

**DOCKET ITEM #4**  
**Development Site Plan #2020-00027**  
**4200 Eisenhower Avenue – Joseph Hensley Park Renovation**

---

**CONSENT AGENDA ITEM**

If no one asks to speak about this case prior to the hearing, it will be approved without discussion as part of the Consent Agenda.

Application	General Data	
<b>Project Name:</b> Joseph Hensley Park renovation and expansion	PC Hearing:	March 2, 2021
	CC Hearing:	N/A
	If approved, DSP Expiration:	March 2, 2026 <sup>1</sup>
	Total Site Acreage:	14.76 acres (643,156 SF)
	Project Area:	10.18 AC (443,448 SF)
<b>Location:</b> 4200 Eisenhower Avenue (main parcel address)	Zone:	POS/Public Open Space Zone
	Existing Use:	Public Park
	Dwelling Units:	N/A
	Gross Floor Area (proposed buildings):	1,810 GSF
<b>Applicant:</b> City of Alexandria, represented by David L. Barlow, P.E.	Small Area Plan:	Eisenhower West
	Historic District:	N/A
	Green Building:	N/A

**Purpose of Application**

The applicant requests approval of a Development Site Plan to renovate and expand the recreational facilities for the City of Alexandria Joseph Hensley Park.

**Applications/Special Use Permits/Modifications Requested:**

Development Site Plan to renovate an existing City park with improved recreation fields and facilities, including a new bathroom building and increased parking.

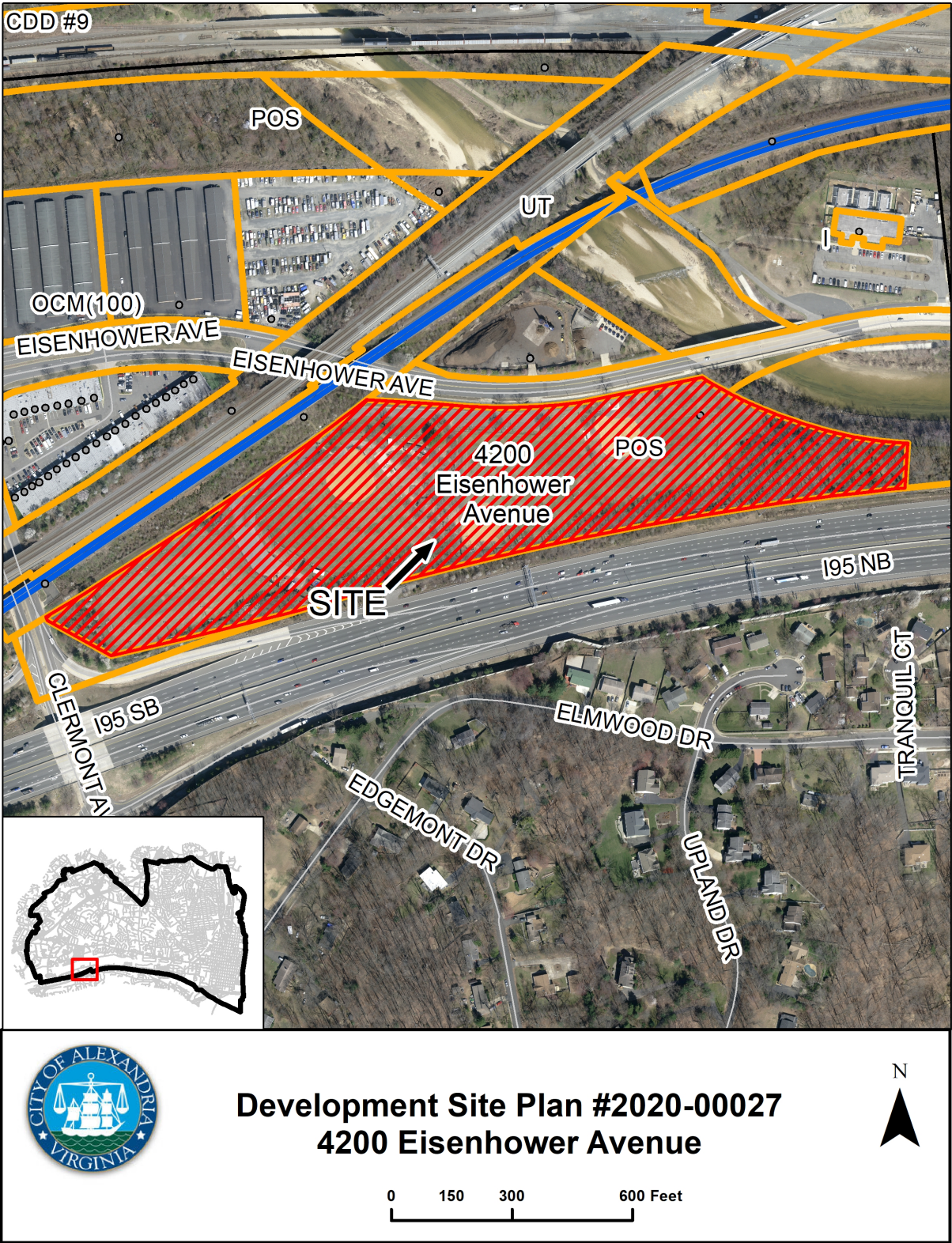
**Staff Recommendation: APPROVAL WITH CONDITIONS**

**Staff Reviewers:**

Robert M. Kerns, AICP, Division Chief; [robert.kerns@alexandriava.gov](mailto:robert.kerns@alexandriava.gov)  
Dirk H. Geratz, AICP, Principal Planner; [dirk.geratz@alexandriava.gov](mailto:dirk.geratz@alexandriava.gov)  
Abigail Harwell, Urban Planner; [abigail.harwell@alexandriava.gov](mailto:abigail.harwell@alexandriava.gov)  
Matthew Landes, Division Chief, Department of Project Implementation  
Bethany Znidersic, Acting Division Chief, Department of Recreation, Parks and Cultural Activities

---

<sup>1</sup> The validity period may be extended consistent with the July 7, 2020 City Council Docket Item 15.a. due to the COVID-19 emergency.





