**DOCKET ITEM #12****Development Special Use Permit #2019-0004****Special Use Permit #2019-0009****Transportation Management Plan SUP #2019-0008****802 and 808 N. Washington Street****Towne Motel Extension**

Application	General Data	
Project Name: Towne Motel	PC Hearing:	May 7, 2019
	CC Hearing:	May 18, 2019
	If approved, DSUP Expiration:	May 18, 2022
	Lot Area:	0.45 acres (19,757 square feet)
Location: 802 and 808 N. Washington Street	Zone:	CD-X, Commercial Downtown
	Proposed Use:	Hotel
	Number of Rooms:	98
	Gross Floor Area:	53,345 square feet
Applicant: Shakti, LLC, represented by Mary Catherine Gibbs, attorney	Small Area Plan:	Old Town North
	Historic District:	Old and Historic
	Green Building:	Compliance with City's Green Building Policy

Purpose of Application

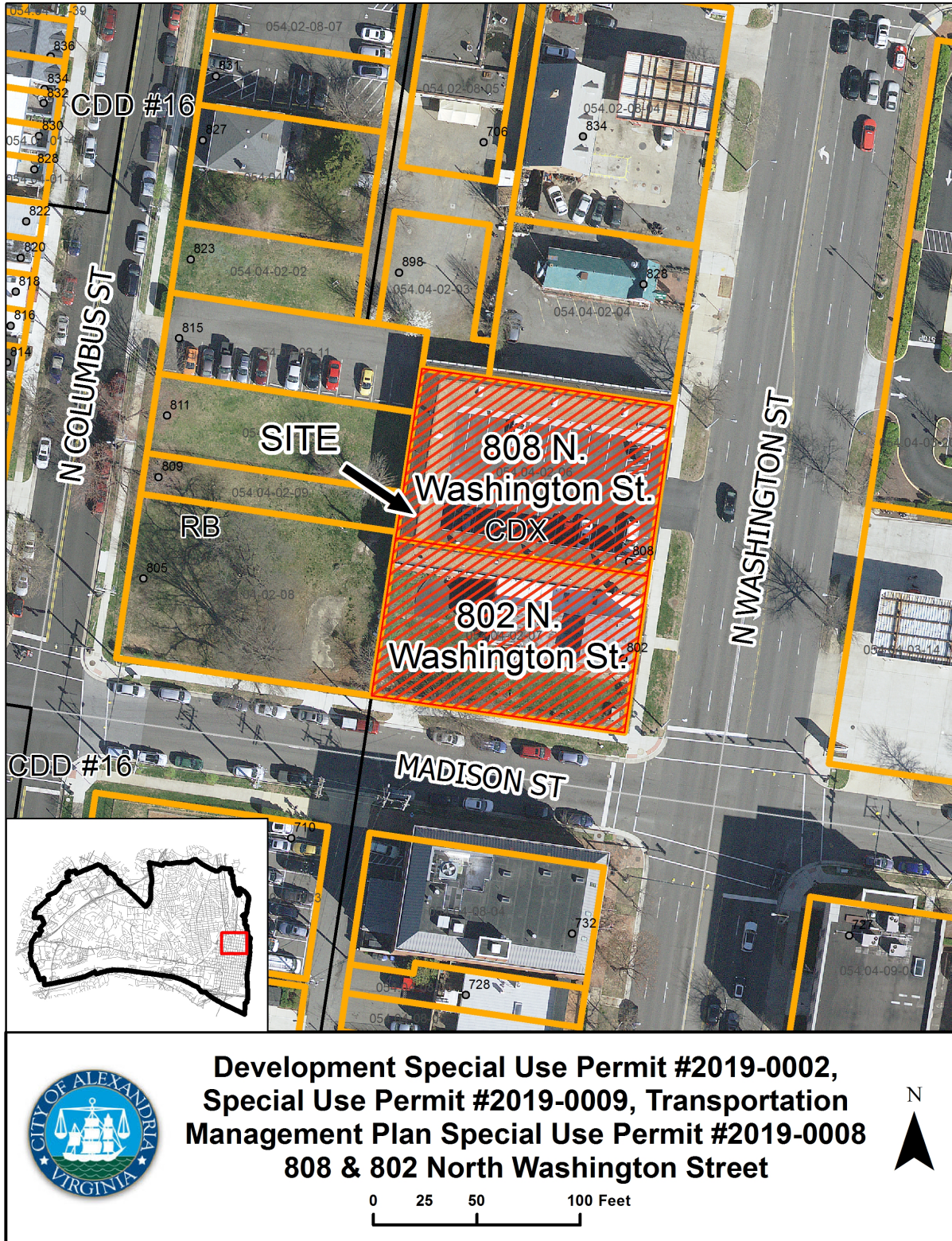
Public hearing and consideration of a request for an extension and update to the conditions of previously approved Development Special Use Permit #2015-0004 to construct a hotel.

Special Use Permits and Modifications Requested:

1. Development Special Use Permit to construct a hotel in the CD-X Zone
2. Special Use Permit for an increase to 2.5 FAR
3. Special Use Permit for a loading reduction
4. Special Use Permit for valet parking
5. Special Use Permit for a transportation management plan

Staff Recommendation: APPROVAL WITH CONDITIONS**Staff Reviewers:**

Robert M. Kerns, AICP, Chief of Development robert.kerns@alexandriava.gov
Catherine Miliaras, AICP, Principal Planner catherine.miliaras@alexandriava.gov
Michael Swidrak, Urban Planner michael.swidrak@alexandriava.gov



PROJECT LOCATION MAP

I. SUMMARY

Staff recommends **approval** of a three-year extension of a previously-approved Development Special Use Permit (DSUP) for the redevelopment of the existing Towne Motel and adjacent historic townhouse into a 98-unit hotel. The applicant first obtained DSUP approval for this project in 2016 but did not commence construction within the allowable three-year timeframe due to adverse economic conditions. Aside from minor staff-requested improvements to come into compliance with current policies and plans, the applicant does not propose any changes to the project compared to the prior approval.

II. BACKGROUND

A. Site Context

The nearly 0.5-acre project site is located on two parcels and within the boundaries of the Old Town North Small Area Plan (OTNSAP) and the Old and Historic Alexandria District (OHAD). The western property line is directly adjacent to the Braddock Road Metro Station Small Area Plan boundary. The site is bound by North Washington Street to the east, Madison Street to the south, 828 North Washington Street (the Asian Wok Café and parking lot) to the north, and RB-zoned vacant land to the west fronting North Columbus Street. The adjacent section of North Washington Street contains a variety of commercial and residential uses, while Madison Street and nearby streets to the west are primarily residential.

The site is currently occupied by a hotel and a vacant three-story historic townhouse. The remainder of the site includes a side and rear yard adjacent to the townhouse and surface parking for the motel. The site is generally flat, with a 5-foot downward grade change from the southwest to the northeast corners of the site.

The existing hotel building is brick-faced and configured in a U-shape around a central parking area. It is relatively small with about 26 rooms and an office. It was designed in the Colonial Revival style by local architect Joseph Saunders and constructed circa 1954-55. The three-story Second Empire-style townhouse was originally constructed in 1901 as a freestanding dwelling and features dark-red brick with a slate mansard roof. The south elevation features an original two-story open wood porch with noteworthy trim along the rear ell.

B. Approval History

The subject property has been used as a hotel site since the mid-1950s. The Towne Motel was constructed in accordance with SUP#0142, which was approved by City Council in 1954. On January 23, 2016, City Council approved DSUP#2015-0004 to redevelop the property with a new hotel. That approval was set to expire on January 23, 2019, but the applicant submitted the current extension request prior to that date.

The applicant provided Final Site Plan submissions to the City in 2016 and 2017 for review. The site plan was ready for release by the end of 2017, however building permits have yet to be submitted. The applicant has indicated that financing has been secured for the hotel project and plans to finalize the site plan release and submit building permits within a few months of a DSUP extension approval.

Board of Architectural Review

The site is also under the approval of a Board of Architectural Review (BAR) Certificate of Appropriateness (BAR#2017-00099) from June 21, 2017. According to the staff report, the board “found that the scale, mass, height and general architectural character of the proposal was in conformance with the Washington Street Standards and the BAR Design Guidelines,” and the BAR voted 4-0 to approve the Certificate of Appropriateness. The Certificate of Appropriateness remains valid if the DSUP approval is extended.

