

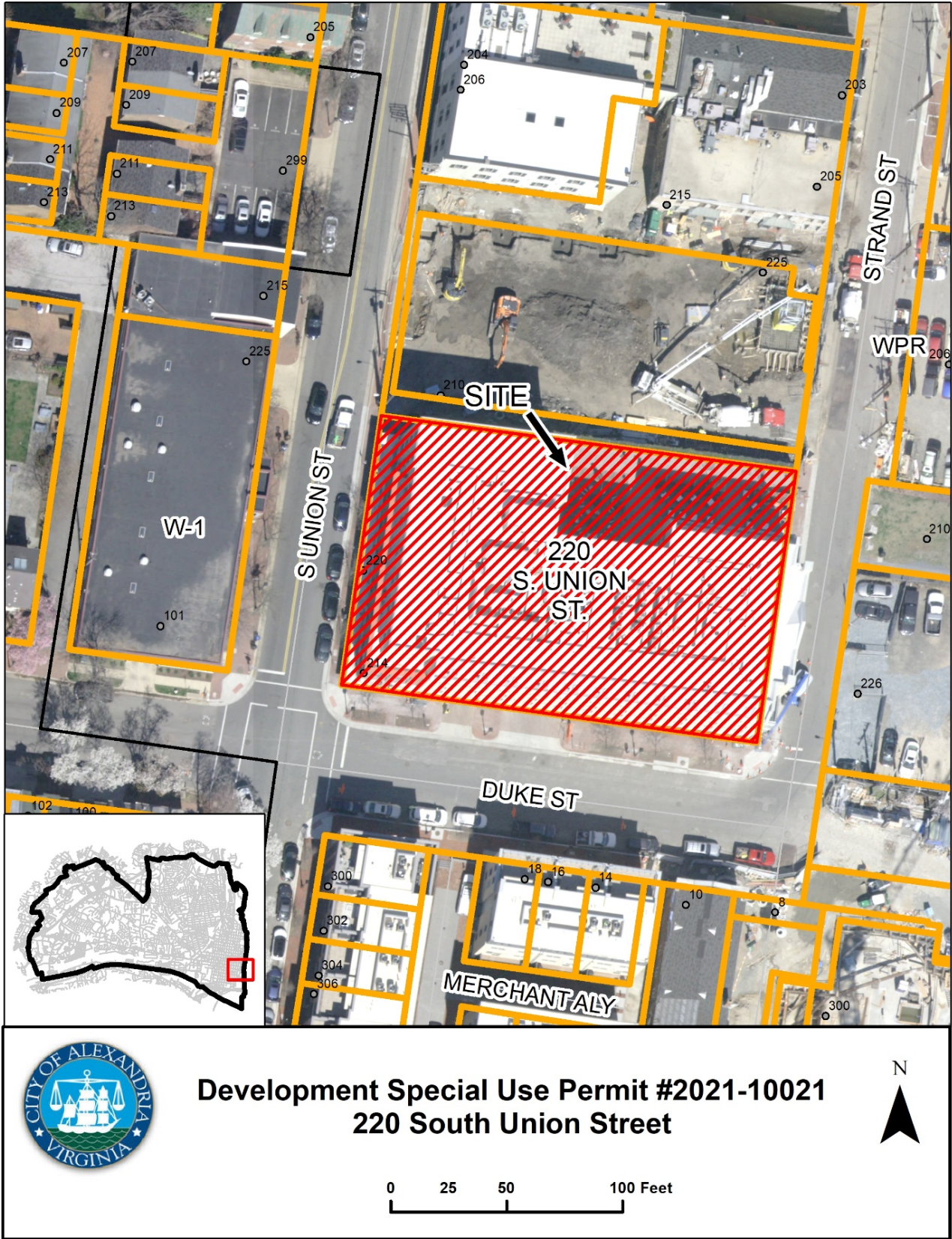
## ***DOCKET ITEM #11***

### ***Development Special Use Permit #2021-10021***

### ***220 South Union Street – Hotel Indigo Parking Amendment***

<b>Application</b>	<b>General Data</b>	
<b>Project Name:</b> Hotel Indigo Amendment  <b>Location:</b> 220 South Union Street  <b>Applicant:</b> Carr 220 South Union Street LLC, represented by Kenneth Wire, Wire Gill	PC Hearing:	September 9, 2021
	CC Hearing:	September 18, 2021
	If approved, DSUP Expiration:	September 18, 2024
	Plan Acreage:	21,299 sf (0.49 acres) *
	Zone:	W-1/Waterfront Mixed Use *
	Proposed/Current Use:	Hotel with restaurant and meeting rooms *
	Number of Rooms:	120 rooms *
	Net Floor Area:	61,182 SF *
	Small Area Plan:	Waterfront & Old Town
	Historic District:	Old and Historic
	Green Building:	LEED Silver or Equivalent
<b>Purpose of Application</b>		
Public Hearing and consideration of a request for an amendment to an approved Development Special Use Permit with site plan (DSUP#2012-00019) to modify the conditions of approval to permit greater flexibility regarding access, use and valet-assisted management of the underground parking garage		
<b>Special Use Permits and Modifications Requested:</b>		
<ul style="list-style-type: none"> <li>• Amendment to DSUP#2012-00019               <ul style="list-style-type: none"> <li>○ Amendment to associated valet parking SUP</li> <li>○ Elimination of associated parking reduction SUP based on current parking requirements</li> </ul> </li> </ul>		
<b>Staff Recommendation: APPROVAL WITH CONDITIONS</b>		
Karl Moritz, Director, Planning & Zoning Robert M. Kerns, AICP, Chief of Development Catherine Miliaras, AICP, Principal Planner Michael Swidrak, AICP, Urban Planner Megan Oleynik, Urban Planner		<a href="mailto:karl.moritz@alexandriava.gov">karl.moritz@alexandriava.gov</a> <a href="mailto:robert.kerns@alexandriava.gov">robert.kerns@alexandriava.gov</a> <a href="mailto:catherine.miliaras@alexandriava.gov">catherine.miliaras@alexandriava.gov</a> <a href="mailto:michael.swidrak@alexandriava.gov">michael.swidrak@alexandriava.gov</a> <a href="mailto:megan.oleynik@alexandriava.gov">megan.oleynik@alexandriava.gov</a>

\* No changes are proposed to the building and site from the DSUP2012-0019 approval.



