voucher assistance will not be denied admission on the basis of receiving such assistance. A household will be considered income qualified if the amount of rent it can pay based on income, together with the voucher payment, is sufficient to cover the applicable rent. (Housing)
30. The developer of the affordable building shall provide the City with access to the necessary records and information to enable annual monitoring of compliance with the above conditions for the 40-year affordability period. (Housing)
31. The developer of the affordable building shall list the units in [www.VirginiaHousingSearch.com](http://www.VirginiaHousingSearch.com), an online housing search database sponsored by VHDA. (Housing)
32. The developer of the affordable building 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. The City will notify interested parties of the availability of units. The applicant shall not accept applications for the units until 45 days after written notification has been provided to the Office of Housing. (Housing)

**G. PARKING:**

33. Provide 27 bicycle parking space(s) per Alexandria's current Bicycle Parking Standards. Bicycle parking standards, acceptable rack types for short- and long-term parking and details for allowable locations are available at: [www.alexandriava.gov/bicycleparking](http://www.alexandriava.gov/bicycleparking). Details on location and type of bicycle parking shall be provided on the Final Site Plan. Bicycle parking must be installed and operational prior to first CO. \*\*\* (T&ES)
34. The design and allocation of parking shall be subject to the following to the satisfaction of the directors of P&Z, T&ES, and Code Administration:

- a. The parking space dimensions shall not include columns, walls, or obstructions. Dimension lines for interior garages shall be provided.
  - b. All parked vehicles shall be prohibited from encroaching on the proposed streets, drive aisles, pedestrian walkways, or emergency vehicle easements, and all renters shall be notified of this prohibition. \* (P&Z)(T&ES)(Code Administration)
35. Locate a minimum of 61 parking spaces in the underground garage for residents. (P&Z)(T&ES)
36. Prior to the release of the building permits, develop a shared parking and usage agreement between Wesley Housing Development Corporation and Fairlington Presbyterian Church for onsite parking spaces, to include the church use of any parking spaces within the underground garage which exceed the required residential parking spaces and for resident use of the surface parking lot. If parking needs shift over time, changes to the parking agreement may be administratively reviewed by staff. \*\*\* (P&Z) (T&ES)
37. 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)
38. Provide a Parking Management Plan with the Final Site Plan submission. The Parking Management Plan shall be approved by the Departments of P&Z and T&ES prior to the release of the Final Site Plan and shall at a minimum include the following:
- a. General project information/summary and development point of contact. \*
  - b. 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)
39. 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.
  - 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. (P&Z) (T&ES)
40. All on-street parking controls and restrictions within the project area 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)

## ***H. TRANSPORTATION MANAGEMENT PLAN:***

41. According to Article XI, Section 11-700 of the City's Zoning Ordinance, a Transportation Management Plan is required to implement Transportation Demand Management (TDM) strategies to discourage single occupancy vehicle (SOV) travel and encourage residents and employees to take public transportation, walk, bike or share a ride. The TMP requirement is applicable to the new multi-family building. (T&ES)

42. A TMP Coordinator shall be designated for the entire project (multi-family building) 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 assisting the City in implementing and facilitating the TMP on site. The coordinator must provide City staff access to the property and tenants/residents in order to implement TDM measures such as surveys, mailings and hosting events to inform residents and tenants about benefits and alternatives to SOV travel. \*\*\* (T&ES)
43. The residential building TMP shall be required to make a monetary payment twice per year to the Citywide TDM Fund. TMP funds shall be deposited to the Citywide TDM Fund on January 15 and July 15 of each year. The annual base assessment rate for this development (in March 2014 dollars) shall be \$81.12 per residential unit, \$0.162 per square foot of retail space, \$0.254 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. (T&ES)
44. As set forth in section 11-711(B) in the Ordinance, civil penalties shall be assessed to the governing entity for lack of timely compliance with the conditions of this TMP SUP. If after assessment of three civil penalties, any use continues to fail to comply with a condition of its approved TMP, the property may be subject to increased review and reporting requirements, and may be subject to a staff recommendation for action by the City Council to revoke the TMP SUP pursuant to section 11-205 of the Ordinance. (T&ES)
45. 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)

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

46. Show all existing and proposed bus stop(s), bus shelter(s) (if existing, proposed, or conditioned), and bus stop bench(es) (if existing, proposed, or conditioned) in the vicinity of the site on the Final Site Plan. Any proposed features shall be ADA compliant; all 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 <https://www.alexandriava.gov/6548>. Bus stops are located on the south side of Menokin Drive west of N. Van Dorn Street, and on the west side of King Street (access road). (T&ES) (Code)

47. Bus stops at the south side of Menokin Drive west of N. Van Dorn Street, and the west side of King Street (access road). The stop on the west side of King Street shall include a 4' wide bench, shall meet ADA requirements and City Standards per the following:
  - a. Install an unobstructed 10-foot-wide, parallel to the roadway, by 8-foot-wide, perpendicular to the curb, bus stop passenger loading pad. The unobstructed loading area should be at the front of the boarding zone and accessible from a transit shelter (if present or if installed) and adjacent sidewalk. The loading pad's cross slope shall be less than 2 percent. The exiting width of the sidewalk may be counted towards the 8-foot-wide perpendicular to the curb area. Passenger loading pads shall never be placed on storm drain inlets, catch basins, and other obstacles that would make the bus stop and bus stop loading pad inaccessible. See attached standard details. \*
  - b. Create a 100 foot "No Parking, Bus Stop Zone" if the bus stop is located along the curb for bus stops located on the near side of the intersection. Create a 90 foot "No Parking, Bus Stop Zone" if the bus stop is located along the curb on the far side of an intersection. Create a 150 foot "No Parking, Bus Stop Zone" if the bus stop is located along the curb for midblock bus stops. If the bus stop is located on a bulb out / extension into the roadway, the "No Parking, Bus Stop Zone" shall not be required. \* (T&ES)
48. Street trees in close proximity to bus stop approaches or directly adjacent to travel lanes shall be:
  - a. Located to avoid conflict with vehicles, specifically:
    - i. Trees shall be excluded from a 40-foot zone which represents the length of the bus as it is serving the stop.
    - ii. Trees within both the 10-foot departure zone and the 20-foot approach zone (on either side of the 40-foot zone) shall be selectively located to minimize conflict with vehicles and to allow direct line of sight for approaching buses.
  - b. Subject to the character of the adjacent area and relevant design guidelines for spacing, distance from the curb and species selection. In general, trees shall be of the same species along the entire block face.
  - c. selected from upright branching species in areas where relevant design guidelines do not otherwise specify
  - d. Installed with a minimum 6 feet of clear stem and gradually pruned to reduce conflict with vehicles, under consultation from a certified arborist.

Pruning of street trees is part of the regular maintenance required of applicants under the City's bond for public improvements.

- e. Set back from the curb edge where the width of sidewalk and adjacent conditions allow. \* (T&ES)

## ***J. SITE PLAN:***

- 49. Per Section 11-418 of the Zoning Ordinance, the development special use permit shall expire and become null and void, unless substantial construction of the project is commenced within 36 months, with an additional 24-month extension (for a total period of validity of 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)
- 50. By First Final Site Plan, provide the following updates to the plan set:
  - a. Update the Preliminary Geometric Plan to provide a dimension line between the foundation wall of the garage structure and the closest wall of the church.
  - b. Update the plan set to show heating to include the heating features of any portion of an external garage ramp which exceeds a slope of eight percent.
  - c. By First Final Site Plan, show all existing church signage along King Street located on church property, with a minimum distance of 10 feet from the property line; including the sign at the intersection of King Street and Menokin Drive and the secondary sign along the King Street access road, adjacent to the drive aisle. \* (P&Z)
- 51. Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z and T&ES. These items include:
  - a. Location of site utilities including above grade service openings and required clearances for items such as transformers, telephone, HVAC units and cable boxes.
  - b. Minimize conflicts with plantings, pedestrian areas and major view sheds.
  - c. Do not locate above grade utilities in dedicated open space areas and tree wells.
  - d. If applicable, all utilities shall be screened from the public ROW to the satisfaction of the Director of P&Z. (P&Z)(T&ES)
- 52. Provide a lighting plan with the Final Site Plan to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of T&ES and/or P&Z in consultation with the Chief of Police and shall include the following:
  - a. Clearly show location of all existing and proposed street lights and site lights, shading back less relevant information.

