

Special Use Permit #2019-0063
3601 Richmond Highway
Virginia Polytechnic Institute and State University

Application	General Data	
Request: Public hearing and consideration of a request for a special use permit to operate a public school	Planning Commission Hearing:	September 3, 2019
	City Council Hearing:	September 14, 2019
Address: 3601 Richmond Highway	Zone:	CDD #19/Coordinated Development District #19 North Potomac Yard
Applicant: CPYR Shopping Center, LLC., represented by M. Catharine Puskar, attorney	Small Area Plan:	North Potomac Yard

Staff Recommendation: APPROVAL subject to compliance with all applicable codes and ordinances and the recommended permit conditions found in Section III of this report.

Staff Reviewer: Max Ewart, max.ewart@alexandriava.gov
Ann Horowitz, ann.horowitz@alexandriava.gov

PLANNING COMMISSION ACTION, SEPTEMBER 3, 2019: On a motion made by Commissioner Brown and seconded by Commissioner Lyle, the Planning Commission voted to recommend approval of Special Use Permit #2019-0063, subject to adoption of necessary implementation ordinances and compliance with all applicable codes, ordinances and staff recommendations. The motion carried on a vote of 6-0, with Chair Macek recusing himself.

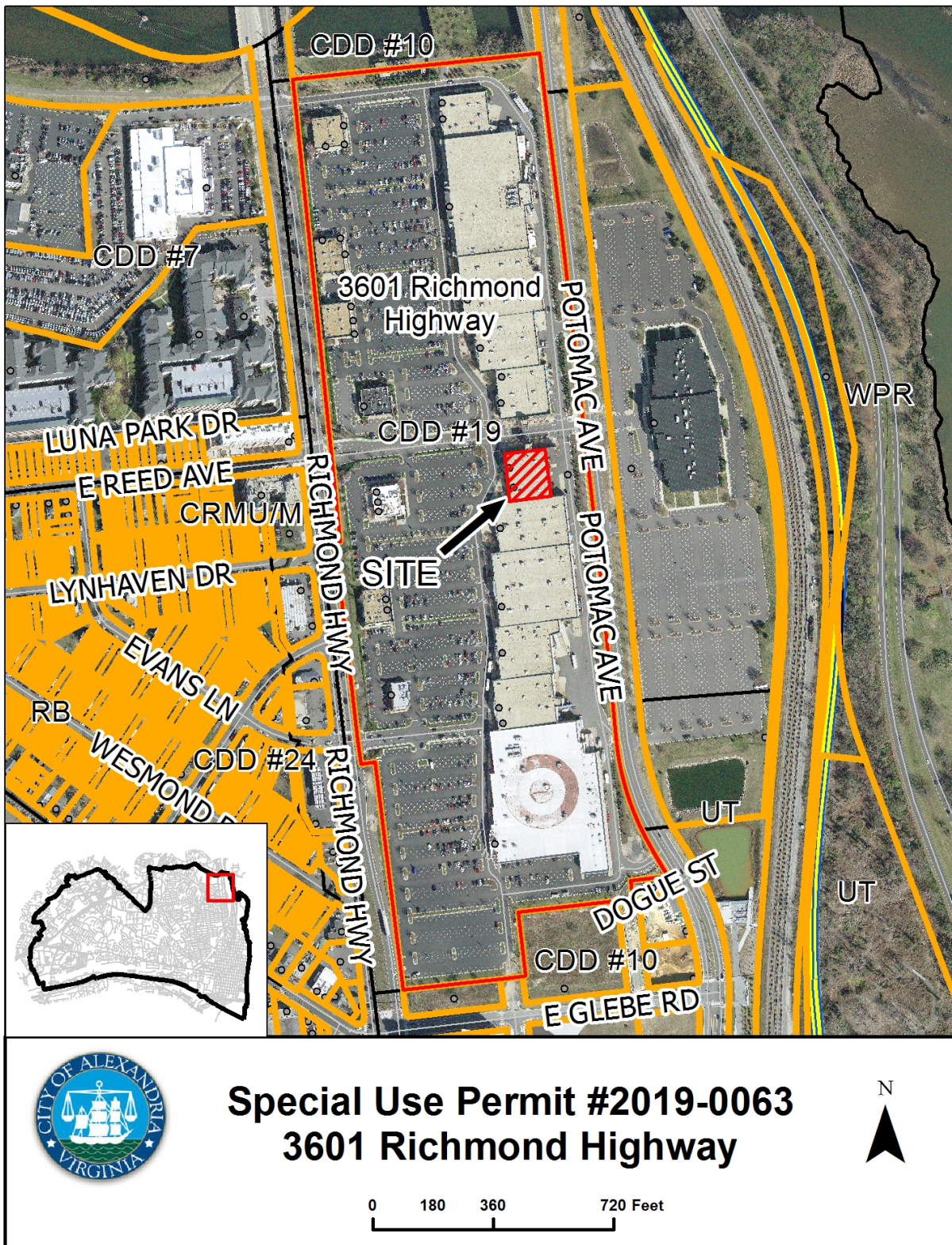
Reason: The Planning Commission agreed with the staff analysis.

