

***DOCKET ITEM #9***  
***Vacation #2020-00003***  
***403 West Windsor Avenue***

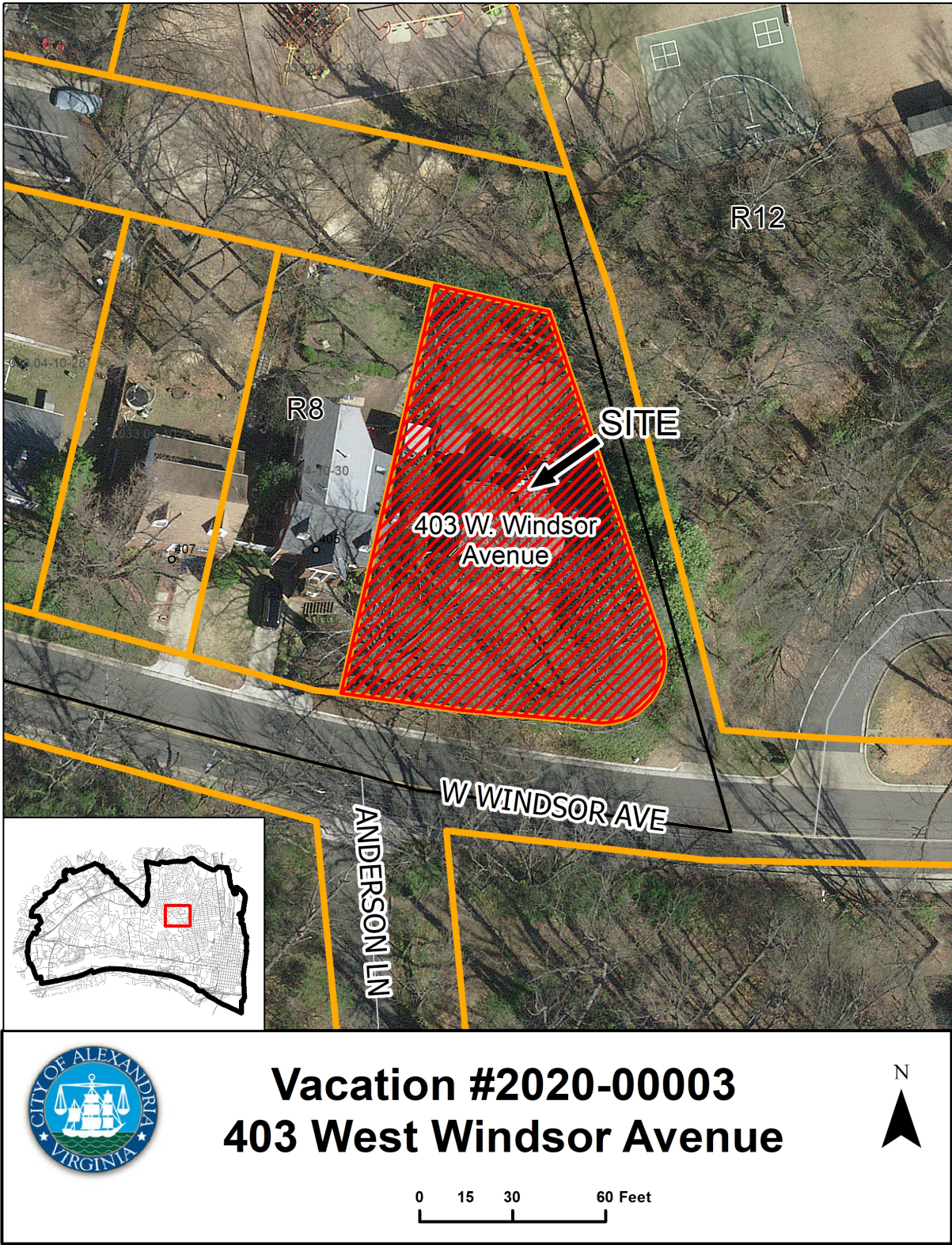
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Application	General Data	
<b>Request:</b> Public Hearing and consideration of a request to vacate a portion of the public right-of-way along the eastern property line of 403 West Windsor Avenue and between West Windsor Avenue and Thomas Street	<b>Planning Commission Hearing:</b>	October 6, 2020
	<b>City Council Hearing:</b>	October 17, 2020
<b>Address:</b> 403 W. Windsor Avenue	<b>Zone:</b>	R-8, Single Family Zone
<b>Applicants:</b> Cindy Anderson represented by Christine Kelly, architect	<b>Small Area Plan:</b>	North Ridge/Rosemont

**Staff Recommendation:** Denial of the vacation request

**Staff Reviewers:**

Marlo J.W. Ford, AICP, Urban Planner [marlo.ford@alexandriava.gov](mailto:marlo.ford@alexandriava.gov)  
Brian Dofflemyer, Development Review Manager [brian.dofflemyer@alexandriava.gov](mailto:brian.dofflemyer@alexandriava.gov)  
Ann Horowitz, Principal Planner [ann.horowitz@alexandriava.gov](mailto:ann.horowitz@alexandriava.gov)  
Tony LaColla, AICP, Division Chief, [tony.lacolla@alexandriava.gov](mailto:tony.lacolla@alexandriava.gov)



PROJECT LOCATION MAP



## I. REPORT SUMMARY

The applicant, Cindy Anderson, requests a vacation of the public right-of-way to add 3,350 square feet primarily to the east and north of their property at 403 W. Windsor.

### SITE DESCRIPTION

The subject site is two lots of record and is developed with a two-story, single-family dwelling unit with approximately 2,575.65 square feet of gross floor area. According to Real Estate records, the total lot area is 10,484 square feet.

The dwelling sits on a land where the topography slopes uphill in the front. It flattens for a portion of the rear and then begins to slope downward at the north end of the property. The property is surrounded by vegetation at the front facing West Windsor Avenue (Figure1).

The interior lot is surrounded by single-family dwellings.



