



***DOCKET ITEM #11  
Episcopal High School  
Development Special Use Permit # 2018-0019  
New Track and Field***

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<b>Application</b>	<b>General Data</b>	
<b>Project Name:</b> Episcopal High School Hoxton Field	PC Hearing:	May 7, 2019
	CC Hearing:	May 18, 2019
	If approved, DSUP Expiration:	May 18, 2022
	Plan Acreage:	±132-Acres
<b>Location:</b> 1200 North Quaker Lane	Zone:	R-20, Single-Family Residential
	Proposed Use:	Private School
	Dwelling Units:	N/A
	Gross Floor Area:	664,733 Square Feet
<b>Applicant:</b> The Protestant Episcopal High School in Virginia, represented by Duncan W. Blair, Esq.	Small Area Plan:	Seminary Hill/Strawberry Hill
	Historic District:	N/A
	Green Building:	N/A

<b>Purpose of Application:</b>
Public hearing and consideration of a request for a development special use permit and site plan to permit the expansion of a private school for the construction of a new track & field and related athletic facilities (amending DSUP#2017-0021).
<b>Special Use Permits and Modifications Requested:</b>
Development special use permit with site plan to / for:
1. Permit the expansion of a private school for the construction of a new track & field and related athletic facilities.

<b>Staff Recommendation: APPROVAL WITH CONDITIONS</b>
<b>Staff Reviewers:</b> Robert M. Kerns, AICP, Chief of Development Dirk H. Geratz, AICP, Principal Planner Carson C. Lucarelli, Urban Planner II
<a href="mailto:Robert.Kerns@alexandriava.gov">Robert.Kerns@alexandriava.gov</a> <a href="mailto:Dirk.Geratz@alexandriava.gov">Dirk.Geratz@alexandriava.gov</a> <a href="mailto:Carson.Lucarelli@alexandriava.gov">Carson.Lucarelli@alexandriava.gov</a>

## **I. SUMMARY**

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

Staff recommends approval of a Development Special Use Permit to permit the expansion of a private school for the construction of a new track & field and related athletic facilities.

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

Episcopal High School is a boarding school located on a +/- 132-acre campus at 1200 N. Quaker Lane in the Seminary Hill neighborhood of Alexandria. The applicant is seeking a development special use permit to expand the private school by constructing a new track & field, along with a new surface parking lot and private drive with controlled vehicular access to West Braddock Road.

## **II. BACKGROUND**

### ***A. Procedural Background***

Episcopal High School is a private boarding school located in the R-20 residential zoning district. Within this zone, private schools are deemed a special use pursuant to Section 3-103(D) of the Zoning Ordinance. The applicant is planning to construct a new athletic field, a small storage building, and a parking lot with private driveway access to West Braddock Road. This proposal requires an amendment to their development special use permit, as submitted.

### ***B. Site Context***

Episcopal High School occupies one of the largest contiguously owned parcels in the city. Due to its size, and the orientation of the buildings, it feels more like a college campus than a traditional high school. The campus is contiguous to the Virginia Theological Seminary and two single-family subdivisions to the immediate south. The school itself is located centrally within the Seminary Hill neighborhood. The property is also densely forested and enjoys a crown coverage of approximately 44%. The densest of this crown coverage is concentrated in the northwest corner of the tract.

The site is bounded by West Braddock Road to the north, North Quaker Lane to the east, Seminary Road to the south and North Howard Street to the west. The four streets which envelope the site are all anchored by DASH bus service.

The site also boasts impressive historic ties. During the Civil War, the area was home to numerous Union Army encampments- many of which have laid undisturbed for more than a century and a half. In fact, one of the nation's best-preserved examples of such a defense, Fort Ward, is located directly across from the site, along West Braddock Road.

### ***C. Site History***

Episcopal High School was founded in 1839 when it opened its doors to 35 boys on an 80-acre campus. During the federal occupation of Alexandria from 1861 – 1866, the school was closed as it became a hospital for Federal troops during the Civil War. The school has since grown to approximately 430 students on a campus of +/- 132 acres. In 1991 the school became coeducational and girls now make up approximately 45% of the student population. The campus has incrementally expanded its footprint on the site over the years, most recently in 2017 with an additional six faculty townhomes.

### ***D. Detailed Project Description***

As a boarding school, all students reside on-site in student housing and have access to a host of amenities such as dining, recreational and library- much like a small college. The school has significantly expanded its campus by adding to the number of buildings over the years. Recent projects include the expansion of the Centennial Gym in 2008, the expansion of Townsend Hall in 2011, as well as several series of faculty homes, as recent as 2017.

The high school is requesting a DSUP to expand a private school by constructing a new track & field with related facilities. The existing Hoxton Field, which was built in the 1930s, no longer meets regulation standards. It is the school's desire to construct a new one of more conventional specifications in the northwest corner of the site. The field will be equipped with the usual bleacher seating and scoreboard but will not feature permanent outdoor stadium lighting.

Since the new athletic field will not be vehicularly accessible from the rest of the campus, the applicant is proposing an additional curb cut along the southside of the West Braddock Road public right-of-way, adjacent to an existing DASH bus stop. The new curb cut is proposed to align with the entrance to Ft. Ward, a City of Alexandria public park, thereby creating a new intersection along the street. Access to this new drive will be controlled by a gate, with ingress/egress limited only to game days. The private drive, which is loop-styled in nature, terminates into a proposed 39-space asphalt parking lot. This drive will also serve as the staging area for athletic buses during game day events- which are anticipated to not exceed more than 10 per annum.

In addition to the new track & field, the school also proposes a small, 2,000SF shed immediately north of the athletic facility. The open-air shed, which sits in between the field and the parking lot, utilizes a material palette that takes cues from an old farmhouse. Brick piers will act as the foundation for the natural timber columns that frame the shed's form. These same timbers will also be utilized to span the structure's gabled roof, which rises to a maximum height of 19' and is clad in aluminum standing seam panels. Together, these elements create an open-air gathering space – much like a horse stable. Brick masonry will be utilized to fully enclose only a small portion (624SF) of the pavilion. This area will be utilized primarily for storage. In keeping with the agrarian character, the shed's primary

entrance will be an 8' x 8' carriage-house style door.