Commissioner Brown asked staff for the reason SUP approval was necessary and it confirmed that public schools in the Industrial zone required approval of a Special Use Permit. Vice chair Wasowski expressed support for the request, stating that the proposal represented a creative way to fill vacancies at the shopping center and the use would be a welcome feature in the Potomac Yard area. Commissioner McMahon also supported the university as a reasonable use at the site. Commissioner Goebel recognized that the applicant had requested specific hours of operation and staff confirmed that the applicant was allowed to operate with flexible hours as a condition was not included to limit hours in the staff report.

Speakers:

M. Catherine Puskar, attorney for the applicant, encouraged the Planning Commission to support the request and welcome Virginia Tech to the area.

Kenneth Wire, attorney for the Virginia Tech Foundation, expressed support for the SUP proposal, stating the interim campus aims to open in Fall 2020.



PROJECT LOCATION MAP

I. REPORT SUMMARY

CPYR Shopping Center, LLC., represented by attorney M. Catharine Puskar, request Special Use Permit approval for the Virginia Tech Foundation, Inc. to operate a collegiate public school in two tenant spaces at the Potomac Yard Shopping Center. Staff recommends approval of the Special Use Permit request with conditions as described in the report.

SITE DESCRIPTION

The subject tenant spaces are on one parcel of land that is developed as a shopping center complex with two large commercial buildings containing multiple tenant spaces, seven smaller retail buildings and a shared surface parking lot with 3,398 parking spaces. The subject tenant spaces are located in the 609,064-square-foot southernmost large commercial building but will expand to other retail bays within the shopping center. The lot has approximately 2,750 feet of frontage along Richmond Highway, approximately 775 feet of depth and an area 2,782,092 square feet (63.86 ac.) (Figure 1).

The parcel is bounded by Four Mile Run to the north, the CSX railroad corridor to the east, the Potomac Yard Town Center to the south and Richmond Highway to the west. A large cinema and a surface parking lot are located immediately east of the shopping center, between the recently constructed Potomac Avenue and the CSX railroad and Metrorail corridor. The site is located near the Metroway Bus Rapid Transit (BRT) route and close to the future Potomac Yard Metro station.



Figure 1: Potomac Yard Shopping Center site and proposed location of Virginia Polytechnic Institute and State University in tenant spaces #9 and #10, as shaded in orange.

BACKGROUND

The Potomac Yard Shopping Center was approved pursuant to Site Plan #95-0020. City Council approved Coordinated Development District (CDD #19) in June 1999 for the site. The CDD designated the underlying zones as CSL and I, which were to apply to uses until a Development Special Use Permit (DSUP) was approved for the site redevelopment. City Council approved DSP #2015-0005 in June 2015 to amend the site plan for the construction of an addition to the existing Target store within the Potomac Yard Shopping Center.

PROPOSAL

The applicant CPYR Shopping Center, LLC, proposes a collegiate public school, Virginia Polytechnic Institute and State University (Virginia Tech), operated by the Virginia Tech Foundation, Inc. in retail bays #9 and #10 of the Potomac Yard Shopping Center (Figure 2) with future expansion to other retail bays within the shopping center. Virginia Tech plans to establish a preliminary presence in the area where a new campus would locate in the future. The tenant spaces total 17,641 square feet and were previously occupied by the retail uses, Rack Room Shoes and Dress Barn. The Virginia Tech interim campus would gradually expand to 30,000 square feet at the shopping center as additional tenant spaces become available.