- b. Determine if existing lighting meets minimum standards within the City right-of-way adjacent to the site. If lighting does not meet minimum standards, additional lighting shall be provided to achieve City standards or to the satisfaction of the Director of T&ES.
- c. A lighting schedule that identifies each type and number of all fixtures, mounting height, and strength of fixture in Lumens or Watts.
- d. All proposed cobra head light fixtures in the City right of way shall be approved Dominion LED light fixtures.
- e. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s) and security lighting.
- f. A photometric plan with lighting calculations that include all existing and proposed light fixtures, including any existing street lights located on the opposite side(s) of all adjacent streets. Photometric calculations must extend from proposed building face(s) to property line and from property line to the opposite side(s) of all adjacent streets and/or 20 feet beyond the property line on all adjacent properties and rights-of-way. Show existing and proposed street lights and site lights.
- g. Photometric site lighting plan shall be coordinated with architectural/building mounted lights, site lighting, street trees and street lights to minimize light spill into adjacent residential areas.
- h. If site lights are included in the photometric plan to comply with City's lighting standards, then these lights shall be put on photovoltaic switches.
- i. Provide location of conduit routing between site lighting fixtures so as to avoid conflicts with street trees.
- j. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
- k. The lighting for the areas not covered by the City of Alexandria's standards shall be designed to the satisfaction of Directors of T&ES and P&Z.
- l. Provide numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
- m. The walls and ceilings in the garage must be light-colored concrete (painted or dyed) to increase reflectivity and improve lighting levels at night.
- n. The lighting for the underground parking garage shall be a minimum of 5.0-foot candle maintained, when occupied. When unoccupied the lighting levels will be reduced to no less than 1.5 foot candles.
- o. Light fixtures for the underground/structured parking garage shall be recessed into the ceiling for any areas that can be seen from the public ROW.
- p. Light fixtures for open canopies shall be recessed into the ceiling for any areas that can be seen from the public ROW.
- q. Upon installation of all exterior light fixtures for the site/building, the applicant shall provide photographs of the site demonstrating compliance with this condition.

- r. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. \* (P&Z)(T&ES)(Police) Code)
- 53. 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)
- 54. The Emergency Vehicle Easement (EVE) shall not be painted. When an EVE is shared with a pedestrian walkway or consists of grasscrete or a similar surface treatment, the EVE shall be defined in a manner that is compatible with the surrounding ground plane. (P&Z)
- 55. Provide a georeferenced CAD file in .dwg format of the dimension plan of this project. This information will be used to compile a master CAD reference to ensure all elements are correctly located and will connect.\* (P&Z)(DPI)

## ***O. CONSTRUCTION MANAGEMENT:***

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

- h. 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.
  - i. Include references to appropriate details and standards to be used in the development of Maintenance of Traffic Plans (MOTs) that will be required for right of way permits, to include references for proposed controls for traffic movement, lane closures, construction entrances and storage of materials;
  - j. 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.
  - k. Copies of the MOT(s) approved for the right of way permits shall be posted in the construction trailer and given to each subcontractor before they commence work
  - l. Provide a coordination and phasing plan for daycare drop-off and pick-up during construction.
  - m. Provide a parking management plan for church parking during construction.
  - n. Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work. \* (P&Z)(T&ES)
58. Provide off-street parking for all construction workers without charge to the construction workers. Construction workers shall not be permitted to park on-street, and the applicant shall be responsible for ensuring that all contractors use the off-street parking provided. For the construction workers who use Metro, DASH, or another form of mass transit to the site, the applicant shall subsidize a minimum of 50% of the fees for mass transit. Compliance with this condition shall be a component of the construction management plan, which shall be submitted to the Department of P&Z and T&ES prior to Final Site Plan release. This plan shall:
- a. Establish the location of the parking to be provided at various stages of construction, how many spaces will be provided, how many construction workers will be assigned to the work site, and mechanisms which will be used to encourage the use of mass transit.
  - b. Provide for the location on the construction site at which information will be posted regarding Metro schedules and routes, bus schedules and routes.
  - c. If the off-street construction workers parking plan is found to be violated during the course of construction, a correction notice will be issued to the developer. If the violation is not corrected within five (5) days, a "stop work order" will be issued, with construction halted until the violation has been corrected. \* (P&Z)(T&ES)
59. Any bicycle facilities adjacent to the site shall remain open during construction. If a bicycle facility cannot be maintained on the street adjacent to the site, a detour for bicyclists shall be established and maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)

60. No major construction staging shall be allowed within the public right-of-way on Menokin Drive nor King Street access road]. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. \*\* (T&ES)
61. Transit stops adjacent to the site shall remain open, if feasible, for the duration of construction. If construction forces the closure of the stop at King St. and Menokin Drive, 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)
62. Any structural elements that extend into the public right of way, including but not limited to footings, foundations, tie-backs etc., must be approved by the Director of T&ES as a part of the Sheeting and Shoring Permit. (T&ES)
63. A “Certified Land Disturber” (CLD) shall be named in a letter to the Division Chief of Infrastructure Right of Way prior to any land disturbing activities. If the CLD changes during the project, that change must be noted in a letter to the Division Chief. A note to this effect shall be placed on the Phase I Erosion and Sediment Control sheets on the site plan. (T&ES)
64. Prior to commencing clearing and grading of the site, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified 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)
65. Prior to commencement of landscape installation/planting operations, a pre-installation/construction meeting will be scheduled with the project planner in the Department of Planning & Zoning to review the scope of installation procedures and processes. This is in addition to the pre-construction meeting required above. \*\*\* (P&Z)
66. Identify a person who will serve as a liaison to the community throughout the duration of construction. The name and telephone number, including an emergency contact number, of this individual shall be provided in writing to residents, property managers and business owners whose property abuts the site and shall be placed on the project sign, to the satisfaction of the Directors of P&Z, and/or and T&ES. \* (P&Z)(T&ES)

67. 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)
68. Temporary construction and/or on-site sales trailer(s) shall be permitted and be subject to the approval of the Director of P&Z. The trailer(s) shall be removed prior to the issuance of a final certificate of occupancy permit. \*\*\* (P&Z) (Code)
69. Submit a wall check prior to the commencement of construction of the first floor above grade framing for the building(s). The wall check shall include the building footprint, as depicted in the released Final Site Plan, the top-of-slab elevation and the first floor elevation. The wall check shall be prepared and sealed by a registered engineer or surveyor, and submitted to Planning & Zoning. Approval of the wall check by Planning & Zoning is required prior to commencement of framing. (P&Z)
70. 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)
71. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
72. 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)

**P. WASTEWATER / SANITARY SEWERS:**

73. The sewer connection fee must be paid prior to release of the site plan.\* (T&ES)

**Q. SOLID WASTE:**

74. In order for the City to provide solid waste collection service, the development must meet all the minimum street standards. The trash truck must be able to pick up solid waste from private streets without backing up. The containers must be placed inside the units or within an enclosure that completely screens them from view. The developer must purchase the standard containers from the City or provide containers that are compatible with City collection system and approved by the Director of T&ES. Payment shall be made to the City or proof of payment for approved containers provided, prior to issuance of the Certificate of Occupancy for each *building*. \*\*\*\* (T&ES)
75. Where the City of Alexandria provides the solid waste collection services; all refuse/recycling shall be placed at the City Right-of-Way. The official setout location of the containers shall be approved by the Director of T&ES. (T&ES)
76. Provide \$896 per receptacle to the Director of T&ES for purchase and installation of one (1) 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)
77. Provide \$996 per receptacle to the Director of T&ES for the purchase and installation of one (1) Victor Stanley Ironsites Series Model SD-42 blue receptacle with Dome Lid per block face dedicated to recycling collection. The 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)

**R. STREETS / TRAFFIC:**

78. Maintain a separation of 150 feet between the beginning of street corner radius and any driveway apron radius on arterial and collector roadways, with a minimum of 100 feet permitted, subject to the approval of the Director of T&ES. (T&ES)



79. 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)
80. 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)
81. 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)
82. Traffic studies and multi-modal transportation studies shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. (T&ES)
83. 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)
84. The slope on parking ramp to garage entrance shall not exceed 12 percent. For slopes 10 percent and greater, provide trench drain connected to a storm sewer and heating system to eliminate or diminish the possibility of ice forming. (T&ES)
85. Provide wheel stops or other types of sidewalk protection including bollards for all 90-degree vehicle parking spaces adjacent to a sidewalk of less than seven (7) feet in width and shall be to the satisfaction of the Director of T&ES. (T&ES)