C. Master Plan Background

City Council adopted by ordinance the OTN SAP on September 16, 2017. The 2017 plan was an update from the 1992 OTN SAP, which was the governing plan document when the Towne Motel redevelopment was originally approved in 2016. The plan “envisions a pedestrian-focused neighborhood, linked to the rest of the City through a diverse public realm network and a system of multi-modal transportation options.” The Preliminary Plan for DSUP#2015-0004 was submitted as the OTN SAP was in the process of being drafted. The OTN SAP acknowledged the proposed redevelopment of the Towne Motel site as a “Potential Redevelopment Site,” along with neighboring properties to the north on the 800 block of North Washington Street.

Concurrently with the OTN SAP, the Old Town North Urban Design Standards and Guidelines (OTN UDSG) were adopted by City Council. The OTN UDSG were an update to the 1994 Old Town North Urban Design Guidelines. As part of the update, properties located in the OHAD (including the Towne Motel site) are not subject to the Building Design and Site Design standards and guidelines, as they are subject to the BAR Design Guidelines and the Washington Street Standards. The redevelopment is subject to streetscape standards and guidelines in the OTN UDSG, and City staff has recommended amendments to the conditions of approval that reflect the standards, guidelines and street sections in the OTN UDSG.

III. PROJECT DESCRIPTION

The applicant, Shakti, LLC, proposes to extend approval of a previously-approved Development Special Use Permit (DSUP) to demolish the existing Towne Motel building to construct a 98-room hotel on the site. The new building will be five stories tall with approximately 53,345 gross square feet of floor area and one level of underground parking. The existing three-story townhouse will be restored and moved approximately 20 feet to the south and incorporated into the hotel as the

south end of the building. A one-way access alley will be located at the northern end of the property. The entrance to the alley will be located on North Washington Street, and the alley will wrap around to the rear of the site and exit onto Madison Street. This driveway will provide access to the hotel lobby as well as to the below-grade parking area.

IV. ZONING

The subject site is zoned CD-X / Commercial Downtown (Old Town North). The zone allows for nonresidential development up to 2.5 FAR with a special use permit (SUP). The OTN SAP did not recommend a rezoning for the site, and the height limit remains 50 feet, which is the height limit for properties along Washington Street.

As provided for in Section 11-418 and reinforced through Condition #37 of the prior DSUP approval (DSUP#2015-0004), the applicant was required to commence substantial construction no later than three years after City Council approval or the approval would expire. However, Section 11-418 also provides that Planning Commission and City Council may approve an extension of the request if the applicant submits such an application before the three-year expiration.

A summary of the zoning parameters for the project is shown in the table below.

Property Address:	800 N. Washington Street (Currently 802 and 808 N. Washington Street)		
Total Site Area:	19,757 SF (0.45 acres)		
Zone:	CD-X – Commercial Downtown (Old Town North)		
Current Use:	Hotel and Vacant		
Proposed Use:	Hotel		
	Permitted/Required	SUP	Proposed
FAR	1.5	2.5	2.5
HEIGHT	50 feet	50 feet	50 feet
OPEN SPACE*	N/A	N/A	1,700 SF (8.9%) 1,250 SF at ground level
SETBACKS	Front: N/A Side (West): 50 feet		Front: 0.7 feet Side (West): 13.2 feet
PARKING	20 - 40 Spaces		33 Spaces ¹
LOADING	3 Spaces		1 Space

¹ The applicant is providing an additional 14 valet spaces for a total of 47 spaces. These 14 spaces are tied to the valet parking SUP, and not required to meet the Zoning Ordinance parking requirements.

V. STAFF ANALYSIS

Staff recommends approval of the request to extend the validity period of the previously approved Development Special Use Permit. The three-year extension request for economic reasons is reasonable, and the applicant proposes no changes beyond the conditions amendments that staff have requested (discussed below). As mentioned in the Approval History section, the applicant intends to move quickly through the site plan release process and commence construction activity soon after the pending approval for the extension request.

Old Town North Small Area Plan (OTN SAP)

The proposal is in compliance with the OTN SAP updated in 2017 and will serve to implement the plan. The proposal implements many of the OTN SAP principles (on page 8 of the plan), including achieving “a balanced mix of residents and employees” with the expansion of a commercial use, the establishment of “land uses and building heights [that are] compatible with the neighborhood,” and the incorporation of the “history of the plan area into future redevelopment sites, parks and open spaces.” The plan recommends “All Development Site Plans (DSPs) or development Special Use Permits (DSUPs) projects will incorporate a historic interpretation component as part of the review and approval process” (page 118). Staff finds that the rehabilitation and adaptive reuse of the historic townhouse is an adequate interpretive element on the site and fulfills this recommendation, offering a preservation benefit to the community and to Washington Street.

In addition to the plan principles and general recommendations of the OTN SAP, the plan provides principles specifically for Washington Street. The proposal implements the principles related to adding “tree canopy and landscaping” to Washington Street, the improving of “east/west street connections” for pedestrians along Madison Street, and the reflection of the “prominent character of Washington Street through building design, orientation, massing, fenestration, materials, etc.”

Additionally, the plan calls for the enhancement of the N. Washington Street streetscape through the implementation of the streetscape portion of the OTN UDSG, as N. Washington Street is identified as a “Green Street” in the planning area. Staff has recommended amending the conditions of approval to require the applicant to install bioretention (BMP) tree wells along N. Washington Street, as recommended in the OTN UDSG.

Special Use Permit (SUP) Requests

The original DSUP request included SUPs for a parking reduction, loading reduction and valet parking, in addition to SUPs for a hotel use and up to 2.5 FAR in the CD-X zone, and a transportation management plan (TMP). The parking reduction was from the required 69 parking spaces (based on a minimum 0.7 spaces per hotel room) to 47 parking spaces, including 33 standard, compact and accessible spaces and 14 valet “stacked” spaces in the drive aisles. In 2018, the City updated its commercial parking standards, and reduced the parking requirement for the Towne Motel site to a range of 0.2 to 0.4 parking spaces per hotel room, or 20 to 40 parking spaces based on 98 rooms. The 33 parking spaces provided in the parking garage and at the ground level

are sufficient to meet the parking requirement in the Zoning Ordinance, and a parking reduction SUP is no longer needed. The loading reduction SUP is still required to be filed by the applicant, as loading requirements (one loading space per 20,000 square feet of commercial space) have not changed since the original approval.

The valet parking SUP remains as a request as part of the DSUP extension. The operation of a valet parking service is an administrative SUP in the Zoning Ordinance, though the inclusion of the SUP request with the DSUP extension is consistent with the original DSUP approval. Staff has recommended the amendment and addition of conditions related to valet parking to allow for future flexibility. The conditions allow for review of the valet parking SUP after six months of hotel operation to confirm if the additional “stacked” valet parking spaces in the underground garage are needed to fulfill parking demand, and that hotel patrons can adequately and safely access the underground garage from the curb cut on N. Washington Street and one-way alley circulation through the site.

Additional Conditions Amendments

Several conditions of approval have been amended or added in this report compared to the original DSUP approval. Additional changes to the conditions of approval concern streetscape improvements related to City policies and priorities (including brick curb ramps in the OHAD and LED light fixtures), clarification on the fee for the combined sewer system (CSS) stormwater requirement, and changes to reflect that the proposed building design has already received a Certificate of Appropriateness from the BAR.

VI. COMMUNITY

The property has been posted with public notice signs announcing the proposed extension requests. Additionally, notification has been sent to all adjacent property owners with information about the proposal, hearing dates and contact information, and the applicant has contacted the North Old Town Independent Citizens’ Association (NOTICE) about the extension. The request will be presented to the Federation of Civic Associations at its April 2019 meeting.

VII. CONCLUSION

In conclusion, staff recommends **approval** of a three-year extension of the previously-approved Development Special Use Permit to redevelop the Towne Motel property, subject to compliance with all applicable codes and the staff recommendations contained in Section IX of this report.

Staff: Robert M. Kerns, AICP, Chief of Development
Catherine Miliaras, AICP, Principal Planner, Development
Michael Swidrak, Urban Planner, Development

VIII. GRAPHICS



Figure 1: Site Plan



Figure 2: Perspective heading south on Washington Street



Figure 3: Perspective heading north on Washington Street



Figure 4: Washington Street Elevation



Figure 5: Madison Street Elevation

IX. STAFF RECOMMENDATIONS

1. The Final Site shall be in substantial conformance with the preliminary plan dated October 30, 2015 and comply with the following conditions of approval.