*Figure 1: Subject Property*

### BACKGROUND

According to Real Estate Assessment, the residential dwelling was constructed in 1957. Records indicate that the areas that are being requested to be vacated were once a part of Thomas Street. Records from Arlington County indicate that in 1927, this area was one parcel of land that was subdivided into forty-three lots (Figure 2).

Prior to annexation into the City of Alexandria, a portion of the public street providing the northern outlet at the end of Thomas Street was vacated by Arlington County. The southern outlet at the end of Thomas Street remained in place. Information regarding the lot area and the survey plat does not indicate when the land was vacated, although it was incorporated into the adjacent properties that abut it.

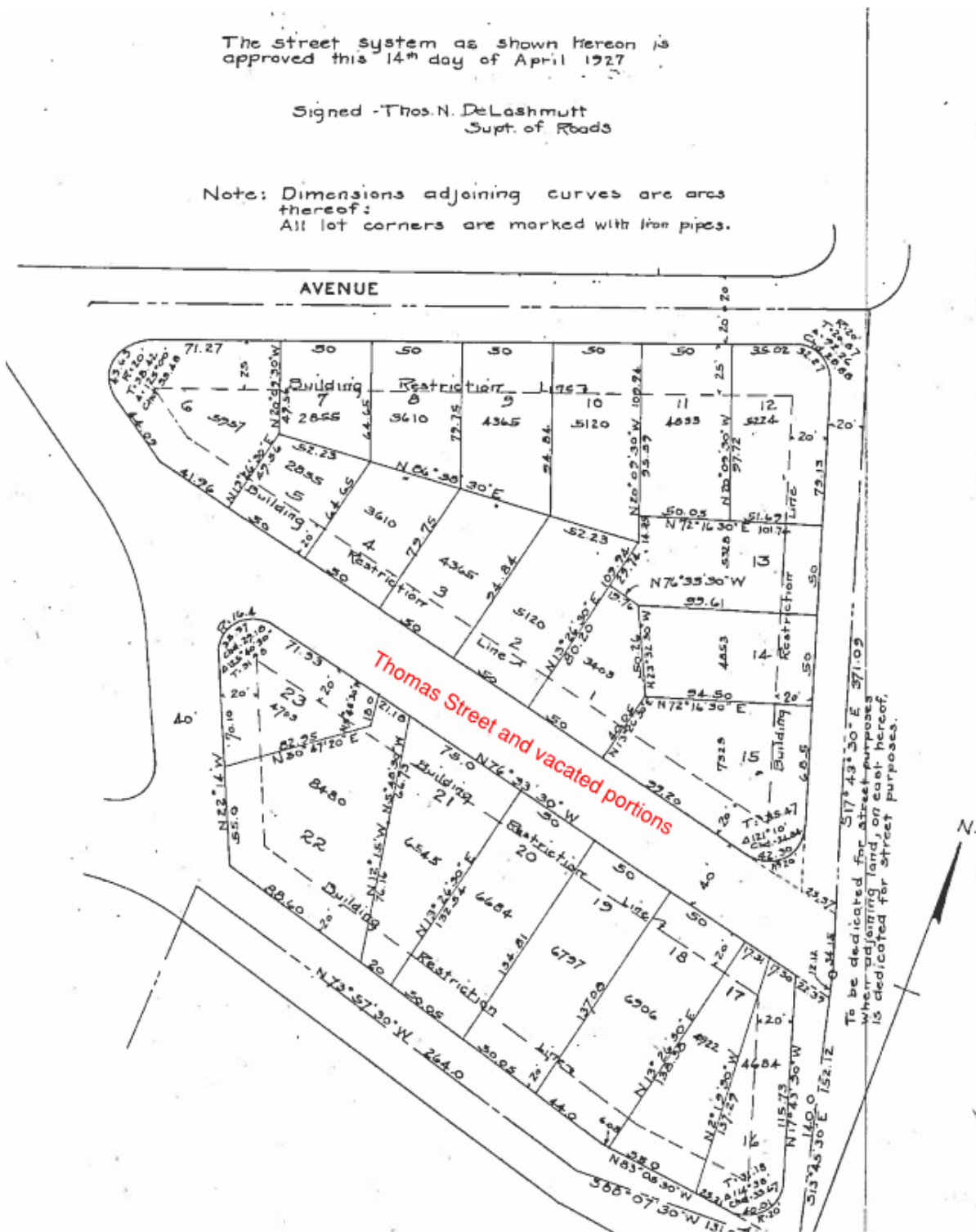


Figure 2: Original Subdivision Map



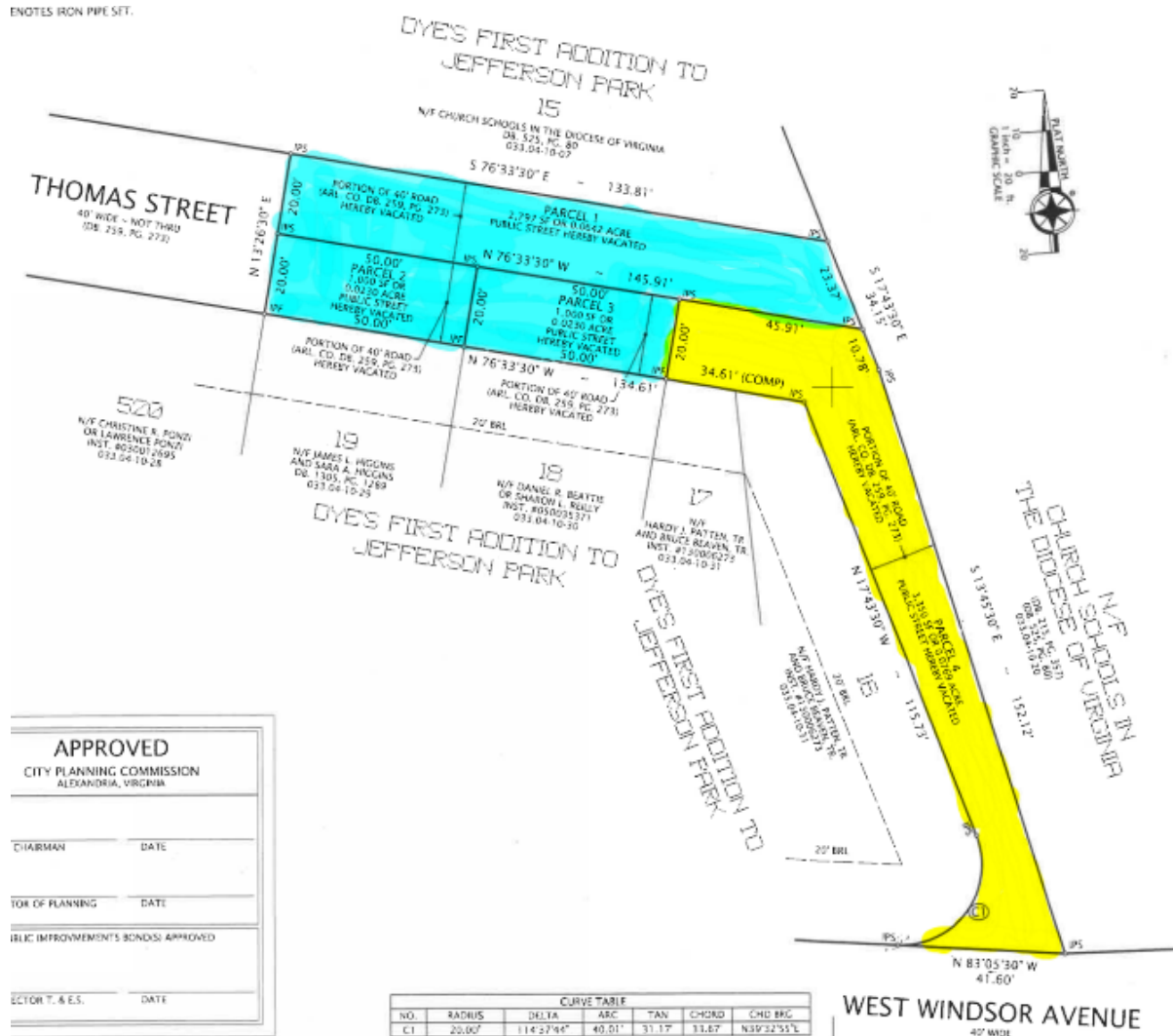
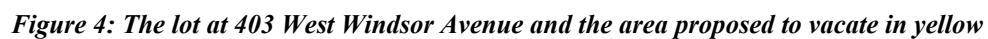


Figure 3: Thomas Street areas (blue) and proposed vacation (yellow)

## PROPOSAL

The applicant requests to purchase 3,350 square feet of the vacated right-of-way (indicated in yellow) along the north side, east side and a small portion to the south facing West Windsor Avenue. The purpose of the vacation request is to add FAR and expand the setback areas for future redevelopment. The applicant has chosen the option to pursue the vacation with development rights.



The subject property is located in the R-8 single-family zone. Section 3-302(A) permits single-family homes

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### VACATION POLICY

The City Council policy, approved in 2004, established the following criteria for the evaluation of vacation requests:

1. There is no public use of the right-of-way at the time the application is filed.
2. No reasonable use of the right-of-way could exist in the future, either for its original purpose or for some other public purpose. Reasonable uses include, but are not limited to future roads, bike paths/trails, recreational facilities, open space, utilities, or other environmental protections.
3. No portion of the public right-of-way shall become landlocked.
4. No abutting property owners shall become landlocked or have access substantially impaired.
5. The vacation shall provide a public benefit.

A 2002 memorandum that accompanies the Vacation Policy criteria, above, states that if a vacation request is found to be reasonable, conditions may be placed on the vacation to meet these additional policy requirements:

1. A uniform right-of-way width must be maintained.
2. Minimum right-of-way width allowed is 50 feet.
3. Easements must be provided for all existing utilities within areas to be vacated.
4. Vacated right-of-way is to be consolidated with adjoining lots.
5. The value of vacated right-of-way will be determined by Director of Real Estate Assessments.