This preliminary phase of the Virginia Tech campus would feature four classrooms, including research laboratories, and a marketing center which would provide information on academic offerings and updates on Virginia Tech's expansion plans in Alexandria. An enrollment of up to 400 students and a maximum of 55 employees are anticipated. The four classrooms would accommodate approximately 25 students in each class, accounting for no more than 100 students on site at any one time. The campus hours of operation would be between 5 a.m. and 12 a.m., daily.



Figure 2: Proposed location of Virginia Tech in retail bays #9 and #10

PARKING

Text Amendment #2019-0005, which will be considered on the September docket, designates private academic schools and collegiate public schools as specific commercial uses under an amendment to Section 8-200(A)(16)(c) of the Zoning Ordinance. Should the City Council approve TA #2019-0005, Section 8-200(16)(a) would require collegiate public school uses within the enhanced transit zone to provide a minimum of 0.25 spaces per 1,000 square feet of floor area. As Virginia Tech would eventually occupy a maximum of 30,000 square feet, a minimum of eight parking spaces is required for the use. The parking requirement is satisfied in the 3,398-space shared parking lot.

ZONING/MASTER PLAN DESIGNATION

The subject site is located in the Coordinated Development District #19 (CDD #19). The underlying zone of CDD #19, where the proposed public school would locate, is in the Industrial (I) zone. Contingent on City Council approval of TA #2019-0005, a public school would be defined in Section 2-187.2 as, “An elementary, middle, high school, college or university governed by a public entity that is maintained solely or in part by public funding.” Additionally, the text amendment proposes Section 4-1203(R.3) which would allow public schools in the I zone with Special use Permit approval.

The subject site is located in the North Potomac Yard Small Area Plan. The proposed Virginia Tech interim campus would contribute to the small area plan’s vision for the area as an “economically sustainable and diverse 21st Century urban, transit-oriented, mixed-use community...”.

II. STAFF ANALYSIS

Staff supports the applicant’s proposal to operate a collegiate public school in any shopping center retail bay located at 3601 Richmond Highway. A public school would fill recently vacated retail tenant spaces, add diversity to the uses at the shopping center, and provide conveniently located higher education opportunities for residents within the metropolitan area. The siting is advantageous for the university as it provides them with the opportunity to phase the opening of Virginia Tech in the same general area where a larger campus will be eventually developed.

Staff does not anticipate noise, traffic or parking impacts associated with the public-school use. Parking for students and employees would be sufficient as the parking lot was constructed according to higher parking requirements for retail and restaurant uses, resulting in an excess of parking spaces on-site. Transportation alternatives to driving are possible via Dash Bus and the Metroway Bus Rapid Transit (BRT). Metro service will support the site with the anticipated opening of the Potomac Yard Metro station in 2022. The applicant is to encourage employees to use public transportation, as stated in Condition 6, and college promotional materials must include information on alternative transportation methods, required in Condition 7.

Given that TA #2019-0005 provides a portion of the zoning ordinance framework for this SUP request, this SUP is contingent upon City Council approval of the text amendment, as docketed in September 2019.

Subject to the conditions in Section III of this report, staff recommends approval of the Special Use Permit Request.

III. RECOMMENDED CONDITIONS

Staff recommends approval subject to adoption of necessary implementation ordinances and compliance with all applicable codes, ordinances and the following conditions:

1. The special use permit shall be granted to the applicant only or to any business or entity in which the applicant has controlling interest. (P&Z)
2. All signage must be in compliance with DSP# 2015-0005, any amendments thereto or any other approvals. (P&Z)
3. The applicant shall conduct employee training sessions with administrative staff on an ongoing basis, including as part of any employee orientation for administrative employees, to discuss all SUP provisions and requirements. (P&Z)
4. Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in closed containers which do not allow invasion by animals. No trash or debris shall be allowed to accumulate on site outside of those containers. (P&Z)
5. The applicant shall require its employees who drive to use off-street parking. (T&ES)
6. The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
7. The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
8. Prior to issuance of a certificate of occupancy, the applicant shall inform the Transportation Management Program (TMP) coordinator for the shopping center to contact the City's TDM Coordinator at goalex@alexandriava.gov to update the TMP activities for the shopping center to include the school uses. (T&ES)
9. The applicant shall control all air pollutants including smoke and odors from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES)
10. The applicant shall comply with the City's noise ordinance. (T&ES) (P&Z)

STAFF: Tony LaColla, AICP, Division Chief, Land Use Services
Ann Horowitz, Principal Planner
Max Ewart, Urban Planner

Staff Note: In accordance with section 11-506(c) of the zoning ordinance, construction or operation shall be commenced and diligently and substantially pursued within 18 months of the date of granting of a special use permit by City Council or the special use permit shall become void.