PROJECT LOCATION MAP

## **I. PROPOSAL**

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

Staff recommends **approval** of the request of Carr 220 South Union Street LLC to amend the previously approved development special use permit (DSUP2012-00019) for the Hotel Indigo to open use of the 40-space (69 total, including valet-assisted spaces) underground parking garage for area residents and visitors. The request is also to permit self-parking by garage users in non-peak times, with valet-assisted parking utilized at peak times. The proposal supports the Waterfront Plan recommendation of permitting the use of private garages for public parking at the Potomac River Waterfront.

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

The applicant for the Hotel Indigo at 220 South Union Street is requesting a new DSUP approval so that the conditions of approval from DSUP2012-0019 be amended to permit public parking within the one-level underground garage below the Hotel Indigo, and to utilize the updated parking space requirements for hotel uses in the Zoning Ordinance, which were adopted by City Council since the original 2014 hotel DSUP approval.

The applicant requests the following changes regarding the utilization in parking garage:

- **Use and Access:** Per the previous DSUP approval, use and access to the underground garage remains limited to patrons and employees of the hotel, including meeting rooms and Hummingbird restaurant. The proposal would reserve the required 24 parking spaces for hotel (and related uses), opening the remaining spaces (up to 45 spaces) for public parking. The applicant has indicated on their DSUP application that they will generally reserve three additional spaces for users of the two hotel meeting rooms, which will likely be at non-peak times for public parking.
- **Management:** The previous DSUP approval requires that parking in the garage is facilitated via the hotel valet service. During periods of low garage occupancy, the garage will be self-parking, with only a maximum of 40 spaces available. Per the staff-recommended conditions of approval, the applicant will install garage access equipment that collects data on vehicles coming in and out of the garage, and that the data be made available to City upon request.

In order to permit this flexibility in the use and operation of the underground parking garage, this DSUP amendment must include changes to the parking conditions from DSUP2012-0019 (and also related to the included valet parking SUP) that limit use of the garage to hotel patrons and employees and require valet-only parking in the garage. Additionally, the DSUP amendment will allow the applicant to utilize the updated 2018 commercial parking ratio for hotels, which is between 0.2 and 0.4 spaces per hotel room for sites within the “enhanced transit area,” per Article VIII of the Zoning Ordinance. The applicant will reserve a minimum of 24 for the 120-room hotel, or 0.2 parking spaces per room. Based on hotel parking demand, the applicant will provide additional spaces to hotel guests and guests of the hotel meeting rooms. The remaining parking



spaces (both self-parking and valet-assisted) will be available as long and short-term public parking.

The applicant will be monitoring the available parking via a parking access control system installed at the parking garage entrance. The access control system will provide information to the applicant on parking occupancy, which will inform the hotel operator when the valet parking service is needed to park cars and provide any customers with their cars in a self-parking or valet-assisted space. The maximum number of parking spaces in the garage (up to 69 spaces) will be managed by the valet operator. The parking management plan, required to be provided by the applicant pending approval during Final Site Plan, will provide additional details on self-parking garage access and the revised operations of the valet service.

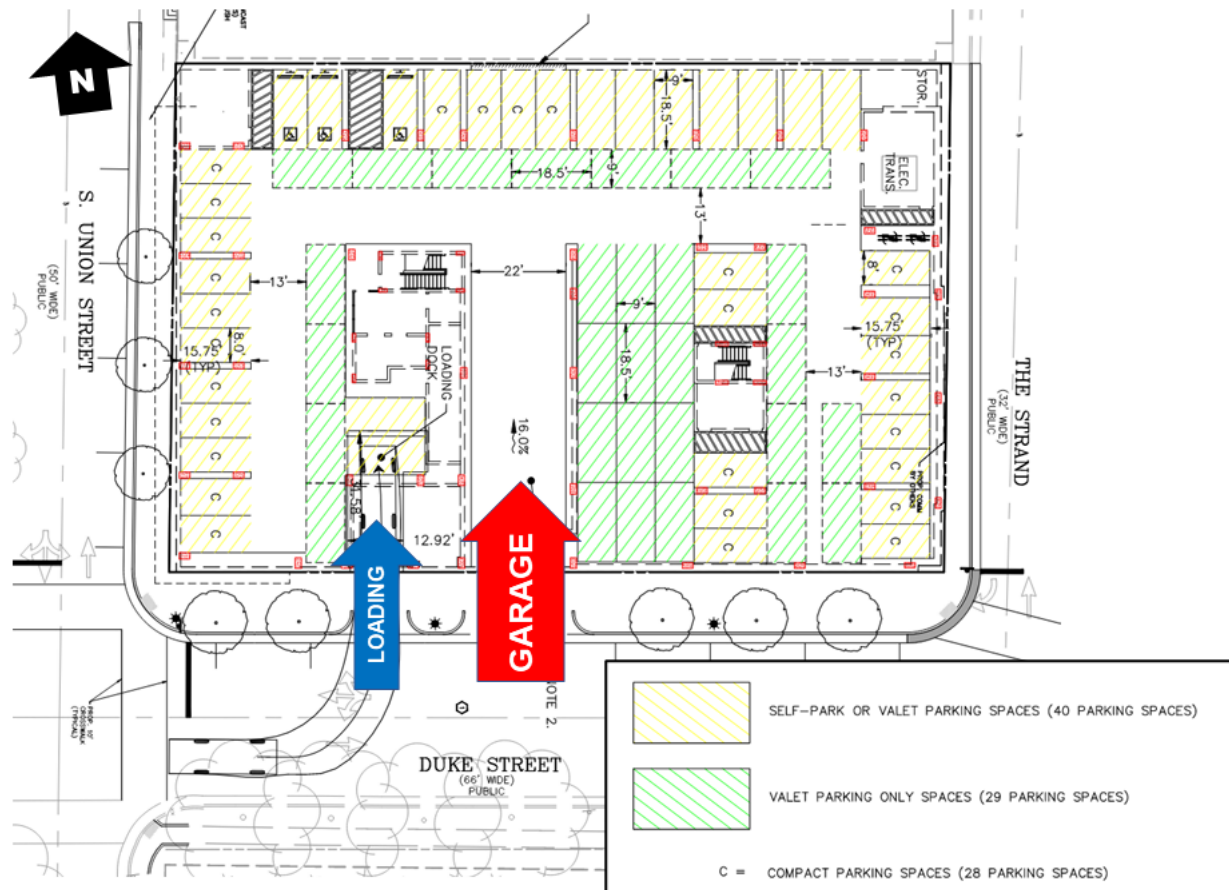


Figure 1: Parking garage layout: 40 self-parking spaces (in yellow) and 29 valet-assisted spaces (in green).