## **I. SUMMARY**

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

Staff recommends **approval** of the proposed renovations and increase in parking spaces at the City owned Joseph Hensley Park and all associated site improvements included in the scope of this project. The park improvements and operations will be consistent with the Citywide Parks Improvement Plan 2014 recommendations. The project was endorsed by the Park and Recreation Commission on January 21, 2021 (a copy of the endorsement letter is attached to this report).

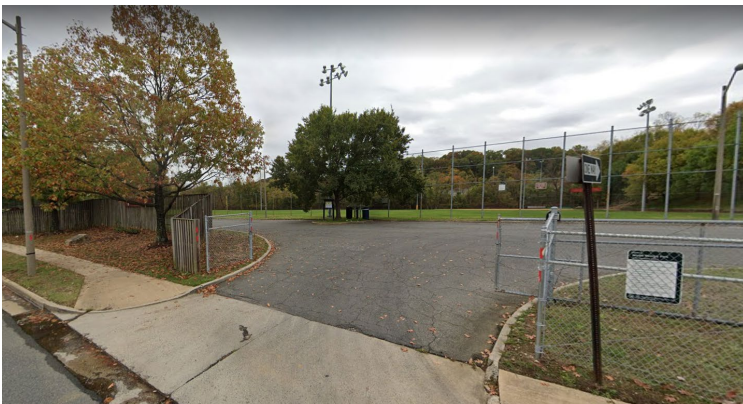
### ***B. General Project Description***

The City, through the Department of Project Implementation (the applicant), is requesting approval of a Development Site Plan (DSP) for the proposed City park renovations due to an increase of more than five parking spaces (proposed increase of 68 spaces). The applicant proposes the renovations and upgrades of the existing park and recreation facilities, including restroom and maintenance buildings, playground and amenity areas, and onsite parking. Site access will continue to be provided via Eisenhower Avenue. The project site is located within the Eisenhower West Small Area Plan.

## **II. BACKGROUND**

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

Joseph Hensley Park (Hensley Park) is a 14.76-acre public City park located in the Eisenhower Corridor area. Hensley Park is different from the rest of Alexandria's citywide parks because it is remotely located, apart from residential neighborhoods. The park is bound by the Capital Beltway to the south, Eisenhower Avenue to the north, and WMATA Metrorail and CSX railroad tracks to the west. A City recycling drop-off center is located north across Eisenhower Avenue from the park. The park is partially located in the flood basin of Cameron Run, a tributary stream of the Potomac River which runs along the east side of the park. Due to Hensley Park's secluded location and the heavy vehicle traffic at its borders, most park users drive to the site. The site is zoned



*Entrance to Joseph Hensley Park from Eisenhower Avenue.*

POS/Public Open Space and Community Recreation zone and has been used as an active recreation site since the City's acquisition of the property in 1977. A Land and Water Conservation Fund grant was awarded to the City to assist in purchasing the property. Development on the site is restricted to recreation uses in perpetuity based on the terms of the grant.

In 2014, the Park and Recreation Commission endorsed a Citywide Parks Improvement Plan that included improvements and upgrades to athletic fields and park features in order to support Hensley Park's programmed uses long-term. At the time of endorsement, the park's fields all suffered from poor turf conditions and drainage issues which persist today. Many of the park's amenities have reached the end of their useful life and require replacement or repair. The existing 78 parking spaces are insufficient to accommodate the influx of weekday and weekend visitors from all over the region who drive to the park, and often park on grassy areas when paved parking is unavailable. Many organizations who regularly used the park now prefer to use other modernized park sites, which increases pressure on other park sites and decreases City revenue from site reservations. The existing site features and conditions discourage park users from passively using the fields and open spaces, and lack ancillary sports features the community desires. The City Council approved funding for design of the endorsed park plan in 2017 and the project has progressed through procurement and design development. Due to site constraints identified during the design process, amendments to the 2014 plan recommendations are required. These amendments maintain the intent of the 2014 plan and accommodate the site constraints. The Park and Recreation Commission reviewed and endorsed amendments to the 2014 Park Plan on January 21, 2021. The project proposed reflects both the 2014 Parks Improvement Plan as well as the recommended amendments, as will be discussed under "Detailed Project Description" below.

As shown in Exhibit 1 below, the existing site is comprised of three diamond sport fields and one rectangular sport field. Each of the fields have associated accessory structures, such as backstops, dugout structures, field lighting, scoreboards, bleachers and one includes seating built into the hillside. Additional amenities in the park include a small restroom building, picnic shelter, a maintenance yard, and accessibility pathways. The site currently can accommodate parking for 78 vehicles, although the striping of the spaces has worn away with time. It should be noted that there is a resource protection area (RPA) located along the eastern portion of the property, adjacent to Cameron Run.

*Exhibit 1: Existing Conditions of Joseph Hensley Park*





### C. Detailed Project Description

The proposed project involves renovation of the entire park, upgrading the existing recreation facilities, with additional amenities to improve the overall use of the site by a variety of users. As seen in Exhibit 2 below (zoomed in plans with more detail can be found under Section VII. Graphics of this report), the list of project improvements is as follows:

1. Replace the two eastern softball diamond fields with one regulation sized adult softball field and a flexible natural turf playing area.
2. Replace, upgrade and reorganize sport field lighting to accommodate the new fields.
3. Shift the synthetic turf rectangular soccer field north and east on the site to fit within the property boundaries and establish the field dimensions as 300 feet by 165 feet (100 x 55 yards).
4. Expand and increase capacity of the parking lot areas.
5. Formalize driveway entrance into the park, improve accessible parking in the parking lots and accessible pathways to the restroom and picnic areas.
6. Provide public safety improvements at the park entrances, as well as overall upgrades and improvements to the park's utilities and stormwater drainage.
7. Provide accessibility ramp to connect upper fields and parking with the lower areas.
8. Demolish and construct a new 754 square foot restroom building central to the site and new 1,056 square foot maintenance building.
9. Provide two new pavilion structures, a new playground feature next to the restroom building, and new batting cages and multi-use courts south of the lower parking lot.
10. Installation of landscaping sitewide that complies with the 2019 Landscape Guidelines.
11. Plant new trees to replace trees removed, with new parking lot tree islands.