### ***E. Campus Master Plan***

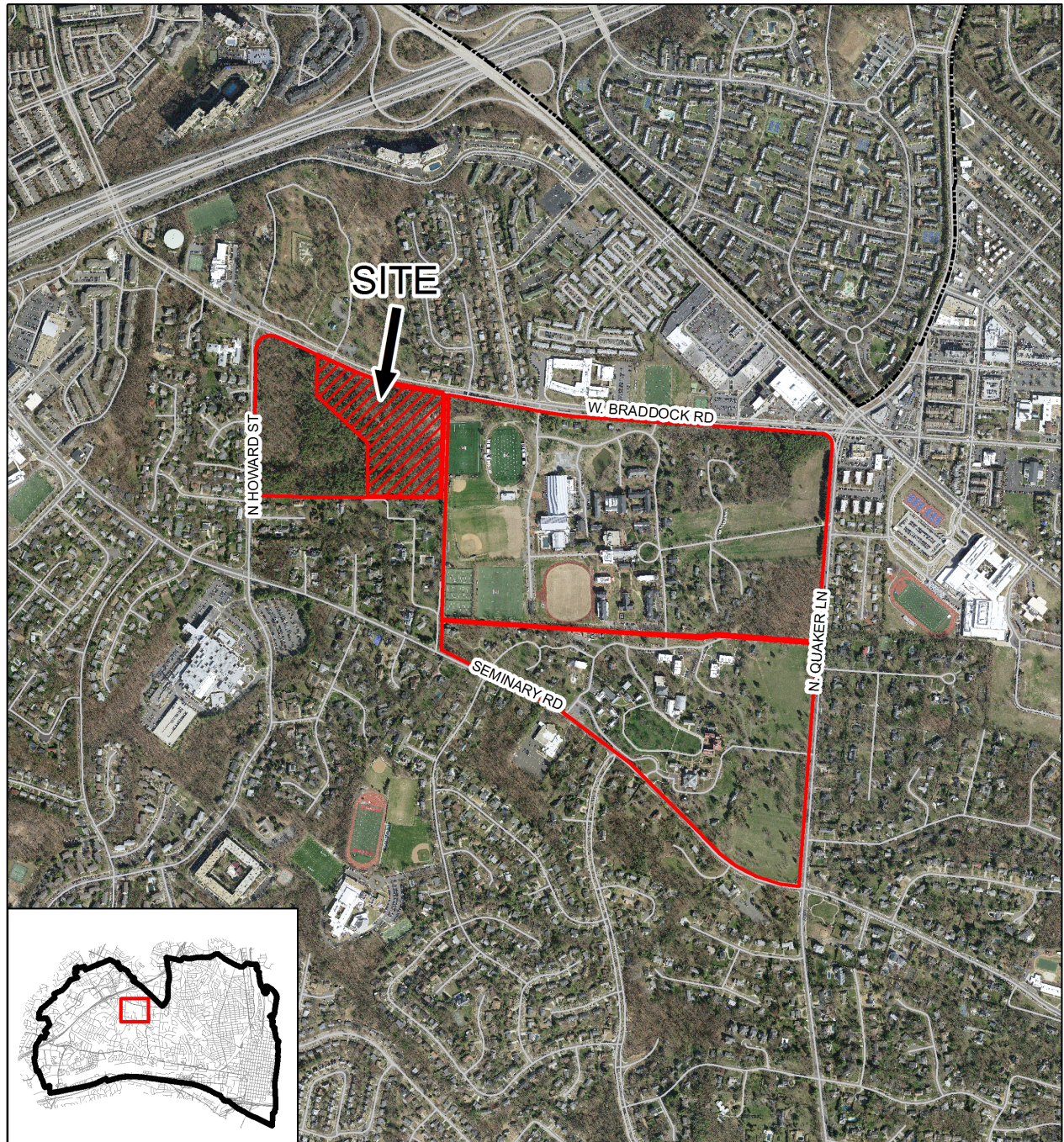
It is also the applicant's desire to receive approval for a campus building "plan," which would in theory, grant land use approvals for *future* campus building footprints. The "plan" is representative of the campuses long term (10-15 year) vision for growth and development. The building footprints identified on the "plan" are located where the existing track and field is situated. By situating the new track and field to the west of Stadium Drive, it allows the school to concentrate their future infill opportunities within the campuses core. The proposed footprints identified on the "plan" include two new dormitories, an addition to an existing classroom building and a new health center. Staff endorses the applicant's concept but cannot proceed with a recommendation on the request as a regulatory framework for processing such blanket approvals does not exist.

## **III. ZONING**

The entire school campus is zoned R-20/single-family residential. Section 3-103(D) of the Zoning Ordinance allows a private school in this zone by special use permit only. As such, an expansion or intensification of a private school also requires a SUP. The school is also located within the boundaries of the Seminary Hill / Strawberry Hill Small Area Plan (The Plan) which identifies the subject property as an institutional use. The school use and the proposed expansion are consistent with this designation and in compliance with the Master Plan. A major goal of the Plan is the preservation of the existing tree canopy and densely wooded, low-density single-family character. Properties within the zone are required to maintain a minimum coverage of 25%.

Property Address:	1200 North Quaker Lane	
Total Site Area:	+/- 133 acres or 5,662,800 square feet	
Zoning District:	R-20/Single-family Residential	
Current Use:	Private School (Special Use)	
Proposed Use:	Private School – Track & Field (Special Use)	
	<b>Permitted/Required</b>	<b>Proposed</b>
FAR:	0.25	0.12 (existing campus wide) 0.12 (with storage shed)
Height:	40 feet	N/A
Open Space:	N/A	123 Acres +/- existing
Parking:	N/A	N/A
Canopy (Crown) Coverage:	25%	41% (2,314,342 Square Feet)





**Development Special Use Permit #2018-0019**  
**1200 North Quaker Lane (Parcel**  
**Address: 4200 West Braddock Road)**



0 495 990 1,980 Feet

PROJECT LOCATION MAP



## **IV. STAFF ANALYSIS**

### ***A. Conformity with Small Area Plan***

Episcopal High School is located within the Seminary Hill/Strawberry Hill Small Area boundaries. The small area plan contains objectives and recommendations which help inform land use and future development. Some of these objectives and recommendations are supported by the school addition include:

- The desire to maintain institutional uses, including schools, within the plan boundaries;
- Ensure preservation of open space; and
- Preserve community character.

Due to its role as a hospital during the Civil War, the property is considered historically significant. As such, the applicant has agreed to work with P&Z and the City Archaeologist on creating a visual interpretation of the property's historical past. This may include historical signage along the Braddock Street right of way, within the property's frontage, depicting the history of the site as a Civil War encampment, as well as any archaeological evidence uncovered during construction.

The proposal will necessitate the removal of more than 1,000 trees from the site- some of which contribute significantly to the campuses generous canopy coverage. Following this disturbance, the applicant will maintain well above the 25% required crown coverage. However, the relocation of the field to the northwest quadrant threatens the densely wooded character that defines the school. In an attempt to further offset the loss of so many trees, the city is requesting that the applicant plant, in addition to their reforestation plan, an amount of trees whose canopy would be equal to the size of the new field- about 1,250SF of canopy or 71 trees. Staff will work with the applicant during final site plan on the exact location of these plantings. To these ends, staff finds the proposed site plan to be complementary of the goals of the small area plan. Even after the removal of the trees the overall campus crown coverage will be 41%.

### ***B. Green Building and Sustainable Design***

There are no significant building's being proposed with this site plan aside from modest, largely open-air storage shed. Never the less, the applicant will be installing stormwater Best Management Practice (BMP) facilities with the new athletic field and associated parking lot.

### ***C. Vehicular and Pedestrian Mobility***

The proposed development does not trigger the need for additional parking on the site. However, in order to support future gameday events, which the school estimates will be fewer than 10 per year, the applicant must introduce a new curb cut along the southside of the West Braddock right of way. The driveway, whose access will be controlled and restricted to game days, enters the property to create a new loop-style street that terminates into a 29-space parking lot. Neither the

proposed private drive, nor the parking lot, are vehicular accessible to rest of the school's roadway network.

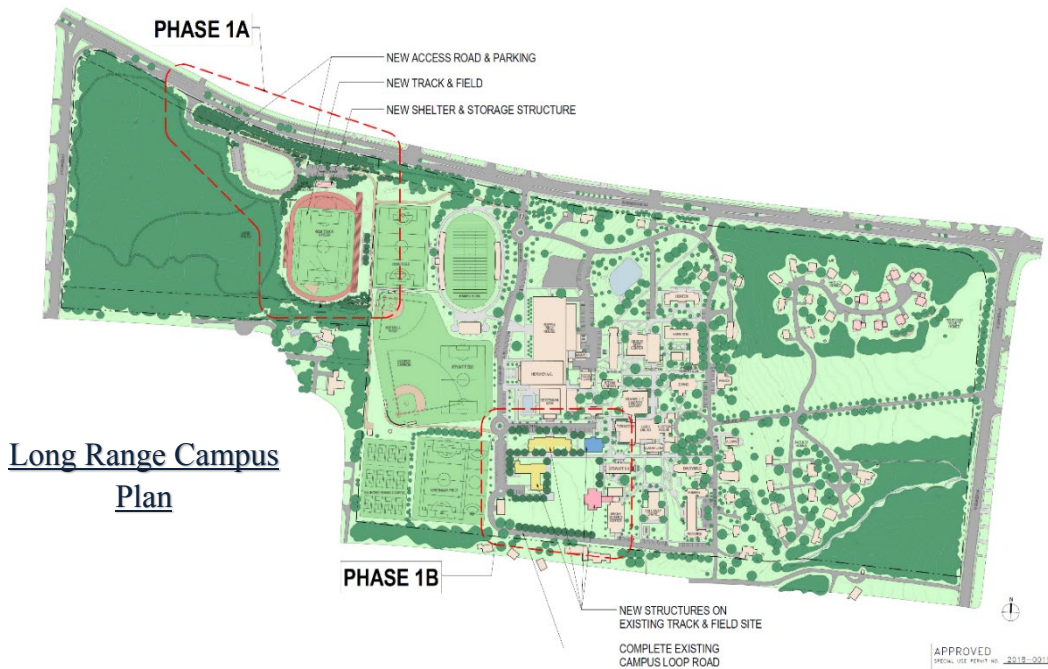
Because the applicant's site plan proposes the creation of a new intersection, staff, in coordination with T&ES, have created specific conditions to ensure safe and comfortable travel for pedestrian users along the roadway. These recommendations and enhancements, which include high-visibility crosswalks and a signal actuated pedestrian beacon, will create a safer connection between the site and the surrounding community.