***S. UTILITIES:***

86. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements. (T&ES)
87. All overhead power and communication lines along the Menokin Drive and the King Street Access Road frontage shall be undergrounded. Overhead power and communication lines located in the median of the King Street Access Road are not anticipated to be included in the required undergrounding. (T&ES)
88. No transformer and switch gears shall be located in the public right of way. (T&ES)

***T. SOILS:***

89. Provide a geotechnical report, including recommendations from a geotechnical professional for proposed cut slopes and embankments. \*(T&ES)

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

90. The project site lies within Four Mile Run Watershed thus stormwater quantity controls shall be designed to demonstrate that post development stormwater runoff does not exceed the existing runoff quantities for the 2-year, 10-year, and 100-year storm events. (T&ES)
91. 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)
92. Provide Environmental Site Assessment Notes that describe the presence or absence of any RPAs; buffers; intermittent streams; highly erodible and highly permeable soils; steep slopes greater than 15 percent in grade; known areas of contamination; springs, seeps or related features; and wetlands. When applicable, delineate the individual components of the RPA as well as the total geographic extent of the RPA, to include the appropriate buffer, in a method approved by the Director of Transportation and Environmental Services. When applicable, the Environmental Site Assessment shall also clearly describe, map or explain intermittent streams and associated buffer; highly erodible and highly permeable soils; steep slopes greater than 15 percent in grade; known areas of contamination; springs, seeps or related features; and a listing of all wetlands permits required by law. \* (T&ES)

***V. STORMWATER MANAGEMENT:***

93. The City of Alexandria's stormwater management regulations regarding water quality are two-fold: 1) state phosphorus removal requirement and 2) Alexandria Water Quality Volume Default. Compliance with the state phosphorus reduction requirement does not relieve the applicant from the Alexandria Water Quality Default requirement. The Alexandria Water Quality Volume Default, as determined by the site's post-development impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES)
94. Provide BMP narrative and complete pre and post development drainage maps that include areas outside that contribute surface runoff from beyond project boundaries to include adequate topographic information, locations of existing and proposed

storm drainage systems affected by the development, all proposed BMPs and a completed Virginia Runoff Reduction Method (VRMM) worksheet showing project compliance. The project must use hydrologic soil group "D" in the spreadsheet unless a soils report from a soil scientist or geotechnical engineer delineates onsite soils otherwise. \* (T&ES)

95. All stormwater Best Management Practices (BMPs) must be designed to comply with the most recent standards and specifications published in the Virginia Stormwater BMP Clearinghouse. Provide complete design details for all BMPs. This includes site specific plan views, cross sections, planting plans, and complete design calculations for each BMP. \* (T&ES)
96. Provide a BMP table with a separate listing for each individual BMP that includes the name of the practice, total area treated (acres), pervious area treated (acres), impervious area treated (acres), phosphorous removal efficiency (percentage), phosphorous removed by the practice (lbs), and latitude and longitude in decimal degrees (NAD83). \* (T&ES)
97. The stormwater Best Management Practices (BMPs) required for this project shall be constructed and installed under the direct supervision of the design professional or his designated representative. Prior to release of the performance bond, the design professional shall submit a written certification to the Director of T&ES that the BMPs are:
  - a. Constructed and installed as designed and in accordance with the released Final Site Plan.
  - b. Clean and free of debris, soil, and litter by either having been installed or brought into service after the site was stabilized. \*\*\*\* (T&ES)
98. Surface-installed stormwater Best Management Practice (BMP) measures, i.e. Bio-Retention Filters, Vegetated Swales, etc. that are employed for this site, require installation of descriptive signage to the satisfaction of the Director of T&ES. (T&ES)
99. Submit two (2) originals of the stormwater quality BMP and Stormwater Detention Facilities Maintenance Agreement to include the BMP Schedule and Guidelines Addendum with the City to be reviewed as part of the Final #2 Plan. The agreement must be executed and recorded with the Land Records Division of Alexandria Circuit Court prior to approval of the Final Site Plan.\* (T&ES)
100. The Applicant shall be responsible for maintaining stormwater Best Management Practices (BMPs) until activation of the homeowner's association (HOA), if applicable, or until sale to a private owner. Prior to transferring maintenance responsibility for the BMPs to the HOA or owner, the Applicant shall execute a maintenance service contract with a qualified private contractor for a minimum of three (3) years, and transfer the contract to the HOA or owner. A copy of the

contract shall also be placed in the BMP Operation and Maintenance Manual. Prior to release of the performance bond, a copy of the maintenance contract shall be submitted to the City. \*\*\*\*(T&ES)

101. The Developer shall furnish the owners with an Owner's Operation and Maintenance Manual for all Best Management Practices (BMPs) on the project. The manual shall include at a minimum: an explanation of the functions and operations of the BMP(s); drawings and diagrams of the BMP(s) and any supporting utilities; catalog cuts on maintenance requirements including mechanical or electrical equipment; manufacturer contact names and phone numbers; a copy of the executed maintenance service contract; and a copy of the maintenance agreement with the City. (T&ES)
102. Submit a copy of the Operation and Maintenance Manual to the T&ES Stormwater Management Division on digital media prior to release of the performance bond. \*\*\*\*(T&ES)
103. Prior to release of the performance bond, the Applicant is required to submit a certification by a qualified professional to the satisfaction of the Director of T&ES that any existing stormwater management facilities adjacent to the project and associated conveyance systems were not adversely affected by construction operations. If maintenance of the facility or systems were required in order to make this certification, provide a description of the maintenance measures performed. \*\*\*\*(T&ES)
104. Prior to the release of the performance bond, the Applicant is required to submit construction record drawings for permanent stormwater management facilities to the City. The drawings must be appropriately signed and sealed by a professional registered in the Commonwealth of Virginia and certify that the stormwater management facilities have been constructed in accordance with the approved plan. (T&ES)

***W. CONTAMINATED LAND:***

105. Indicate whether or not there is any known soil and groundwater contamination present on the plan. The applicant must submit supporting reports for associated environmental investigations or assessments performed to substantiate this determination. (T&ES)
106. If environmental site assessments or investigations discover the presence of contamination on site, the final site plan shall not be released, and no construction activity shall take place until the following has been submitted and approved by the Director of T&ES:

- a. Submit a Site Characterization Report/Extent of Contamination Study detailing the location, applicable contaminants, and the estimated quantity of any contaminated soils and/or groundwater at or in the immediate vicinity of the site.
  - b. Submit a Risk Assessment indicating any risks associated with the contamination.
  - c. Submit a Remediation Plan detailing how any contaminated soils and/or groundwater will be dealt with, including plans to remediate utility corridors. Utility corridors in contaminated soil shall be over excavated by 2 feet and backfilled with “clean” soil. Include description of environmentally sound methods of off-site transport and disposal of contaminated soils and debris (including, but not limited to types of vehicles appropriate for handling specific materials and ensuring vehicle loads are covered).
  - d. Submit a Health and Safety Plan indicating measures to be taken during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment. [Initial Air Monitoring may be required during site activities to demonstrate acceptable levels of volatiles and/or airborne particles. The determination whether air monitoring is needed must be adequately addressed in the Health and Safety Plan submitted for review.]
  - e. The applicant shall screen for PCBs as part of the site characterization if any of the past uses are within the identified high risk category sites for potential sources of residual PCBs, which includes the following SICs: 26&27 (Paper and Allied Products), 30 (Rubber and Misc. Plastics), 33 (Primary Metal Industries), 34 (Fabricated Metal Products), 37 (Transportation Equipment), 49 (Electrical, Gas, and Sanitary Services), 5093 (Scrap Metal Recycling), and 1221&1222 (Bituminous Coal).
  - f. Applicant shall submit three (3) electronic and two (2) hard copies of the above. The remediation plan must be included in the Final Site Plan. \* (T&ES)
107. 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)
108. If warranted by a Site Characterization report, design and install a vapor barrier and ventilation system for buildings and parking areas in order to prevent the migration or accumulation of methane or other gases, or conduct a study and provide a report signed by a professional engineer showing that such measures are not required to

the satisfaction of Directors of T&ES and Code Administration. Any installed vapor barrier and ventilation system must include a passive ventilation system that can be converted to an active ventilation system if warranted. (T&ES)