*Exhibit 2: Proposed park plan for Joseph Hensley Park*



#### ***D. Project Phasing***

Construction of the park improvements is anticipated to be completed in two phases. The first phase will address the eastern portion of the site including the conversion of the two lower softball fields to one regulation sized adult softball field, parking improvements east of the hillside, stormwater management improvements, ADA accessibility improvements and additional site features between the two diamond fields as funding permits. The remaining improvements will be constructed in a second phase. Funding for phase two will be evaluated during the FY2023 budget process.

Staff supports a phased delivery of the park's development that is responsive to available budgets and site constraints. Per section 11-506(C)(2)(A), development projects must commence construction within three years or seek an extension. Understanding that portions of the park may need longer to begin construction due to the overall project phasing, staff has amended Condition #2 to extend the period of validity from 36 months (three years) to 60 months (five years). Staff believes the extended period for construction will allow for the applicant to redevelop the park as much as funding allows, while seeking funding for the remaining portions of the park renovation. Should the development need longer than the extended period of validity, as there may have been changes to technology, building code requirements and other applicable regulatory policies that may apply, the plan should be reviewed for any required modifications to the plans. Additionally, due to the ongoing COVID-19 Pandemic, City Council voted on July 7, 2020 to grant a six-month extension to all active development site plans to extend the period of validity under which a project must commence construction. Applications approved during the emergency will receive a pro-rata extension and if the emergency continues, the validity period extension will be expanded automatically until the emergency concludes.

### **III. ZONING**

Property Address:	4200 Eisenhower Avenue		
Total Site Area:	14.76 AC/643,156 SF		
Project Area:	10.18 AC/443,448 SF		
Zone:	POS/Public Open Space and Community Recreation zone		
Existing Use:	Public Park with congregate recreational facilities		
	Permitted/Required	Existing	Proposed
FAR	No Standards	.01% (660 SF)	.03% (1,810 SF)
Setbacks	None (when adjacent to non-residential zoning)	None	Front: 108 feet Side (East): 250 feet Side (West): 150 feet Rear: 25 feet
Parking	No standards	78 spaces	146 spaces
Height	15 feet	NA	15 feet



#### **IV. STAFF ANALYSIS**

Staff supports the proposed park project and finds the renovations and upgrades will be an improvement for the community. The renovations are consistent with the 2014 Park Implementation Plan, with the recommended amendments, and are part of the City's efforts to address needed improvements for citywide organizations, residents and recreation programs. As stated in the Eisenhower West Small Area Plan, the projected increase in population in the area will place far greater demands on the parks. The plan advocated enhancing existing parks and designing them to be visible, inviting, accessible, and to accommodate all ages and abilities with a variety of active and passive spaces. The proposed improvements are all with the intent of addressing these goals, as well as the upgrades complying with current standards for green building, landscaping, and stormwater management.

##### *Parking and Circulation*

Hensley Park is a citywide park that is used by both the residents of Alexandria as well as the larger region. Due to the Park's secluded location, the large range of users and no street parking allowed along Eisenhower Avenue, most park users drive to and park onsite. To address these needs, the proposed design expands the western parking lot, adds a new central parking lot, and improves the circulation around the site for two-way traffic. This is in addition to additional ADA parking spaces and ramps throughout the site, clear demarcation of parking spaces and parking that complies with the POS parking requirements, with no parking located within the required setback areas and all parking areas to be landscaped.

##### *Stormwater Management*

Due to the age of the site, it has no existing stormwater management. With the proposed renovations and site upgrades, the applicant shall meet all the stormwater quality requirements within the limits of disturbance through the implementation of low impact development strategies and green infrastructure in compliance with the City of Alexandria's Green Building Policy which requires 100% achievement of the required stormwater treatment through green infrastructure. The strategies proposed by the applicant are designed in conformance with the *Virginia Stormwater Best Management Practice (BMP) Clearinghouse*, which is a compendium of approved low impact development and green infrastructure strategies jointly developed and administered by the Virginia Department of Environmental Quality and the Virginia Water Resources Research Center. These features provide both functional water quality benefits while also providing attractive amenities.

##### *Landscape*

All proposed landscaping and trees will comply with the 2019 Landscape Guidelines. The project involves removing invasive trees and other plants existing on the site and planting the site with over 100 new trees that are local natives. The invasive species management plan will be coordinated with ongoing efforts by the Recreation, Parks and Cultural Activities Natural Lands Management Section. The new trees, combined with the trees that will be preserved, will provide 38.8% crown coverage within the site area. As the majority of the site is either grass or turf to accommodate the sports fields, the trees and other landscaping are arranged in a way to provide

shade around the fields and parking areas, and in the playground and passive recreation areas, to enhance the overall shading and appearance of the site while accommodating the site program.

#### *Green Building*

The City adopted the Green Building Policy in 2009, with an update in 2019, which established an expected standard for green building certification for public projects, which is intended to apply primarily to buildings capable of qualifying for certifiable levels of compliance with one of several green building ratings systems developed by third parties. While the proposed two site buildings are exempt due to their small sizes, the proposed project does meet the Green Building Policy intent and requirements for stormwater management, as noted in the *Stormwater Management* section above. This includes the addition of pervious pavement in the parking lot areas and areas of bioretention for stormwater management.

## **V. COMMUNITY**

The Department of Recreation, Parks and Cultural Activities has engaged the community in a variety of ways regarding this project. Originally when the Park Plan was developed in 2014, the Department conducted an online and hard-copy survey and a public workshop to receive information on community needs at Hensley Park. The Department also reached out to the Youth Sports Advisory Board to see how community sports groups use the site and what improvements would be preferred. The feedback received from the surveys and Youth Sports Advisory Board were the basis for the 2014 Plan recommendations. Since 2014, written updates were provided to the Park and Recreation Commission and discussions were held in 2018 and 2019 with Youth Sports Advisory Board regarding funding, timing and the design process. The 2014 plan amendments were presented to the Park and Recreation Commission on December 17, 2020, and a public comment period was open to receive written comments from December 18, 2020 to January 20, 2021. The Park and Recreation Commission held a public hearing on the plan amendments on January 21, 2021. There were no speakers during the Park and Recreation Commission public hearing. Staff received written comments regarding the following concerns:

- Need for synthetic turf on all fields, not just the rectangular field
- Need for additional indoor or outdoor futsal courts and tennis courts
- Need for synthetic turf diamond fields to support softball and baseball
- Additional Capital Improvement Program projects to install additional synthetic turf fields, futsal courts and lights throughout the City.