## V. CONCLUSION

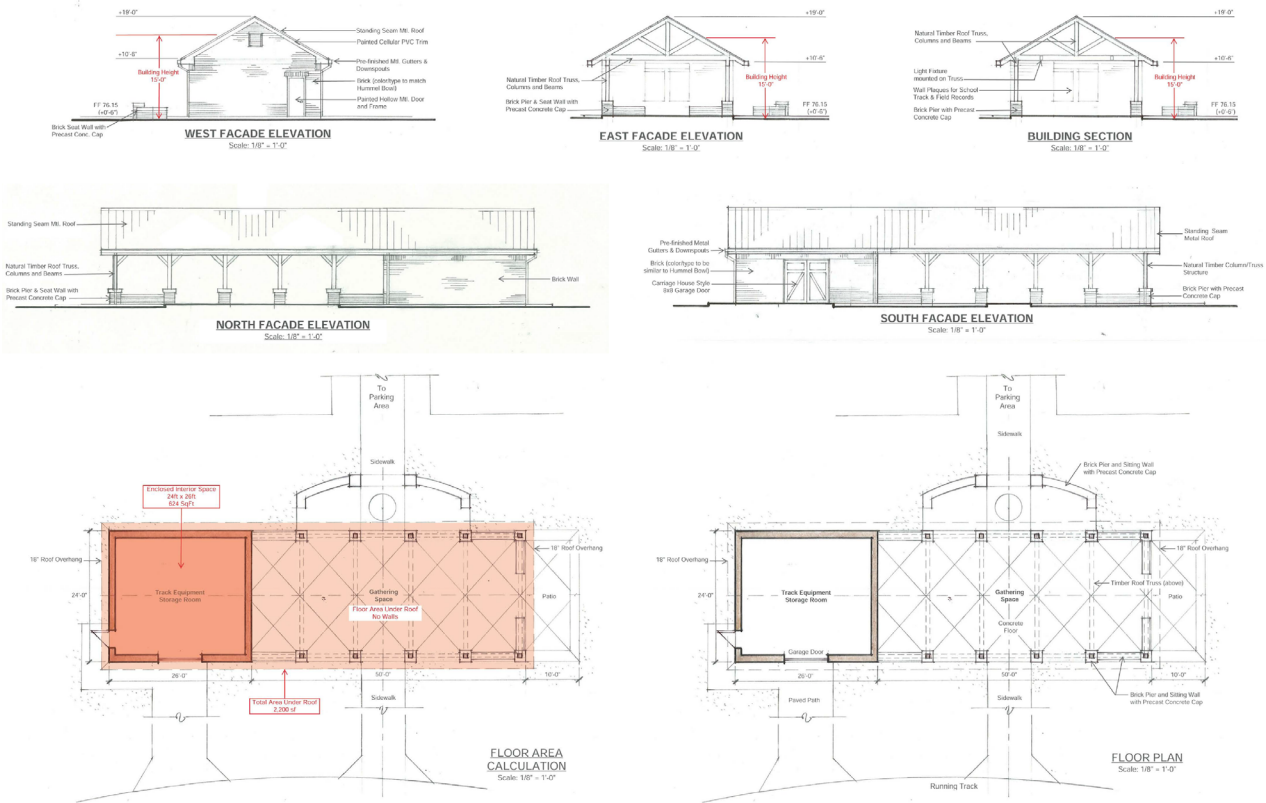
Staff finds that this development special use permit request meets the standards and requirements for special uses and that no negative impact on adjoining properties is anticipated. Therefore, staff recommends approval of the special use permit subject to the following conditions.