Use of Parking Space	Spaces	Type of Parking Space	Spaces
Reserved for Hotel Use	24 - 27	Self-Parking	40
Public Parking Use	42 - 45	Valet-Assisted	29
Total	69	Total	69

Table 1: Parking garage breakdown of spaces by use (left) and type and access (right). Parking for the hotel-related use or public parking can be located in either the self-parking or valet-assisted spaces.

## **II. BACKGROUND**

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

The Hotel Indigo is located on a nearly 0.5-acre site bounded by South Union, Duke and Strand streets. The hotel is located within the Waterfront Plan boundary, where the site is identified as a development site (Cummings/Turner Block). The hotel is adjacent to other development sites within the area, including the Old Dominion Boat Club building on Strand Street, the Watermark condominiums directly to the north, the Robinson Landing mixed-use development to the south and the Solo Garage redevelopment to the west. The site is within one block of the publicly accessible Waterfront park and promenade and within two blocks of King Street.

### ***B. Previous Approvals and Operational Background***

The hotel development was approved by City Council as DSUP2012-00019 and received a Certificate of Appropriateness from the Board of Architectural Review in 2014. The 120-room hotel and Hummingbird restaurant opened in 2017.

As part of the DSUP2012-0019 conditions of approval, the applicant operated the underground parking garage as a 69-space valet-assisted only garage. In addition, the hotel was required per condition of approval to document garage occupancy via valet logs. The applicant has provided valet logs from months in 2018 and 2019 as part of the DSUP amendment application. The valet log data will be discussed in the Staff Analysis section below. The applicant reached out to City staff as early as 2019 to discuss amending the 2014 DSUP approval to reduce the parking requirement on the hotel and permit the overflow parking to be used as public parking.

## **III. STAFF ANALYSIS**

### ***A. Consistency with Waterfront Plan***

The Waterfront Plan adopted by City Council in 2012 with the overarching goal of making the Waterfront a more active and accessible amenity and asset to residents and visitors of Alexandria. The plan goals and objectives address access to parking and utilization of existing parking assets as part of the overall plan to enhance the Waterfront.

Goal statements relevant to this DSUP request include statements of under Goal number 6 (page 19) – “Manageable: Improve the Waterfront’s vehicular and pedestrian circulation.” Specifically, the proposal helps to “ensure adequate parking throughout the Plan area,” and aids in “maximiz[ing] underutilized parking opportunities elsewhere in Old Town.” The proposal also implements parking-related recommendations in the plan, including Recommendation 4.37 (page 123) – “New parking capacity on redevelopment sites should be made available to support the overflow parking needs of Old Town residents.” Additionally, the applicant will be installing a City-approved public parking sign adjacent to the garage entrance consistent with the City

Wayfinding Program and recommendations in the Waterfront Plan. Permitting the use of excess hotel parking for the general public at this location will provide a new public parking opportunity in the vicinity. With the closing and the redevelopment of the Solo Garage site (101 Duke Street) across the street, the applicant’s proposal will further plan goals related to parking at this time.

### ***B. Special Use Permit Requests***

Section 11-500 of the Zoning Ordinance gives authority to the City Council to approve special use permits (SUPs). This DSUP includes an amendment to the Valet Parking SUP included with DSUP2012-00019 via changes to the conditions of approval. The parking reduction SUP included with the previous DSUP is no longer required due to the lowering of the minimum parking requirement for hotels in the Zoning Ordinance in 2018. The remaining SUPs from DSUP2012-00019, including for additional density in the W-1 zone, additional height in the Potomac River Vicinity Height District, the hotel use, loading reduction, restaurant (SUP2013-00080) and transportation management plan (SUP2013-00071), have not changed with this application.

#### **Valet Parking**

The applicant has proposed amending the current valet parking operations to allow for limited self-parking by hotel employees and guests, and public users of the garage. Section 8-300(C) of the Zoning Ordinance outlines the requirements for valet parking operations. Conditions 28 and 35 have been amended to reflect that the garage will not exclusively be served by valet parking, and that garage users will be able to self-park at non-peak times. Condition 41 will require the applicant to submit an updated parking management plan with the Final Site Plan, which will provide greater detail on the functioning of the valet parking service and when it will be “triggered” based on increased garage utilization. The two valet parking spaces along South Union Street are not proposed to be removed with this DSUP application.

### ***C. Parking Analysis***

#### **Parking Utilization Study**

As part of the DSUP application, the applicant provided valet logs from 2018 (March, May, July and November) and 2019 (March) that provide vehicle counts in the garage and the number of hotel rooms that were occupied. As shown in Table 2 below, the average spaces occupied per day over a given month range from about 22 to 32 spaces. Additionally, there were a few days per month (and 10 in July 2018) where more than 40 parking spaces were filled, meaning that valet service would be required under the current proposal. It is likely on these days that the hotel hosted an event or valet parking was used for the hotel restaurant (Hummingbird) customers.

Month	Minimum Spaces Occupied	Maximum Spaces Occupied	Average Spaces Occupied	Days Where More Than 40 Parking Spaces Needed	Minimum Room Occupancy	Maximum Room Occupancy
March 2018	10	52	24.5	3	32	116
May 2018	11	44	27.1	3	53	120

July 2018	12	53	32.2	10	37	117
November 2018	7	45	23.2	2	25	120
March 2019*	11	38	21.5	0	45	120
*Only data for March 1-March 19 were provided.						

**Table 2: Valet parking utilization analysis**

Due to the ability of the garage to hold up to 40 spaces with front-in self-parking spaces and 69 spaces with valet parking, the applicant has the ability to dynamically manage the parking occupancy to ensure that the hotel parking demand is met while having the flexibility to accommodate additional public parking. The data points demonstrate that the parking garage has continually had excess capacity, even on peak weekend nights.

### **Updated Parking Ratio**

City Council approved new commercial parking ratios for the Zoning Ordinance in 2018. The parking ratios were amended to “right-size” parking requirements for commercial uses, to ensure that future buildings are constructed with parking that meets demand. The City also adopted shared parking ratios for multiple uses, and more recent DSUP approvals have contained conditions that permit shared parking by request from the City and with data that demonstrate excess parking supply.