**X. NOISE:**

109. Prepare a noise study identifying the levels of noise residents of the project will be exposed to at the present time, and 10 years into the future in a manner consistent with the Noise Guidance Book used by the Department of Housing and Urban Development (HUD). Identify options to minimize noise exposure to future residents at the site, particularly in those units closest to the interstate highway, railroad tracks and airport traffic, including triple-glazing for windows, additional wall/roofing insulation, installation of resilient channels between interior gypsum board and wall studs, installation of a berm or sound wall and 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. (P&Z) (T&ES) \*
110. The noise study and noise commitment letter shall be submitted and approved prior to Final Site Plan release.\* (T&ES)
111. All exterior building-mounted loudspeakers shall be prohibited and no amplified sound shall be audible at the property line. (T&ES)\*
112. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
113. 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)

**Y. AIR POLLUTION:**

114. If fireplaces are utilized in the development, the Applicant is required to install gas fireplaces to reduce air pollution and odors. Animal screens must be installed on chimneys. (T&ES)
115. No material may be disposed of by venting into the atmosphere. (T&ES)
116. No paint or coatings shall be applied outside the paint spray booth. (T&ES)

117. Control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES)

***Z. ARCHAEOLOGY:***

118. 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)
119. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology. Failure to comply shall result in project delays. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology)

**CITY DEPARTMENT CODE COMMENTS**

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

**Planning and Zoning**

- F - 1. The proposed area of expanded parking in the corner of King Street and Menokin Drive has been accounted for in the stormwater calculations. Should the applicant proceed with constructing the expanded parking area, materials should be made of permeable pavers to ensure positive drainage as used in stormwater calculations.
- F-2 Coordinate with the Waldorf School and Fairlington Presbyterian Church to ensure that the construction phasing documents submitted with the First Final Site Plan include interim parking conditions to be used by the Church and School and ensure an adequate pick-up and drop-off plan for the school during construction.
- F-3 The Waldorf School will need to update their student pick-up and drop-off plan to reflect the new surface parking lot configuration as shown in the DSP2017-0006 application. Coordinate with SUP Planner at 703-746-4666 to submit a revised pick-up and drop-off plan.
- C - 1 As-built documents for all landscape and irrigation installations are required to be submitted with the Site as-built and request for Performance Bond release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. \*\*\*\* (P&Z) (T&ES)
- C - 2 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 storm sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter for storm sewers shall be 18" in the public Right of Way (ROW) and the minimum size storm sewer catch basin lead is 15". The acceptable pipe materials will be Reinforced Concrete Pipe (RCP) ASTM C-76 Class IV. Alternatively, AWWA C-151 (ANSI A21.51) Class 52 may be used if approved by the Director of T&ES. For roof drainage system, Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26 and ASTM 1785-76 Schedule 40 pipes will be acceptable. The acceptable minimum and maximum velocities will be 2.0 fps and 15 fps, respectively. The storm sewers immediately upstream of the first manhole in the public Right of Way shall be owned and maintained privately (i.e., all storm drains not shown within an easement or in a public Right of Way shall be owned and maintained privately). (T&ES) [Include this condition on all plans.]
- F - 8. All sanitary sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter of sanitary sewers shall be 10 inches in the public Right of Way and sanitary lateral 6 inches for all commercial and institutional developments; however, a 4-inch sanitary lateral will be acceptable for single family residences. The acceptable pipe materials will be Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26,

- ASTM 1785-76 Schedule 40, Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52, or reinforced concrete pipe ASTM C-76 Class IV (For 12 inch or larger diameters); Class III may be acceptable on private properties. The acceptable minimum and maximum velocities will be 2.5 fps and 10 fps, respectively. Laterals shall be connected to the sanitary sewer through a manufactured “Y” or “T” or approved sewer saddle. Where the laterals are being connected to existing Terracotta pipes, replace the section of main and provide manufactured “Y” or “T”, or else install a manhole. (T&ES) [Include this condition on all plans.]
- F - 9. Lateral Separation of Sewers and Water Mains: A horizontal separation of 10 feet (edge to edge) shall be provided between a storm or sanitary sewer and a water line; however, if this horizontal separation cannot be achieved then the sewer and water main shall be installed in separate trenches and the bottom of the water main shall be at least 18 inches above of the top of the sewer. If both the horizontal and vertical separations cannot be achieved, then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 and pressure tested in place without leakage prior to installation.(T&ES)
- F - 10. Crossing Water Main Over and Under a Sanitary or Storm Sewer: When a water main over crosses or under crosses a sanitary / storm sewer then the vertical separation between the bottom of one (i.e., sanitary / storm sewer or water main) to the top of the other (water main or sanitary / storm sewer) shall be at least 18 inches for sanitary sewer and 12 inches for storm sewer; however, if this cannot be achieved then both the water main and the sanitary / storm sewer shall be constructed of Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 with joints that are equivalent to water main standards for a distance of 10 feet on each side of the point of crossing. A section of water main pipe shall be centered at the point of crossing and the pipes shall be pressure tested in place without leakage prior to installation. Sewers crossing over the water main shall have adequate structural support (concrete pier support and/or concrete encasement) to prevent damage to the water main. Sanitary sewers under creeks and storm sewer pipe crossings with less than 6-inch clearance shall be encased in concrete. (T&ES)
- F - 11. No water main pipe shall pass through or come in contact with any part of sanitary / storm sewer manhole. Manholes shall be placed at least 10 feet horizontally from the water main whenever possible. When local conditions prohibit this horizontal separation, the manhole shall be of watertight construction and tested in place. (T&ES)
- F - 12. Crossing Existing or Proposed Utilities: Underground telephone, cable T.V., gas, and electrical duct banks shall be crossed maintaining a minimum of 12 inches of separation or clearance with water main, sanitary, or storm sewers. If this separation cannot be achieved, then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 for a distance of 10 feet on each side of the point of crossing and pressure tested in place without leakage prior to installation. Sanitary / storm sewers and water main crossing over the utilities shall have adequate structural support (pier support and/or concrete encasement) to prevent damage to the utilities. (T&ES)

- F - 13. The rip rap shall be designed as per the requirements of Virginia Erosion and Sediment Control Handbook, Latest Edition. (T&ES)
- F - 14. Dimensions of parking spaces, aisle widths, etc. within the parking garage shall be provided on the plan. Note that dimensions shall not include column widths. (T&ES)
- F - 15. Show the drainage divide areas on the grading plan or on a sheet showing reasonable information on topography along with the structures where each sub-area drains. (T&ES)
- F - 16. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)
- F - 17. All the existing and proposed public and private utilities and easements shall be shown on the plan and a descriptive narration of various utilities shall be provided. (T&ES)
- F - 18. A Maintenance of Traffic Plan shall be provided within the Construction Management Plan and replicate the existing vehicular and pedestrian routes as nearly as practical and the pedestrian pathway shall not be severed or moved for non-construction activities such as parking for vehicles or the storage of materials or equipment. Proposed traffic control plans shall provide continual, safe and accessible pedestrian pathways for the duration of the project. These sheets are to be provided as "Information Only." (T&ES)
- F - 19. The following notes shall be included on all Maintenance of Traffic Plan Sheets: (T&ES)
- a. The prepared drawings shall include a statement "FOR INFORMATION ONLY" on all MOT Sheets.
  1. Sidewalk closures will not be permitted for the duration of the project. Temporary sidewalk closures are subject to separate approval from Transportation and Environmental Services (T&ES) at the time of permit application.
  2. Contractor shall apply for all necessary permits for uses of the City Right of Way and shall submit MOT Plans with the T&ES Application for final approval at that time. \*
- F - 20. Add complete streets tabulation to the cover sheet with the Final 1 submission. (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 Per the requirements of the City of Alexandria Zoning Ordinance (AZO) Article XIII, Environmental Management Ordinance, the applicant shall comply with the stormwater quality and quantity requirements and provide channel protection and flood protection in accordance with these requirements. If combined uncontrolled and controlled stormwater outfall is proposed, the peak flow requirements of the Zoning Ordinance shall be met. If the project site lies within the Braddock-West watershed or known flooding area, then the applicant shall provide an additional 10 percent storage of the pre-development flows in this watershed to meet detention requirements. (T&ES)
- C - 4 Per the requirements of Article 13-114 (f) of the AZO, all stormwater designs that require analysis of pressure hydraulic systems, including but not limited to the design of flow control structures and stormwater flow conveyance systems shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. The design of storm sewer shall include the adequate outfall, inlet, and hydraulic grade line (HGL) analyses that shall be completed to the satisfaction of the Director of T&ES. Provide appropriate reference and/or source used to complete these analyses. (T&ES)
- C - 5 The proposed development shall conform to all requirements and restrictions set forth in Section 6-300 (Flood plain District) of Article VI (Special and Overlay Zones) of the City of Alexandria Zoning Ordinance. (T&ES)
- C - 6 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 - 7 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 - 8 (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 - 9 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 - 10 In compliance with Title 5: Transportation and Environmental Services, Section 5-1-2(12b) of the City Charter and Code, the City of Alexandria shall provide solid waste collection services to the condominium townhomes portion of the development. All refuse / recycling receptacles shall be placed at the City Right-of-Way. (T&ES)
- C - 11 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 - 12 The applicant shall provide required storage space for both trash and recycling materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines", or to the satisfaction of the Director of Transportation & Environmental Services. The plan shall show the turning movements of the collection trucks and the trucks shall not back up to collect trash or recycling. The City's storage space guidelines are available online at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or by contacting the City's Solid Waste Division at 703-746-4410, or via email at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov). (T&ES)
- C - 13 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 - 14 The applicants shall submit a Recycling Implementation Plan (RIP) form to the Solid Waste Division, as outlined in Article H of Title 5 (Ordinance Number 4438), which requires all commercial properties to recycle. Instructions for how to obtain a RIP form can be found at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or by calling the Solid Waste Division at 703.746.4410 or by e-mailing [CommercialRecycling@alexandriava.gov](mailto:CommercialRecycling@alexandriava.gov). (T&ES)