## VI. GRAPHICS

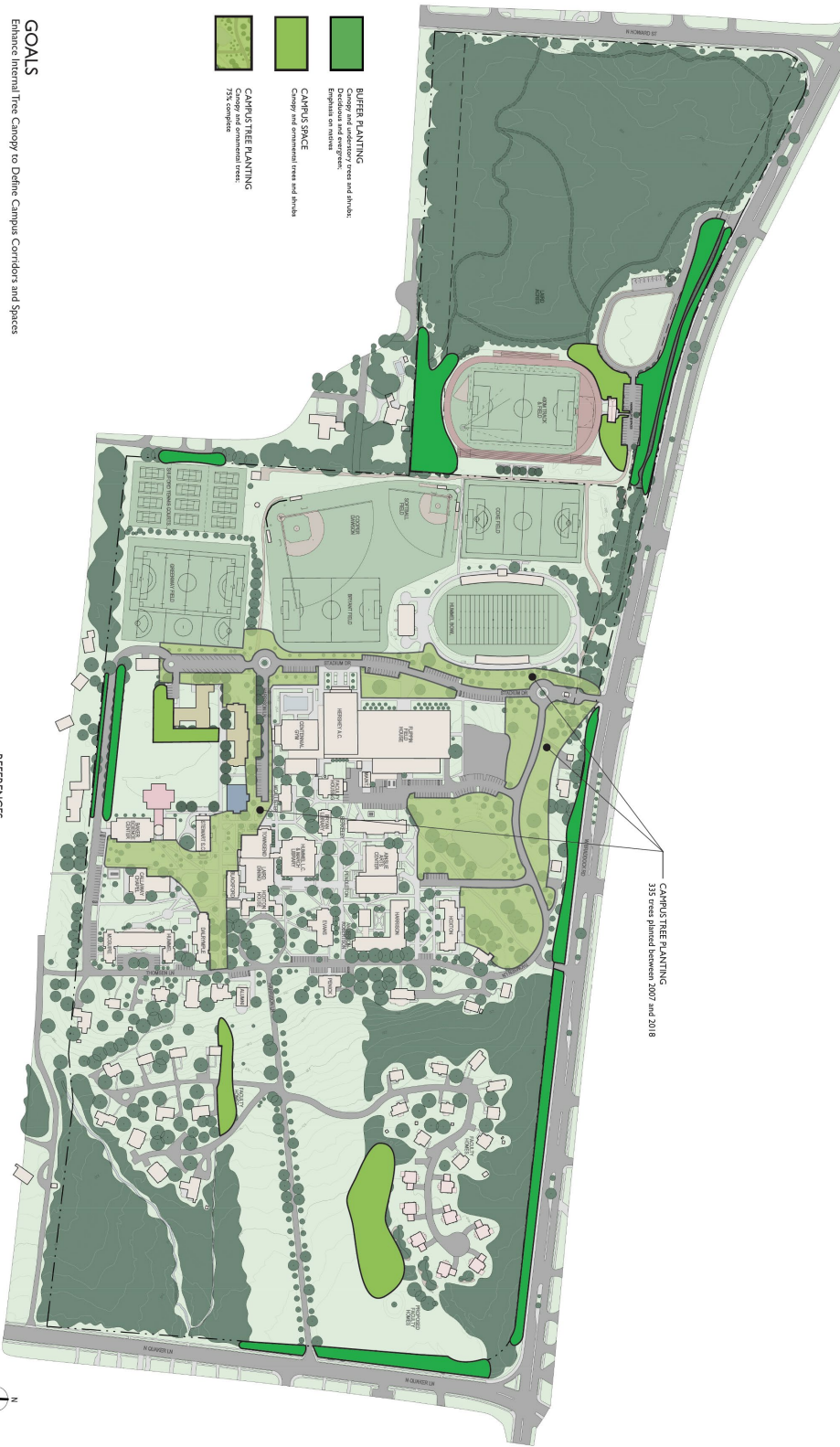




**Proposed Storage Shed**



**Forest Restoration Plan**



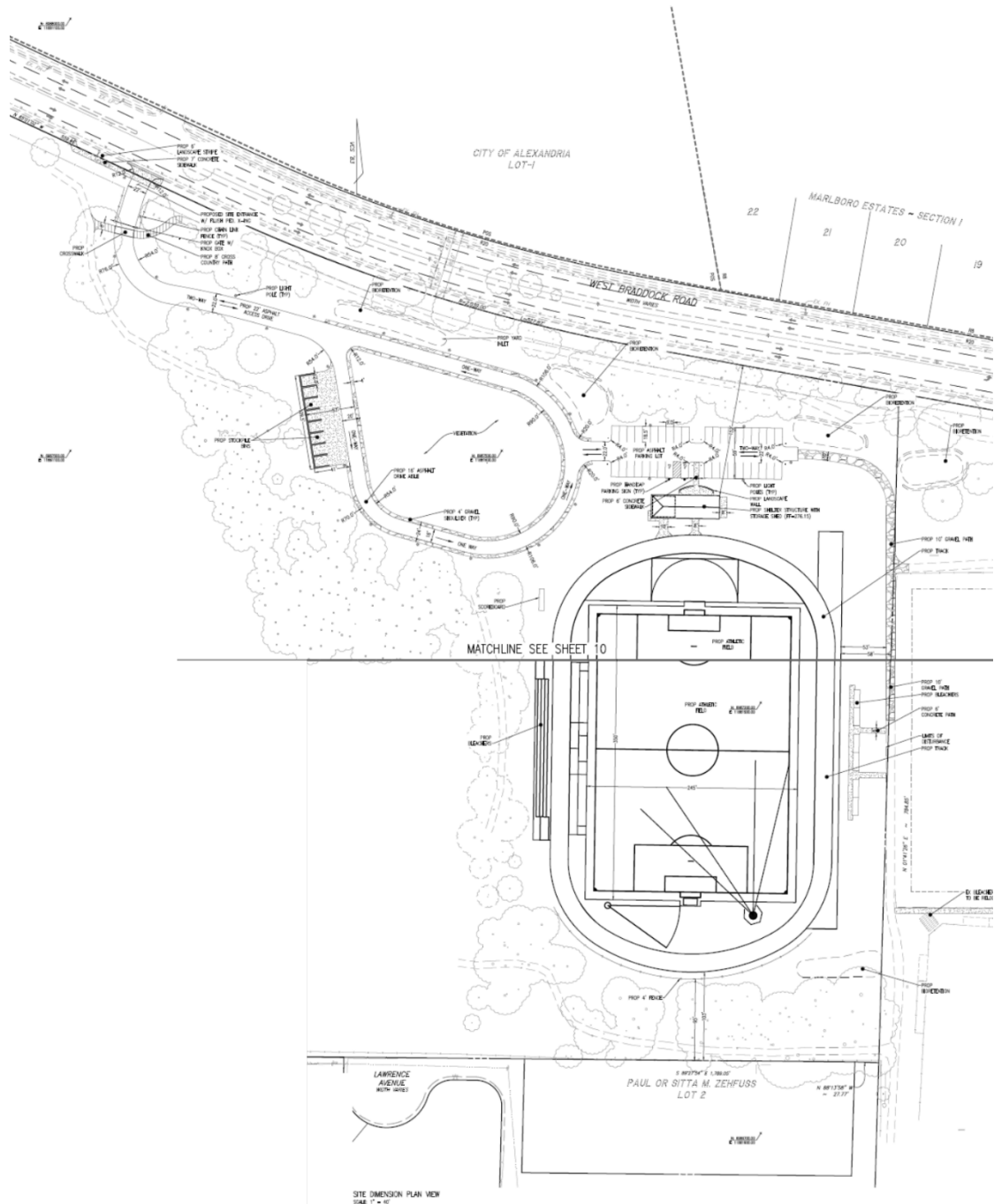
EPISCOPAL HIGH SCHOOL  
FOREST RESTORATION PLAN  
12.12.2018



**Canopy Coverage Analysis**



## Site Plan



**STAFF RECOMMENDATIONS:**

1. The Final Site Plan shall be in substantial conformance with the preliminary plan dated February 1, 2019 and comply with the following conditions of approval.

**A. PEDESTRIAN/STREETSCAPE:**

2. Provide the following pedestrian improvements shown on the site plan to the satisfaction of the Directors of P&Z and T&ES:
  - a. Complete all pedestrian improvements prior to the issuance of a final building inspection.
  - b. Install ADA accessible pedestrian crossings across West Braddock Road.
  - c. Construct all concrete sidewalks within City ROW to City standards. The minimum unobstructed width of newly constructed sidewalks shall be 7 feet.
  - d. Sidewalks shall be flush across the proposed vehicular site entrance on West Braddock Road.
  - e. All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards crossing West Braddock Road.
  - f. 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.
  - g. 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 to minimize any potential visible impacts.
  - h. Provide an upgraded 7-foot sidewalk with a 6-foot buffer strip from the proposed driveway to the bus stop to the west of the site on the south side of Braddock Road as shown on the preliminary plans.
  - i. Provide a pedestrian connection from the sidewalk along Braddock Road in front of the site to the pedestrian paths internal to the site.
  - j. Provide a crosswalk with rapid rectangular flashing beacons and a median pedestrian refuge across Braddock Road near the intersection of the proposed site driveway. The crosswalk shall be a high visibility crosswalk and curb ramps shall be provided at each end.
  - k. Move the gate closer to Braddock Road or provide adequate signage or another approved notification mechanism to indicate when the Braddock Road entrance is closed.
  - l. Provide a pedestrian warning sign at the path crossing.
  - m. Provide a stop bar behind the sidewalk crossing at the driveway entrance/exit to Braddock Road. \*\*\* (P&Z) (T&ES)



**B. OPEN SPACE/LANDSCAPING:**

3. Develop, provide, install and maintain an integrated Landscape Plan with the Final Site Plan that is coordinated with other associated site conditions to the satisfaction of the Director of P&Z. Landscape plans shall be submitted in accordance with the City of Alexandria's Landscape Guidelines, and at a minimum shall:
  - a. Provide an enhanced level of detail for all proposed landscape installations including street, canopy, evergreen, and multi-trunk trees, shrubs, perennials, and groundcovers. If any landscape plantings are proposed, they shall be limited to plant material that is horticulturally acclimatized to the Mid-Atlantic and Washington, DC National Capital Region.
  - b. Ensure positive drainage in all planted areas.
4. Hire a professional consultant to work with staff and the landscape designers to incorporate and interpret elements of the historical character and archaeological findings into the design of the open space and to prepare interpretive elements, which shall be erected as part of the development project. The site plan shall indicate themes and locations of interpretive elements. The consultant shall provide text and graphics for the interpretive elements subject to approval by the Office of Historic Alexandria/Alexandria Archaeology and the Directors of P&Z. The location of such cultural and/or interpretive signage will be determined by the City during the review of the final site plan. \* (Arch)(P&Z)

**C. TREE PROTECTION AND PRESERVATION:**

5. Provide, implement and follow a tree conservation and protection program that is developed per the City of Alexandria Landscape Guidelines and to the satisfaction of the Directors of P&Z and RP&CA. A Tree Conservation and Protection Plan shall be approved by the City Arborist prior to Final Site Plan release. (P&Z) (RP&CA)
6. A fine shall be paid by the applicant in an amount not to exceed \$10,000 for each destroyed tree, as a result of construction, with at least a 10-inch caliper that is not identified "to be removed" (TBR) on the Preliminary Plan, and/or the City may request that replacement trees of similar caliper and species be provided for damaged trees if the approved tree protection methods have not been followed. The replacement trees shall be installed and if applicable the fine shall be paid prior to the issuance of the last certificate of occupancy permit. \*\*\* (P&Z) (RP&CA)

The applicant shall also be required to replant an amount of trees whose crown coverage is commensurate to and / or greater in square footage than the new field being built- or approximately 1,250 square feet. This shall be in addition to the

future buffer and campus plantings proposed on the reforestation plan, which was received by the City on March 27, 2019. Tree species and caliper to be determined by the City at final site plan.