IV. CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- R-1 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-2 The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
- R-3 The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
- R-4 Prior to issuance of a certificate of occupancy, the applicant shall inform the Transportation Management Program (TMP) coordinator for the shopping center to contact the City's TDM Coordinator at goalex@alexandriava.gov to update the TMP activities for the shopping center to include the school uses. (T&ES)
- R-5 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least once a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
- R-6 The applicant shall control all air pollutants including smoke and odors from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Services. (T&ES)
- R-7 All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
- C-1. The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99). In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of SUP approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)
- C-2. 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-3. Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)

Code:

No comments

Fire:

No comments or concerns

Health:

No comments received

Recreation, Parks & Cultural Activities:

No comments

Police:

No comments



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # _____

PROPERTY LOCATION: 3601 Richmond Highway

TAX MAP REFERENCE: 016.01-05-01 **ZONE:** CDD #19 / I

APPLICANT:

Name: Virginia Tech Foundation, Inc. and CPYR Shopping Center, LLC

Address: 902 Prices Fork Road, Suite 4500 Blacksburg, Virginia 24061 / 100 Waugh Drive, Suite 600 Houston, Texas 77007

PROPOSED USE: Public School

☒ **THE UNDERSIGNED**, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

☒ **THE UNDERSIGNED**, having obtained permission from the property owner, hereby grants permission to the City of Alexandria staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.

☒ **THE UNDERSIGNED**, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article IV, Section 4-1404(D)(7) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

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

REVISED 7/19/19

M. Catharine Puskar, attorney

Print Name of Applicant or Agent

2200 Clarendon Blvd, Suite 1300

Mailing/Street Address

Arlington, VA

City and State

22201

Zip Code

MC Puskar

Signature

6/25/19

Date

703-528-4700

Telephone #

703-525-3197

Fax #

cpuskar@thelandlawyers.com

Email address

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

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

SUP # _____

PROPERTY OWNER'S AUTHORIZATION

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

Name: _____

Please Print

Phone: _____

Address: _____

Email: _____

Signature: _____

Date: _____

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

☒ Required floor plan and plot/site plan attached.

☐ Requesting a waiver. See attached written request.

2. The applicant is the (check one):

☒ Owner

☐ Contract Purchaser

☒ Lessee or

☐ Other: _____ of the subject property.

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

See attached.

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. Virginia Tech Foundation, Inc.	902 Prices Fork Road, Suite 4500	100%
2.	Blacksburg, Virginia 24061	
3. CPYR Shopping Center, LLC	100 Waugh Drive, Suite 600, Houston, TX	See attached

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 3601 Richmond Highway (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. CPYR Shopping Center, LLC	100 Waugh Drive, Suite 600, Houston, TX	See attached
2.		
3.		

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

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

Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. CPYR Shopping Center, LLC	None	None
2. Virginia Tech Foundation, Inc.	None	None
3.		

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

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

6/25/19 John Schaefer
Date Printed Name


Signature

CPYR Shopping Center, LLC
c/o Lionstone Investments
100 Waugh Drive, Suite 600
Houston, Texas 77007

Karl Moritz
301 King Street
City Hall, Room 2100
Alexandria, Virginia 22314

Re: Consent and Authorization to File a Special Use Permit Application
3601 Jefferson Davis Highway
Tax Map ID: 016.01-05-01 (the "Property")

Dear Mr. Moritz:

CPYR Shopping Center, LLC ("CPYR"), the owner of the above-referenced Property, hereby consents to the filing of a special use permit application and any related applications or requests by the Virginia Tech Foundation for a public school, personal service establishment (marketing center), and associated office uses, to be located in the existing shopping center. This consent is granted subject to lender approval, and subject to CPYR review and approval of conditions that impact its Property associated with the special use permit application.

CPYR Shopping Center, LLC hereby authorizes Walsh, Colucci, Lubeley & Walsh, P.C. to act as agent on its behalf for the filing and representation of a special use permit application and any related applications or requests on the Property.