The proposed plan includes lights on all three fields, synthetic turf on the rectangular field, and includes an outdoor multi-use court. The lower diamond field is proposed as natural turf due to the environmental constraints on impervious surfaces within natural resource buffers. The upper diamond field could be constructed as synthetic turf in Phase Two. The additional cost is estimated at \$1.2 million in 2021 dollars and would be subject to future funding availability or potential public private partnerships. The Department of Recreation, Parks and Cultural Activities will investigate if additional courts are needed during the ten-year community review of the Hensley Park Plan in 2023. The Park and Recreation Commission endorsed the proposed plan amendments without changes. The Commission's letter of endorsement is attached to this report.



## VI. CONCLUSION

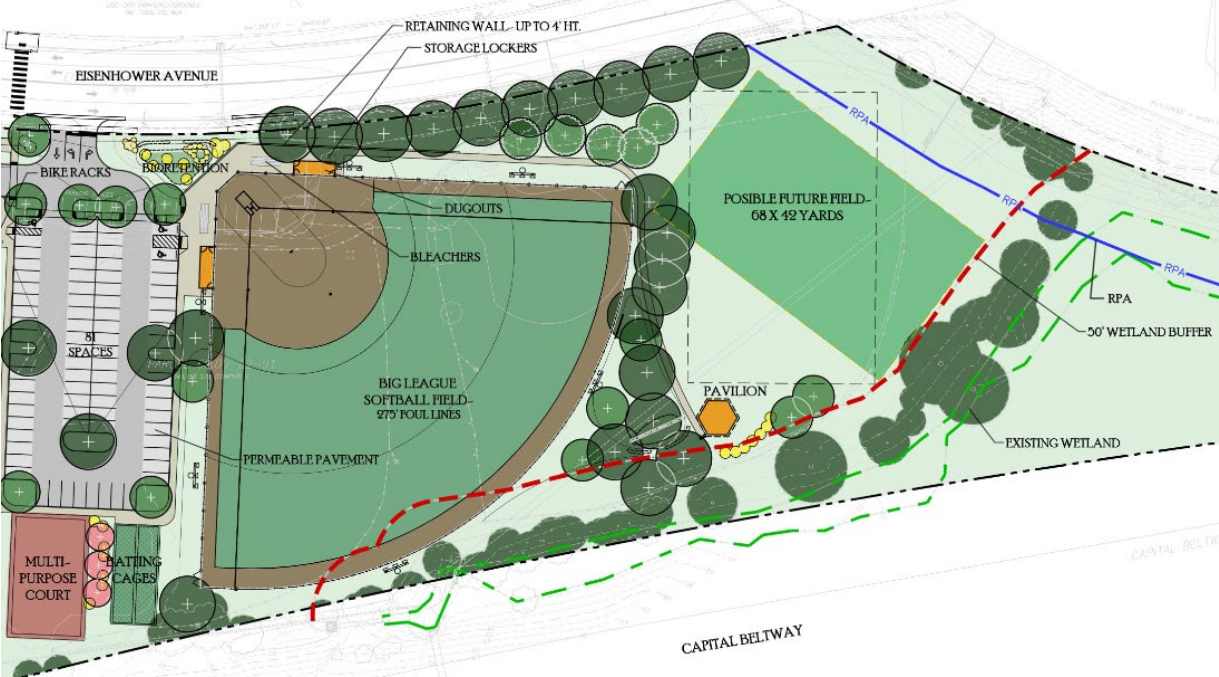
Staff recommends approval subject to compliance with all applicable codes, ordinances, and the following staff recommendations.

## VII. GRAPHICS

*Graphic 1: Western side of proposed Hensley Park renovations (zoomed in)*



Graphic 2: Eastern side of proposed Hensley Park renovations (zoomed in)



Graphic 3: Elevation drawings of proposed new restroom building



1 WEST ELEVATION  
1/4" = 1'-0"



2 SOUTH ELEVATION  
1/4" = 1'-0"



## **VIII. STAFF RECOMMENDATIONS:**

1. The Final Site Plan shall be in substantial conformance with the preliminary plan dated December 11, 2020 and comply with the following conditions of approval.

### **A. SITE PLAN**

2. Per Section 11-418 of the Zoning Ordinance, the development site plan shall expire and become null and void, unless substantial construction of the project is commenced within 60 months after initial approval (*plus any extensions per the October 6, 2020 City Council Docket Item 19 due to the COVID-19 emergency, as may be extended*) and such construction is thereafter pursued with due diligence. The applicant shall provide a written status report to staff 30 months after initial approval to update the City Council on the project status if substantial construction has not commenced at such time. The period of validity may be extended upon petition by the applicant and after adequate notice and public hearing. (P&Z)
3. Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z, T&ES and RP&CA. 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. If applicable, all utilities shall be screened from the public ROW to the satisfaction of the Directors of P&Z and RP&CA. (P&Z) (T&ES) (RP&CA)
4. 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, RP&CA and/or P&Z in consultation with the Chief of Police and shall include the following:
  - a. Clearly show location of all site lights, 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.
  - 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 proposed light fixtures. Photometric calculations must extend over all areas that must meet City lighting standards and extend 20 feet beyond the areas illuminated to demonstrate the minimization of light spill. Detail information indicating proposed light pole and any footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view or light poles shall be direct bury.