6. Alley vacations must consist of full width and no land locked portions of alley will be allowed to remain.

### VALUE OF VACATED RIGHT OF WAY

The City Council Vacation Policy establishes the process of valuing vacations stating that “the fair market value of the vacated area will be based upon the value which the vacated area, when combined with the applicants’ existing adjacent land area, causes to be added to the sum of the values of the vacated and existing areas immediately before the vacation.”

This process calculates the gross value of the property with development rights and enhanced value should there be any. The Department of Real Estate Assessments has valued the 3,350 square feet of land in question at \$30,663. Staff has attached the memorandum from Real Estate Assessments (Attachment A) that discusses the process used to determine the valuation.

## **II. STAFF ANALYSIS**

After review of the vacation request, staff found that the request fulfilled only three of the five Vacation Policy criteria. Staff believes that criterion #2, relating to reasonable future use, is not met and criterion #5, that the vacation shall provide a public benefit is not met. As such, staff recommends denial of the vacation request. The analysis of the five criteria follows:

### **1. Existing Public Use**

The proposed vacation area is located to the north and east of 403 West Windsor Ave (403). The proposed area is currently occupied by an asphalt driveway that serves 403 West Windsor Avenue and several trees. The proposed vacation area is not used for underground infrastructure or above-grade public amenities.

### **2. Reasonable Future Use**

The portion of existing right-of-way that has been requested to be vacated is located to the north and east of 403 W. Windsor Avenue and would serve a significant future use to complete the roadway network. Currently, Thomas Street (located to the rear/north of the subject lot) is roughly 250 linear feet in length and terminates with no turnaround. Four existing dwelling units are located on the North side of Thomas Street and rely on Thomas Street for frontage and public access including trash collection and emergency vehicle access. T&ES points out that for the following reasons both trash collection and emergency vehicle access on Thomas Street is challenging:

- The Fire Department requires a turnaround for any dead-end road that is 100 linear feet or greater in length. Thomas Street is roughly 250 linear feet requiring the street to have a turnaround. Unfortunately, the street does not have a turnaround making access for the Fire Department difficult.
- Similarly, trash collection vehicles have a difficult time accessing the four dwellings located on Thomas Street. With no turn around provided at the end of Thomas Street, trash trucks are required to reverse the entire 250 linear feet road to exit the existing road.