Very truly yours,

CPYR SHOPPING CENTER, LLC

By: John Schaefer

Its: Manager

Date: June 25, 2019

Virginia Tech Foundation, Inc.
902 Prices Fork Road, Suite 4500
Blacksburg, Virginia 24061

Karl Moritz
301 King Street
City Hall, Room 2100
Alexandria, Virginia 22314

Re: Authorization to File a Special Use Permit Application
3601 Richmond Highway
Tax Map ID: 016.01-05-01 (the "Property")

Dear Mr. Moritz:

The Virginia Tech Foundation, Inc. hereby authorizes Walsh, Colucci, Lubeley & Walsh, P.C. to act as agent on its behalf for the filing and representation of a special use permit application and any related applications or requests on the Property for a public school, personal service establishment (marketing center), and associated office uses.

Very truly yours,

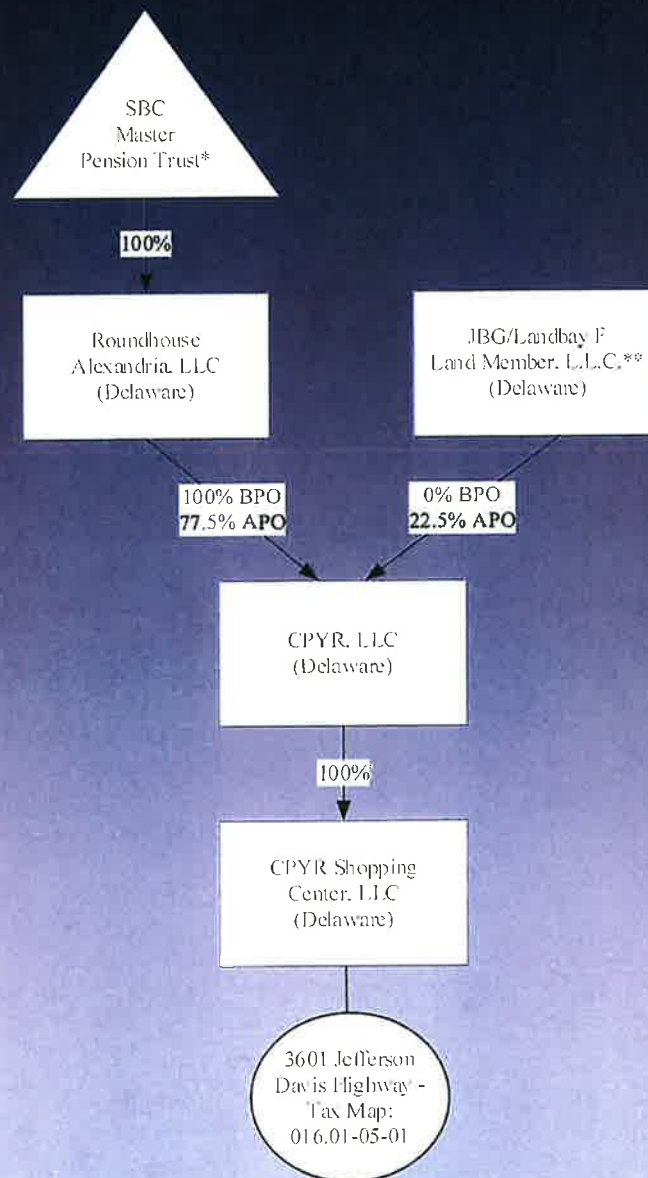
VIRGINIA TECH FOUNDATION, INC.

By: 

Its: CEO & Secretary-Treasurer

Date: June 25, 2019

Organizational Chart – Ownership of CPYR Shopping Center, LLC



* No individual has an interest in SBC Master Pension Trust that would result in a greater than 3% interest in CPYR Shopping Center, LLC.

** No individual has an interest in JBG/Landbay F Land Member, L.L.C. that would result in a greater than 3% interest in CPYR Shopping Center, LLC.

SUP # _____

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

[] Yes. Provide proof of current City business license

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

N/A

NARRATIVE DESCRIPTION

3. The applicant shall describe below the nature of the request in detail so that the Planning Commission and City Council can understand the nature of the operation and the use. The description should fully discuss the nature of the activity. (Attach additional sheets if necessary.)

See attached.

[illegible]

Narrative Description
3601 Richmond Highway
TM ID #016.01-05-01

REVISED
July 18, 2019

The Virginia Tech Foundation, Inc. (the “Foundation”) and CPYR Shopping Center, LLC (the “Applicants”) request a Special Use Permit to operate a public school and associated by-right uses including offices, research/testing laboratories, and a marketing center at the Potomac Yard Shopping Center (3601 Richmond Highway; the “Property”).