A. PEDESTRIAN/STREETSCAPE:

2. **CONDITION AMENDED BY STAFF:** Provide the following pedestrian improvements to the satisfaction of the Directors of P&Z, RP&CA and T&ES:
 - a. Complete all pedestrian improvements prior to the issuance of a certificate of occupancy permit.
 - b. Install ADA accessible pedestrian crossings serving the site.
 - c. Construct all brick sidewalks to City standards including but not limited to the City's Memos to Industry 05-08 and 01-13. The minimum unobstructed width of newly constructed sidewalks shall be 6 feet.
 - d. Sidewalks shall be flush across all driveway crossings.
 - e. ~~All~~ Newly constructed curb ramps ~~in Alexandria~~ shall be ~~concrete~~ brick 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) for the crossing at the southeast corner of the site (Madison Street and North Washington Street). Curb ramps shall be perpendicular to the street to minimize crossing distances. The installation of the curb ramps shall not require the relocation of existing storm sewer infrastructure, manholes, utility poles or traffic poles. Any changes must be approved by the Director of T&ES.
 - g. Provide thermoplastic pedestrian crosswalks at all crossings at the proposed development, which must be designed to the satisfaction of the Director of T&ES.
 - h. 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.
 - i. 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.
 - j. Streetscape on North Washington Street shall maintain a minimum 8-foot-wide brick sidewalk with 6-foot-wide BMP tree wells and a 4-foot-wide landscape strip adjacent to the building, per the Old Town North Small Area Plan and Urban Design Standards and Guidelines.***
(P&Z)(RP&CA)(T&ES)

B. PUBLIC ART:

3. Per the City's Public Art Policy, work with City staff to determine ways to incorporate public art elements on-site, or provide an equivalent monetary contribution to be used toward public art within the Small Area Plan planning area, to the satisfaction of the Directors of RP&CA and P&Z. The in-lieu contribution shall be \$.30 per gross square foot, with a maximum contribution of \$75,000 per building. In the event public art is provided on-site, the public art shall be of an equivalent value. (RP&CA)(P&Z)
 - a. If the applicant opts for the on-site public art option, the next submission shall identify the location, type and goals for public art. Prior to release of the final site plan, the applicant shall have selected the artist, have locations and medium finalized and provide a schedule for the art installation. The art shall be installed prior to the issuance of the first Certificate of Occupancy, to the satisfaction of the Directors of P&Z and/or RP&CA. (RP&CA)(P&Z)
*, ***

C. 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 Directors of P&Z and/or RP&CA. At a minimum the Landscape Plan shall:
 - a. Provide an enhanced level of detail for plantings throughout the site (in addition to street trees). Plantings shall include a simple mixture of seasonally variable, evergreen and deciduous shrubs, ornamental and shade trees, groundcovers and perennials that are horticulturally acclimatized to the Mid-Atlantic and Washington, DC National Capital Region.
 - b. Ensure positive drainage in all planted areas.
 - c. Provide detail, section and plan drawings of tree wells showing proposed plantings and associated materials, irrigation, adjacent curb/pavement construction, including edge restraint system, dimensions, drainage, and coordination with site utilities.
 - d. Provide detail sections showing above and below grade conditions for plantings above a structure.
 - e. Provide planting details for all proposed conditions including street trees, multi-trunk trees, shrubs, perennials, and groundcovers.
 - 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.

5. Provide a site irrigation and/or water management plan developed installed and maintained to the satisfaction of the Directors of RP&CA, P&Z and Code Administration.
 - a. Provide an exhibit that demonstrates that all parts of the site can be accessed by a combination of building mounted hose bibs and ground set hose connections.
 - b. Provide external water hose bibs continuous at perimeter of building. Provide at least one accessible, external water hose bib on all building sides at a maximum spacing of 90 feet apart.
 - c. Hose bibs, ground set water connections and FDCs must be fully accessible and not blocked by plantings, site utilities or other obstructions.
 - d. Install all lines beneath paved surfaces as sleeved connections.
 - e. Locate water sources and hose bibs in coordination with City Staff.
(Code Administration) (P&Z)(RP&CA)
6. Develop a palette of site furnishings in consultation with staff.
 - a. Provide location, and specifications, and details for site furnishings that depict the installation, scale, massing and character of site furnishings to the satisfaction of the Directors of RP&CA, and/or P&Z and T&ES.
 - b. Site furnishings shall include benches, bicycle racks, trash and recycling receptacles(RP&CA)(P&Z)(T&ES)
7. Provide material, finishes, and architectural details for all 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 RP&CA, and/or P&Z, and T&ES. (RP&CA)(P&Z)(T&ES)

D. TREE PROTECTION AND PRESERVATION:

8. 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 October 30, 2015 and reduced if possible to retain existing trees and grades, as applicable.
(P&Z)(RP&CA)

E. BUILDING:

9. The building design, including the quality of materials, and final detailing, shall be consistent with the elevations dated October 30, 2015. (P&Z)
10. Provide detailed drawings (enlarged plan, section and elevation studies) 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 at a scale of 1/4" = 1'. (P&Z)

11. **CONDITION AMENDED BY STAFF:** Building design, including building materials, finishes, design details and relationships shall be subject to review and consistent with the Certificate of Appropriateness approval by the Old and Historic Alexandria District Board of Architectural Review (BAR) on June 21, 2017 (BAR#2017-0099) and the Department of Planning and Zoning for shall be in substantial conformance to with the Preliminary Plan and the BAR Certificate of Appropriateness. 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 and as part of the BAR approval of a Certificate of Appropriateness. *
 - 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)(BAR)
12. Per the City's Green Building Policy adopted April 18, 2009, achieve a green building certification level of LEED Silver (or equivalent) to the satisfaction of the Directors of P&Z, and/or RP&CA and T&ES. Diligent pursuance and achievement of this certification shall be monitored through the following:
 - a. Provide evidence of the project's registration with LEED (or equivalent) with the submission of the first Final Site Plan and provide a draft checklist showing how the project plans to achieve the certification.*
 - b. Provide evidence of submission of materials for Design Phase credits to the U.S. Green Building Council (USGBC) (or equivalent) prior to issuance of a certificate of occupancy. ***
 - c. Provide evidence of submission of materials for Construction Phase credits to USGBC (or equivalent) within six months of obtaining a final certificate of occupancy.
 - d. Provide documentation of LEED Silver Certification from USGBC (or equivalent) within two years of obtaining a final certificate of occupancy.

- e. Failure to achieve LEED Silver (or equivalent) for the hotel 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)(RP&CA)(T&ES)
- 13. The applicant shall work with the City for recycling and/or reuse of the existing building materials as part of the demolition process, including leftover, unused, and/or discarded building materials. (T&ES)(P&Z)
- 14. Energy Star labeled appliances shall be installed in all units. (T&ES)
- 15. In order to provide a more sustainable use of natural resources, the applicant shall use EPA-labeled WaterSense or equivalent low flow fixtures. In addition, the applicant is encouraged to explore the possibilities of adopting water reduction strategies (i.e., use of gray water system on-site) and other measures that could reduce the consumption of potable water on this site. A list of applicable mechanisms can be found at <Http://www.epa.gov/WaterSense/pp/index.htm>. (T&ES)
- 16. 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" in height along open sides of the stairways and landings which are located 30" above the floor or grade below. The width between the balusters shall be no wider than 4" and the handrails are to be a minimum of 34" and a maximum of 38". (Police)
- 17. 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)

F. SIGNAGE:

- 18. Design and develop a coordinated sign plan, which includes a color palette, for all proposed signage, including, but not limited to site-related signs, way-finding graphics, business signs, and interpretive signage that highlights the history and archaeology of the site. The coordinated sign plan must be reviewed and approved by the Old and Historic Alexandria Board of Architectural Review (BAR). The plan shall be included as part of the Final Site Plan and shall coordinate the location, scale, massing and character of all proposed signage to the satisfaction of the Directors of Archaeology, P&Z, and/or RP&CA, and T&ES.*
- 19. Install a temporary informational sign on the site prior to the approval of the Final Site Plan for the project. The sign shall be displayed until construction is complete or replaced with a contractor or real estate sign incorporating the required

information; the sign shall notify the public of the nature of the upcoming project and shall provide a phone number for public questions regarding the project.*
(P&Z)(T&ES)

G. HOUSING:

20. A voluntary contribution of \$100,822 to the Housing Trust Fund is consistent with the conclusions of the Developer Housing Contribution Work Group, accepted by the Alexandria City Council in December 2013.