The existing right-of-way located north and east of the subject lot gives the City an opportunity to continue Thomas Street around 403 W. Windsor Avenue and provide a connection to the avenue. Extending the road as mentioned above would alleviate trash collection and Fire Department access concerns expressed previously and would create porosity and connectivity of the City's roadway network. The extension of the road would require a right-of-way dedication from St. Stephens and St. Agnes School located just east of 403 W. Windsor Avenue.

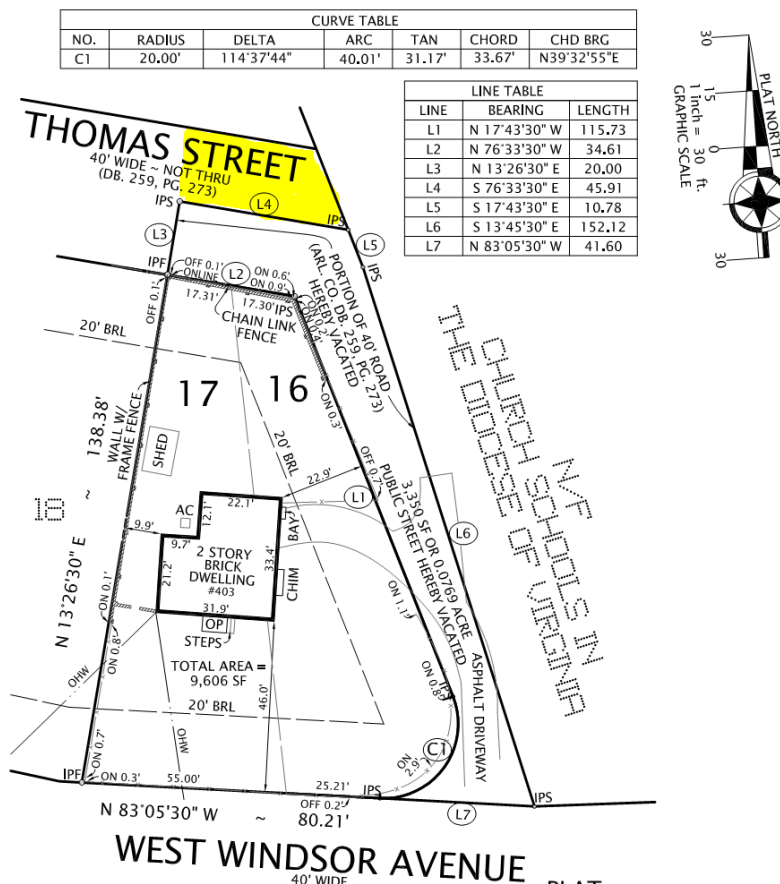
Obtaining a dedication of right-of-away from the neighboring school presents a challenge to this potential future use, however if school proposes future redevelopment plans, this could be a condition of approval. Obtaining this dedication seems like a reasonable request by the City as it is in line with the school's current use of that portion of the property for its existing W. Windsor Avenue entrance.



Further, approval of this vacation would create a situation where the remaining part of right-of-way would become unusable and it could not be used for creating a future connection between Thomas Street and West Windsor Avenue. Also, such approval would create non-uniform width for the remaining right-of-way. Therefore, if approved, staff recommends that the entire width of the Thomas Street right-of-way be vacated directly north of 403 W. Windsor Avenue to maintain a consistent right-of-way width. As this would require a revised plat, an amended real estate assessed value, and notification to the abutting property owner to the north, allowing them the opportunity to purchase this land through a vacation process if they choose, a future review at Planning Commission and City Council hearings is necessary.

### 3. Landlocked Public Property

Approval of this vacation would not create a situation where public property would be landlocked. However, approval has the potential of creating a portion of landlocked right-of-way should portions of the Thomas Street right-of-way West of this area be vacated in the future. The image provided below highlighted in yellow, indicates that the area could potentially become landlocked in the future (Figure 5). If approved, staff recommends that the entire width of the Thomas Street right-of-way be vacated directly north of 403 W. Windsor Avenue to maintain a consistent right-of-way width.



#### **4. Landlocked Private Property**

Approval of the vacation would not create a situation where private property would be landlocked.

#### **5. Public Benefit**

If the vacation were granted, the City would no longer be able to complete the roadway network along Thomas Street.

#### **Summary**

Given that only three of the five vacation criteria are met, staff recommends denial of the vacation request at 403 W. Windsor Avenue. If the City Council approves the vacation, however, standard conditions for vacations are included in this report.

### **III. RECOMMENDATIONS**

Although staff recommends *denial* of the vacation request, should the City Council vote to approve the vacation request, it shall be subject to compliance with all applicable codes and ordinances and the following conditions:

1. The applicant shall pay the fair market value for the vacated right-of-way, as determined by the Director of Real Estate Assessments. (P&Z)
2. The applicant shall show all public and private easements on the plat of consolidation. (T&ES)
3. The vacated right-of-way, Lot 17, and Lot 16 shall be consolidated. The approved final deed and plat shall be recorded in the land records of the City of Alexandria. (T&ES)
4. The applicant shall be responsible for perpetual ownership, development and maintenance of the vacated right-of-way. (T&ES)
5. The property owners shall be able to use the vacated land area to derive increased above grade development rights for the vacated area, including increased floor area or subdivision rights. (P&Z)

STAFF: Tony LaColla, AICP, P&Z Division Chief, Land Use Services  
Brian Dofflemyer, T&ES Development Review Manager  
Ann Horowitz, P&Z Principal Planner  
Marlo J.W. Ford, AICP, P&Z Planner III



#### IV. CITY DEPARTMENT COMMENTS

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

##### Transportation and Environmental Services

##### **Findings:**

F-1 The potential of the future completion of the roadway network shall not be precluded. (T&ES)

F-2 Vacation Exhibit Comments: (Survey)

- a. The description for curve C1 should precede the reference to the Easterly and Northerly lines of Lots 16 and 17.
- b. The description omits the bearing and distance for plat line 'L4'.