- C - 15 Bond for the public improvements must be posted prior to release of the site plan.\* (T&ES)
- C - 16 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 - 17 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 - 18 Per the Memorandum to Industry, dated July 20, 2005, the applicant is advised regarding a requirement that applicants provide as-built sewer data as part of the final as-built process. Upon consultation with engineering firms, it has been determined that initial site survey work and plans will need to be prepared using Virginia State Plane (North Zone) coordinates based on NAD 83 and NAVD 88. Control points/Benchmarks which were used to establish these coordinates should be referenced on the plans. To insure that this requirement is achieved, the applicant is requested to prepare plans in this format including initial site survey work if necessary. (T&ES)
- C - 19 The thickness of sub-base, base, and wearing course shall be designed using "California Method" as set forth on page 3-76 of the second edition of a book entitled, "Data Book for Civil Engineers, Volume One, Design" written by Elwyn E. Seelye. Values of California Bearing Ratios used in the design shall be determined by field and/or laboratory tests. An alternate pavement section for Emergency Vehicle Easements (EVE) to support H-20 loading designed using California Bearing Ratio (CBR) determined through geotechnical investigation and using Virginia Department of Transportation (VDOT) method (Vaswani Method) and standard material specifications designed to the satisfaction of the Director of Transportation and Environmental Services (T&ES) will be acceptable. (T&ES)
- C - 20 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 - 21 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 - 22 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)
- C - 23 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)

- C - 24 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 - 25 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 - 26 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 - 27 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)
- C - 28 All required permits from Virginia Department of Environmental Quality, Environmental Protection Agency, Army Corps of Engineers, and/or Virginia Marine Resources shall be in place for all project construction and mitigation work prior to release of the Final Site Plan. This includes the state requirement for a state General VPDES Permit for Discharges of Stormwater from Construction Activities (general permit) and associated Stormwater Pollution Prevention Plan (SWPPP)\_for land disturbing activities equal to or greater than one acre. See memo to industry 08-14 which can be found on-line here: <http://alexandriava.gov/tes/info/default.aspx?id=3522>. \*(T&ES)
- C - 29 The applicant must provide a Stormwater Pollution Prevention Plan (SWPPP) Book with the Final 1 submission. The project's stormwater management (SWM) plan and the erosion and sediment control (E&SC) plan must be approved prior to the SWPPP being deemed approved and processed to receive coverage under the VPDES Construction General Permit. Upon approval, an electronic copy of the approved SWPPP Book must be provided with the Mylar submission and the coverage letter must be copied onto the plan sheet containing the stormwater management calculations. An electronic copy and a hardcopy of the SWPPP Binder Book must be included in the released site plans, and the approved hardcopy SWPPP Binder Book must accompany the construction drawings onsite. Separate parcel owners will be required to seek separate VPDES Construction General

Permit Coverage unless a blanket entity incorporated in Virginia has control of the entire project. (T&ES-Storm)

**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 doors in the garage (garage level only) leading into the stairwell have controlled electronic access.
- R - 2. 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 - 3. 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 - 4. 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

- R - 5. 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 - 6. 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 - 7. 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 - 8. 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.

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

Asterisks denote the following:

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



## APPLICATION

### DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

**DSUP #** #2017-0006

**Project Name:** Fairlington Presbyterian Church

3846 King Street, Alexandria, Virginia 22302

**PROPERTY LOCATION:**

**TAX MAP REFERENCE:** 21.02 01 01

**ZONE:** RA

**APPLICANT:** Wesley Housing Development Corporation of Northern Virginia, a Virginia nonstock corporation

Name:

Address: 5515 Cherokee Avenue, Suite 200, Alexandria, Virginia 22312

See attached for Co-Applicant.

**PROPERTY OWNER:**

Name: Fairlington Presbyterian Church Corporation, a Virginia nonstock corporation

Address: 3846 King Street, Alexandria, Virginia 22302

**SUMMARY OF PROPOSAL** Development Special Use Permit to construct an affordable housing 82 unit multifamily building with an underground parking structure.

**MODIFICATIONS REQUESTED** See attached list of modifications.

**SUP's REQUESTED** See attached list of special use permits.

☒ **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.  
Duncan W. Blair, attorney

Print Name of Applicant or Agent  
524 King Street

Mailing/Street Address  
Alexandria, Virginia 22314

City and State Zip Code

Signature  
703 836 1000 703 543 3335

Telephone # Fax #  
dblair@landcarroll.com

Email address  
June 6, 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: \_\_\_\_\_

DEVELOPMENT SPECIAL USE PERMIT #2017-0006 & TMP SUP  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**ADDITIONAL/CO-APPLICANT**

Fairlington Presbyterian Church Corporation, a Virginia nonstock corporation  
3846 King Street, Alexandria, Virginia 22302

DEVELOPMENT SPECIAL USE PERMIT #2017-0006  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**MODIFICATIONS REQUESTED.**

1. Modification of the Required Ground Level open space requirement of the RA Zone Regulations.

DEVELOPMENT SPECIAL USE PERMIT #2017-0006  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**SPECIAL USE PERMITS REQUESTED**

1. Tier One Traffic Management Plan Special Use Permit.
2. Special Use Permit pursuant to Section 7-700 of the Zoning Ordinances to increase the allowable Floor Area Ratio of a Low-Moderate Income Project.

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

**ALL APPLICANTS MUST COMPLETE THIS FORM.**

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

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

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

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

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

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

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

DEVELOPMENT SPECIAL USE PERMIT #2017-0006 & TMP SUP  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**ORGANIZATIONAL STRUCTURE**

1. Fairlington Presbyterian Church Corporation is incorporated as a Virginia nonstock corporation. A three-member Board of Directors govern the affairs of the corporation. The directors of the corporation are: Susan Berry, Melanie Hansen and Laura Brooks. The Registered agent of the corporation is Susan Berry. The corporation is not a membership corporation.
  
2. Wesley Housing Development Corporation of Northern Virginia is incorporated as a Virginia nonstock corporation. A fifteen-member Board of Directors govern the affairs of the corporation. A list of the directors is attached. The Registered agent of the corporation is Registered Agent Solutions, Inc. The corporation is not a membership corporation.



## 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. See attached Applicants		100%
2.		
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 3846 King Street (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. See attached Owner		100%
2.		
3.		