H. PARKING:

21. 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. All parked vehicles shall be prohibited from encroaching on the proposed streets, pedestrian walkways, or emergency vehicle easements.
(P&Z)(T&ES)(Code Administration)
22. **CONDITION AMENDED BY STAFF:** ~~Locate a minimum of 47 valet~~ Provide parking spaces in the underground garage per City Zoning Ordinance standards. Spaces in the underground garage shall be initially operated as valet but considered to be converted to self-parking at the six (6)-month SUP review. (P&Z)(T&ES)
23. Provide 12 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. Details on location and type of bicycle parking shall be provided on the Final Site Plan. Bicycle parking must be installed and operational prior to first CO. *** (T&ES)
24. Provide a Parking Management Plan with the Final Site Plan submission. The Parking Management Plan shall be approved by the Departments of P&Z and T&ES prior to the release of the Final Site Plan and shall at a minimum include the following:
 - a. General project information/summary and development point of contact.
 - b. A plan of the garage facility – including the number of lanes of traffic for entering / exiting, indicating any reversible lanes.
 - c. Total capacity and a breakdown of parking types by uses (standard, compact, tandem, accessible, etc.).
 - d. Bicycle parking information (number of spaces, type of parking- racks, gated, location, etc.)
 - e. Information on the location of any carshare vehicle or electric vehicle spaces.
 - f. A description of and plan showing access control equipment and locations.

- g. 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.).
 - h. Information on proposed staffing needs for peak, non-peak and overnight hours.
 - i. Information about valet operations, including drop-off/pick-up location, management, hours, etc.
 - j. How rates will be determined and details of validation program if proposed.
 - k. Details of appropriate signage for the retail parking indicating hours which are reserved for retail patrons.* (P&Z)(T&ES)
25. 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)
26. **CONDITION AMENDED BY STAFF:** An on-site valet parking operation is permitted for the underground garage. The valet parking shall be reviewed within six months of operation by the Directors of P&Z and T&ES to determine compliance with the conditions herein and all applicable codes and ordinances. Subsequent to the initial six-month review, if no changes are required to the program, further reviews will be scheduled annually or as-needed by the Directors of P&Z and T&ES to determine that the valet parking program is operating in compliance with this approval. As part of the initial or subsequent reviews under this paragraph, the Directors may require the operator to adjust the features of the program.
- a. In the event the initial six (6) month or subsequent annual reviews demonstrate to the satisfaction of the Directors of P&Z and T&ES that valet parking is not necessary for parking operations based on the parking demand or the layout of the site, valet parking spaces in the underground garage may be converted to self-parking spaces. ~~The need for additional parking, the applicant shall obtain administrative approval for off-site valet parking and secure an agreement(s) with nearby off-site garages to accommodate overflow vehicles to the satisfaction of the Directors of P&Z and T&ES. No surcharge or additional fee beyond the customary valet parking fee shall be charged to guests if vehicles must be parked at an off-site valet location.~~ (P&Z)(T&ES)
27. The valet parking zone shall occur on-site unless an area within the public right of way is approved by the Traffic and Parking Board. (P&Z)(T&ES)
28. The valet operator shall provide sufficient staff and resources to operate the valet service safely and effectively. Double-parking, staging within the right-of-way, and storage of vehicles in locations other than designated facilities shall be considered

indicators of inadequate staff to meet vehicle volumes. If any of the above conditions are observed, the Directors of P&Z and T&ES shall require additional staffing and/or resources necessary to comply with this condition. (P&Z)(T&ES)

29. The valet parking operator shall record the number of vehicles using valet service, keep an ongoing written log, and make the log available to the City upon request to provide data for City parking studies. (P&Z)(T&ES)
30. **CONDITION ADDED BY STAFF:** Parking spaces within the underground parking garage may be made available for market-rate 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 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 leased parking spaces 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 hotel patrons, employees, and third-party lease holders.
 - c. Provide a copy of the lease or other agreement to be used for market rate parkers.
 - d. 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 garage and determine whether any corrective action or adjustments need to occur. Additional studies may be required in subsequent years as determined by staff. (T&ES)(P&Z)

I. TRANSPORTATION MANAGEMENT PLAN:

31. According to Article XI, Section 11-700 of the City's Zoning Ordinance, a Transportation Management Plan is required to implement strategies to encourage residents and employees to take public transportation, walk, bike or share a ride, as opposed to being a sole occupant of a vehicle. (T&ES)
32. A TMP Coordinator shall be designated for the entire project prior to release of the first certificate of occupancy. The name, location, email and telephone number of the coordinator will be provided to the City at the time, as well as any changes occurring subsequently. This person will be responsible for 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 encourage participation and inform residents and tenants about benefits available to them. *** (T&ES)

33. The 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 shall be \$82.42 per residential unit, \$0.21 per square foot of retail space, \$0.26 per square foot of commercial space, \$41.21 per hotel room and \$0.10 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)
34. 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.

J. BUS STOPS AND BUS SHELTERS:

35. Show all existing and proposed bus stops with associated features, to include benches in the vicinity of the site on the Final Site Plan. Any proposed features shall be ADA compliant. The final bus stop design shall meet City standards and the approval of the Director of T&ES. (T&ES)
36. The relocated bus stop on North Washington Street at Madison Street shall meet ADA requirements and City Standards per the following:
 - a. Install an unobstructed ten (10) foot wide, parallel to the roadway, by eight (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 shall be at the same grade as the sidewalk, connect the curb to the sidewalk, and the pad's surface material shall match the sidewalk. The loading pad's cross slope shall be less than 2 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.

- b. Create a 120 foot “No Parking, Bus Stop Zone” for the relocated bus stop. (T&ES)
37. Street trees in close proximity to bus stop approaches or directly adjacent to travel lanes shall be:
- a. Located to avoid conflict with vehicles, specifically:
 - i. Trees shall be excluded from a 40 ft. zone which represents the length of the bus as it is serving the stop.
 - ii. Trees within both the 10 ft. departure zone and the 20 ft. approach zone (on either side of the 40 ft. zone) shall be selectively located to minimize conflict with vehicles and to allow direct line of sight for approaching buses.
 - b. Subject to the character of the adjacent area and relevant design guidelines for spacing, distance from the curb and species selection. In general, trees shall be of the same species along the entire block face.
 - c. selected from upright branching species in areas where relevant design guidelines do not otherwise specify
 - d. Installed with a minimum six feet of clear stem and gradually pruned to reduce conflict with vehicles, under consultation from a certified arborist. Pruning of street trees is part of the regular maintenance required of applicants under the City’s bond for public improvements.
 - e. Set back from the curb edge where the width of sidewalk and adjacent conditions allow. (T&ES)

K. SITE PLAN:

38. Per Section 11-418 of the Zoning Ordinance, the development special use permit shall expire and become null and void, unless substantial construction of the project is commenced within 36 months after initial approval and such construction is thereafter pursued with due diligence. The applicant shall provide a written status report to staff 18 months after initial approval to update the City Council on the project status if substantial construction has not commenced at such time. (P&Z)
39. Submit the plat of consolidation and all applicable easements and/or dedications prior to the Final Site Plan submission. The plat(s) shall be approved prior to the release of the Final Site Plan.* (P&Z)(T&ES)
40. 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)
41. Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z and/or RP&CA, and T&ES. These items include:
- a. Location of site utilities including above grade service openings and required clearances for items such as transformers, telephone, HVAC units and cable boxes.

- b. Minimize conflicts with plantings, pedestrian areas and major view sheds.
 - c. Do not locate above grade utilities in dedicated open space areas and tree wells.
 - d. If applicable, all utilities shall be screened from the public ROW to the satisfaction of the Director of P&Z. (P&Z)(T&ES)(RP&CA)(BAR)
42. The existing street lights located on N Washington Street frontage shall be replaced with Nostalgia type lights per the Washington Street Standards and as approved by US Parks Services. The applicant, submitting engineer, staff, and Dominion Virginia Power will work together to finalize the design and construction/replacement of these lights through the Final Site Plan Approval process. The lights are currently not accepted by Dominion Virginia Power, and if the lights are not accepted at the time of the Final Site Plan, the electrical/lighting design shall include a meter with appropriate screening. Such screening may require review and approval by the Board of Architectural Review * (T&ES)(P&Z)
43. **CONDITION AMENDED BY STAFF:** Provide a lighting plan with the Final Site Plan to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of T&ES, P&Z, and/or RP&CA in consultation with the Chief of Police and shall include the following:
- a. Clearly show location of all existing and proposed street lights and site lights, shading back less relevant information. If a separate meter is required for street lights, it should be located discreetly and appropriately screened, with final approval by the BAR/BAR staff.
 - 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 light fixtures in the City right-of-way shall be basic, approved Dominion LED light fixtures except along North Washington Street which shall be the Washington Street Light LED 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 any footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view or light poles shall be direct bury.
 - k. The lighting for the areas not covered by the City of Alexandria' standards shall be designed to the satisfaction of Directors of T&ES and P&Z.
 - l. Provide numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
 - m. The walls and ceilings in the garage must be painted white or dyed concrete (white) to increase reflectivity and improve lighting levels at night.
 - n. The lighting for the 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. Upon installation of all exterior light fixtures for the site/building, the applicant shall provide photographs of the site demonstrating compliance with this condition.
 - q. Light fixtures for open canopies shall be recessed into the ceiling for any areas that can be seen from the public ROW.
 - r. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. (P&Z)(T&ES)(RP&CA)(Police)(BAR)
44. 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)