F-3 Due to potential future uses, T&ES is not in support of the proposed vacation. (T&ES)

##### **Recommendations:**

R-1 The applicant shall show all public and private easements on the plat of consolidation. (T&ES)

R-2 The vacated right-of-way, Lot 17, and Lot 16 shall be consolidated. The approved final deed and plat shall be recorded in the land records of the City of Alexandria. (T&ES)

R-3 The applicant shall be responsible for perpetual ownership, development and maintenance of the vacated right-of-way. (T&ES)

##### Code Enforcement:

No comments for the request to vacate the property

##### Fire:

No comments or concerns for the request to vacate the property

##### Health:

No comments received

##### Recreation, Parks & Cultural Activities:

No comments for the request to vacate the property

##### Police Department:

No comments received

##### Archaeology:

No archaeological oversight is necessary for this project

## City of Alexandria, Virginia

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### MEMORANDUM

**DATE:** SEPTEMBER 17, 2020

**TO:** KARL MORITZ, DIRECTOR  
DEPARTMENT OF PLANNING AND ZONING

**FROM:** WILLIAM BRYAN PAGE SRA, RM, REAL ESTATE ASSESSOR  
OFFICE OF REAL ESTATE ASSESSMENTS (OREA)

**SUBJECT:** VACATION OF AN UNINSTALLED SECTION OF THOMAS STREET  
BETWEEN ITS INTERSECTION WITH WEST WINDSOR AVENUE,  
ADJACENT TO ST. AGNES LOWER SCHOOL

**ADDRESS:** 403 WEST WINDSOR AVENUE, ALEXANDRIA, VA 22301

**PROJECT:** VACATION #2020-0002

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Per your request, we have reviewed the proposed vacation of an uninstalled section of Thomas Street, north of West Luray Avenue and east of Small Street. **The proposal includes the provision for additional development rights through the extension of setback limits.** According to a plat dated December 2, 2019, the proposed vacation varies in width extending 218.70 feet north – northwest along a line bordering St. Agnes School to the midpoint of Thomas Street. From there, the line turns west a distance of 45.91 feet. The Thomas Street section of the vacation is enclosed as the proposed boundary line turns south a distance of 20 feet where it terminates at the current northwest corner of the recipient parcel (403 West Windsor Avenue). The balance of the proposed vacation follows the existing property line for a total proposed vacated area of 3,350 square feet.

The recipient parcel (Lots 16 and 17, Dye's First Addition to Jefferson Park) is roughly triangular in configuration and contains 9,606 square feet. It has 80.21 feet of frontage along the north side of West Windsor Avenue and 34.61 feet of frontage which forms its northernmost boundary. The eastern property line measures 117.73 feet along an uninstalled section of Thomas Street. Both streets are 40-foot rights-of-way that are publicly maintained. The property is zoned R-8, Single-Family. Site improvements include a two-story brick single-family detached dwelling constructed in 1957, containing an above grade floor area of 1,344 square feet or developed floor area ratio of 0.14. The maximum floor area ratio within the R-8 district is 0.35

Provided the proposed vacation is approved, the adjusted lot area would increase to 12,956 square feet (9,606 SF + 3,350 SF). The request submitted to OREA by the Office of Planning and Zoning also stipulated that **additional development rights** would be associated with the vacation beyond those that currently exist on the recipient parcel (9,606 SF).



Based on the new lot area of 12,956 square feet, a single-family dwelling with an above grade floor area of 4,535 would be permitted by-right. It appears that this would be physically feasible given the expanded setbacks that would accompany the requested vacation.

For 2020, the subject's land component has an assessed value of \$533,453 and incorporates a downward adjustment for topographical features. If approved, the lot would have an adjusted area of 12,956 square feet, which are assessed in 2020 for \$564,086 including the adjustment for topography.

Based on the foregoing, the proposed vacation of Thomas Street has a value of \$30,633 assuming the full bundle of rights convey with the transfer of title.

**Thirty Thousand Six Hundred and Thirty-Three Dollars**

It is assumed that the vacated property will be legally consolidated with the recipient parcel and recorded among the City of Alexandria Land Records as one legal parcel.

This analysis does not constitute a fully documented real property appraisal report and should not be purported as such. The analysis is based on 2020 assessed land values of similarly zoned residential parcels in the immediate area of the subject property and complies with City policies and guidelines regarding vacations.

**Attachments**

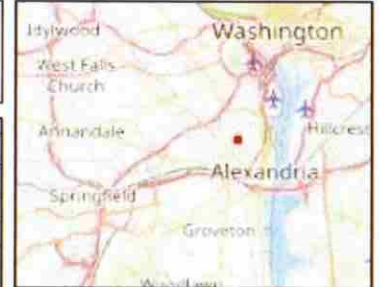
Plat: December 2, 2019  
Legal Description: July 21, 2020