- e. 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, RP&CA and P&Z.
  - f. Provide numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
  - g. Light fixtures for open canopies shall be recessed into the ceiling for any areas that can be seen from the public ROW.
  - h. Upon installation of all exterior light fixtures for the site/building, the applicant shall provide photographs of the site demonstrating compliance with this condition.
  - i. Full cut-off lighting shall be used as applicable at the development site to prevent light spill onto adjacent properties. (P&Z) (T&ES) (Police)(Code)
5. Provide a georeferenced CAD file in AutoCAD 2018.dwg format, which follows the National CAD Standards, of the dimension plan of this project including existing conditions, proposed conditions and grading elements. This information will be used to compile a master CAD reference to ensure all proposed features are correctly located and will connect. (P&Z) (DPI) \*

**BUILDING:**

6. The park plan design, including the appearance, color and quality of materials, final detailing, and three dimensional expression of all structures and retaining walls shall be consistent with the elevations and plan details dated December 11, 2020 and the following conditions, (P&Z)
7. The project shall comply with the stormwater requirements defined by the City of Alexandria 2019 Green Building Policy as follows:
- a. The project shall comply with the stormwater requirements defined by the City of Alexandria 2019 Green Building Policy, to meet 100% of stormwater treatment through green infrastructure.
  - b. If not possible, Applicant will strive to the level of compliance feasible and practicable and document any constraints precluding 100% treatment on site to the satisfaction of the Director of Planning and Zoning.

**OPEN SPACE/LANDSCAPING:**

8. Develop, provide, install and maintain an integrated Landscape Plan in accordance with the City of Alexandria's Landscape Guidelines, available online at: [www.alexandriava.gov/uploadedFiles/recreation/ParkPlanning/LandscapeGuidelinesFinalv2Final.pdf](http://www.alexandriava.gov/uploadedFiles/recreation/ParkPlanning/LandscapeGuidelinesFinalv2Final.pdf).
9. Provide the following modifications to the landscape plan and supporting drawings:



- a. Ensure the irrigation system is fully compatible with the City's Maxicom central control system and that all system components meet City standards. Quick couplers shall be installed to meet maintenance and operational needs.
  - b. Revise the planting plan to the satisfaction of the Director of RP&CA. Plant species shall be straight species where practical, to the satisfaction of the Director of RP&CA.
10. Develop a palette of site furnishings in consultation with staff.
  - a. Provide location, and specifications, and details for site furnishings that depict the installation, scale, massing and character of site furnishings to the satisfaction of the Directors of P&Z, RP&CA and T&ES.
  - b. Site furnishings may include City Standard benches, drinking fountains, bicycle racks, trash and recycling receptacles, flagpoles and other associated features. (P&Z) (T&ES) (RP&CA)
11. Provide material, finishes, and architectural details for all retaining walls, seat walls, decorative walls, and screen walls. Indicate methods for grade transitions, handrails — if required by code, directional changes, above and below grade conditions. Coordinate with adjacent conditions. Design and construction of all walls shall be to the satisfaction of the Directors of P&Z, RP&CA, and T&ES. (P&Z) (T&ES) (RP&CA) (Code) \*
12. City of Alexandria Playspace Policy was approved in October 2013 to improve the health and well-being of all youth through design and provision of quality playspaces. Prior to the submission of Final Site Plan #1, the applicant shall work with RP&CA staff representatives of the Playspace Technical Advisory Team (P-TAT) and P&Z staff to develop a playspace design of structured and/or unstructured play.
  - a. The playspace should provide a coordinated array of the play elements, to the satisfaction of the Director of RP&CA.
  - b. Playspace plans shall depict location, scale, massing and character of the playspace, grade conditions, surfacing, site furnishings, vegetation, and other site features.
  - c. Playspaces and site equipment shall comply with the most recent guidelines, specifications and recommendations of the Consumer Product Safety Commission (CPSC) Handbook for Public Playground Safety, ASTM Specification for Playground Equipment for Public Use (ASTM F1487) and ASTM Specification for Impact Attenuation of Surface Systems Under and Around Playground Equipment (ASTM F1292). Applicant shall provide certification that the play areas have been designed, reviewed and approved by a certified playground safety inspector (CPSI professional) with current certification. Play area and equipment shall comply with Americans with Disabilities Act 2010ADA Standards for Accessible Design.

- d. Playspaces shall be regularly inspected and appropriately maintained according to CPSC, ASTM, and manufacturer recommendations. Natural play spaces and/or elements shall be maintained and cared for according to landscape standards provided by landscape architect, planner, and/or to relevant CPSC and ASTM standards.
- e. Playspaces shall have appropriate signage posted with hours of operation and other operational information. (RP&CA) (P&Z)

**TREE PROTECTION AND PRESERVATION:**

- 13. Provide, implement and follow a Tree and Vegetation Protection Plan per the City of Alexandria Landscape Guidelines (P&Z) (RP&CA) \*

**ARCHAEOLOGY:**

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

**PEDESTRIAN/STREETSCAPE:**

- 16. Provide the following pedestrian improvements to the satisfaction of the Directors of P&Z and T&ES:
  - a. Complete all pedestrian improvements prior to the issuance of a certificate of occupancy permit.
  - b. Provide an ADA accessible pedestrian crossing at the existing driveway entrance.
  - c. Construct all concrete sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be 6 feet in commercial, mixed-use or other high-density areas and 5 feet in single-family or other lower density areas.
  - d. Sidewalks shall be flush across all driveway crossings.
  - e. All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards.
  - f. Provide separate curb ramps for each direction of crossing (i.e., two ramps per corner). Curb ramps shall be perpendicular to the street to minimize

crossing distances. Any changes must be approved by the Director of T&ES.

- g. Provide thermoplastic pedestrian crosswalks or an approved equivalent at all existing crossings at the proposed project site, which must be designed to the satisfaction of the Director of T&ES.
- h. All crosswalks shall be standard, 6 inches wide, white thermoplastic parallel lines with reflective material or approved equivalent, 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) or equal] may be required as directed by staff at Final Site Plan. All other crosswalk treatments must be approved by the Director of T&ES.