The applicant will be providing parking spaces for the hotel use within the required range (0.2-0.4 parking spaces per guest room) per the updated commercial parking requirements in the Zoning Ordinance (adopted by City Council in 2018). The applicant will be dedicating at least the minimum required 24 spaces to the hotel use and will reserve at least 27 when users of the two meetings room utilize the parking garage. Under the updated Zoning Ordinance text, hotel meeting rooms do not require parking unless over 5,000 square feet in size – the Hotel Indigo has two meeting rooms of a total of 753 square feet. Additionally, the Hummingbird restaurant does not require parking since it is a restaurant located within the Central Business District boundary (Section 8-300 of the Zoning Ordinance).

## **IV. COMMUNITY**

Both the City and the applicant provided outreach to the community and City commissions regarding the DSUP request. Staff drafted a memo (attached to the staff report) to the Waterfront Commission in July that outlined the DSUP request, including the submitted parking data. The applicant corresponded with Old Town Civic Association with information regarding the DSUP request.

## **V. CONCLUSION**

Staff recommends **approval** of the development special use permit with site plan and all other applications subject to compliance with all applicable codes and the following staff recommendations.

## **VI. STAFF RECOMMENDATIONS**

The following staff recommendations for DSUP#2021-10021 include amendments to the conditions for DSUP #2012-00019 which apply to DSUP #2021-10021.

- Conditions that have been amended and/or added pertain to the primary request of the DSUP related to the operation of the underground parking garage and are underlined and include (DSUP#2021-10021) at the end of the condition.
- Conditions from DSUP#2012-00019 that are no longer relevant (i.e. have been satisfied and do not require maintaining a required site condition) are deleted with strikethrough text.
- Any conditions that have not been deleted nor amended have been considered as satisfied from the previous DSUP#2012-00019 approval, though the existing site or building condition should be maintained as applicable.

**The list of amended conditions are as follows:**

*Conditions Amended: 1, 28, 36-37*

*Conditions Added: 40B, 40C, 40D*

*Conditions Deleted: 2, 4c.-4i., 5, 9, 11, 14-15, 18, 26-27, 38, 40, 51-54, 56, 61-84, 86, 88, 91-93, 95-96, 98, 105-106, 108-113*

*Code Comments Amended: AlexRenew 1-3*

*Code Comments Deleted: P&Z R-1, C-1 – C-3; T&ES F-1 – F-3, F-5, F-10 – F-11, F-17 – F-18, C-1, C-8, C-12 – C-16, C-23 – C-25; Code F-1, C-1 – C-4, C-6 – C-8; Police R-4*

***CONDITIONS OF APPROVAL FOR THE HOTEL RESTAURANT (SUP#2013-00080) ARE NOT INCLUDED AS PART OF THE CONDITIONS BELOW. PLEASE REFER TO THE DSUP#2012-00019 STAFF REPORT FOR THE RESTAURANT CONDITIONS.***

1. The Final Site Plan shall be in substantial conformance with ~~the preliminary plan dated October 28, 2013, the architectural elevations shall be in substantial conformance with the elevations presented to City Council on January 25, 2014~~ the Preliminary Site Plan dated July 13, 2021, and comply with the following conditions of approval. (CC) (DSUP2021-10021)

### **A. PEDESTRIAN/STREETSCAPE:**

2. ~~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. ~~Install ADA accessible pedestrian crossings serving the site, including off site improvements as needed at the northwest and southeast corners of the intersection of Duke and South Union Streets, and the east side of The Strand.~~
- c. ~~Construct all sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be 6 feet.~~
- d. ~~All brick sidewalks shall comply with the City's Memos to Industry 05-08 and 01-13.~~
- e. ~~Sidewalks shall be flush across all driveway crossings.~~
- f. ~~All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards.~~
- g. ~~Provide thermoplastic pedestrian crosswalks at the intersection of Union Street and Duke Street, which must be designed to the satisfaction of the Director of T&ES.~~
- h. ~~All crosswalks shall be standard, 6 inches wide, white thermoplastic parallel lines with reflective material, with 10 feet in width between interior lines. High visibility crosswalks (white, thermoplastic ladder crosswalks as shown in the Manual on Uniform Traffic Control Devices (MUTCD)) may be required as directed by staff at Final Site Plan. All other crosswalk treatments must be approved by the Director of T&ES.~~
- i. ~~All below grade utility structures placed within a City sidewalk shall be designed to integrate the overall structure with the adjacent paving materials to minimize any potential visible impacts. \*\*\* (P&Z)(T&ES)~~

## **B. PUBLIC ART:**

- 3. In order to achieve the goals of the Waterfront Plan, significant public art shall be provided on-site that is integrated into the design of the site and building, relates to the design of the waterfront park, and is publicly accessible. The public art requirement shall include the following, to the satisfaction of the Directors of P&Z and RP&CA:
  - a. The design of the public art shall follow the guidance of the Waterfront Plan (see Attachment #4).
  - b. The applicant is encouraged to use an art agent to assist with the identification and selection of an artist.
  - c. Provide a plan outlining the selection, installation, and maintenance of the on-site art with the first final site plan.
  - d. The Waterfront Commission and the Arts Commission shall review the public art at a joint public meeting and shall provide a recommendation to the Directors of P&Z and RP&CA.
  - e. Final details of the public art shall be provided prior to release of the final site plan.
  - f. The on-site art shall be installed prior to the issuance of the first Certificate of Occupancy. (P&Z) (RP&CA)