cc: Marlo Ford, Urban Planner III  
Ann Horowitz, Principal Planner



City of Alexandria, Virginia

Map Title



#### Legend

- Addresses
- Spot Elevation (ft amsl)
- 10 ft
- 2 ft
- Parcels



94.0 0 47.02 94.0 Feet

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
City of Alexandria, VA

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

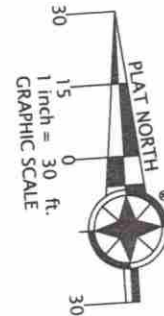
#### Notes

# NOTES:

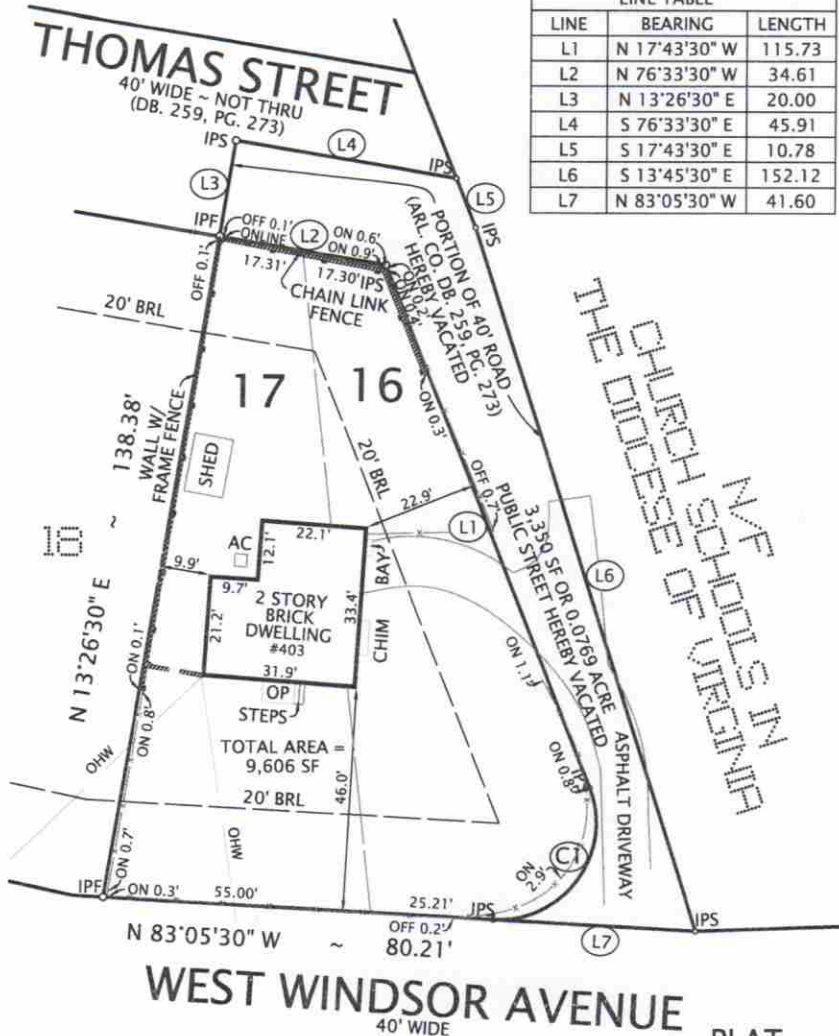
1. THE PROPERTY DELINEATED HEREON IS SHOWN ON THE CITY OF ALEXANDRIA TAX MAP 033.04.
2. THIS PLAT IS SUBJECT TO RESTRICTIONS OF RECORD.
3. ALL PREVIOUSLY RECORDED RIGHTS-OF-WAY, EASEMENTS, OR OTHER INTEREST OF THE COUNTY REMAIN IN FULL FORCE AND EFFECT UNLESS SHOWN OTHERWISE ON THIS PLAT.
4. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT.

CURVE TABLE					
NO.	RADIUS	DELTA	ARC	TAN	CHORD
C1	20.00'	114°37'44"	40.01'	31.17'	33.67'

LINE TABLE		
LINE	BEARING	LENGTH
L1	N 17°43'30" W	115.73
L2	N 76°33'30" W	34.61
L3	N 13°26'30" E	20.00
L4	S 76°33'30" E	45.91
L5	S 17°43'30" E	10.78
L6	S 13°45'30" E	152.12
L7	N 83°05'30" W	41.60



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I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO VISIBLE ENCROACHMENTS AS OF THIS DATE:



George M. O'Quinn  
GEORGE M. O'QUINN ..... L.S.

**PLAT**  
SHOWING HOUSE LOCATION ON  
LOTS 16 AND 17  
**DYE'S FIRST ADDITION TO  
JEFFERSON PARK**  
(ARLINGTON DEED BOOK 259, PG. 273)  
AND A STREET VACATION OF A PORTION OF  
**THOMAS STREET**  
(ARLINGTON DEED BOOK 259, PG. 273)  
**CITY OF ALEXANDRIA, VIRGINIA**  
SCALE: 1" = 30'      DECEMBER 02, 2019  
JULY 21, 2020 (VACATION)

**DOMINION** Surveyors  
Inc.®  
8808-H PEAR TREE VILLAGE COURT  
ALEXANDRIA, VIRGINIA 22309  
703-619-6555  
FAX: 703-799-6412

July 21, 2020

**DESCRIPTION  
OF A PORTION OF  
THOMAS STREET  
TO BE VACATED  
CITY OF ALEXANDRIA, VIRGINIA**

Beginning at a point in the northerly line of West Windsor Avenue, a corner common to the Church Schools in The Diocese of Virginia (Now or Formerly); Thence with the northerly line of West Windsor Avenue N  $83^{\circ} 05' 30''$  W 41.60 to a point, a corner common to Lot 16, Dye's First Addition to Jefferson Park; thence with the easterly and northerly lines of Lot 16 and the northerly line of Lot 17 with a curve to the left (Radius= 20.00; Delta=  $114^{\circ} 37' 44''$ , Tan.= 31.17', Chord= 33.67', Chd.Brg. N  $39^{\circ} 32' 55''$  E) an arc distance of 40.01' to a point; thence N  $17^{\circ} 43' 30''$  W 115.73' to a point and N  $76^{\circ} 33' 30''$  W 34.61' to a point, a corner common to Lot 18, thence through Thomas Street N  $13^{\circ} 26' 30''$  E 20.00' to a point in the westerly line of the Church Schools in the Diocese of Virginia (N/F); thence with the westerly lines of the Church Schools in the Diocese of Virginia S  $17^{\circ} 43' 30''$  E 10.78' to a point and S  $13^{\circ} 45' 30''$  E 152.12' to the point of the beginning containing 3,350 square feet of land.