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. \*\*\*  
(P&Z) (T&ES)

#### **PARKING:**

- 17. Parking for the recreational uses shall be consistent with the requirements of the Zoning Ordinance in effect at the time of approval by City Council and/or Planning Commission. (P&Z) (T&ES)
- 18. Provide wheel stops for all 90-degree and angled vehicle parking spaces adjacent to a sidewalk if the back of the sidewalk is less than seven (7) feet from the curb. (T&ES).
- 19. Provide public level 2 electric vehicle charger infrastructure (240 volt, 40 amp conduit) for a minimum of 2 percent of the parking spaces. Within a year of the City establishing an Electric Vehicle Charging governance and/or contracting policy and approved funding for installation at the Hensley project site, provide the public level 2 electric vehicle chargers for the 2 percent of the parking spaces with the infrastructure.(T&ES)
- 20. Provide bicycle parking per Alexandria's current Bicycle Parking Standards. Bicycle parking standards, acceptable rack types for short- and long-term parking and details for allowable locations are available at: [www.alexandriava.gov/bicycleparking](http://www.alexandriava.gov/bicycleparking).
- 21. Details on location and type of bicycle parking shall be provided on the Final Site Plan. Bicycle parking must be installed and operational prior to first CO. (T&ES)  
\*\*\*



***B. TRANSPORTATION***

**STREETS/TRAFFIC:**

22. The drive aisle of the parking lot adjacent to the Park entrance shall operate as one-way counterclockwise whereas the western drive aisle is southbound and the eastern drive aisle is northbound. Appropriate traffic control devices such as signs and pavement markings shall be included to reaffirm the one-way operation to the satisfaction of the Director of T&ES. (T&ES)
23. 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)
24. A pre-construction walk/survey of the site shall occur with Transportation and Environmental Services Construction & Inspection staff and Code Administration staff to document existing conditions prior to any land disturbing activities. (T&ES) (Code)

**BUS STOPS AND BUS SHELTERS:**

25. Show all existing bus stops, bus shelters and bus stop benches in the vicinity of the site on the Final Site Plan. (T&ES) \*

***C. PUBLIC WORKS***

**UTILITIES:**

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

***D. ENVIRONMENTAL***

**STORMWATER MANAGEMENT:**

28. 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)

29. 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)
30. 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 (as of the time of site plan submission). 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)
31. 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 removal efficiency (percentage), phosphorous removed by the practice (lbs.), and latitude and longitude in decimal degrees (T&ES)
32. The bioretention areas used for this project must incorporate earthen berms for separation of forebays and pretreatment areas in lieu of gabion baskets. (T&ES)
33. Construction inspection checklists and associated photographic documentation must be completed for each stormwater best management practice (BMP) and detention facility during construction. Prior to the release of the as-built plans, the applicant must submit all documents required by The City of Alexandria As-Built Stormwater Requirements for City Projects including as built plans, CAD data, BMP certifications and completed construction inspection checklists, and a transfer of maintenance responsibilities form. (T&ES)
34. 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 as built plans, 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) \*\*\*\*

35. 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)
36. Prior to release of the as built plans, 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) \*\*\*\*

**WATERSHED, WETLANDS, & RPAs:**

37. The stormwater collection system is located within the Cameron 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)
38. Provide Environmental Site Assessment Notes that clearly delineate, map, describe and/or explain the following environmental features if located on site: individual components of the RPA as well as the total geographic extent of the RPA, to include the appropriate buffer, intermittent streams and associated buffers; 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)
39. Provide documentation regarding the source of onsite wetland delineation and a description of any actions to be taken to minimize and/or mitigate the impact of the development on existing wetlands as required by Article XIII of the City of Alexandria Zoning Ordinance. (T&ES)
40. The project is located within an existing RPA or mapped wetland area; therefore, the applicant shall prepare a Water Quality Impact Assessment in accordance with the provisions of Article XIII of the City of Alexandria Zoning Ordinance to the satisfaction of the Director of Transportation and Environmental Services. (T&ES)
41. Mitigate any impacts on water quality of the development by encroachment into and/or destruction of an existing resource protection areas (RPAs) and mapped wetland area by the following methods to the satisfaction of the Director of Transportation and Environmental Services:
  - a. Restoring streams subject to historic erosion damage.
  - b. Increasing vegetation onsite and/or performing offsite plantings.

- c. Contribution to T&ES/DEQ funds to stream restoration / water quality projects.
- d. These mitigation efforts shall be quantified and tabulated against encroachments as follows:
- e. Wetlands destruction shall be mitigated at a ratio of 2:1 and offsite at 3:1.
- f. Resource Protection Area Encroachments shall be mitigated according to the guidelines suggested in the "Riparian Buffers Modification & Mitigation Guidance Manual" by the Chesapeake Bay Local Assistance Department. (T&ES)

**CONTAMINATED LAND:**

- 42. Indicate whether 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) \*
- 43. 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) \*
44. 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) (Code)
45. If warranted by a Site Characterization report, design and install a vapor barrier and ventilation system for buildings and parking areas in order to prevent the migration or accumulation of methane or other gases, or conduct a study and provide a report signed by a professional engineer showing that such measures are not required to the satisfaction of Directors of T&ES and Code Administration. The installed vapor barrier and ventilation system must include a passive ventilation system that can be converted to an active ventilation system if warranted. (T&ES)

**SOILS:**

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

**NOISE:**

47. No vehicles associated with this project shall be permitted to idle for more than 10 minutes when parked. This includes a prohibition on idling for longer than 10 minutes in the loading dock area. The applicant shall post of minimum of two no idling for greater than 10 minutes signs in the loading dock area in plain view. (T&ES)