### C. OPEN SPACE/LANDSCAPING:

4. Develop, provide, install and maintain an integrated Landscape Plan with the final site plan that is coordinated with other associated site conditions to the satisfaction of the Director of P&Z. At a minimum the Landscape Plan shall:
  - a. Provide an enhanced level of detail for plantings throughout the site (in addition to street trees). Plantings shall include a simple mixture of seasonally variable, evergreen and deciduous shrubs, ornamental and shade trees, groundcovers and perennials that are horticulturally acclimatized to the Mid-Atlantic and Washington, DC National Capital Region.
  - b. Ensure positive drainage in all planted areas.
  - c. ~~Provide detail, section and plan drawings of tree wells showing proposed plantings and associated materials, irrigation, adjacent curb/pavement construction, including edge restraint system, dimensions, drainage, and coordination with site utilities.~~
  - d. ~~Provide detail sections showing above and below grade conditions for plantings above a structure.~~
  - e. ~~Provide planting details for all proposed conditions including street trees, multi-trunk trees, shrubs, perennials, and groundcovers.~~
  - f. ~~All sidewalks and driveways constructed above tree wells/trenches shall be structurally supported. Areas of uncompacted growing medium shall not be used to support sidewalks and driveways without additional structural support. Provide section details both parallel and perpendicular to the street that verify this requirement.~~
  - g. ~~Identify the extents of any areas of tree wells/trenches within the sidewalk on the landscape and site plans.~~
  - h. ~~Provide a plan exhibit that verifies the growing medium in street tree wells/trenches, and all planting above structure meets the requirements of the City's Landscape Guidelines for soil volume and depth. The plan shall identify all areas that are considered to qualify towards the soil requirements, with numerical values illustrating the volumes.~~
  - i. ~~Provide a monetary contribution in the amount of \$1,200 in lieu of deficit of required crown coverage. Funds shall be provided to the City of Alexandria's Living Landscape Fund prior to release of final site plan. Reference DSUP number and project name in correspondence. (P&Z)~~
5. ~~Provide the following modifications to the landscape plan and supporting drawings to the satisfaction of the Director of P&Z:~~
  - a. ~~To the extent practical given existing underground utilities, Add three (3) fastigate street trees spaced approximately 20 feet on center in 3 ft. by 10 ft. tree wells with groundcover and interconnected tree trenches along South Union Street or other appropriate landscaping. No street trees are required in front of the lobby.~~
  - b. ~~Add one (1) additional Greenspire Littleleaf Linden in a tree well on Duke Street west of the loading entrance.~~
  - c. ~~If the street trees cannot be provided along South Union Street, the applicant shall make an in kind off site contribution to the City to the satisfaction of the Director of Planning and Zoning. (P&Z) (PC)~~

6. A plan at 1"=10' shall be provided at final site plan for the central courtyard open space area depicting the level of detail and amenities on the preliminary plan, and shall also provide amenities such as special paving surfaces, materials, benches, trash receptacles, landscaping, etc. to encourage its use. In addition, the central courtyard shall be revised to provide the following to the satisfaction of the Director of P&Z:
  - a. Provide low scale pathway or bollard lighting between the alleyway and the courtyard area.
  - b. Separate the main alleyway from the courtyard with planters and varying paving materials, and maintain clear views to the Potomac River.
  - c. Include a combination of fixed and moveable planters, which shall have adequate soil volume for the proposed plants. Fixed planters shall have a minimum 2 ft. of soil depth below the courtyard level, and shall be no more than 18 inches (seatwall height) above grade.
  - d. Planters shall include a variety of shrubs, grasses and perennials.
  - e. Approximately 4 ornamental trees shall be provided in the courtyard area.
  - f. Where walls or planters are provided, they shall be brick or stone.
  - g. Condition deleted.
  - h. All landscaping shall be maintained in good condition and replaced as needed.
  - i. The central courtyard shall be open to the public while accommodating hotel events, to the satisfaction of the Directors of P&Z and RP&CA.
  - ~~j. Provide and record a public access easement for the courtyard and alleyway.~~
  - ~~k. Any public art within the courtyard shall be designed as a focal element that is an appropriate scale for the open space.~~
  - l. The applicant is responsible for maintaining the pedestal pavers installed on site, including within the alley and courtyard public access easements. The owner shall annually inspect all pavers to ensure that they are stable, firm, slip-resistant and free of cracks. Gaps between pavers in the walking surface of the alley and courtyard public access easement areas, which excludes control joints between pavers and vertical surfaces or below seating, shall be of a size that does not permit the passage of a ½" (13mm) diameter sphere. Any pavers not meeting these standards, as identified by either the owner or the City, must be fixed within 30 days of identification.<sup>1</sup> (P&Z)(RP&CA)(PC)
7. Provide a site irrigation and/or water management plan developed installed and maintained to the satisfaction of the Directors of P&Z and Code Administration.
  - a. Provide an exhibit that demonstrates that all parts of the site can be accessed by a combination of building mounted hose bibs and ground set hose connections.
  - b. Provide external water hose bibs continuous at perimeter of building. Provide at least one accessible, external water hose bib on all building sides at a maximum spacing of 90 feet apart.
  - c. Hose bibs, ground set water connections and FDCs must be fully accessible and not blocked by plantings, site utilities or other obstructions.
  - d. Install all lines beneath paved surfaces as sleeved connections.

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<sup>1</sup> Condition 6l. was added to the DSUP#2012-00019 staff report as part of an administrative amendment of the approval to provide additional guidance on the maintenance of the pedestal pavers on the site.

Locate water sources and hose bibs in coordination with City Staff. (Code Administration) (P&Z)

8. 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 and T&ES.
  - b. Site furnishings shall include benches, bicycle racks, trash and recycling receptacles, and other associated features. (P&Z)(T&ES)
9. ~~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, and T&ES. (P&Z)(T&ES)~~
10. Hire a professional consultant and/or work with staff to integrate aspects of the historic character of the property into the design of open space/landscape for this project and shall provide and erect interpretive signage that highlights the history and archaeology of the site, according to recommendations in the Waterfront Plan. The work shall be informed by the history of the property and the surrounding area. The site plan shall indicate themes and locations of interpretive elements. Prior to release of the final site plan, the professional consultant shall provide text and graphics for the signage subject to approval by the Office of Historic Alexandria/Alexandria Archaeology and the Directors of P&Z and/or RP&CA.\* (Arch)(P&Z)(RP&CA)

#### **D. BUILDING:**

11. ~~The building design shall exhibit a high quality architectural finish based on the concept review comments regarding the project's scale, mass and general architectural character received from the City Council on January 25, 2014. Final building design, including fenestration, materials and color selection, is subject to Board of Architectural Review approval of a Certificate of Appropriateness. (P&Z)(PC)(CC)~~
- 11A. Windows in the structure will be operable to the extent feasible, given the requirement for meeting LEED Silver or equivalent. Priority locations for operable windows are the ground floor, particularly the restaurant, and the Union Street, The Strand, and courtyard elevations. A minimum of 20 percent of building windows shall be operable. (PC)
12. The proposed chimneys and pediment above 50 feet shall incorporate and screen mechanical equipment per Section 6-403 (B) of the Zoning Ordinance. Provide details showing these areas with the final site plan (P&Z)
13. Revise the first-floor plan to allow for handicap access at the main lobby entrance along S. Union Street. An additional entrance along Duke Street can be provided, but should be

done in such a way as to clearly read as a secondary entrance, and in a way that also maximizes the open space of the corner lobby. (P&Z)