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

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

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

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

6/6/2018

Duncan W. Blair, Attorney



Date

Printed Name

Signature

DEVELOPMENT SPECIAL USE PERMIT #2017-0006  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**DISCLOSURE STATEMENT**

**CO-APPLICANTS:**

1. Fairlington Presbyterian Church Corporation is incorporated as a Virginia nonstock corporation. A three-member Board of Directors govern the affairs of the corporation. The directors of the corporation are: Susan Berry, Melanie Hansen and Laura Brooks. The Registered agent of the corporation is Susan Berry. The corporation is not a membership corporation.
2. Wesley Housing Development Corporation of Northern Virginia is incorporated as a Virginia nonstock corporation. A fifteen-member Board of Directors govern the affairs of the corporation. A list of the directors is attached. The Registered agent of the corporation is Registration Agent Solutions, Inc. The corporation is not a membership corporation.

**PROPERTY OWNER:**

1. Fairlington Presbyterian Church Corporation is incorporated as a Virginia nonstock corporation. A three-member Board of Directors govern the affairs of the corporation. The directors of the corporation are: Susan Berry, Melanie Hansen and Laura Brooks. The Registered agent of the corporation is Susan Berry. The corporation is not a membership corporation.

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

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- 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.

DEVELOPMENT SPECIAL USE PERMIT #2017-0006  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

### **PROJECT NARRATIVE:**

Wesley Housing Development Corporation (Wesley Housing or WHDC) proposes to purchase a portion of land currently owned by Fairlington Presbyterian Church (FPC) at 3846 King Street in order to develop a new, approximately 82 unit affordable housing apartment building. The four-story building will be primarily composed of family-sized units, with four out of every five apartments containing two or three bedrooms. The project will include an interior landscaped courtyard, replacement of the existing playground, and one level of underground parking. All units will be affordable to households earning up to 60 percent of area, which is today approximately \$70,320 for a family of four.

The short-term goal of the project is to address the need for affordable rental homes in the City of Alexandria and the region more broadly. This includes the need for family-sized affordable apartment homes. Over the long term, this project will address goals that are consistently associated with the provision of affordable housing: ensuring better access to high quality jobs, education, and services; allowing households to devote monthly budgets to other, non-housing items (such as healthcare and education); and creating mixed-income neighborhoods.

Wesley Housing and FPC entered into a Purchase and Sale Agreement to transfer a portion of the FPC site to Wesley Housing to develop the apartment building. The site is zoned "RA", which permits 27 dwelling units per acre of multifamily development. When considering the 2.5 acres devoted to this building and the City's Affordable Housing Multiplier, we currently estimate the site can accommodate approximately 82 units including the affordable housing density bonus.

Wesley Housing and Fairlington Presbyterian share a vested interest in together engaging with the surrounding community. A robust community engagement process is currently underway. The first official introduction of the proposed development occurred on May 23, 2017. In an effort to most effectively engage with the neighbors and communities that surround the proposed development, website communication was developed. This platform will enable the project team to keep the community apprised throughout the planning process

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

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

Not applicable.

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

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

The residential building will be staffed by one full time onsite property manager and a porter maintenance technician.

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**5. Describe the proposed hours and days of operation of the proposed use:** Not Applicable

Day	Hours	Day	Hours
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

A. Describe the noise levels anticipated from all mechanical equipment and patrons.  
It is not anticipated that noise levels generated by mechanical equipment or residents will exceed the levels permitted the City's Noise Control Ordinance.

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B. How will the noise from patrons be controlled?  
It is not anticipated that extraordinary noise control measures will be required.

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

It is not anticipated that offensive odors will emanate from the residential use of the property.

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

- A. What type of trash and garbage will be generated by the use?  
 The type of trash and garbage generated by the residential use of the property.  
 \_\_\_\_\_  
 \_\_\_\_\_
- B. How much trash and garbage will be generated by the use?  
 The volume of trash and garbage generated will not be excessive as there are no commercial uses in the multifamily building.  
 \_\_\_\_\_  
 \_\_\_\_\_
- C. How often will trash be collected?  
 Trash and Garbage as well as recyclable materials will be collected by a commercial trash collector on a schedule to be determined by the property management to meet the need.  
 \_\_\_\_\_  
 \_\_\_\_\_
- D. How will you prevent littering on the property, streets and nearby properties?  
 The property and environs will be maintained by the property management, it is not a the residential use of the property or the church use will be a source of littering.  
 \_\_\_\_\_  
 \_\_\_\_\_

**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:  
 Small quantities of cleaning solvents generally recognized as appropriate for use by residential tenants.  
 \_\_\_\_\_  
 \_\_\_\_\_

**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:  
 Small quantities of organic compounds generally recognized as appropriate for use by residential tenants.  
 \_\_\_\_\_  
 \_\_\_\_\_

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

It is not anticipated that extraordinary security measures will be required. Access the multifamily building and garage will be controlled by a mechanical system.

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

☐ Yes. ☒ No.

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

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**PARKING AND ACCESS REQUIREMENTS****13. Provide information regarding the availability of off-street parking:**

A. How many parking spaces are required for the proposed use pursuant to section 8-200 (A) of the zoning ordinance? 58 spaces are required for the Multifamily Building, 64 spaces for the existing church building and 8 for the daycare facility.

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

127 Standard spaces

11 Compact spaces

8 Handicapped accessible spaces

           Other A total number of 130 spaces are required by the Zoning Code. 146 spaces are being provided. The number of spaces being provided for the church is a reduction the number of spaces that are currently on the Church's lot.

- 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?  
Not applicable

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**. Not applicable.

**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?  
No loading spaces are required by the Zoning Ordinance. 2 temporary loading and parking spaces are being provided as shown on the development plan.
- D. During what hours of the day do you expect loading/unloading operations to occur?  
Residential loading and unloading will generally be limited to move ins and move outs.  
The moving activities will be scheduled and managed by the property
- E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?  
Except for moving activities, it is anticipated that loading and unloading activities  
will be minimal.

**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?**

Yes, street access is adequate.





## 2018 City of Alexandria Business License

Finance Department, Revenue Administration Division, City of Alexandria  
301 King Street, Room 1700, Alexandria, VA 22314  
Phone: 703.746.3903 <http://www.alexandriava.gov/>

LAND, CARROLL & BLAIR PC  
524 KING ST  
Alexandria, VA 22314-3104

**License Number:** 110827-2018  
**Account Number:** 110827  
**Tax Period:** 2018  
**Business Name:** Land, Carroll & Blair PC  
**Trade Name:** Land, Carroll & Blair PC  
**Business Location:** 524 KING ST  
Alexandria, VA 22314

**License Classification(s):**

Professional Occupations/Businesses  
9-071-007  
Attorney-At-Law

February 1, 2018

Dear Taxpayer:

This is your 2018 City of Alexandria Business License. The bottom portion of this page is perforated to allow you to tear off and post the business license in your establishment.

If you paid for your business license via check, please be aware that if your check is not honored by your financial institution, this business license shall be invalid.

As with all taxes, our goal is to administer Business License taxes fairly and in accordance with Commonwealth and Locality code. Our staff strives to provide professional assistance and quality customer service. Your satisfaction is important to us and your comments are always welcome.

If you have any questions regarding this letter, please visit <http://www.alexandriava.gov/> or contact my office via phone at 703.746.3903.

Finance Department, Revenue Administration Division, City of Alexandria

*Keep this letter for your records.*

### City of Alexandria Business License

Revenue Administration Division, City of Alexandria, 301 King Street, Room 1700, Alexandria, VA 22314



This license has been issued by the Revenue Administration Division of the City of Alexandria and is granted to:

Land, Carroll & Blair PC  
524 KING ST  
Alexandria, VA 22314

**License Number:** 110827-2018  
**Account Number:** 110827  
**Tax Period:** 2018  
**Business Name:** Land, Carroll & Blair PC  
**Trade Name:** Land, Carroll & Blair PC  
**Business Location:** 524 KING ST  
Alexandria, VA 22314

**License Classification(s):** Professional Occupations/Businesses  
9-071-007  
Attorney-At-Law



## APPLICATION

# SPECIAL USE PERMIT

**SPECIAL USE PERMIT #** \_\_\_\_\_

**PROPERTY LOCATION:** 3846 King Street, Alexandria, Virginia \_\_\_\_\_

21.02 01 01

RA

**TAX MAP REFERENCE:** \_\_\_\_\_ **ZONE:** \_\_\_\_\_

**APPLICANT:**

Name: Wesley Housing Development Corporation of Northern Virginia, a Virginia nonstock corporation. See Attached for Co-Applicant \_\_\_\_\_

Address: 5515 Cherokee Avenue, Suite 200, Alexandria, Virginia 22312 \_\_\_\_\_

**PROPOSED USE:** Tier 1 Transportation Management Plan Special Use Permit. \_\_\_\_\_

☒ **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.