As the Applicants prepare for the first redevelopment phase of the adjacent property as the new Northern Virginia campus for Virginia Polytechnic Institute and State University, an affiliate of the Foundation, the Applicants want to establish a presence on the site by hosting academic programming and research labs as well as promoting the new district with a marketing center. The Applicants have identified two existing retail bays (#9 and #10 on the attached plans), totaling approximately 17,400 square feet at the corner of East Reed Avenue for the start up space, with flexibility to expand up to 30,000 square feet on the Property (5% of the Property’s total retail space). This provides flexibility for the Applicants to expand the academic use while maintaining the Property’s primary retail focus. For the purposes of this application, the enrollment, classroom, and staffing estimates are based on the initial 17,400 square foot start up space.

USE CHARACTERISTICS

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

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

5. Please describe the capacity of the proposed use:

- A.** How many patrons, clients, pupils and other such users do you expect?
Specify time period (i.e., day, hour, or shift).
The expected enrollment will be approximately 250-400 total students, with only a portion of the total enrolled students on-site at any given time. The Applicants propose 2-4 classrooms within the space, with an average class size of approximately 25 students.
- B.** How many employees, staff and other personnel do you expect?
Specify time period (i.e., day, hour, or shift).
The Applicants estimate 30-55 faculty and staff members will support the school and associated by-right uses.

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

Day:

Hours:

Monday-Sunday

5:00 AM - 12:00 AM

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

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

The anticipated noise levels will be minimal.

- B.** How will the noise be controlled?

As the use is set back over 500 feet from Richmond Highway, any noise generated from the use will be mitigated by the distance from any nearby uses and residents.

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

The Applicants do not expect any odors from the proposed use outside of those typical of an office, academic, or retail use.

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

- A. What type of trash and garbage will be generated by the use? (i.e. office paper, food wrappers)
Anticipated trash will be office paper and food wrappers, consistent with a typical office use.
-

- B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
Anticipated trash generation will be similar to a typical office.
-

- C. How often will trash be collected?

The tenant will be responsible for trash collection, and trash will be collected weekly, or as often as necessary.

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

Property management will monitor the shopping center for litter.

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

[] Yes. [✓] No.

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

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

☒ Yes. ☐ No.

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

Cleaning equipment will be used in the space and will be disposed of in accordance with local and federal requirements.

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

A security company monitors the common areas seven days a week.

Additionally, off duty Alexandria Police officers intermittently patrol the Property.

The tenant may opt to add additional security measures for the safety of students and staff.

ALCOHOL SALES

13.

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

☐ Yes ☒ No

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

The Applicant does not propose alcohol sales at this time. This is subject to change as programming needs evolve.

PARKING AND ACCESS REQUIREMENTS

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

_____ Standard spaces
 _____ Compact spaces
 _____ Handicapped accessible spaces.
NA Other.

The proposed use is located in a large, existing shopping center. Please see attached site plan for a general depiction of the parking lot.

Planning and Zoning Staff Only

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

Does the application meet the requirement?

☐ Yes ☐ No

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

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

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

- C. If a reduction in the required parking is requested, pursuant to Section 8-100 (A) (4) or (5) of the Zoning Ordinance, complete the PARKING REDUCTION SUPPLEMENTAL APPLICATION.

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

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

NA; Per Section 8-200(B)1. the requested uses do

- A. How many loading spaces are available for the use? not require a loading space. However, loading spaces are available on the Property.

Planning and Zoning Staff Only

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

Does the application meet the requirement?

☐ Yes ☐ No

- B. Where are off-street loading facilities located? _____
Existing loading spaces on the Property are located in the rear of the retail bays.
- C. During what hours of the day do you expect loading/unloading operations to occur?
Loading will occur between 7:00 AM and 11:00 PM.
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
As often as necessary.
16. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?
Street access is adequate for proposed uses.