**D. SITE PLAN:**

7. 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)
8. Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z and T&ES. These items include:
  - a. Location of site utilities including above grade service openings and required clearances for items such as transformers, telephone, HVAC units and cable boxes.
  - b. Minimize conflicts with plantings, pedestrian areas and major view sheds.
  - c. Do not locate above grade utilities in dedicated open space areas and tree wells.
  - d. If applicable, all utilities shall be screened from the public ROW to the satisfaction of the Director of P&Z. (P&Z) (T&ES)
9. Provide a lighting plan with the Final Site Plan to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of T&ES and/or P&Z in consultation with the Chief of Police and shall include the following:
  - a. Clearly show location of all existing and proposed site lights within the project area, shading back less relevant information.
  - b. A lighting schedule that identifies each type and number of all fixtures, mounting height, and strength of fixture in Lumens or Watts within the project area.
  - c. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s) and security lighting.
  - d. A photometric plan with lighting calculations that include all existing and proposed light fixtures on-site within the project area.
  - e. All light pole foundations shall be concealed from view.
  - f. The lighting for the areas not covered by the City of Alexandria's standards shall be designed to the satisfaction of Directors of T&ES and P&Z.
  - g. Provide numeric summary for various areas (i.e., roadway, walkway/ sidewalk, alley, and parking lot, etc.) in the proposed project area.
10. Provide a georeferenced CAD file in .dwg format of the dimension plan of the project area. This information will be used to compile a master CAD reference to

ensure all elements are correctly located and will connect.\* (P&Z) (DPI)

**E. PARKING:**

11. Provide a Parking Management Plan with the Final Site Plan submission to provide details for how parking will be managed for large events using the new athletic facilities. (T&ES)

**F. CONSTRUCTION MANAGEMENT:**

12. Submit a separate construction management plan to the Directors of P&Z, T&ES and Code Administration prior to Final Site Plan release. In this plan:
  - a. No street lights shall be removed without authorization from the City of Alexandria.
  - b. Include an analysis as to whether temporary street or site lighting are needed for safety during the construction on the site and how it is to be installed.
  - c. Include the location and size of proposed construction trailers, if any;
  - d. Provide a detailed sequence of demolition and construction of improvements in the public right of way along with an overall proposed schedule for demolition and construction;
  - e. Include references to appropriate details and standards to be used in the development of Maintenance of Traffic Plans (MOTs) that will be required for right of way permits, to include references for proposed controls for traffic movement, lane closures, construction entrances and storage of materials;
  - f. Copies of the MOT(s) approved for the right of way permits shall be posted in the construction trailer and given to each subcontractor before they commence work. (P&Z) (T&ES)
13. Provide off-street parking for all construction workers without charge to the construction workers. Construction workers shall not be permitted to park on-street, and the applicant shall be responsible for ensuring that all contractors use the off-street parking provided. For the construction workers who use Metro, DASH, or another form of mass transit to the site, the applicant shall subsidize a minimum of 50% of the fees for mass transit. Compliance with this condition shall be a component of the construction management plan, which shall be submitted to the Department of P&Z and T&ES prior to Final Site Plan release. This plan shall:
  - a. If the off-street construction workers parking plan is found to be violated during 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)

14. The sidewalks shall remain open during construction or pedestrian access shall be maintained to the satisfaction of the Director of T&ES throughout the construction of the project. The maintenance of pedestrian access shall be included in the Construction Management Plan and will be approved by T&ES. (T&ES)
15. Any bicycle facilities adjacent to the site shall remain open during construction. If a bicycle facility cannot be maintained on the street adjacent to the site, a detour for bicyclists shall be established and maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)
16. No major construction staging shall be allowed within the public right-of-way on **Braddock, N. Quaker, Seminary or Van Dorn Streets**. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. \*\* (T&ES)
17. Transit stops adjacent to the site shall remain open if feasible for the duration of construction. If construction forces the closure of the stop at the Eastbound side of Braddock Road, 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)
18. 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)
19. Prior to commencing clearing and grading of the site, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified a minimum of 14 calendar days prior to the meeting date, and the meeting must be held before any permits are issued. (P&Z) (T&ES)
20. 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 T&ES. (P&Z) (T&ES)

21. Implement a waste and refuse control program during the construction phase of this development. This program shall control wastes such as discarded building materials, concrete truck washout, chemicals, litter or trash, trash generated by construction workers or mobile food vendor businesses serving them, and all sanitary waste at the construction site and prevent offsite migration that may cause adverse impacts to neighboring properties or to the environment to the satisfaction of Directors of T&ES and Code Administration. All wastes shall be properly disposed offsite in accordance with all applicable federal, state and local laws. Provide information on the program in construction management plan. If program is implemented in coordination with green building certification, include documentation as appropriate per the City's Green Building Policy and conditions herein. (T&ES)
22. Temporary construction trailer(s) shall be permitted and be subject to the approval of the Director of P&Z. The trailer(s) shall be removed prior to the issuance of a final certificate of occupancy permit. \*\*\* (P&Z) (Code)
23. 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)
24. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
25. If there are outstanding performance, completion or other bonds for the benefit of the City in effect for the property at such time as it may be conveyed or sold to a party other than the applicant, a substitute bond and associated documents must be provided by that party or, in the alternative, an assignment or other documentation from the bonding company indicating that the existing bond remains in effect despite the change in ownership may be provided. The bond(s) shall be maintained until such time that all requirements are met and the bond(s) released by the City. (T&ES)

**G. STREETS / TRAFFIC:**

26. 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)

27. Mark all private street signs that intersect a public street with a fluorescent green strip to notify the plowing crews, both City and contractor, that they are not to plow those streets. (T&ES)

**H. UTILITIES:**

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

**I. SOILS:**

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

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

31. Portions of this project site lies within Four Mile Run, Watershed thus stormwater quantity controls in those portions shall be designed to demonstrate that post development stormwater runoff does not exceed the existing runoff quantities for the 2-year, 10-year, and 100-year storm events. (T&ES)
32. The stormwater collection system is located within the Four Mile Run, and Taylor Run watershed. All on-site stormwater curb inlets and public curb inlets within 50 feet of the property line shall be duly marked using standard City markers, or to the satisfaction of the Director of T&ES. (T&ES)
33. Provide Environmental Site Assessment Notes that clearly delineate the individual components of the RPA (where applicable) as well as the total geographic extent of the RPA, to include the appropriate buffer, in a method approved by the Director of Transportation and Environmental Services. The Environmental Site Assessment shall also clearly describe, map or explain intermittent streams and associated buffer; highly erodible and highly permeable soils; steep slopes greater than 15 percent in grade; known areas of contamination; springs, seeps or related features; and a listing of all wetlands permits required by law. (T&ES)

**K. STORMWATER MANAGEMENT:**

34. 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)

-OR-

35. 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)
36. All stormwater Best Management Practices (BMPs) must be designed to comply with the most recent standards and specifications published in the Virginia Stormwater BMP Clearinghouse. Provide complete design details for all BMPs. This includes site specific plan views, cross sections, planting plans, and complete design calculations for each BMP. (T&ES)
37. Provide a BMP table with a separate listing for each individual BMP that includes the name of the practice, total area treated (acres), pervious area treated (acres), impervious area treated (acres), phosphorous removal efficiency (percentage), phosphorous removed by the practice (lbs.), and latitude and longitude in decimal degrees (NAD83) (T&ES)
38. The stormwater Best Management Practices (BMPs) required for this project shall be constructed and installed under the direct supervision of the design professional or his designated representative. Prior to release of the performance bond, the design professional shall submit a written certification to the Director of T&ES that the BMPs are:
  - a. Constructed and installed as designed and in accordance with the released Final Site Plan
  - b. Clean and free of debris, soil, and litter by either having been installed or brought into service after the site was stabilized. \*\*\*\* (T&ES)
39. Surface-installed stormwater Best Management Practice (BMP) measures, i.e. Bio-Retention Filters, Vegetated Swales, etc. that are employed for this site, require installation of descriptive signage to the satisfaction of the Director of T&ES. (T&ES)
40. Submit two (2) originals of the stormwater quality BMP Maintenance Agreement, to include the BMP Schedule and Guidelines Addendum with the City to be reviewed as part of the Final #2 Plan. The agreement must be executed and recorded with the Land Records Division of Alexandria Circuit Court prior to approval of the Final Site Plan. \* (T&ES)

41. The Applicant/Owner shall be responsible for installing and maintaining stormwater Best Management Practices (BMPs). The Applicant/Owner shall execute a maintenance service contract with a qualified private contractor for a minimum of three (3) years and develop an Owner's Operation and Maintenance Manual for all Best Management Practices (BMPs) on the project. The manual shall include at a minimum: an explanation of the functions and operations of the BMP(s); drawings and diagrams of the BMP(s) and any supporting utilities; catalog cuts on maintenance requirements including mechanical or electrical equipment; manufacturer contact names and phone numbers; a copy of the executed maintenance service contract; and a copy of the maintenance agreement with the City. A copy of the contract shall also be placed in the BMP Operation and Maintenance Manual. Prior to release of the performance bond, a copy of the maintenance contract shall be submitted to the City. \*\*\*\*(T&ES)
42. Submit a copy of the Operation and Maintenance Manual to the T&ES Stormwater Management Division on digital media prior to release of the performance bond. \*\*\*\*(T&ES)
43. 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)
44. Prior to the release of the performance bond, the Applicant is required to submit construction record drawings for permanent stormwater management facilities to the City. The drawings must be appropriately signed and sealed by a professional registered in the Commonwealth of Virginia and certify that the stormwater management facilities have been constructed in accordance with the approved plan. \*\*\*\*(T&ES)