APPLICATION for VACATION # \_\_\_\_\_

PROPERTY LOCATION: 403 West Windsor

TAX MAP REFERENCE: 033-04-10-31 ZONE: R8

APPLICANT'S NAME: Christine A Kelly

ADDRESS: 2109 Popkins Lane, Alexandria, Virginia 22307

PROPERTY OWNER NAME: City of Alexandria

(Owner of abutting area to be vacated)

ADDRESS: 301 King Street, Alexandria, Virginia 22314

VACATION DESCRIPTION: The proposed area of vacation is to be vacated to provide  
an increase in the buildable area of the existing lot by extending the setback limits of  
the existing property into the proposed area to be vacated. The formal description of the vacation is attached.

- ☒ THE UNDERSIGNED hereby applies for a Vacation Ordinance in accordance with the provisions of Chapter 10 of the Code of the State of Virginia, the Alexandria City Charter and City Code, and the Alexandria Zoning Ordinance.
- ☒ 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 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 their knowledge and belief.

Christine A Kelly

*Print Name of Applicant or Agent*

2109 Popkins Lane, Alexandria, VA 22307

*Mailing/Street Address*

Alexandria, VA 22307

*City and State Zip Code*

DocuSigned by:

Christine Kelly

E15A0CB6FD80485...

*Signature*

703-768-7371

*Telephone #*

*Fax #*

July 23, 2020

*Date*



# 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 ten 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
<sup>1</sup> Cindy Anderson	2709 Valley Drive	100%
<sup>2</sup> Cindy Anderson	2709 Valley Drive	100%
<sup>3</sup> Cindy Anderson	2709 Valley Drive	100%

**2. Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at 403 West Windsor Avenue (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten 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
<sup>1</sup> Cindy Anderson	2709 Valley Drive	100%
<sup>2</sup> Cindy Anderson	2709 Valley Drive	100%
<sup>3</sup> Cindy Anderson	2709 Valley Drive	100%

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

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

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

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

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

July 23, 2020

Christine Kelly

Date

Printed Name

Christine Kelly

Digitally signed by Christine Kelly  
Date: 2020.07.23 11:16:04 -0400

Signature

DocuSigned by:

Christine Kelly

E15A0CB6FD80485...

## Instructions for Vacation of Right-of-Way Applications

The vacation of a public right-of-way for a street or alley, emergency vehicle easements, sewer easements and other public easements or rights-of-way in the City of Alexandria, Virginia must be approved by the Alexandria City Council through public hearings.

1. **FILING DEADLINE:** Applications are encouraged to be submitted by the 'Recommended Submission Date for Completeness Review,' as listed on the Hearing Schedule and Filing Deadlines form on our Forms webpage. Applications are not docketed for a particular hearing until they are deemed complete by staff. Submission by the final filing deadline for a certain hearing does not guarantee the application being docketed for that hearing.
2. **APPLICATION FORMS:** Vacation applications must contain a written legal metes and bounds description dimensions and square footage of the area to be vacated, and a PDF of a plat showing the proposed area to be vacated.
3. **PLANS:** Applicants must submit a PDF of a scaled survey and/or other scaled plans with the vacation application.
4. **FILING FEES:** Applicants must submit a filing fee with the application. Exact fee amount may be obtained from the Planning staff. Applicants are also required to pay a Viewer's Fee of \$50.00 per viewer (not less than three or more than five viewers) within 30 days after the viewer's report is submitted to the City Council. Failure to pay the Viewer's Fee within the designated time period will stop the process and no vacation ordinance will be written by the City Attorney.
5. **PROPERTY OWNER NOTIFICATION:** The applicant must provide written notice to all abutting and facing property owners. (See attached detailed instructions). Failure to send accurate or correct notices will result in deferral of the application to a later hearing date.
6. **STAFF REPORT:** A staff report with recommendation will be prepared and made available in the Department of Planning and Zoning office. The report is typically available 7 business days prior to the Planning Commission Public Hearing.
7. A quitclaim deed must be submitted after City Council approval of a vacation.