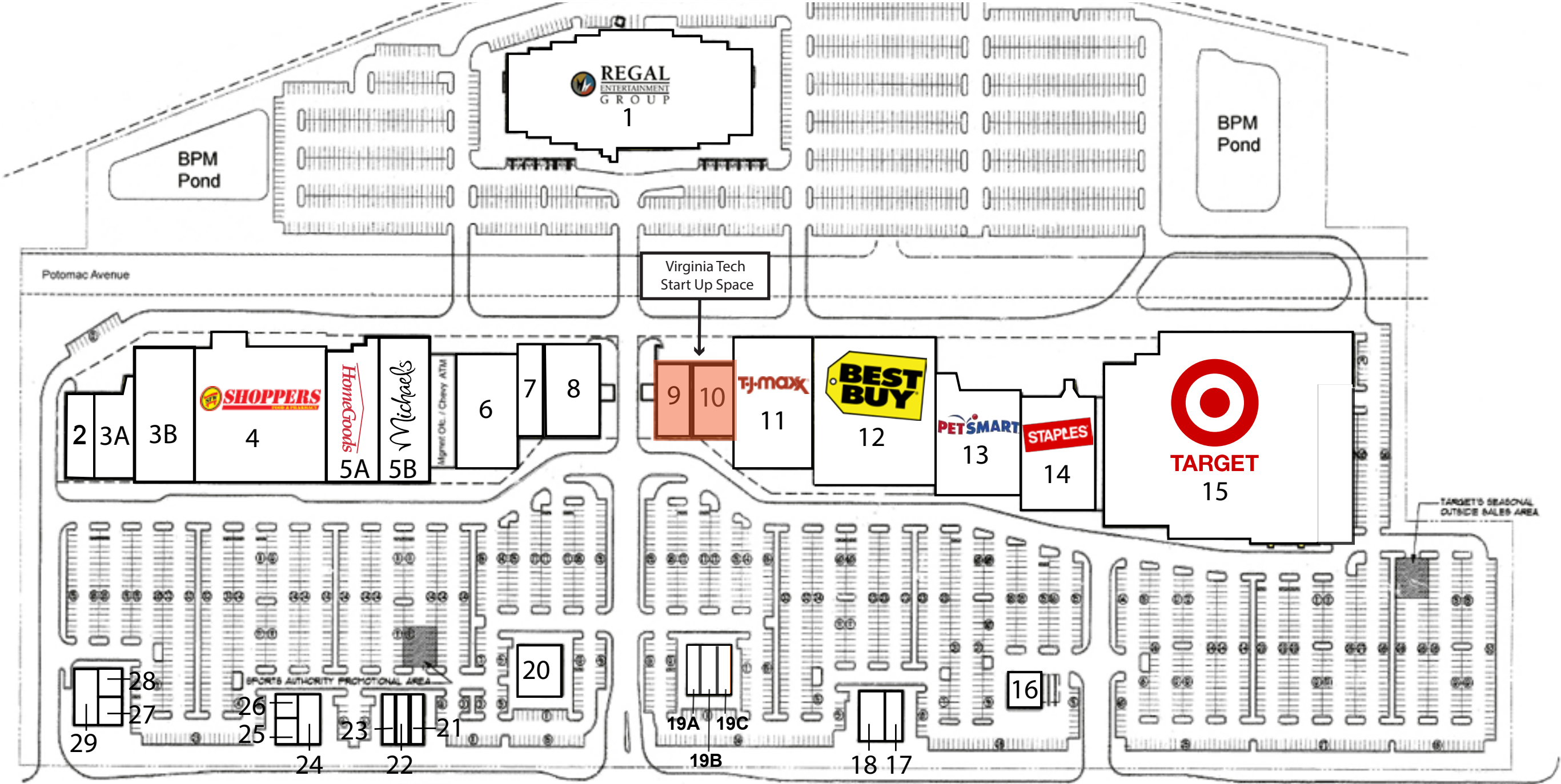
SITE CHARACTERISTICS

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

18. What will the total area occupied by the proposed use be? The uses will occupy a maximum of 30,000 square feet.
_____ sq. ft. (existing) + _____ sq. ft. (addition if any) = _____ sq. ft. (total)