**AIR POLLUTION:**

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

***E. CONSTRUCTION MANAGEMENT***

49. Submit a separate construction management plan to the Directors of P&Z, T&ES and Code Administration prior to Final Site Plan release. The plan shall:
  - a. Include an overall proposed schedule for construction; \*
  - b. Include a plan for temporary pedestrian circulation; \*
  - c. Include the location and size of proposed construction trailers, if any; \*
  - d. Include a preliminary Maintenance of Traffic Plan (MOT) as part of the construction management plan for informational purposes only, to include proposed controls for traffic movement, lane closures, construction entrances and storage of materials; \*
  - e. Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work. (P&Z) (T&ES) \*\*\*
50. Provide off-street parking for all construction workers without charge to the construction workers. The applicant shall be responsible for ensuring that all contractors use the off-street parking provided. For the construction workers who use Metro, DASH, or another form of mass transit to the site, the applicant shall subsidize a minimum of 50% of the fees for mass transit. Compliance with this condition shall be a component of the construction management plan, which shall be submitted to the Department of P&Z and T&ES prior to Final Site Plan release. This plan shall:
  - a. Establish the location of the parking to be provided at various stages of construction, how many spaces will be provided, how many construction workers will be assigned to the work site, and mechanisms which will be used to encourage the use of mass transit; \*
  - b. Provide for the location on the construction site at which information will be posted regarding Metro schedules and routes, bus schedules and routes; \*
  - c. If the off-street construction workers parking plan is found to be violated during 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) \*
51. Sidewalks adjacent to the site shall remain open during construction. If sidewalks must be closed, pedestrian access shall be maintained adjacent to the site per Memo to Industry #04-18 throughout the construction of the project. The plan for maintenance of pedestrian access shall be included in the Construction Management Plan for approval by T&ES. (T&ES) \*\*
52. Bicycle facilities adjacent to the site shall remain open during construction. If a bicycle facility must be closed, Bicycle access shall be maintained adjacent to the site per Memo to Industry #04-18 throughout the construction of the project. The

plan for maintenance of bicycle access shall be included in the Construction Management Plan for approval by T&ES. (T&ES)

53. No major construction staging shall be allowed within the public right-of-way. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. (T&ES) \*\*
54. 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 [specify location], a temporary ADA accessible transit stop shall be installed. The exact temporary location shall be coordinated with the T&ES Transportation Planning Division at 703.746.4088 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)
55. 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)
56. 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)
57. Prior to commencement of landscape installation/planting operations, a pre-installation/construction meeting will be scheduled with the project planner in the Department of P&Z to review the scope of installation procedures and processes. This is in addition to the pre-construction meeting required above. (P&Z)
58. Identify a person who will serve as a liaison to the community throughout the duration of construction. The name and telephone number, including an emergency contact number, of this individual shall be provided in writing to residents, property managers and business owners whose property abuts the site and shall be placed on the project sign, to the satisfaction of the Directors of P&Z, and/or and T&ES. (P&Z) (T&ES)
59. Install a temporary informational sign on the site prior to approval of the Final Site Plan for the project. The sign shall notify the public of the nature of the project and shall include the name and telephone number of the community liaison, including

an emergency contact number for public questions regarding the project. The sign shall be displayed until construction is complete. (P&Z) (T&ES)

60. Implement a waste 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)
61. Temporary construction and/or on-site sales trailer(s) shall be permitted and be subject to the approval of the Director of P&Z. The trailer(s) shall be removed prior to the issuance of a final certificate of occupancy permit. (P&Z) (Code) \*\*\*
62. Submit a wall check prior to the commencement of construction of the first floor above grade framing for the building(s). The wall check shall include the building footprint, as depicted in the released Final Site Plan, the top-of-slab elevation and the first-floor elevation. The wall check shall be prepared and sealed by a registered engineer or surveyor and submitted to Planning & Zoning. Approval of the wall check by Planning & Zoning is required prior to commencement of framing. (P&Z) \*\*
63. 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) \*\*\*
64. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
65. 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)

***F. SIGNAGE***

66. Signage shall be permitted per the Regulatory Sign Ordinance for Public Parks. Wayfinding signage shall be permitted pursuant to the City's Park Facility Standards Manual.

**CITY DEPARTMENT CODE COMMENTS**

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

**Planning and Zoning (P&Z)**

- 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. (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.

**Code Administration (Building Code)**

- F - 1. The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. A preconstruction conference is recommended for large projects. 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 Sheeting and shoring shall not extend beyond the property line; except when the developer has obtained a written release from adjacent property owners which has been recorded in the land records; or through an approved encroachment process.
- C - 8 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 - 1. As required under the Alexandria Archaeological Protection Code (Section 11-411 of the Zoning Ordinance), the City hired an archaeological consultant to produce a Documentary Study and conduct an Archaeological Evaluation. The work resulted in the documentation of widespread soil disturbances and no archaeological findings of consequence. Nor further archaeological work is required for this project.

#### **Transportation and Environmental Services (T&ES)**

- 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 website:  
<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. 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 - 7. 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)
- F - 8. 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 - 9. 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 - 10. 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 - 11. 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 - 12. Any rip rap shall be designed as per the requirements of Virginia Erosion and Sediment Control Handbook, Latest Edition. (T&ES)
- F - 13. 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 - 14. 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 - 15. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)
- F - 16. 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 - 17. A Maintenance of Traffic Plan shall be provided within the Construction Management Plan and shall replicate the existing vehicular and pedestrian routes as nearly as practical. Pedestrian and bike access shall be maintained adjacent to the site per Memo to Industry #04-18. These sheets are to be provided as "Information Only." (T&ES)
- F - 18. 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 - 19. Add complete streets tabulation to the cover sheet with the Final 1 submission. (T&ES)
- C - 1 Per the requirements of the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a drainage study and adequate outfall analysis for the total drainage area to the receiving sewer that serves the site. If the existing storm system is determined to be inadequate, then the applicant shall design and build on-site or off-site improvements to discharge to an adequate outfall, even if the post development stormwater flow from the site is reduced from the pre-development flow. The Plan shall demonstrate to the satisfaction of the Director of T&ES that a non-erosive stormwater outfall is present. (T&ES)
- C - 2 Per the requirements of the City of Alexandria Zoning Ordinance (AZO) Article XIII, Environmental Management Ordinance, the applicant shall comply with the 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 - 3 Per the requirements of Article 13-114 (f) of the AZO, all stormwater designs that require analysis of pressure hydraulic systems, including but not limited to the design of flow control structures and stormwater flow conveyance systems shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. The design of storm sewer shall include the adequate outfall, inlet, and hydraulic grade line (HGL) analyses that shall be completed to the satisfaction of the Director of T&ES. Provide appropriate reference and/or source used to complete these analyses. (T&ES)