L. CONSTRUCTION MANAGEMENT:

45. 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, review and acceptance of environmental reports, 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)
46. Submit a construction management plan to the Directors of P&Z, T&ES and Code Administration prior to Final Site Plan release. The plan shall:

- a. 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.
 - b. Include an overall proposed schedule for construction;
 - c. Include a plan for temporary pedestrian circulation;
 - d. 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.
 - e. Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work. (P&Z)(T&ES)
47. Provide off-street parking for all construction workers without charge to the construction workers. Construction workers shall not be permitted to park on-street. 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 percent 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)
48. The sidewalks shall remain open during construction or pedestrian access shall be maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)
49. No major construction staging shall be allowed within the public right-of-way on North Washington Street. Requests for staging on Madison Street will be reviewed during the permitting application process. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. ** (T&ES)
50. Transit stops adjacent to the site shall remain open if feasible for the duration of construction. If construction forces the closure of the stop on North Washington Street, 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)

51. 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)
52. 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)
53. Prior to commencing clearing and grading of the site, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified of the date of the meeting before the permit is issued. (P&Z)(T&ES)
54. 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)
55. Implement a waste and refuse control program during the construction phase of this development. This program shall control wastes such as discarded building materials, concrete truck washout, chemicals, litter or trash, trash generated by construction workers or mobile food vendor businesses serving them, and all sanitary waste at the construction site and prevent offsite migration that may cause adverse impacts to neighboring properties or to the environment to the satisfaction of Directors of T&ES and Code Administration. All wastes shall be properly disposed offsite in accordance with all applicable federal, state and local laws. (T&ES)
56. 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)

57. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
58. If there are outstanding performance, completion or other bonds for the benefit of the City in effect for the property at such time as it may be conveyed or sold to a party other than the applicant, a substitute bond must be provided by that party or, in the alternative, an assignment or other documentation from the bonding company indicating that the existing bond remains in effect despite the change in ownership may be provided. The bond(s) shall be maintained until such time that all requirements are met and the bond(s) released by the City. (T&ES)

M. WASTEWATER / SANITARY SEWERS:

~~**CONDITION DELETED BY STAFF:** The project lies within the Combined Sewer System (CSS) area district, therefore, stormwater management and compliance with the state stormwater quality and quantity requirements and the City's Alexandria Water Quality Volume Default shall be coordinated with the City's CSS Management Policy. (T&ES)~~

59. **CONDITION AMENDED BY STAFF:** The project lies within the Combined Sewer System (CSS) area; therefore, the applicant shall be required to comply with the CSS Management Policy requirements set forth in Memo to Industry 07-14, effective July 1, 2014. The sanitary flows from the site are connecting to the City's separate sewer. With respect to the CSS stormwater requirement, the applicant shall contribute based on a formula of \$200,000 per acre x 0.4536-acre site, which results in a contribution of \$90,720. Staff has determined that there is no public storm sewer available to separate the storm water; therefore, the applicant shall implement either Option B and retain 50% of storm water on site or Option C and contribute to the Combined Sewer Separation fee at the rate of \$200,000.00 per acre and pay the sanitary sewer connection fee. (T&ES)
60. The sewer connection fee must be paid prior to release of the site plan.* (T&ES)
61. **CONDITION ADDED BY STAFF:** If a commercial kitchen is constructed, then the kitchen facility shall be provided with an oil & grease separator and the discharge from the separator shall be connected to a sanitary sewer. Submit two originals of the Oil and Grease separator Maintenance Agreement with the City prior to the release of the Final Site Plan. The agreement must be executed and recorded with the Land Records Division of Alexandria Circuit Court prior to site plan release. * (T&ES)

N. RESOURCE RECOVERY:

62. Provide \$896 per receptacle to the Director of T&ES for purchase and installation of two (2) Victor Stanley Ironsites Series model SD-42 receptacle with Dome Lid 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)
63. Provide \$996 per receptacle to the Director of T&ES for the purchase and installation of two (2) Victor Stanley Ironsites Series Model SD-42 blue receptacle with Dome Lid 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)

O. STREETS / TRAFFIC:

64. The applicant shall reserve a minimum of ten feet of the rear (north / south) driveway, abutting the western property line, as part of a future 20-foot wide north / south public alley. The subject property owner shall grant a ten foot minimum public access easement to the City within six months of the City's written request. (P&Z)(T&ES).
65. Preferably a separation of 150 feet, with a minimum of 100 feet between the beginning of street corner radius and any driveway apron radius shall be maintained on arterial and collector roadways; however, a minimum of 30 feet separation between beginning of street corner radius and any driveway apron radius shall be maintained on residential streets. Additional curb cuts are not recommended since these will impede traffic flow. (T&ES)
66. 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)
67. 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)
68. Show turning movements of standard vehicles in the parking structure. 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)

69. For garage slopes 10 percent and greater, provide trench drain connected to a storm sewer or other improvements to eliminate or diminish the possibility of ice forming. (T&ES)
70. Furnish and install two 3 inch conduits with pull wires, and junction boxes located at a maximum interval of 300 feet underneath the sidewalks around the perimeter of the site on Madison Street and North Washington Street. These conduits shall terminate in an underground junction box at each corner of the site. The junction box cover shall have the word "TRAFFIC" engraved in it. (T&ES)

P. UTILITIES:

71. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements. (T&ES)
72. No transformers and switch gears shall be installed in the public right of way. (T&ES)

Q. SOILS:

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

R. WATERSHED, WETLANDS, & RPAs:

74. The stormwater collection system is located within the Potomac River 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)
75. Provide Environmental Site Assessment Notes that clearly 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. 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)

S. STORMWATER MANAGEMENT:

76. Since the discharge in the public storm sewer is increased as a concentrated flow from the predevelopment conditions, provide detention for 10% of the predevelopment storm water flow. *(T&ES)
77. 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)
78. 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)
79. 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 approved Final Site Plan.
 - b. Clean and free of debris, soil, and litter by either having been installed or brought into service after the site was stabilized. **** (T&ES)
80. Submit two 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)
81. The Applicant/Owner shall be responsible for installing and maintaining stormwater Best Management Practices (BMPs). The Applicant/Owner shall execute a maintenance service contract with a qualified private contractor for a minimum of three years and develop an Owner's Operation and Maintenance Manual for all Best Management Practices (BMPs) on the project. The manual shall include at a minimum: an explanation of the functions and operations of the BMP(s); drawings and diagrams of the BMP(s) and any supporting utilities; catalog cuts on

maintenance requirements including mechanical or electrical equipment; manufacturer contact names and phone numbers; a copy of the executed maintenance service contract; and a copy of the maintenance agreement with the City. A copy of the contract shall also be placed in the BMP Operation and Maintenance Manual. Prior to release of the performance bond, a copy of the maintenance contract shall be submitted to the City. ****(T&ES)

82. **CONDITION ADDED BY STAFF:** This development includes a Green Street (North Washington Street) as established by the Old Town North Small Area Plan. BMPs shall be implemented on North Washington Street and be designed per the City's Green Sidewalk Guidelines and Old Town North Design Standards and Guidelines if found to be technically feasible. (T&ES)
83. **CONDITION ADDED BY STAFF:** All BMPs must be accessible for regular maintenance and inspections. The proposed hydrodynamic and detention system must be accessible from the surface level of the development. (T&ES)
84. Submit a copy of the Operation and Maintenance Manual to the Office of Environmental Quality on digital media prior to release of the performance bond. ****(T&ES)
85. 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)

T. CONTAMINATED LAND:

86. 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)
87. 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.
 - 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)
88. 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)
89. 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. The 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)

U. NOISE:

90. All exterior building-mounted loudspeakers shall be prohibited and no amplified sound shall be audible at the property line. (T&ES)

91. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00 PM and 7:00 AM. (T&ES)