Duncan W. Blair, Attorney

6/6/18 revised 8/7/18

Print Name of Applicant or Agent  
524 King Street

Signature  
703 836 1000

Date  
703 549 3335

Mailing/Street Address  
Alexandria, Virginia 22314

Telephone #  
dblair@landcarroll.com

Fax #

City and State Zip Code

Email address

**ACTION-PLANNING COMMISSION:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**ACTION-CITY COUNCIL:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

DEVELOPMENT SPECIAL USE PERMIT #2017-0006 & TMP SUP  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**ADDITIONAL/CO-APPLICANT**

Fairlington Presbyterian Church Corporation, a Virginia nonstock corporation  
3846 King Street, Alexandria, Virginia 22302

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

**PROPERTY OWNER'S AUTHORIZATION**

As the property owner of 3846 King Street, Alexandria, Virginia, I hereby  
(Property Address)  
grant the applicant authorization to apply for the Tier 1 TMP SUP use as  
(use)  
described in this application.

Name: Fairlington Presbyterian Church Corporation Phone: 703 931 7344  
Please Print  
Address: 3846 King Street, Alexandria, Virginia Email: pastor@fbcusa.org  
Signature: [Handwritten Signature] Date: 6/6/201

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.

☐ 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.

See attached.

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DEVELOPMENT SPECIAL USE PERMIT #2017-0006 & TMP SUP  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**ORGANIZATIONAL STRUCTURE**

1. Fairlington Presbyterian Church Corporation is incorporated as a Virginia nonstock corporation. A three-member Board of Directors govern the affairs of the corporation. The directors of the corporation are: Susan Berry, Melanie Hansen and Laura Brooks. The Registered agent of the corporation is Susan Berry. The corporation is not a membership corporation.

2. Wesley Housing Development Corporation of Northern Virginia is incorporated as a Virginia nonstock corporation. A fifteen-member Board of Directors govern the affairs of the corporation. A list of the directors is attached. The Registered agent of the corporation is Registered Agent Solutions, Inc. The corporation is not a membership corporation.

## 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. See attached Applicants		100%
2.		
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 3846 King Street (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. See attached Owner		100%
2.		
3.		

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

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

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

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

6/6/2018

Duncan W. Blair, Attorney



Date

Printed Name

Signature

DEVELOPMENT SPECIAL USE PERMIT #2017-0006  
FAIRLINGTON PRESBYTERIAN CHURCH  
3846 KING STREET, ALEXANDRIA, VIRGINIA 22302

**DISCLOSURE STATEMENT**

**CO-APPLICANTS:**

1. Fairlington Presbyterian Church Corporation is incorporated as a Virginia nonstock corporation. A three-member Board of Directors govern the affairs of the corporation. The directors of the corporation are: Susan Berry, Melanie Hansen and Laura Brooks. The Registered agent of the corporation is Susan Berry. The corporation is not a membership corporation.
2. Wesley Housing Development Corporation of Northern Virginia is incorporated as a Virginia nonstock corporation. A fifteen-member Board of Directors govern the affairs of the corporation. A list of the directors is attached. The Registered agent of the corporation is Registration Agent Solutions, Inc. The corporation is not a membership corporation.

**PROPERTY OWNER:**

1. Fairlington Presbyterian Church Corporation is incorporated as a Virginia nonstock corporation. A three-member Board of Directors govern the affairs of the corporation. The directors of the corporation are: Susan Berry, Melanie Hansen and Laura Brooks. The Registered agent of the corporation is Susan Berry. The corporation is not a membership corporation.

**Wesley Housing Development Corporation  
2018 Board of Directors**

NAME & ADDRESS	EMPLOYMENT	POSITION/COMMITTEE	CHURCH/TERM
<b>Rev. Catherine Abbott</b> Arlington, VA 22203	Arlington District UMC District Superintendent 3600 Chain Bridge Road, Suite 1 Fairfax, VA 22030 (O) 793.820.7200 (F) 845.8145 <a href="mailto:alexdrads@vaumc.org">alexdrads@vaumc.org</a>		1/18 - 1/19
<b>Ms. Kimberly P. Armstrong</b> 2975 Hunters Branch Road Unit 216 Fairfax, VA 22031 (H) 703.849.1319 (C) 703.615.6497 <a href="mailto:kimarmstrong1002@gmail.com">kimarmstrong1002@gmail.com</a>	Wells Fargo (retired)	Chair, Resource Development Committee Executive Committee Audit Committee	7/14 - 1/18 Second Term
<b>Mr. James Barber</b> 6905 Whittier Boulevard Bethesda, MD 20817 (C) 202.468.8391 <a href="mailto:jamesbbarber@hotmail.com">jamesbbarber@hotmail.com</a>	President/CEO Union Plus Mortgage Company 309 Fellowship Road Suite 200 Mt Laurel, NJ 08054 (O) 609.357.0014 <a href="mailto:jbarber@unionplasmortgage.com">jbarber@unionplasmortgage.com</a>	Finance Committee Real Estate Development Committee Audit Committee Treasurer, Affiliate Boards	AL-17 1/17-1/20*
<b>Mr. Casey Brill</b> 6747 Anders Terrace Springfield, VA 22151 (H) 703-642-5582 (C) 703.967.6414	Senior Vice President Citizens Bank 8614 Westwood Center Drive Suite 250 Vienna, VA 22182 (O) 703.245.7034 <a href="mailto:casey.brill@citizensbank.com">casey.brill@citizensbank.com</a>	Affiliate Boards Chair, Real Estate Dev. Committee Executive Committee Finance Committee	AR-15 1/15-1/18 Second Term
<b>Ms. Brooke Cooper</b> 705 Braxton Place Alexandria, VA 22301 (H) 703.836.5524 (Pers. Cell) 310.210.3011	Founder & Managing Director Tech Acumen Group 1800 Diagonal Road, Suite 600 Alexandria, VA 22314 (O) 202.833.5570 x102 (Bus. Cell) 310.210.3011 <a href="mailto:m">m</a>	Finance Committee Chair, Audit Committee Real Estate Development Committee Executive Committee	1/16 - 1/19
<b>Mr. John W. Gibb</b> 6209 Halley Commons Court Fairfax Station, VA 22039 (H) 703.250.6783 (C) 703.472.3850	Managing Director Jones Lang LaSalle Securities, LLC 2020 K Street, NW, Suite 1100 Washington, DC 20006 (O) 202.719.5884 (F) 312.470.8220 <a href="mailto:john.gibb@am.jll.com">john.gibb@am.jll.com</a>	Real Estate Development Committee Chair, Governance Committee Executive Committee	7/14 - 1/18 Second Term



**Wesley Housing Development Corporation  
2018 Board of Directors**

NAME & ADDRESS	EMPLOYMENT	POSITION/COMMITTEE	CHURCH/TERM
<b>Mr. Michael W. Graff, Jr.</b> 2125 14th Street, NW Apartment 520 Washington, DC 20009	Partner McGuireWoods 1750 Tysons Boulevard, Suite 1800 McLean, VA 22102 (O) 703.712.5110 (F) 703.712.5191 <a href="mailto:mgraff@mcguirewoods.com">mgraff@mcguirewoods.com</a>	<b>Chair</b> President, Affiliate Boards Real Estate Dev. Committee President, Wesley ASI Board President, Agape Board	AR-17 1/15-1/18 Second Term
<b>Ms. Nancy Minter</b> 3137 Eakin Park Ct. Fairfax, VA 22031 (H) 703.280.4996 <a href="mailto:nancy.minter@ymail.com">nancy.minter@ymail.com</a>	Urban Institute Library (Retired)	<b>Vice Chair</b> Chair, Governance Committee Resource Development Committee Strategic Planning Executive Committee	AL-14 1/17 - 1/20*
<b>Ms. Shelley S. Murphy</b> 8334 Cathedral Forest Drive Fairfax Station, VA 22039 (H) 703.690.0985 (Cell) 703.887.3571	Wesley Housing Development Corporation President/CEO 5515 Cherokee Ave Suite 200 Alexandria, VA 22312 (O) 703.642.3830 x 212 (F) 703.642.1079 <a href="mailto:smurphy@whdc.org">smurphy@whdc.org</a>	<b>President/CEO</b> Executive Committee Sec., Affiliate Board Sec., Corporate Affiliate Board	N/A
<b>Mr. David Roodberg</b>	CEO/President Horning Brothers 3333 14th Street, Suite 300 Washington, DC 20010 (O) 202.659.0700 <a href="mailto:david@horningbrothers.com">david@horningbrothers.com</a>	Real Estate Dev. Committee	1/16-1/19*
<b>Ms. Cassia N. Sookhoo</b> (C) 813.748.1563 <a href="mailto:cassia_sookhoo@yahoo.com">cassia_sookhoo@yahoo.com</a>	Brailsford & Dunlavey, Inc. 1140 Connecticut Ave., NW, Suite 400 Washington, DC 20036 (O) 202.266.3424 <a href="mailto:csookhoo@programmanagers.com">csookhoo@programmanagers.com</a>	<b>Secretary</b> Resource Development Committee Resident Service Committee Executive Committee	1/17 - 1/20*
<b>Mr. Michael T. Cranna</b> 6326 Lakeview Drive Falls Church, VA 22041 703.937.7707 <a href="mailto:michael.cranna@gmail.com">michael.cranna@gmail.com</a>	6326 Lakeview Drive Falls Church, VA 22041 703.937.7707 <a href="mailto:michael.cranna@gmail.com">michael.cranna@gmail.com</a>	<b>Treasurer</b> Chair, Finance Committee Governance Committee Executive Committee -	1/16 - 1/19