- C - 4 The proposed development shall conform to all requirements and restrictions set forth in Section 6-300 (Flood plain District) of Article VI (Special and Overlay Zones) of the City of Alexandria Zoning Ordinance. (T&ES)
- C - 5 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 - 6 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 - 7 (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 - 8 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 - 9 Per the requirements of Title 4, Chapter 2, Article B, Section 4-2-21, Appendix A, Section A 106(6), Figure A 106.1 Minimum Standards for Emergency Vehicle Access: provide a total turning radius of 25 feet to the satisfaction of Directors of T&ES and Office of Building and Fire Code Administration and show turning movements of standard vehicles in the parking lot as per the latest AASHTO vehicular guidelines. (T&ES)
- C - 10 The applicant shall provide required storage space for both trash and recycling materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space

- Guidelines”, or to the satisfaction of the Director of Transportation & Environmental Services. The plan shall show the turning movements of the collection trucks and for safety reasons, the trucks shall minimize the need to reverse in order to perform trash or recycling collection. The City's storage space guidelines are available online at: <https://www.alexandriava.gov/ResourceRecovery> or by contacting the City's Resource Recovery Division at 703.746.4410, or via email at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov). (T&ES)
- C - 11 The applicant shall be responsible to deliver all solid waste, as defined by the City Charter and Code of the City of Alexandria, to the Covanta Energy Waste Facility located at 5301 Eisenhower Avenue through the TES/RPCA solid waste agreement already in place.(T&ES)
- C - 12 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 - 13 Provide a phased erosion and sediment control plan consistent with grading and construction plan. (T&ES)
- C - 14 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 - 15 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 - 16 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 - 17 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 - 18 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)
- C - 19 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 20 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 - 21 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 City 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 - 22 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 - 23 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)
- C - 24 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 - 25 The applicant must provide a Stormwater Pollution Prevention Plan (SWPPP) Book with the Final 1 submission. The project's stormwater management (SWM) plan and the erosion and sediment control (E&SC) plan must be approved prior to the SWPPP being deemed

approved and processed to receive coverage under the VPDES Construction General Permit. Upon approval, an electronic copy of the approved SWPPP Book must be provided with the Mylar submission and the coverage letter must be copied onto the plan sheet containing the stormwater management calculations. An electronic copy and a hardcopy of the SWPPP Binder Book must be included in the released site plans, and the approved hardcopy SWPPP Binder Book must accompany the construction drawings onsite. Separate parcel owners will be required to seek separate VPDES Construction General Permit Coverage unless a blanket entity incorporated in Virginia has control of the entire project. (T&ES-Storm)

### **Fire Department**

- F - 1. All new fire hydrants on private property shall be City owned and maintained with the appropriate easements granted to the City for access, inspection, testing, maintenance and service.
- R - 1. In the event an existing building will be razed, the Alexandria Fire Department would like the opportunity to explore utilizing the structure before demolition for training exercises. If such an agreement can be reached, conditions of use between the parties and a hold harmless agreement will be provided to the owner or their representative.

### **Police Department**

- R - 1. The proposed shrubbery should have a natural growth height of no more than 2 ½ to 3 feet with a maximum height of 36 inches when it matures and should not hinder the unobstructed view of patrolling law enforcement vehicles.
- R - 2. It is recommended that the applicant choose a style bench that has an armrest in the middle of the bench to deter unwanted sleeping and skateboarding on the benches.

### **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

## **IX. Attachments**

- 1. Recreation and Parks Commission letter of endorsement.





## *Park & Recreation Commission*

Department of Recreation, Parks & Cultural  
Activities 1108 Jefferson Street  
Alexandria, Virginia 22314

February 12, 2021

Honorable members of the Planning Commission

Re: This letter summarizes the Park and Recreation Commission's support for the Joseph Hensley Park Renovation.

On January 21, 2021, the Park and Recreation Commission unanimously endorsed the design of the Joseph Hensley Park Renovation. The Commission found that the Joseph Hensley Park Renovation project is consistent with the goals and recommendations of the 2014 Citywide Parks Improvements Plan as amended in 2021. The renovation plan balances community concerns and sports programming needs with the environmental and site constraints on the property.

As identified in the 2014 Citywide Parks Improvements Plan, the aging recreation facilities at Joseph Hensley Park lack adequate drainage, parking, and modern utility infrastructure. Additionally, the site has significant constraints from the irregular parcel shape, underground utilities, wetlands on adjacent property, and Resource Protection Areas (RPA). The proposed renovation will provide needed upgrades to the athletic fields, additional parking, and new recreation features such as a playground, additional picnic facilities, batting cages, a multipurpose court, and new restrooms. The design weaves park programming, maintenance facilities and environmental measures including stormwater management and RPA buffers together to maximize the benefit to the community.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gina Baum", is written over a blue ink stamp.

Gina Baum, Chair  
Alexandria Park & Recreation Commission

cc: Alexandria Park & Recreation Commission  
Mark Jinks, City Manager  
Debra Collins, Deputy City Manager  
James Spengler, Director, Recreation, Parks & Cultural Activities  
Karl Moritz, Director, Planning & Zoning  
Jack Browand, Acting Deputy Director, Park Planning  
Bethany Znidersic, Acting Division Chief, Park Planning  
Matthew Landes, Division Chief, Department of Project Implementation



# APPLICATION

## DEVELOPMENT SITE PLAN

DSP # \_\_\_\_\_ Project Name: \_\_\_\_\_

PROPERTY LOCATION: \_\_\_\_\_

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

### APPLICANT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

### PROPERTY OWNER

Name: \_\_\_\_\_

Address: \_\_\_\_\_

PROPOSED USE: \_\_\_\_\_

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

**X** 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.

**X** 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.

\_\_\_\_\_  
Print Name of Applicant or Agent

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Mailing/Street Address

\_\_\_\_\_  
Telephone #

\_\_\_\_\_  
Fax #

\_\_\_\_\_  
City and State

\_\_\_\_\_  
Zip Code

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Date

### DO NOT WRITE IN THIS SPACE - OFFICE USE ONLY

Application Received: \_\_\_\_\_

Received Plans for Completeness: \_\_\_\_\_

Fee Paid and Date: \_\_\_\_\_

Received Plans for Preliminary: \_\_\_\_\_

ACTION - PLANNING COMMISSION: \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE THIS FORM.**

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.

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.		
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 \_\_\_\_\_(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.		
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.		
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.

_____	_____	<i>Matthew V. Landes</i>
Date	Printed Name	Signature