**L. CONTAMINATED LAND:**

45. 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)
46. If environmental site assessments or investigations discover the presence of contamination on site, the final site plan shall not be released, and no construction activity shall take place until the following has been submitted and approved by the Director of T&ES:
  - a. Submit a Site Characterization Report/Extent of Contamination Study detailing the location, applicable contaminants, and the estimated quantity



- of any contaminated soils and/or groundwater at or in the immediate vicinity of the site.
- b. Submit a Risk Assessment indicating any risks associated with the contamination.
  - c. Submit a Remediation Plan detailing how any contaminated soils and/or groundwater will be dealt with, including plans to remediate utility corridors. Utility corridors in contaminated soil shall be over excavated by 2 feet and backfilled with “clean” soil. Include description of environmentally sound methods of off-site transport and disposal of contaminated soils and debris (including, but not limited to types of vehicles appropriate for handling specific materials and ensuring vehicle loads are covered).
  - d. Submit a Health and Safety Plan indicating measures to be taken during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment. Initial Air Monitoring may be required during site activities to demonstrate acceptable levels of volatiles and/or airborne particles. The determination whether air monitoring is needed must be adequately addressed in the Health and Safety Plan submitted for review.
  - e. The applicant shall screen for PCBs as part of the site characterization if any of the past uses are within the identified high risk category sites for potential sources of residual PCBs, which includes the following SICs: 26&27 (Paper and Allied Products), 30 (Rubber and Misc. Plastics), 33 (Primary Metal Industries), 34 (Fabricated Metal Products), 37 (Transportation Equipment), 49 (Electrical, Gas, and Sanitary Services), 5093 (Scrap Metal Recycling), and 1221&1222 (Bituminous Coal).
  - f. Applicant shall submit three (3) electronic and two (2) hard copies of the above. The remediation plan must be included in the Final Site Plan. \* (T&ES)
47. 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)
48. If warranted by a Site Characterization report, design and install a vapor barrier and ventilation system for buildings and parking areas in order to prevent the migration or accumulation of methane or other gases, or conduct a study and provide a report signed by a professional engineer showing that such measures are not required to the satisfaction of Directors of T&ES and Code Administration (T&ES)

**M. NOISE:**

49. The Applicant shall submit to the city for its review, a written report identifying in detail all potential noise and light sources and their impacts on surrounding residential properties associated with this development, especially the recreational facility and proposed track and field use.

**N. ARCHAEOLOGY:**

50. Hire an archaeological consultant to complete a Documentary Study and an Archaeological Evaluation. If significant resources are discovered, the consultant shall complete a Resource Management Plan, as outlined in the City of Alexandria Archaeological Standards. Preservation measures presented in the Resource Management Plan, as approved by the City Archaeologist, will be implemented. (Archaeology)
51. The Final Site Plan, Grading Plan, or any other permits involving ground disturbing activities (such as coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping and other excavations as defined in Section 2-151 of the Zoning Ordinance) shall not be released until the City archaeologist confirms that all archaeological field work has been completed or that an approved Resource Management Plan is in place to recover significant resources in concert with construction activities. \* (Archaeology)
52. 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)
53. The applicant shall not allow any non-professional 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)
54. Certificates of Occupancy shall not be issued for this property until the final archaeological report has been received and approved by the City Archaeologist prior to final inspection.\*\*\* (Archaeology)

### **CITY DEPARTMENT CODE COMMENTS**

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

- R – 1 Temporary and portable lighting of the athletic fields is permitted for special events.
- C - 1 As-built documents for all landscape and irrigation installations are required to be submitted with the Site as-built and request for Performance Bond release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. \*\*\*\* (P&Z) (T&ES)
- C - 2 Tree conservation and protection plans shall identify all trees to be removed, and all trees to be protected / preserved. Construction methods to reduce disturbance within driplines shall also be identified. An on-site inspection of existing conditions shall be held with the City Arborist and Natural Resources Division Staff prior to the preparation of the Tree Conservation and Protection Plan.
- C - 3 The landscape elements of this development shall be subject to the Performance and Maintenance bonds, based on criteria established by the City and available through T&ES. Release of Performance and Maintenance Bonds are subject to inspections by City staff per City Code requirements. A final inspection for landscaping is also required three (3) years after completion. \*\*\*\* (P&Z) (T&ES)

### **Transportation and Environmental Services**

- F - 1. Since the record drawings, maps, and other documents of the City of Alexandria, State, and Federal agencies show the true north pointing upwards, therefore, the Site Plan shall show the true north arrow pointing upward as is customary; however, for the sake of putting the plan together and/or ease of understanding, the project north arrow pointing upward, preferably east, or west may be shown provided it is consistently shown in the same direction on all the sheets with no exception at all. The north arrow shall show the source of meridian. The project north arrow pointing downward will not be acceptable even if, it is shown consistently on all the sheets. (T&ES)
- F - 2. The Final Site Plan must be prepared per the requirements of Memorandum to Industry 02-09 dated December 3, 2009, Design Guidelines for Site Plan Preparation, which is available at the City's following web address:
- <http://alexandriava.gov/uploadedFiles/tes/info/Memo%20to%20Industry%20No.%2002-09%20December%203,%202009.pdf>
- F - 3. The plan shall show sanitary and storm sewer, and water line in plan and profile in the first final submission and cross reference the sheets on which the plan and profile is

shown, if plan and profile is not shown on the same sheet. Clearly label the sanitary and storm sewer, or water line plans and profiles. Provide existing and proposed grade elevations along with the rim and invert elevations of all the existing and proposed sanitary and storm sewer at manholes, and water line piping at gate wells on the respective profiles. Use distinctive stationing for various sanitary and storm sewers (if applicable or required by the plan), and water line in plan and use the corresponding stationing in respective profiles. (T&ES)

- F - 4. The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)
- F - 5. Include all symbols, abbreviations, and line types in the legend. (T&ES)
- F - 6. Asphalt patches larger than 20% of the total asphalt surface, measured along the length of the road adjacent to the property frontage and/or extending to the centerline of the street, will require full curb to curb restoration. (T&ES)
- F - 7. All storm sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter for storm sewers shall be 18" in the public Right of Way (ROW) and the minimum size storm sewer catch basin lead is 15". The acceptable pipe materials will be Reinforced Concrete Pipe (RCP) ASTM C-76 Class IV. Alternatively, AWWA C-151 (ANSI A21.51) Class 52 may be used if approved by the Director of T&ES. For roof drainage system, Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26 and ASTM 1785-76 Schedule 40 pipes will be acceptable. The acceptable minimum and maximum velocities will be 2.0 fps and 15 fps, respectively. The storm sewers immediately upstream of the first manhole in the public Right of Way shall be owned and maintained privately (i.e., all storm drains not shown within an easement or in a public Right of Way shall be owned and maintained privately). (T&ES)
- F - 8. All sanitary sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter of sanitary sewers shall be 10 inches in the public Right of Way and sanitary lateral 6 inches for all commercial and institutional developments; however, a 4-inch sanitary lateral will be acceptable for single family residences. The acceptable pipe materials will be Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26, ASTM 1785-76 Schedule 40, Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52, or reinforced concrete pipe ASTM C-76 Class IV (For 12 inch or larger diameters); Class III may be acceptable on private properties. The acceptable minimum and maximum velocities will be 2.5 fps and 10 fps, respectively. Laterals shall be connected to the sanitary sewer through a manufactured "Y" or "T" or approved sewer saddle. Where the laterals are being connected to existing Terracotta pipes, replace the section of main and provide manufactured "Y" or "T", or else install a manhole. (T&ES) [Include this condition on all plans.]
- F - 9. Lateral Separation of Sewers and Water Mains: A horizontal separation of 10 feet (edge to edge) shall be provided between a storm or sanitary sewer and a water line; however, if this horizontal separation cannot be achieved then the sewer and water main shall be

installed in separate trenches and the bottom of the water main shall be at least 18 inches above of the top of the sewer. If both the horizontal and vertical separations cannot be achieved, then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 and pressure tested in place without leakage prior to installation. (T&ES)