14. ~~Provide detailed drawings (enlarged plan, section and elevation studies) in color to evaluate the building base, entrance canopy, window and material details including the final detailing, finish and color of these elements during the final site plan review. Separate design drawings shall be submitted for each building typology at a scale of 1/4" = 1'. (P&Z)~~
15. ~~Building materials, finishes, and relationships shall be subject to review and approval by the Department of Planning and Zoning to the satisfaction of the Director prior to selection of final building materials:~~
  - a. ~~Provide a materials board that includes all proposed materials and finishes at first final site plan. \*~~
  - b. ~~The materials board shall remain with the Department of Planning and Zoning until the final certificate of occupancy, upon which all samples shall be returned to the applicant. \*\*\*~~
  - c. ~~Provide drawings of a mock-up panel that depict all proposed materials, finishes, and relationships as part of the first final site plan. \*~~
  - d. ~~Construct an on-site mock-up panel of proposed materials, finishes, and relationships for review and approval prior to final selection of building materials. The mock-up panel shall be constructed and approved prior to release of building permits for above grade construction. \*\*~~
  - e. ~~The mock-up panel shall be located such that it may remain on-site or on an alternate off-site location approved by P&Z, through the duration of construction and may be removed upon formal request by the applicant, subject to the approval of the Planning Director. \*\*\* (P&Z)(PC)~~
16. Building materials, finishes and architectural details shall be subject to review and approval by the Old and Historic Alexandria District Board of Architectural Review. A materials board shall be submitted as part of the Certificate of Appropriateness approval. (P&Z)
17. Per the City's Green Building Policy adopted April 18, 2009, achieve a green building certification level of LEED Silver or Equivalent to the satisfaction of the Directors of P&Z and T&ES. Diligent pursuance and achievement of this certification shall be monitored through the following:
  - a. Provide evidence of the project's registration with LEED (or equivalent) with the submission of the first final site plan and provide a draft checklist showing how the project plans to achieve the certification.\*
  - b. Provide evidence of submission of materials for Design Phase credits to the U.S. Green Building Council (USGBC) (or equivalent) prior to issuance of a certificate of occupancy. \*\*\*
  - c. Provide evidence of submission of materials for Construction Phase credits to USGBC (or equivalent) within six months of obtaining a final certificate of occupancy.
  - d. Provide documentation of LEED Silver certification from USGBC (or equivalent) within two years of obtaining a final certificate of occupancy.



- e. Failure to achieve LEED Silver certification (or equivalent) will be evaluated by City staff, and if staff determines that a good faith, reasonable, and documented effort was not made to achieve these certification levels, then any City-wide Green Building policies existing at the time of staffs' release of Final Site Plan will apply. (P&Z)(T&ES)
- 18. ~~The applicant shall work with the City for recycling and/or reuse of the existing building materials as part of the demolition process, including leftover, unused, and/or discarded building materials. (T&ES)(P&Z)~~
- 19. Energy Star labeled appliances shall be installed in all units. (T&ES)
- 20. In order to provide a more sustainable use of natural resources, the applicant shall use EPA-labeled WaterSense or equivalent low flow fixtures. In addition, the applicant is encouraged to explore the possibilities of adopting water reduction strategies (i.e., use of gray water system on-site) and other measures that could reduce the consumption of potable water on this site. A list of applicable mechanisms can be found at [Http://www.epa.gov/WaterSense/pp/index.htm](http://www.epa.gov/WaterSense/pp/index.htm). (T&ES)
- 21. The stairwells within structured parking garages shall be visible, as permitted by the Building Code without solid walls. The balusters shall be open to allow for a clear line of vision. Provide guards that are 42" in height along open sides of the stairways and landings which are located 30" above the floor or grade below. The width between the balusters shall be no wider than 4" and the handrails are to be a minimum of 34" and a maximum of 38". (Police)
- 22. Elevator lobbies and vestibules shall be visible from the parking garage. The design of the elevator lobbies and vestibules in the parking garage shall be as open as code permits. (Police)

## **E. SIGNAGE:**

- 23. Design and develop a coordinated sign plan, which includes a color palette, for all proposed signage, including, but not limited to site-related signs, way-finding graphics, business signs, and interpretive signage that highlights the history and archaeology of the site. The plan shall be included as part of the Certificate of Appropriateness and shall coordinate the location, scale, massing and character of all proposed signage to the satisfaction of the Directors of Archaeology, P&Z, and T&ES and approved by the Board of Architectural Review.\*
  - a. Business signs shall employ variety and creativity of design. Tenant designers shall bring a sculptural and dimensional quality to their signs.
  - b. Pedestrian-oriented signs (e.g. projecting signs, window signs, etc.) are encouraged.
  - c. Decorative pedestrian scale signage shall be integrated into the overall design of the central courtyard near the entrances to identify the open space as public open space. (Arch)(P&Z)(T&ES)

24. Internally illuminated box signs are prohibited. Explore the use of exterior illumination. (P&Z)
25. A freestanding monument or identification sign shall be prohibited. (P&Z)
26. ~~Install a temporary informational sign on the site prior to the approval of the final site plan for the project. The sign shall be displayed until construction is complete or replaced with a contractor or real estate sign incorporating the required information; the sign shall notify the public of the nature of the upcoming project and shall provide a phone number for public questions regarding the project.\* (P&Z)(T&ES)~~

#### **~~F. HOUSING:~~**

27. ~~The developer has offered to make a voluntary contribution of \$1.50 per gross square foot on the 74,368 gross square feet of development for a total voluntary contribution of \$111,552, consistent with the conclusions of the “Developer Housing Contribution Work Group Report” dated May 2005 and accepted by the Alexandria City Council on June 14, 2005.\*\*\*~~