**NOTE:** The vacation process must be completed prior to approval of any building permits that may be submitted.

FOR ASSISTANCE WITH ANY OF THESE PROCEDURES  
CALL THE DEPARTMENT OF PLANNING & ZONING AT 703.746.4666

**July 21, 2020**

**DESCRIPTION  
OF A PORTION OF  
THOMAS STREET  
TO BE VACATED  
CITY OF ALEXANDRIA, VIRGINIA**

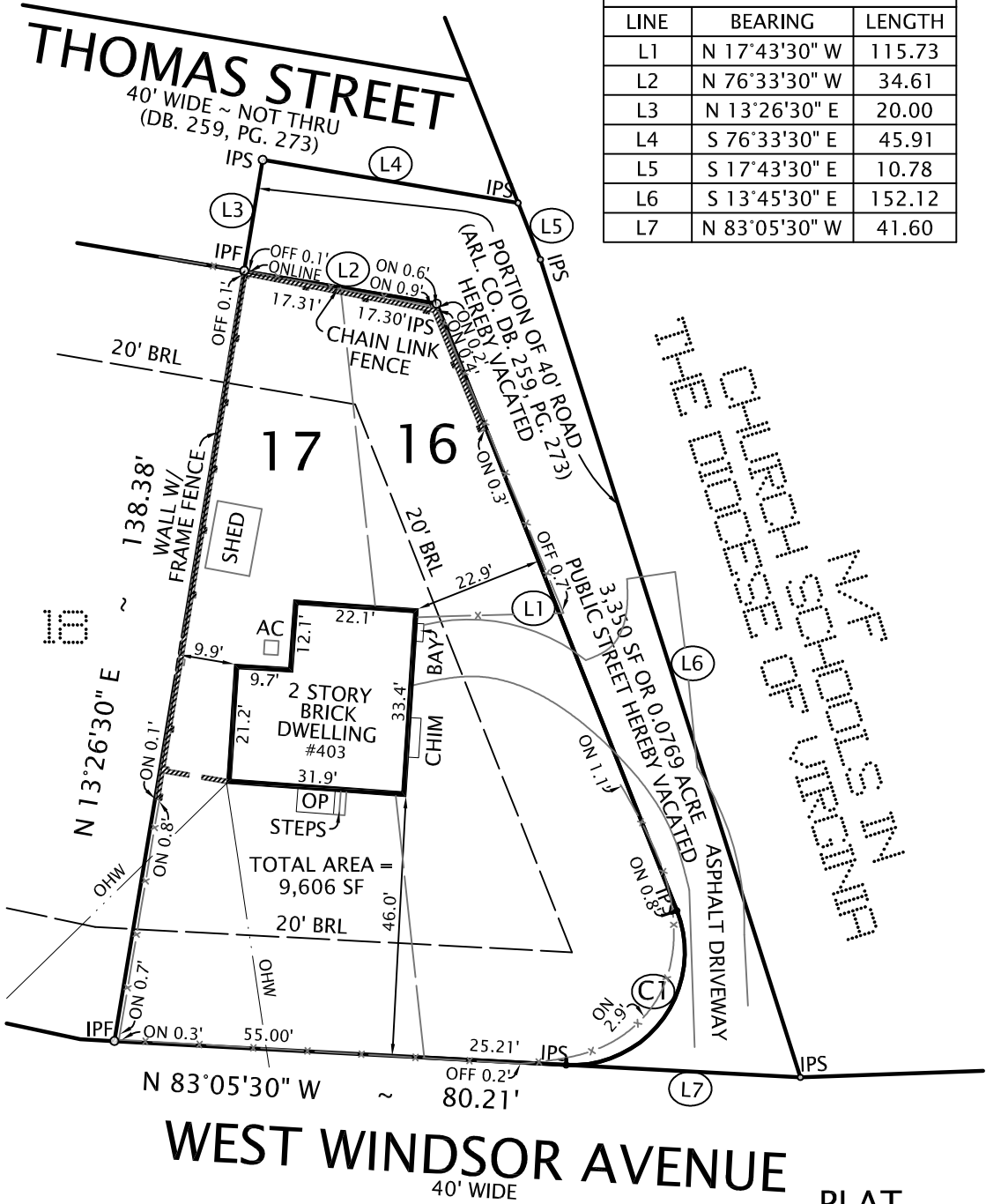
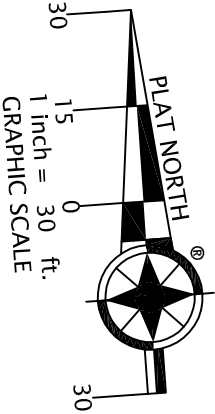
Beginning at a point in the northerly line of West Windsor Avenue, a corner common to the Church Schools in The Diocese of Virginia (Now or Formerly); Thence with the northerly line of West Windsor Avenue N  $83^{\circ} 05' 30''$  W 41.60 to a point, a corner common to Lot 16, Dye's First Addition to Jefferson Park; thence with the easterly and northerly lines of Lot 16 and the northerly line of Lot 17 with a curve to the left (Radius= 20.00; Delta=  $114^{\circ} 37' 44''$ , Tan.= 31.17', Chord= 33.67', Chd.Brg. N  $39^{\circ} 32' 55''$  E) an arc distance of 40.01' to a point; thence N  $17^{\circ} 43' 30''$  W 115.73' to a point and N  $76^{\circ} 33' 30''$  W 34.61' to a point, a corner common to Lot 18, thence through Thomas Street N  $13^{\circ} 26' 30''$  E 20.00' to a point in the westerly line of the Church Schools in the Diocese of Virginia (N/F); thence with the westerly lines of the Church Schools in the Diocese of Virginia S  $17^{\circ} 43' 30''$  E 10.78' to a point and S  $13^{\circ} 45' 30''$  E 152.12' to the point of the beginning containing 3,350 square feet of land.

NOTES:

1. THE PROPERTY DELINEATED HEREON IS SHOWN ON THE CITY OF ALEXANDRIA TAX MAP 033.04.
2. THIS PLAT IS SUBJECT TO RESTRICTIONS OF RECORD.
3. ALL PREVIOUSLY RECORDED RIGHTS-OF-WAY, EASEMENTS, OR OTHER INTEREST OF THE COUNTY REMAIN IN FULL FORCE AND EFFECT UNLESS SHOWN OTHERWISE ON THIS PLAT.
4. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT.

CURVE TABLE						
NO.	RADIUS	DELTA	ARC	TAN	CHORD	CHD BRG
C1	20.00'	114°37'44"	40.01'	31.17'	33.67'	N39°32'55"E

LINE TABLE		
LINE	BEARING	LENGTH
L1	N 17°43'30" W	115.73
L2	N 76°33'30" W	34.61
L3	N 13°26'30" E	20.00
L4	S 76°33'30" E	45.91
L5	S 17°43'30" E	10.78
L6	S 13°45'30" E	152.12
L7	N 83°05'30" W	41.60



I HEREBY CERTIFY THAT THE POSITIONS OF ALL THE EXISTING IMPROVEMENTS HAVE BEEN CAREFULLY ESTABLISHED BY A CURRENT FIELD SURVEY AND UNLESS SHOWN THERE ARE NO VISIBLE ENCROACHMENTS AS OF THIS DATE:



*George M. O'Quinn*  
GEORGE M. O'QUINN ..... L.S.

PLAT  
SHOWING HOUSE LOCATION ON  
LOTS 16 AND 17  
**DYE'S FIRST ADDITION TO  
JEFFERSON PARK**  
(ARLINGTON DEED BOOK 259, PG. 273)  
AND A STREET VACATION OF A PORTION OF  
**THOMAS STREET**  
(ARLINGTON DEED BOOK 259, PG. 273)  
**CITY OF ALEXANDRIA, VIRGINIA**  
SCALE: 1" = 30'      DECEMBER 02, 2019  
JULY 21, 2020 (VACATION)

 **DOMINION** Surveyors  
Inc.®  
8808-H PEAR TREE VILLAGE COURT  
ALEXANDRIA, VIRGINIA 22309  
703-619-6555  
FAX: 703-799-6412