**Wesley Housing Development Corporation  
2018 Board of Directors**

NAME & ADDRESS	EMPLOYMENT	POSITION/COMMITTEE	CHURCH/TERM
<b>Ms. Elissa Clark</b> 11634 Chapel Crossway Reston, VA 20194 <a href="mailto:elissac03@gmail.com">elissac03@gmail.com</a>	Regional Director of Operations Sunrise Senior Living <a href="mailto:elissac03@gmail.com">elissac03@gmail.com</a>	Chair, Resident Services Committee Executive Committee	7/16 - 1/20
<b>Clyde Edwards</b> 5363 Hayes Street, NE Washington, DC 20019 <a href="mailto:cdomedwards@gmail.com">cdomedwards@gmail.com</a> 202.631.0505	Program Analyst District of Columbia Dept of Housing & Community Development 1800 MLK Jr Avenue, SE Washington, DC 20020 <a href="mailto:cdomedwards@gmail.com">cdomedwards@gmail.com</a> (O) 202.442.7230	Resident Services Committee	AR-14 1/17 - 1/20
<b>Mr. Kenneth C. Wu, Esq</b> 9518 Beck Court Bethesda, MD 20817 <a href="mailto:kenwuesq@yahoo.com">kenwuesq@yahoo.com</a> 202.258.1021	Lopez & Wu, PLLC 1818 Library St., #500 Reston VA 20190 (O) 703.835.6145		1/18 - 1/21 Elect

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.)

The Applicants are requesting a Tier 1 Transportation Management Plan for an 82 unit  
affordable multifamily building pursuant to Section 11-704(A)(1) of the Zoning Ordinance.

**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: Tier 1 TMP Special Use Permit

**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).

It is anticipated that if fully occupied between 243 and 316 people will reside in the building.

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

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

It is anticipated that the building will be staffed by 2 employees; a resident property manager and a porter/maintenance technician.

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

Day: 365 days a year

Hours: 24 hours per day

_____	_____
_____	_____
_____	_____
_____	_____

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

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

It is not anticipated that noise levels generated by mechanical equipment of residents will exceed the permitted noise levels under the City's Noise Control Code

B. How will the noise be controlled?

Not applicable.

\_\_\_\_\_

\_\_\_\_\_

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

It is not anticipated that offensive odors will emanate from the use of the property  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**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)  
 \_\_\_\_\_  
 \_\_\_\_\_

B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)  
 The volume of trash and garbage usually generated by a 82 unit residential building  
 and a church and accessory church uses.  
 \_\_\_\_\_  
 \_\_\_\_\_

C. How often will trash be collected?  
 Trash and garbage and recyclable materials will be collected by a commercial collector  
 on a schedule determined by the property manager and church management to meet need.  
 \_\_\_\_\_  
 \_\_\_\_\_

D. How will you prevent littering on the property, streets and nearby properties?  
 The property and environs will be maintained by the property management, it is not  
 anticipated that the residential and church use of the property will be sources of litter.  
 \_\_\_\_\_  
 \_\_\_\_\_

**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:  
 Small quantities appropriate for use in residential properties.  
 \_\_\_\_\_  
 \_\_\_\_\_

- 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:

Small quantities appropriate for use in residential properties.

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- 12.** What methods are proposed to ensure the safety of nearby residents, employees and patrons?  
It is not anticipated that extraordinary security measures will be required. Access the

multifamily building and garage will be controlled by a mechanical system.

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## 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.

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**PARKING AND ACCESS REQUIREMENTS**

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

79

\_\_\_\_\_ Standard spaces

\_\_\_\_\_ Compact spaces

4 Handicapped accessible spaces.

\_\_\_\_\_ Other.

Note: 64 spaces are provided for the existing church and 8 spaces for the existing daycare.

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?

\_\_\_\_\_

**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? None

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

- B. Where are off-street loading facilities located? 2 temporary loading and delivery  
are being provided and are shown on the development plan.
- 
- C. During what hours of the day do you expect loading/unloading operations to occur?  
Residential loading and unloading will generally be limited to move ins and move  
outs. These activities will be scheduled and managed by the property manager,
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?  
It is anticipated that the residential use of the property will generate minimal  
loading and unloading activities.
- 

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?

Yes.

## SITE CHARACTERISTICS

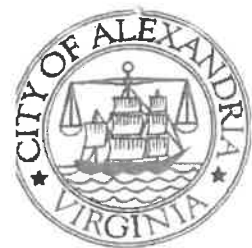
17. Will the proposed uses be located in an existing building? ☐ Yes ☒ No
- Do you propose to construct an addition to the building? ☐ Yes ☒ No
- How large will the addition be? \_\_\_\_\_ square feet.

18. What will the total area occupied by the proposed use be?  
The multifamily building will contain 133,769 GSF and 98,048 NSF ( FAR)  
\_\_\_\_\_ 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: A new 81 Unit Affordable Multifamily Building.
- 

End of Application





# 2018 City of Alexandria Business License

Finance Department, Revenue Administration Division, City of Alexandria  
301 King Street, Room 1700, Alexandria, VA 22314  
Phone: 703.746.3903 <http://www.alexandriava.gov/>

**License Number:** 110827-2018  
**Account Number:** 110827  
**Tax Period:** 2018  
**Business Name:** Land, Carroll & Blair PC  
**Trade Name:** Land, Carroll & Blair PC  
**Business Location:** 524 KING ST  
Alexandria, VA 22314

LAND, CARROLL & BLAIR PC  
524 KING ST  
Alexandria, VA 22314-3104

## License Classification(s):

Professional Occupations/Businesses  
9-071-007  
Attorney-At-Law

February 1, 2018

Dear Taxpayer:

This is your 2018 City of Alexandria Business License. The bottom portion of this page is perforated to allow you to tear off and post the business license in your establishment.

If you paid for your business license via check, please be aware that if your check is not honored by your financial institution, this business license shall be invalid.

As with all taxes, our goal is to administer Business License taxes fairly and in accordance with Commonwealth and Locality code. Our staff strives to provide professional assistance and quality customer service. Your satisfaction is important to us and your comments are always welcome.

If you have any questions regarding this letter, please visit <http://www.alexandriava.gov/> or contact my office via phone at 703.746.3903.

Finance Department, Revenue Administration Division, City of Alexandria

*Keep this letter for your records.*

## City of Alexandria Business License

Revenue Administration Division, City of Alexandria, 301 King Street, Room 1700, Alexandria, VA 22314



**License Number:** 110827-2018  
**Account Number:** 110827  
**Tax Period:** 2018  
**Business Name:** Land, Carroll & Blair PC  
**Trade Name:** Land, Carroll & Blair PC  
**Business Location:** 524 KING ST  
Alexandria, VA 22314

This license has been issued by the Revenue Administration Division of the City of Alexandria and is granted to:

Land, Carroll & Blair PC  
524 KING ST  
Alexandria, VA 22314

**License Classification(s):** Professional Occupations/Businesses  
9-071-007  
Attorney-At-Law