#### **G. PARKING:**

28. Valet parking services for hotel guests shall be available during peak days and hours as defined in the Parking Management Plan. ~~24 hours a day, 7 days a week. Valet parking shall be available to restaurant and meeting room guests, as well as overnight guests. (T&ES) (DSUP2021-10021)~~
29. The applicant shall maintain agreement(s) with nearby off-site parking garages to accommodate overflow vehicles if the on-site parking garage is full, to the satisfaction of the Director of Transportation and Environmental Services. No surcharge or additional fee beyond the customary valet parking fee shall be charged to hotel guests if guests’ vehicles must be parked at an off-site valet location. (T&ES)
30. The valet parking zone within the public right-of-way is solely for the use of loading and unloading vehicular passengers and the temporary staging of passenger vehicles prior to locating them within the underground parking garage or off-site valet parking spaces. A vehicle is not permitted to be within the valet zone for more than 10 minutes on average. No other parking and/or loading/unloading is permitted within the valet zone. The valet operator shall store all valet parked vehicles in the on-site parking garage or other approved off-street location for uses contained on-site. (T&ES)
31. The valet operator shall provide sufficient staff and resources to operate the valet service safely and effectively within the boundaries of the designated valet parking zone. Double parking, staging outside the valet parking area, vehicles stored in the valet loading zone over 10 minutes and vehicles stored in locations other than designated off-street facilities shall be considered indicators of inadequate staffing to meet vehicle volumes. If vehicles

are found to be within the valet parking zone for more than 10 minutes the Directors of P&Z and T&ES shall require additional staffing and/or resources necessary to comply with this condition. (T&ES) (P&Z)

32. The applicant shall be responsible for all appropriate signage including “Valet Loading Zone” signage and other applicable signage as required by the Director of T&ES. Provide details of valet signage on the final site plan. (T&ES)
33. The valet parking operator shall record the number of vehicles using valet service, keep an ongoing written log, and make the log available to the City upon request to provide data for City parking studies. (P&Z) (T&ES)
34. The valet parking shall be reviewed within six months of operation by the Directors of T&ES and P&Z to determine its compliance with the conditions herein and all applicable codes and ordinances. Subsequent to the initial six-month review, if no changes are required to the program, further reviews will be scheduled annually or as-needed by the Directors of P&Z and T&ES to determine that the valet parking program is operating in compliance with its permit. The applicant shall seek administrative approval for additional overflow parking spaces should the need arise to the satisfaction of the Directors of P&Z and T&ES. As part of the initial or subsequent reviews under this paragraph, the Directors may require the operator to adjust the features of the program. (P&Z) (T&ES)
35. The on-site parking garage shall meet the following requirements to the satisfaction of the Directors of P&Z and T&ES:
  - a. ~~The garage shall be reserved exclusively for valet parking for hotel and restaurant guests, hotel and restaurant employee parking, and hotel shuttle vehicle(s). Self-parking for hotel guests within the on-site parking garage shall not be permitted.~~
  - b. Temporary staging and/or re-stacking of vehicles to gain access to the tandem parking spaces shall occur within the parking garage and shall not negatively impact the public right-of-way.
  - c. The maximum number of vehicles at any time within the garage shall not exceed ~~66~~ 69, ~~excluding~~ including vehicles in the three handicap spaces.
  - d. ~~The garage shall be designed to accommodate future access to the property north of the site via the Duke Street garage entrance, including the provision of knock-out panel(s) or approved alternative access design, and the provision of an access easement. The applicant shall negotiate an agreement regarding operating and construction costs, maintenance, liability, hours of operation, design and traffic flow, etc. for such access with the adjacent property owner at such time as the adjacent property is redeveloped. The accommodation for the future access shall be depicted and labeled on the final site plan and building permit(s).~~ (P&Z)(T&ES)(PC) (DSUP2021-10021)
36. Show all existing and proposed on-street parking controls and restrictions on the Final Site Plan. All on-street parking controls and restrictions within the project area shall be approved by the City staff during the Final Site Plan process. Any on-street parking

changes desired after the Signature Set approval are required to be approved through the Traffic and Parking Board. (P&Z) (T&ES) (DSUP2021-10021)

~~Relocate the on-street taxi area to be adjacent to the proposed development as depicted in Attachment #3, and include the revised location on the first submission of the final site plan. Any future changes to the taxi waiting area shall be approved through the Traffic & Parking Board public hearing process. (T&ES)~~

37. Parking spaces within the parking garage that are required to comply with zoning requirements for the hotel use may be made available for public/off-site use if excess parking can be demonstrated. This request shall be to the satisfaction of the Directors of P&Z and T&ES. (T&ES) (DSUP2021-10021)

~~The valet parking zone shall be limited to a total length of 44 feet (2 full size parallel parking spaces) as depicted in Attachment #3, and include the change on the first submission of the final site plan. Any future changes to the length or location of the valet parking zone shall be approved through the Traffic & Parking Board public hearing process. (T&ES)~~

38. ~~The applicant shall be responsible for the following to support relocation of a portion of the on-street parking on the 200 block of South Union St as depicted in Attachment #3:~~
- ~~a. Removal of existing signage and installation of new signs and appurtenances necessary to shift parking on South Union Street to the east along the site frontage.~~
  - ~~b. Pavement marking modifications (eradication of existing and addition of new markings). (T&ES)~~

39. Provide 12 bicycle parking space(s) (6 racks) 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). (T&ES)

40. ~~Provide and install one multi-space parking meter on the 200 block of South Union Street and one multi-space parking meter on Duke Street adjacent to the site. Show locations of the parking meters on the final site plan. Multi-space meters shall meet current City specifications and be installed prior to the first certificate of occupancy. (T&ES)\*\*\*~~

- 40A. All loading shall occur off-street, utilizing the building's loading dock. Loading schedules shall be coordinated to facilitate off-street loading and minimize idling by waiting vehicles. The loading dock door shall be closed except during loading and unloading. (PC)

- 40B. Provide a Parking Management Plan with the Final Site Plan submission. The Parking Management Plan shall be approved by the Departments of P&Z and T&ES prior to the release of the Final Site Plan and comply with the requirements of the Parking Management Plan Template provided in Memo to Industry 01-19. (P&Z) (T&ES) (DSUP2021-10021)

- 40C. Provide signage at the entrances to the parking garage with publicly accessible parking that is consistent with the City's Wayfinding standards for identifying parking garages. (T&ES) (DSUP2021-10021)
- 40D. The applicant shall install a parking access control system that can monitor total garage occupancy at any time, entry and exit of any vehicle, and the tracking of entry and exit of specific vehicles which do not pay a daily or hourly rate, such as hotel guests, monthly parkers, and staff and contractors. The director of Transportation and Environmental Services must approve of equipment before installation. (T&ES) (DSUP2021-10021)