- F - 10. Crossing Water Main Over and Under a Sanitary or Storm Sewer: When a water main over crosses or under crosses a sanitary / storm sewer then the vertical separation between the bottom of one (i.e., sanitary / storm sewer or water main) to the top of the other (water main or sanitary / storm sewer) shall be at least 18 inches for sanitary sewer and 12 inches for storm sewer; however, if this cannot be achieved then both the water main and the sanitary / storm sewer shall be constructed of Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 with joints that are equivalent to water main standards for a distance of 10 feet on each side of the point of crossing. A section of water main pipe shall be centered at the point of crossing and the pipes shall be pressure tested in place without leakage prior to installation. Sewers crossing over the water main shall have adequate structural support (concrete pier support and/or concrete encasement) to prevent damage to the water main. Sanitary sewers under creeks and storm sewer pipe crossings with less than 6-inch clearance shall be encased in concrete. (T&ES)
- F - 11. No water main pipe shall pass through or come in contact with any part of sanitary / storm sewer manhole. Manholes shall be placed at least 10 feet horizontally from the water main whenever possible. When local conditions prohibit this horizontal separation, the manhole shall be of watertight construction and tested in place. (T&ES)
- F - 12. Crossing Existing or Proposed Utilities: Underground telephone, cable T.V., gas, and electrical duct banks shall be crossed maintaining a minimum of 12 inches of separation or clearance with water main, sanitary, or storm sewers. If this separation cannot be achieved, then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 for a distance of 10 feet on each side of the point of crossing and pressure tested in place without leakage prior to installation. Sanitary / storm sewers and water main crossing over the utilities shall have adequate structural support (pier support and/or concrete encasement) to prevent damage to the utilities. (T&ES)
- F - 13. The rip rap shall be designed as per the requirements of Virginia Erosion and Sediment Control Handbook, Latest Edition. (T&ES)
- F - 14. Dimensions of parking spaces, aisle widths, etc. within the parking garage shall be provided on the plan. Note that dimensions shall not include column widths. (T&ES)
- F - 15. Show the drainage divide areas on the grading plan or on a sheet showing reasonable information on topography along with the structures where each sub-area drains. (T&ES)
- F - 16. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)

- F - 17. All the existing and proposed public and private utilities and easements shall be shown on the plan and a descriptive narration of various utilities shall be provided. (T&ES)
- F - 18. A Maintenance of Traffic Plan shall be provided within the Construction Management Plan and replicate the existing vehicular and pedestrian routes as nearly as practical and the pedestrian pathway shall not be severed or moved for non-construction activities such as parking for vehicles or the storage of materials or equipment. Proposed traffic control plans shall provide continual, safe and accessible pedestrian pathways for the duration of the project. These sheets are to be provided as "Information Only." (T&ES)
- F - 19. The following notes shall be included on all Maintenance of Traffic Plan Sheets: (T&ES)
- a. The prepared drawings shall include a statement "FOR INFORMATION ONLY" on all MOT Sheets.
  - 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.\*
- 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 - 4 Per the requirements of the City of Alexandria Zoning Ordinance (AZO) Article XIII, Environmental Management Ordinance, the applicant shall comply with the stormwater quality and quantity requirements and provide channel protection and flood protection in accordance with these requirements. If combined uncontrolled and controlled stormwater outfall is proposed, the peak flow requirements of the Zoning Ordinance shall be met. If the project site lies within the Braddock-West watershed or known flooding area, then the applicant shall provide an additional 10 percent storage of the pre-development flows in this watershed to meet detention requirements. (T&ES)
- C - 5 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 - 6 The proposed development shall conform to all requirements and restrictions set forth in Section 6-300 (Flood plain District) of Article VI (Special and Overlay Zones) of the City of Alexandria Zoning Ordinance. (T&ES)
- C - 7 If it is determined that the site is not in compliance with Section 13-1-3 of the City Code, then the applicant shall make additional improvements to adjust lighting levels to the satisfaction of the Director of T&ES to comply with the Code. (T&ES)
- C - 8 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 - 9 (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 - 10 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer per the requirements of Memorandum to Industry 05-14 that is available on the City of Alexandria's web site. The downspouts and sump pump discharges shall be piped to the storm sewer outfall, where applicable after treating for water quality as per the requirements of Article XIII of Alexandria Zoning Ordinance (AZO). (T&ES)
- C - 11 In compliance with Title 5: Transportation and Environmental Services, Section 5-1-2(12b) of the City Charter and Code, the City of Alexandria shall provide solid waste collection services to the condominium townhomes portion of the development. All refuse / recycling receptacles shall be placed at the City Right-of-Way. (T&ES)
- C - 12 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 - 13 The applicant shall provide required storage space for both trash and recycling materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines", or to the satisfaction of the Director of Transportation & Environmental Services. The plan shall show the turning movements of the collection trucks and the trucks shall not back up to collect trash or recycling. The City's storage space guidelines are available online at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or by contacting the City's Solid Waste Division at 703-746-4410, or via email at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov) (T&ES)
- C - 14 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 - 15 The applicants shall submit a Recycling Implementation Plan (RIP) form to the Solid Waste Division, as outlined in Article H of Title 5 (Ordinance Number 4438), which requires all commercial properties to recycle. Instructions for how to obtain a RIP form can be found at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or by calling the Solid Waste Division at 703.746.4410 or by e-mailing [CommercialRecycling@alexandriava.gov](mailto:CommercialRecycling@alexandriava.gov). (T&ES)
- C - 16 All private streets and alleys shall comply with the City's Minimum Standards for Private Streets and Alleys and with the City's Complete Streets Guidelines. (T&ES)
- C - 17 Bond for the public improvements must be posted prior to release of the site plan.\* (T&ES)
- C - 18 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 - 19 Provide a phased erosion and sediment control plan consistent with grading and construction plan. The erosion and sediment controls shall be confined to the owner's property. Extension of erosion and sediment controls in the public right of way, if required, must be approved as part of the Construction Management Plan. (T&ES)
- C - 20 Per the Memorandum to Industry, dated July 20, 2005, the applicant is advised regarding a requirement that applicants provide as-built sewer data as part of the final as-built process. Upon consultation with engineering firms, it has been determined that initial site survey work and plans will need to be prepared using Virginia State Plane (North Zone) coordinates based on NAD 83 and NAVD 88. Control points/Benchmarks which were



used to establish these coordinates should be referenced on the plans. To ensure that this requirement is achieved, the applicant is requested to prepare plans in this format including initial site survey work if necessary. (T&ES)

- C - 21 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 - 22 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 - 23 No overhangs (decks, bays, columns, post or other obstructions) shall protrude into public Right of Ways, public easements, and pedestrian or vehicular travel-ways unless otherwise permitted by the City Code. (T&ES)
- C - 24 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards and with the City’s Complete Streets Guidelines. (T&ES)
- C - 25 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 26 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 - 27 All construction activities must comply with the Alexandria Noise Control Code Title 11, Chapter 5, Section 11-5-4(b) (15), which permits construction activities to occur between the following hours:
  - a. Monday Through Friday from 7 AM To 6 PM and
  - b. Saturdays from 9 AM to 6 PM.
  - c. No construction activities are permitted on Sundays and holidays.  
Section 11-5-4(b) (19) further restricts the Pile Driving to the following hours:
  - d. Monday Through Friday from 9 AM To 6 PM and
  - e. Saturdays from 10 AM To 4 PM
  - f. No pile driving is permitted on Sundays and holidays.  
Section 11-5-109 restricts work in the right of way for excavation to the following:

- g. Monday through Saturday 7 AM to 5 pm
  - h. No excavation in the right of way is permitted on Sundays. (T&ES)
- C - 28 The applicant shall comply with the Article XIII of the City of Alexandria Zoning Ordinance, which includes requirements for stormwater pollutant load reduction, treatment of the Alexandria Water Quality Volume Default and stormwater quantity management. (T&ES)
- C - 29 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)
- C - 30 All required permits from Virginia Department of Environmental Quality, Environmental Protection Agency, Army Corps of Engineers, and/or Virginia Marine Resources shall be in place for all project construction and mitigation work prior to release of the Final Site Plan. This includes the state requirement for a state General VPDES Permit for Discharges of Stormwater from Construction Activities (general permit) and associated Stormwater Pollution Prevention Plan (SWPPP)\_for land disturbing activities equal to or greater than one acre. See memo to industry 08-14 which can be found on-line here: <http://alexandriava.gov/tes/info/default.aspx?id=3522>\*(T&ES)
- C - 31 The applicant must provide a Stormwater Pollution Prevention Plan (SWPPP) Book with the Final 1 submission. The project's stormwater management (SWM) plan and the erosion and sediment control (E&SC) plan must be approved prior to the SWPPP being deemed approved and processed to receive coverage under the VPDES Construction General Permit. Upon approval, an electronic copy of the approved SWPPP Book must be provided with the Mylar submission and the coverage letter must be copied onto the plan sheet containing the stormwater management calculations. An electronic copy and a hardcopy of the SWPPP Binder Book must be included in the released site plans, and the approved hardcopy SWPPP Binder Book must accompany the construction drawings onsite. Separate parcel owners will be required to seek separate VPDES Construction General Permit Coverage unless a blanket entity incorporated in Virginia has control of the entire project. (T&ES-Storm)

**AlexRenew Comments:**

1. Ensure all discharges are in accordance with City of Alexandria Code Title 5, Chapter 6, Article B.
2. 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 during wet and average flow conditions.
3. Dewatering and other construction related discharge limits to the sewer system re regulated by AlexRenew Pretreatment. Engineer/Owner is required to contact AlexRenew's Pretreatment Coordinator at 703-549-3382.