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

End of Application



SHOPPING CENTER RETAILERS														
1	Regal Cinemas 16	75,086 SF	6	Barnes & Noble	26,200 SF	13	PetSmart	26,313 SF	20	Hops Restaurant	6,898 SF	27	Potomac Yard Cleaners	1,075 SF
2	Available	7,287 SF	7	Lerner New York	6,674 SF	14	Staples	24,037 SF	21	AT&T Wireless	2,362 SF	28	Hair Cuttery	1,035 SF
3A	Pier 1 Imports	10,787 SF	8	Old Navy	15,177 SF	15	Target	148,327 SF	22	Vitamin Shoppe	2,363 SF	29	Sleepy's	6,121 SF
3B	Available	20,000 SF	9	Rack Room Shoes	7,850 SF	16	Dunkin'/Baskin	3,420 SF	23	Navy Federal Credit Union	3,441 SF			
4	Shoppers Food Warehouse	76,744 SF	10	Available	9,611 SF	17	Chipotle	3,169 SF	24	Men's Warehouse	5,808 SF			
5A	Home Goods	21,600 SF	11	TJ Maxx	30,384 SF	18	IHOP	5,002 SF	25	Starbucks	1,222 SF			
5B	Michaels	21,600 SF	12	Best Buy	51,639 SF	19A	Cava Grill		26	Subway	1,223 SF			
						19B	& Pizza							
						19C	Five Guys							



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LEASE OUTLINE DRAWING
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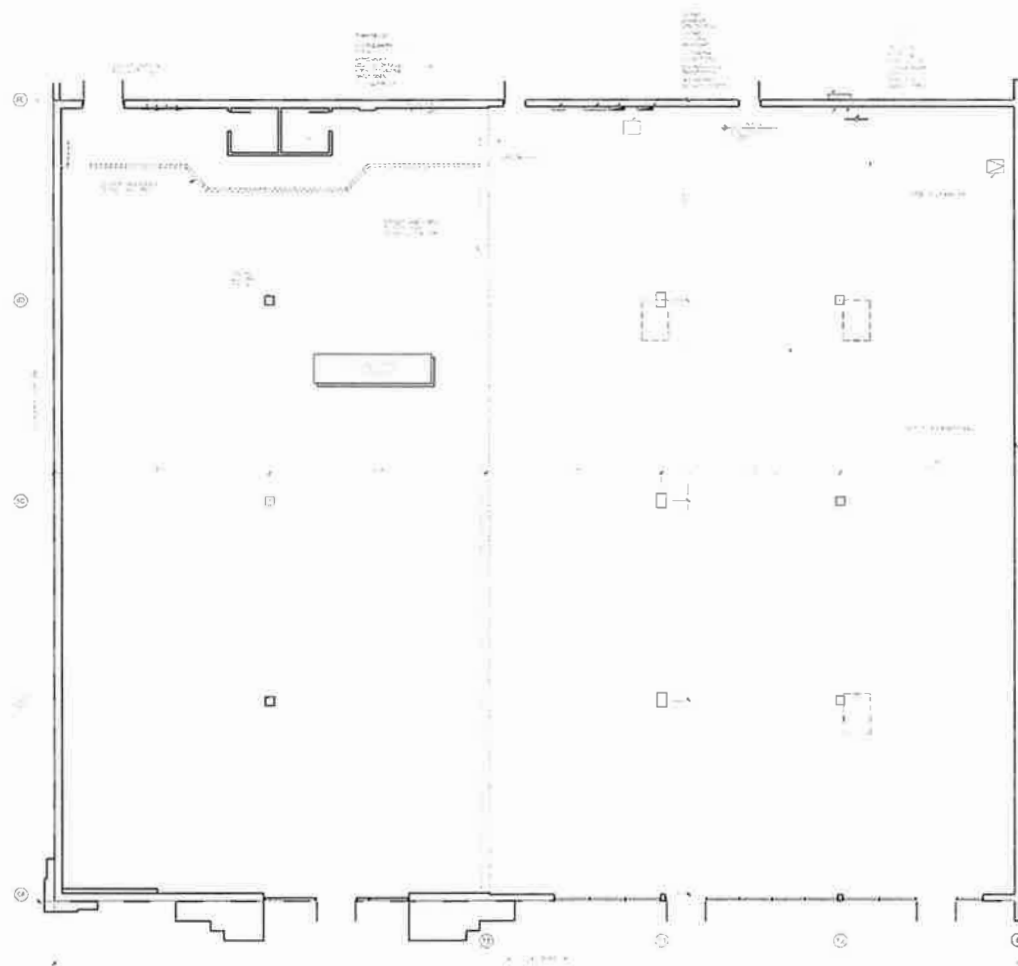
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DATE: 10 MAY 2019
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A1 LEASE OUTLINE DRAWING
SCALE: 1/8" = 1'-0"