V. AIR POLLUTION:

92. If fireplaces are constructed 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)
93. Kitchen equipment shall not be cleaned outside, nor shall any cooking residue be washed into any street, alley, or storm sewer. (T&ES)
94. No material may be disposed of by venting into the atmosphere. (T&ES)
95. 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)

W. CONTRIBUTIONS:

96. The applicant shall contribute \$20,000 to the city prior to Final Site Plan release for system-wide station implementation and/or expansion of existing Bikeshare stations. (T&ES)
97. Provide a fee in lieu to the City's Landscape Fund to comply with the 25% tree crown coverage not met on-site as required by the Zoning Ordinance. The fee shall equal the cost and quantity of trees in the City Landscape Guidelines. (P&Z)(RP&CA)*

X. ARCHAEOLOGY:

98. 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)
99. 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. **COMMENT AMENDED BY STAFF:** This project falls within an area of Washington Street ~~preliminarily identified in the Draft Streetscape Enhancements on Washington Street created during the Old Town North Small Area Plan Update charrette that occurred in November 2015~~ that is located within the boundaries of the Old Town North Small Area Plan and Old Town North Urban Design Standards and Guidelines, which were approved by City Council in 2017. Coordinate with the plan to the greatest extent possible through the Final Site Plan process for streetscape enhancements.
- F - 2. If the existing street tree on North Washington Street just north of the site needs to be removed due to proximity to the proposed curb cut, coordinate with City Staff and the City Arborist on replacing the tree elsewhere in the public right-of-way along North Washington Street or in another appropriate location.
- R - 1. For all first floor bays with a street-facing door providing their primary access, please coordinate with the Geographic Information Systems (GIS) Division for address assignments at tenant fit out. These uses are not permitted to use the primary building address as their address. Please contact the Addressing Coordinator in the GIS Division (703-746-3823) as each new tenant is determined, and an appropriate address based on the location of the primary entrance door of the new space will be assigned.
- C - 1. As-built documents for all landscape and irrigation installations are required to be submitted with the Site as-built and request for Performance Bond release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. **** (P&Z) (T&ES)
- C - 2. The landscape elements of this development shall be subject to the Performance and Maintenance bonds, based on criteria established by the City and available through T&ES. Release of Performance and Maintenance Bonds are subject to inspections by City staff per City Code requirements. A final inspection for landscaping is also required three years after completion. **** (P&Z) (T&ES)
- C - 3. No permits shall be issued prior to the release of the Certificate of Appropriateness from the Board of Architectural Review. (BAR)

Transportation and Environmental Services

- F - 1. The applicant currently shows three non-sheltered bicycle racks in the public right-of-way. Per the City's "Rules and Regulations Establishing the Dimensional and Equipment

Standards for Bicycle Parking Areas,” the applicant will need to provide a minimum of six bicycle racks that comply with the aforementioned standards. Staff recommends the consideration of additional Class 2 bicycle parking in the garage; however, additional Class 3 bicycle parking is acceptable. (T&ES- Transportation Planning)

- F - 2. 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 - 3. 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 - 4. 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 - 5. The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)
- F - 6. Include all symbols, abbreviations, and line types in the legend. (T&ES)
- F - 7. Asphalt patches larger than 20 percent 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 - 8. All storm sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter for storm sewers shall be 18 inches in the public Right of Way (ROW) and the minimum size storm sewer catch basin lead is 15 inches. The acceptable pipe materials will be Reinforced Concrete Pipe (RCP) ASTM C-76 Class IV. Alternatively, AWWA C-151 (ANSI A21.51) Class 52 may be used if approved by the Director of T&ES. For roof drainage system, Polyvinyl Chloride (PVC) ASTM D-3034-77

SDR 26 and ASTM 1785-76 Schedule 40 pipes will be acceptable. The acceptable minimum and maximum velocities will be 2.0 fps and 15 fps, respectively. The storm sewers immediately upstream of the first manhole in the public Right of Way shall be owned and maintained privately (i.e., all storm drains not shown within an easement or in a public Right of Way shall be owned and maintained privately). (T&ES)

- F - 9. 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 inches or larger diameters); Class III may be acceptable on private properties. The acceptable minimum and maximum velocities will be 2.5 fps and 10 fps, respectively. Laterals shall be connected to the sanitary sewer through a manufactured “Y” or “T” or approved sewer saddle. Where the laterals are being connected to existing Terracotta pipes, replace the section of main and provide manufactured “Y” or “T”, or else install a manhole. (T&ES)
- F - 10. 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 - 11. 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 - 12. 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 - 13. 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 - 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:
- a. The prepared drawings shall include a statement "FOR INFORMATION ONLY" on all MOT Sheets.
 - b. Sidewalk closures will not be permitted for the duration of the project. Temporary sidewalk closures are subject to separate approval from Transportation and Environmental Services (T&ES) at the time of permit application.
 - c. Contractor shall apply for all necessary permits for uses of the City Right of Way and shall submit MOT Plans with the T&ES Application for final approval at that time. * (T&ES)
- F - 20. Add complete streets tabulation to the cover sheet with the Final 1 submission. (T&ES)
- C - 1. Per the requirements of the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a drainage study and adequate outfall analysis for the total drainage area to

the receiving sewer that serves the site. If the existing storm system is determined to be inadequate then the applicant shall design and build on-site or off-site improvements to discharge to an adequate outfall; even if the post development stormwater flow from the site is reduced from the pre-development flow. The Plan shall demonstrate to the satisfaction of the Director of T&ES that a non-erosive stormwater outfall is present. (T&ES)

- C - 2. Per the requirements of the City of Alexandria Zoning Ordinance (AZO) Article XIII, Environmental Management Ordinance, the applicant shall comply with the water quality and quantity requirements and provide channel protection and flood protection in accordance with these requirements. If combined uncontrolled and controlled stormwater outfall is proposed, the peak flow requirements of the Zoning Ordinance shall be met. If the project site lies within the Braddock-West watershed or known flooding area, then the applicant shall provide an additional 10 percent storage of the pre-development flows in this watershed to meet detention requirements. (T&ES)
- C - 3. Per the requirements of Article 13-114 (F) of the AZO, all stormwater designs that require analysis of pressure hydraulic systems, including but not limited to the design of flow control structures and stormwater flow conveyance systems shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. The design of storm sewer shall include the adequate outfall, inlet, and hydraulic grade line (HGL) analyses that shall be completed to the satisfaction of the Director of T&ES. Provide appropriate reference and/or source used to complete these analyses. (T&ES)
- C - 4. The proposed development shall conform to all requirements and restrictions set forth in Section 6-300 (Floodplain District) of Article VI (Special and Overlay Zones) of the City of Alexandria Zoning Ordinance. (T&ES)
- C - 5. Location of customer utility services and installation of transmission, distribution and main lines in the public rights of way by any public service company shall be governed by franchise agreement with the City in accordance with Title 5, Chapter 3, Section 5-3-2 and Section 5-3-3, respectively. The transformers, switch gears, and boxes shall be located outside of the public right of way. (T&ES)
- C - 6. (a) Per the requirements of Section 5-3-2, Article A, Chapter 3 of the City of Alexandria Code, all new customer utility services, extensions of existing customer utility services and existing overhead customer utility services supplied by any existing overhead facilities which are relocated underground shall, after October 15, 1971 be installed below the surface of the ground except otherwise exempted by the City Code and to the satisfaction of the Director, Department of Transportation and Environmental Services. (b) Per the requirements of Section 5-3-3, Article A, Chapter 3 of the City of Alexandria Code, all new installation or relocation of poles, towers, wires, lines, cables, conduits, pipes, mains, and appurtenances used or intended to be used to transmit or distribute any service such as electric current, telephone, telegraph, cable television, traffic control, fire alarm, police communication, gas, water, steam or petroleum, whether or not on the streets, alleys, or

other public places of the City shall, after October 15, 1971, be installed below the surface of the ground or below the surface in the case of bridges and elevated highways except otherwise exempted by the City Code and to the satisfaction of Director, Department of Transportation and Environmental Services. (T&ES)