**Code Administration (Building Code):**

- F - 21. The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact the Code Administration Office, Plan Review Supervisor at 703-746-4200.
- C - 1 New construction or alterations to existing structures must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C - 2 The developer shall provide a building code analysis with the following building code data on the plan: a) use group; b) number of stories; c) type of construction; d) total floor area per floor; e) height of structure f) non-separated or separated mixed use g) fire protection system requirements.
- C - 3 A soils report must be submitted with the building permit application for all new and existing building structures.
- C - 4 The most restrictive type of construction shall apply to the structure for height and area limitations for non-separated uses.
- C - 5 Where required per the current edition Virginia Uniform Statewide Building Code exits, parking, and facilities shall be accessible for persons with disabilities.
- C - 6 Prior to the issuance of a demolition permit or land disturbance permit, a rodent abatement plan shall be submitted to the Department of Code Administration that will outline the steps that will be taken to prevent the spread of rodents from the construction site to the surrounding community and sewers.
- C - 7 A wall location plat prepared by a land surveyor is required to be submitted to the Department of Code Administration prior to any building framing inspection.

**Archaeology**

- F - 22. If this project is a federal undertaking or involves the use of any federal funding, the applicant shall comply with federal preservation laws, in particular Section 106 of the National Historic Preservation Act of 1966. The applicant will coordinate with the Virginia Department of Historic Resources and the federal agency involved in the project, as well as with Alexandria Archaeology.
- C - 8 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 #** DSUP #2018-0019 **Project Name:** Episcopal High School Athletic Field

**PROPERTY LOCATION:** 1200 North Quaker Lane & 4200 West Braddock Road, Alexandria, Virginia

**TAX MAP REFERENCE:** 31.02 02 06 & 31.01 01 01 **ZONE:** R-20

#### APPLICANT:

Name: The Protestant Episcopal High School in Virginia

Address: 1200 North Quaker Lane, Alexandria, Virginia 22302

#### PROPERTY OWNER:

Name: The Protestant Episcopal High School in Virginia

Address: 1200 North Quaker Lane, Alexandria, Virginia 22302

**SUMMARY OF PROPOSAL** DSUP to expand the existing private school governed by DSUP 2017-0021 by constructing a congregate recreational facility with accessory structures and approve campus master plan expansions.

**MODIFICATIONS REQUESTED** None

**SUP's REQUESTED** DSUP to expand the existing private school governed by DSUP 2017-0021 by constructing a congregate recreational facility with accessory structures and approve campus master plan expansions.

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

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

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

Duncan W. Blair, Attorney

Print Name of Applicant or Agent

524 King Street

Mailing/Street Address

Alexandria, Virginia 22314

City and State

Zip Code

Signature

703 836 1000

Telephone #

dblair@land

Email address

12/21/18

Date

703 549 3335

Fax #

#### 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.

The Protestant Episcopal High School in Virginia is a Virginia nonstock corporation. The school is governed by a twenty-four member Board of Trustees.

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

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

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

## OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

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

Name	Address	Percent of Ownership
1. The Protestant Episcopal High School in Virginia. (EHS)	1200 North Quaker Lane, Alexandria, VA.	100%
2.		
3.		

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1200 N. Quaker Lane & 4200 W. Braddock Road (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. EHS	1200 North Quaker Lane, Alexandria, VA.	100%
2.		
3.		

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

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

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

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

12/21/2018

Duncan W. Blair, Attorney

Date

Printed Name

Signature

Lee S. Ainslie III '82 (PP)

Michael M. Holt '83 (PP) (term ends 2019)

Charles M. Stillwell, Head of School (PP) \*\*

William H. deButts III '76 (PP)

The Right Reverend Shannon Sherwood Johnston \*\*

The Right Reverend Herman Hollerith, IV

S. John Kim '91

Edward B. Walker '85 (CP)

Dylan Glenn '87

M. Rodney Robinson '86

Laura Shelburne (PP)

Alicia R. Alford (PP)

Toby Chambers '90 (PP)

John C. Glover, Jr. '81 (PP)

Kathryn G. Tyree (CP)

Robert M. Collie III '94

Cary L. Goodwin '93

Dr. J. Juergen Taylor '81

Leah Kannensohn Tennille '01

E. Jenner Wood III '70 (PP)

Christopher M. Giblin '86 (CP)

Gray M. King '96

Dele Liu (PP)

Robert E. Mason IV '77 (PP)

William S. Peebles IV '73

William L. Hughes '79 (PP)



N. Thompson Long '77

Ransom C. Lummis '80 (CP)

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Burwell Schorr (CP)

- 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.)

EHS is requesting approval of DSUP 2018-0019 to expand the existing private school governed by DSUP #2017-0021

by constructing a new congregate recreational facility and accessory structures on the western portion of the campus

as shown on the development site plan filled with this DSUP application. The new field and track and accessory

structures and site improvements will replace the existing track and field located in the central part of the campus. EHS, as part of its strategic planning process is seeking approval of proposed future building sites to accommodate

the potential construction of new dorms, academic buildings and a Student Health Center in the central part of the part of the campus in the area of the existing track and athletic field. It is anticipated that subsequent construction consistent with the approved master plan would be reviewed as a Development Site Plan and not a DSUP.

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

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

No change in from DSUP 2018-0021 as to enrollment of students or an increase in the overall level of activity on the campus as the new track and field will be used for althetic events and practices currently taking place

existing track and field to be decommissioned.

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

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

No change in from DSUP 2018-0021.

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

Day	Hours	Day	Hours
No change in from DSUP 2018-0021.			

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

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

No change in from DSUP 2018-0021 or current levels associated with the school.

B. How will the noise from patrons be controlled?

No change in from DSUP 2018-0021.

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

No change in from DSUP 2018-0021.

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

- A. What type of trash and garbage will be generated by the use?  
No change in from DSUP 2018-0021.

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- B. How much trash and garbage will be generated by the use?  
No change in from DSUP 2018-0021.

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- C. How often will trash be collected?  
No change in from DSUP 2018-0021.

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- D. How will you prevent littering on the property, streets and nearby properties?  
No change in from DSUP 2018-0021.

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

[ ] Yes. [ ☒ ] No.

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

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

[ ] Yes. [ ☒ ] No.

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

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

No change in from DSUP 2018-0021.

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

☐ Yes. ☒ No.

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

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

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

Parking for the private school is based on the number of class room seats. No change in from DSUP 2018-0021,  
39 new parking spaces are being constructed adjacent to the new track and field.

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

\_\_\_\_\_ Standard spaces  
 \_\_\_\_\_ Compact spaces  
 \_\_\_\_\_ Handicapped accessible spaces  
 \_\_\_\_\_ Other

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

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

\_\_\_\_\_

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

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

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

- A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance?    None.
- B. How many loading spaces are available for the use?    Not applicable.
- C. Where are off-street loading facilities located?
- \_\_\_\_\_
- \_\_\_\_\_
- D. During what hours of the day do you expect loading/unloading operations to occur?    Not applicable.
- \_\_\_\_\_
- \_\_\_\_\_
- E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?    Not applicable.
- \_\_\_\_\_
- \_\_\_\_\_

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

Yes.

\_\_\_\_\_

\_\_\_\_\_