- C - 7. Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer per the requirements of Memorandum to Industry 05-14 that is available on the City of Alexandria's web site. The downspouts and sump pump discharges shall be piped to the storm sewer outfall, where applicable after treating for water quality as per the requirements of Article XIII Environmental Management Ordinance. (T&ES)
- C - 8. In compliance with the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a sanitary sewer adequate outfall analysis as per the requirements of Memorandum to Industry No. 06-14 New Sanitary Sewer Connection and Adequate Outfall Analysis, effective July 1, 2014. The sanitary sewer adequate outfall analysis is required as part of the Preliminary Site Plan submission. The memorandum is available at the following web address of the City of Alexandria (T&ES)
<http://alexandriava.gov/uploadedFiles/tes/info/MemoToIndustry06-14.pdf>
- C - 9. Per the requirements of Title 4, Chapter 2, Article B, Section 4-2-21, Appendix A, Section A 106(6), Figure A 106.1 Minimum Standards for Emergency Vehicle Access: provide a total turning radius of 25 feet to the satisfaction of Directors of T&ES and Office of Building and Fire Code Administration and show turning movements of standard vehicles in the parking lot as per the latest AASHTO vehicular guidelines. (T&ES)
- C - 10. The applicant shall provide required storage space for both trash and recycling materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines", or to the satisfaction of the Director of Transportation & Environmental Services. The plan shall show the turning movements of the collection trucks and the trucks shall not back up to collect trash or recycling. The City's storage space guidelines are available online at: www.alexandriava.gov/solidwaste or by contacting the City's Resource Recovery Division at 703-746-4410, or via email at commercialrecycling@alexandriava.gov. (T&ES)
- C - 11. 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 - 12. The applicants shall submit a Recycling Implementation Plan (RIP) form to the Resource Recovery 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/resourcerecovery or by calling the Resource Recovery

Division at 703.746.4410 or by e-mailing CommercialRecycling@alexandriava.gov.
(T&ES)

- C - 13. All private streets and alleys shall comply with the City's Minimum Standards for Private Streets and Alleys. (T&ES)
- C - 14. Bond for the public improvements must be posted prior to release of the site plan.* (T&ES)
- C - 15. Plans and profiles of utilities and roads in public easements and/or public Right of Way must be approved prior to release of the plan.* (T&ES)
- C - 16. Provide a phased erosion and sediment control plan consistent with grading and construction plan. (T&ES)
- C - 17. Per the Memorandum to Industry, dated July 20, 2005, the applicant is advised regarding a requirement that applicants provide as-built sewer data as part of the final as-built process. T&ES requires that initial site survey work and plans 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 required to prepare plans in this format including initial site survey work. (T&ES)
- C - 18. The thickness of sub-base, base, and wearing course shall be designed using "California Method" as set forth on page 3-76 of the second edition of a book entitled, "Data Book for Civil Engineers, Volume One, Design" written by Elwyn E. Seelye. Values of California Bearing Ratios used in the design shall be determined by field and/or laboratory tests. An alternate pavement section for Emergency Vehicle Easements (EVE) to support H-20 loading designed using California Bearing Ratio (CBR) determined through geotechnical investigation and using Virginia Department of Transportation (VDOT) method (Vaswani Method) and standard material specifications designed to the satisfaction of the Director of Transportation and Environmental Services (T&ES) will be acceptable. (T&ES)
- C - 19. All pedestrian, traffic, and way finding signage shall be provided in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), latest edition to the satisfaction of the Director of T&ES. (T&ES)
- C - 20. No overhangs (decks, bays, columns, post or other obstructions) shall protrude into public Right of Ways, public easements, and pedestrian or vehicular travelways unless otherwise permitted by the City Code. (T&ES)
- C - 21. All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)
- C - 22. All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)

- C - 23. The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C - 24. 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. (T&ES)
- C - 25. 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 (WQVD) and stormwater quantity management for channel protection and flood protection. The WQVD is calculated independently of the treatment volume calculated in the Virginia Runoff Reduction Method (VRRM) spreadsheet. (T&ES)
- C - 26. The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)
- C - 27. 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 (1) 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 - 28. A complete Stormwater Pollution Prevention Plan (SWPPP) Book must be provided with the Final #1 submittal. 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 must be provided with the Mylar submission and the coverage letter must be copied onto the plans with 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 must accompany the construction drawings onsite. (T&ES-Storm)

VAWC Comments:

1. Keep minimum 5' horizontal clearance between water and sanitary sewer service lines.

AlexRenew Comments:

2. **COMMENT DELETED BY STAFF:** ~~A Renew has no comments.~~

C-1. **COMMENT ADDED BY STAFF:** Ensure all discharges are in accordance with City of Alexandria Code Title 5, Chapter 6, Article B.

C-2. **COMMENT ADDED BY STAFF:** The applicant shall submit planned flow demand for the development. The applicant shall coordinate with the City of Alexandria T&ES to ensure that the planned flow does not exceed the City of Alexandria's allotted capacity in AlexRenew's Water Resource Recovery Facility or the Potomac Yard Trunk Sewer during wet and average flow conditions.

C-3. **COMMENT ADDED BY STAFF:** Dewatering and other construction related discharge limits to the sewer system are regulated by AlexRenew Pretreatment. Engineer/Owner is required to contact AlexRenew's Pretreatment Coordinator at 703-549-3382.

Health Department

- C - 1. An Alexandria Health Department Permit is required for all regulated facilities. A permit shall be obtained prior to operation, and is not transferable between one individual, corporation or location to another. Permit application and fee are required.
- C - 2. Construction plans shall be submitted to the Health Department located at 4480 King Street and the Multi-Agency Permit Center. Construction plans shall be submitted and approved by the Health Department prior to construction. There is a \$40.00 plan review fee payable to the Alexandria Health Department
- C - 3. Construction plans shall comply with State Code 35.1, Hotels, Restaurants, Summer Camps and Campgrounds. Construction plans shall include equipment specification sheets including hot water information.

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 - 2. 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. 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 - 2. 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 - 3. 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 - 4. 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 - 5. 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 - 6. 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

- 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 #** 2015-0004**Project Name:** 802 N. Washington Street**PROPERTY LOCATION:** 802-808 N. Washington Street**TAX MAP REFERENCE:** 054.04-02-07 & 06**ZONE:** CDX**APPLICANT:**

Name: Shakti, LLC

Address: 808 N Washington Street, Alexandria, VA 22314

PROPERTY OWNER:

Name: Shakti, LLC

Address: 808 N Washington Street, Alexandria VA 22314

SUMMARY OF PROPOSAL Request for an extension of the approval for the redevelopment of the Towne Motel, including relocating the existing historic townhouse and demo of the existing hotel and building a new hotel while incorporating the historic house into the new structure.**MODIFICATIONS REQUESTED** Rear Yard modification for zone transition line from 50 to 12 feet**SUP's REQUESTED** Increase in FAR to 2.5; Hotel Use; a parking reduction from 66 spaces to 49 spaces; for all valet parking in the underground garage and TMP SUP.☒ **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.

Mary Catherine Gibbs, Hart & Gibbs, P.C.

Print Name of Applicant or Agent

700 N. Fairfax Street, Suite 600

Mailing/Street Address

Alexandria, VA 22314

City and State

Zip Code

Signature

(703) 836-5757

(703) 548-5443

Telephone #

Fax #

mcgibbs@hartlanduselaw.com

Email address

December 20, 2018 /amended January 31, 2019

Date

DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: _____

Received Plans for Completeness: _____

Fee Paid and Date: _____

Received Plans for Preliminary: _____

ACTION - PLANNING COMMISSION: _____

ACTION - CITY COUNCIL: _____

ALL APPLICANTS MUST COMPLETE THIS FORM.

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

1. The applicant is: (check one)

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

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

Rajnikant Patel - 4892 Annamohr Drive, Fairfax, VA 22030 - 50%

Bharti Patel - 4892 Annamohr Drive, Fairfax, VA 22030 - 50%

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

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

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

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than 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.	Rajnikant Patel	4892 Annamohr Dr, Fairfax, VA 22030	50%
2.	Bharti Patel	4892 Annamohr Dr, Fairfax, VA 22030	50%
3.			

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 802-808 N. Washington St, Alex, VA (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.	Same as above		
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. Rajnikant Patel	None	
2. Bharti Patel	None	
3. Shakti, LLC	None	

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.

~~12/20/18~~
Date
1/31/19

Mary Catherine Gibbs
Printed Name

Mary Catherine Gibbs
Signature

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

The applicants are the owners of the Towne Motel and the historic townhouse located adjacent to it. They are seeking an extension of the previously granted DSUP in order to redevelop the property and renovate the existing townhouse, incorporating it into a new hotel building.

The existing hotel was built in 1955. The proposal has been heard and approved for a certificate of appropriateness by the BAR for the Old and Historic District on June 21, 2017. The plan seeks to demolish the existing motel and relocate the townhouse approximately 20 feet south of its current location, and build a new hotel with approximately 93 rooms in its place (some of which will be located in the townhouse itself). The BAR approved the demolition of the motel building and the relocation of the townhouse at its June 18, 2015 meeting.

All the details of the plan remain as they were presented on the final site plan that has been processed by the City. The FSP has been approved for its mylar submission but it is too close to the expiration date of this DSUP so we are seeking an extension thereof. See attached letter regarding reasons for the delay.

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

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

24 hours a day, 7 days a week (typical for a hotel with 93 rooms)

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

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

Approximately 20 employees, in three shifts (am, pm and overnight)

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

Day	Hours	Day	Hours
7 days	24 hours		

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

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

Typical noise from a hotel of this size

B. How will the noise from patrons be controlled?

The majority of the hotel noise will occur inside the hotel, and all the vehicular service by the valet will occur either in the rear surface court or on Madison Street if a valet drop off is approved.

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

N/A

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

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

Typical type from a hotel of this size

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

Typical amount fro a hotel of this size

- C. How often will trash be collected?

Weekly or more on an as-needed basis

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

Hotel staff will be charged with monitoring the site for refuse from the hotel

9. Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?☐ Yes. ☒ No.

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

10. Will any organic compounds (for example: paint, ink, lacquer thinner, or cleaning or degreasing solvent) be handled, stored, or generated on the property?☒ Yes. ☐ No.

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

Cleaning solutions to clean hotel rooms, restrooms and common areas

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

The hotel will have typical security measures for a hotel of this size and the garage will only be accessible by
the valets

ALCOHOL SALES

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

☐ Yes. ☒ No.

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

PARKING AND ACCESS REQUIREMENTS

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

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

66

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

Standard spaces
Compact spaces
Handicapped accessible spaces
Other

49 total

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

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

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

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

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

- A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance? 2
- B. How many loading spaces are available for the use? 1
- C. Where are off-street loading facilities located?
At the rear of the building on the north side of the lot, screened from the drive aisle and properties to the north
- D. During what hours of the day do you expect loading/unloading operations to occur?
7am - 7pm
- E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
Once a day, or more as necessary for typical hotel of this size

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?

Street access is adequate

VALET PARKING

Zoning Ordinance Section 11-513(N)

Qualify for Administrative Review?

Will the proposed valet parking be located in the King Street Overlay zone? ☐ Yes ☒ No

If yes, the business qualifies for administrative review. If no, speak to P&Z staff about the full SUP process.

WORKSHEET – Answer each question. Attach a separate sheet of paper if necessary.

VALET PARKING PLAN



Please provide a copy of the plan with your application.

A detailed plan must be submitted showing and explaining all components of the valet parking, including at least the following:

- (a) The location of the drop off area as well as the location for the parked vehicles to be stored;
- (b) The proposed days and hours of operation of the valet parking plan;
- (c) The number of spaces available at the vehicle storage site, which must be of sufficient capacity for the use or uses from which vehicles will be valeted;
- (d) Adequate assurance that the owner and operator of the vehicle storage site is agreeable to the proposed valet plan;
- (e) The size and design of the drop off site and identification of any on street parking spaces that will be lost during the period that the valet parking plan is in effect, such spaces to be kept to a minimum;
- (f) Demonstration that the location of the drop off site will not interfere with traffic, remaining parking, bus stops, or transit passengers or pedestrians;
- (g) The proposed graphics for the drop off site, including signage and uniformed staff, with sufficient visibility but designed to be compatible with the streetscape as determined by the director;
- (h) The proposed number of attendants, which must be sufficient to adequately staff the operation; and
- (i) If the proposed valet plan includes more than one business, the identity of the party or entity responsible for compliance with the approved valet parking plan.

LOCATION OF STORED VEHICLES



Vehicles may not be parked or temporarily stored by an attendant on streets or sidewalks.

Where will the parked vehicles be stored?

SHARED PARKING PROGRAM



No structures are permitted in conjunction with a valet parking program, unless associated with a shared parking program among several businesses, and only after the design is reviewed for comment by the Old and Historic Alexandria District Board of Architectural Review. Please review Section 11-513 (N) of the Zoning Ordinance for more detail.

Are any structures proposed as part of the valet parking program?



If so, please include a detailed description and plan for the structure with your application. Attach a separate sheet, if necessary.

Is the program part of a shared parking program with other businesses?



If so, please describe the program and identify the other businesses to be included. Attach a separate sheet.

Complete the Administrative Special Use Permit Application on the following pages.



SUP # 2 1

Administrative Special Use Permit Application

PROPERTY LOCATION: 802-808 N. Washington Street

ZONE: CDX TAX MAP REFERENCE: 054.04-02-07 & -06

APPLICANT'S INFORMATION:

Applicant: Shakti, LLC Business/Trade Name: _____

Address: 808 N. Washington Street, Alexandria VA 22314

Phone: (703) 836 5757 Email: McGibbs@hartlanduselaw.com

PROPOSED USE:

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input checked="" type="checkbox"/>

Day Care Center
Light Auto Repair
Overnight Pet Boarding
Outdoor Garden Center
Catering Business
Valet Parking

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Restaurant
Outdoor Dining (exclude King Street Retail
Live Theater
Outdoor Food and Crafts Market Center
Outdoor Display
Massage Establishment

Please read and sign after the statement:

I have read and understand the general standards and the requirements for the use for which I am applying and have attached the Worksheet for the use.

Signature: *Robert*

Please submit the following with this application form:

Site Plan - At a minimum, show and label the subject property, surrounding buildings, and streets. Show, label and give dimensions for all parking spaces, entrances and exits, and trees and shrubbery.

Floor Plan - At a minimum, show and label all interior features inside and outside seats, tables, counters, equipment, etc. as appropriate to the use. Show, label and give dimensions for all entrance and exit doors and windows, rooms/areas, staircases, elevators and bathrooms.

Worksheet for specific use from Checklist and Worksheet package.

PROPERTY OWNER'S AUTHORIZATION

As the property owner, I hereby grant the applicant use of 802-808 N. Washington Street
(property address), for the purposes of operating a _____ (use)
business as described in this application.

I also grant permission to the City of Alexandria to visit, inspect, photograph and post placard notice on my property.

Name: Rajnikant Patel, S h a k t i L L C Phone: _____

Address: 4892 Annamohr Drive Fairfax, VA 22030 Email: townemotel 808@gmail.com

Signature: *Rajnikant Patel* Date: 2/12/19

I. 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 and the percent of ownership.

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.

USE CHARACTERISTICS

2. Please give a brief statement describing the use:

This is a request for an extension of a previously approved new hotel, which was looking to utilize valet parking for all of its parking in the proposed underground garage. The garage will be accessed along the rear alley of the property. No other parking will be permitted in the garage at this time. The parking standards have changed since this application was originally approved and now there is sufficient parking in the garage to meet the standards so no parking reduction is necessary for the tandem spaces that are in the garage. However, now the Applicant does not need the tandem spaces to meet the parking requirement. As such, the Applicant continues to want to have approval for use of a valet as needed.

3. Please describe the proposed hours of operation:

Days	Hours
Daily	24/7

Or give hours for each day of the week

Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

4. 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).

The proposal is for a 98 room hotel, so the typical number of guests of a hotel of that size.

- B. How many employees, staff and other personnel do you expect? Specify time period (i.e., day, hour, or shift).

The valet operation will have typically 2-3 employees on a regular 8 hour shift, am/pm/overnight

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

47 Standard and compact spaces
3 Handicapped accessible spaces
 Other

B. Please give the number of:

Parking spaces on-site 50

Parking spaces off-site _____

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

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

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

Three for the valet operation

B. Where are off-street loading spaces located?

In the court at the southwest corner of the site

C. During what hours of the day do you expect loading/unloading operations to occur?

NA

D. How frequently are loading/unloading operations expected to occur per day or per week?

NA

7. If any hazardous materials or organic compounds (for example paint, ink, lacquer thinner, or cleaning or degreasing solvent), as defined by the state or federal government, will be handled, stored, or generated on the property, provide the name, monthly quantity, and specific disposal method below:

NA

APPLICANT'S SIGNATURE

Please read and initial each statement:

Initial: _____ THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 11-500 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

Initial: _____ 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.

MaryCatherine Gibbs

Print Name of Applicant or Representative

MaryCatherine Gibbs 2/6/19
Signature by J Scott Date

If this application is being filed by someone other than the business owner (such as an agent or attorney), please provide the information below:

Representative's Address:

Phone: (703) 836 5757

Email: Mcgibbs@hartlanduslaw.com

Fax: (703) 548 5443