## **H. TRANSPORTATION MANAGEMENT PLAN:**

41. According to Section 11-700 of the City's Zoning Ordinance, a Transportation Management Plan is required to implement strategies to encourage residents and employees to take public transportation, walk, bike or share a ride, as opposed to being a sole occupant of a vehicle. The details of the Plan are included in the TMP Attachment #7 to the general staff conditions. Below are the basic conditions from which other details originate. (T&ES)
42. Any special use permit granted by City Council under this section 11-700, unless revoked or expired, shall run with the use and shall be mandatory and binding upon the applicant, all owners of the land and all occupants and upon all of their heirs, successors and assigns. Any use authorized by a special use permit granted under this section 11-700 shall be operated in conformity with such permit, and failure to so operate shall be deemed grounds for revocation of such permit, after notice and hearing, by the City Council. (T&ES)
43. Prior to any lease/purchase agreements, the applicant shall prepare appropriate language to inform tenants/owners of the transportation management plan special use permit and conditions therein, as part of its leasing/purchasing agreements; such language to be reviewed and approved by the City Attorney's office. (T&ES)
44. The applicant shall participate in the revised Transportation Management Program if established. The revised program will include the elements outlined in the December 8, 2010 docket memo to City Council and approved by the Council. The revised TMP program will go before the City Council for approval. The revision to the program includes a periodic review of the TMP to determine if goals are being met. (T&ES)
45. The applicant shall integrate into a District Transportation Management Program when it is organized. All TMP holders in the established district will be part of this District TMP. The objective of this district is to make optimum use of transportation resources for the benefit of residents and employees through economies of scale. No increase in TMP contributions will be required as a result of participation in the District TMP. (T&ES)
46. An on-site TMP Coordinator shall be designated for the entire project prior to release of the first certificate of occupancy. The name, location, email and telephone number of the



coordinator will be provided to the City at the time, as well as any changes occurring subsequently. This person will be responsible for implementing and managing all aspects of the TMP and the parking management program for the project. \*\*\* (T&ES)

47. An annual TMP fund shall be created based on the TMP reduction goal of 30% of employees not using single occupant vehicles during the peak hour, based on the projects' size and the benefits to be offered to participating residents and employees. The annual fund rate for this development shall be \$40.56 per room. The rate shall increase on July 1 of each year by an amount equal to the rate of inflation (Consumer Price Index – CPI of the United States) for the previous year. The TMP fund shall be used exclusively for the approved transportation activities detailed in the attachment.
48. The Director of T&ES may require that the funds be paid to the City upon determination that the TMP Coordinator has not made a reasonable effort to use the funds for TMP activities. As so determined, any unencumbered funds remaining in the TMP account at the end of each reporting year may be either reprogrammed for TMP activities during the ensuing year or paid to the City for use in transportation support activities which benefit the site. (T&ES)
49. The TMP Coordinator will submit annual reports, fund reports and modes of transportation surveys to the Transportation Planning Division as detailed in the Attachment. (T&ES)
50. An administrative fee shall be assessed to the governing entity for lack of timely compliance with the submission of the TMP mandatory reports required in the attachment (fund reports with supporting documentation, annual reports, survey results with a minimum response rate of 35%, and submission of raw data). The fee shall be in the amount of five hundred seven (\$507.00) for the first 30 (thirty) days late and two hundred and fifty-three dollars (\$253.00) for every subsequent month late. The amount of these administrative fees is for the base year in which the TMP is approved and shall increase on July 1 of each year according to the Consumer Price Index (CPI) going forward. (T&ES)

## **I. SITE PLAN:**

51. ~~Per Section 11-418 of the Zoning Ordinance, the development special use permit shall expire and become null and void, unless substantial construction of the project is commenced within 36 months after initial approval and such construction is thereafter pursued with due diligence. The applicant shall provide a written status report to staff 18 months after initial approval to update the City Council on the project status. (P&Z)~~
52. ~~Submit the plat of all applicable easements prior to the final site plan submission. The plat(s) shall be approved and recorded prior to the release of the final site plan. \* (P&Z)(T&ES)~~
53. ~~A copy of the recorded plat and deeds shall be submitted with the first request for a building permit.\*\* (P&Z)~~

54. ~~Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z and T&ES. These items include:~~
- ~~a. Location of site utilities including above grade service openings and required clearances for items such as transformers, telephone, HVAC units and cable boxes.~~
  - ~~b. Minimize conflicts with plantings, pedestrian areas and major view sheds.~~
  - ~~c. Do not locate above grade utilities in dedicated open space areas and tree wells.~~
  - ~~d. If applicable, all utilities shall be screened from the public ROW to the satisfaction of the Director of P&Z. (P&Z)(T&ES)~~
55. Provide a lighting plan with the final site plan to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of T&ES and P&Z, in consultation with the Chief of Police and shall include the following:
- a. Clearly show location of all existing and proposed street lights and site lights, shading back less relevant information.
  - 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 existing and proposed light fixtures, including any existing street lights located on the opposite side(s) of all adjacent streets. Photometric calculations must extend from proposed building face(s) to property line and from property line to the opposite side(s) of all adjacent streets and/or 20 feet beyond the property line on all adjacent properties and rights-of-way. Show existing and proposed street lights and site lights.
  - e. Photometric site lighting plan shall be coordinated with architectural/building mounted lights, site lighting, street trees and street lights to minimize light spill into adjacent residential areas.
  - f. Provide location of conduit routing between site lighting fixtures so as to avoid conflicts with street trees.
  - g. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
  - h. The lighting for the areas not covered by the City of Alexandria' standards shall be designed to the satisfaction of Directors of T&ES and P&Z.
  - i. Provide numeric summary for various areas (i.e., roadway, walkway/ sidewalk, alley, and parking lot, etc.) in the proposed development.
  - j. The walls and ceilings in the garage must be painted white or dyed concrete (white) to increase reflectivity and improve lighting levels at night.
  - k. The lighting for the underground parking garage shall be a minimum of 5.0 foot candle maintained, when occupied. When unoccupied the lighting levels will be reduced to no less than 1.5 foot candles.
  - l. Light fixtures for the underground parking garage shall be recessed into the ceiling for any areas that can be seen from the public ROW.
  - m. Light fixtures for open canopies shall be recessed into the ceiling for any areas that can be seen from the public ROW.

- n. Upon installation of all exterior light fixtures for the site/building, the applicant shall provide photographs of the site demonstrating compliance with this condition.
  - o. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties.
  - p. Coordinate the lighting plan with the plan for The Strand park. (P&Z)(T&ES)(Police)(CC)
56. ~~Provide a room numbering plan for each floor of the hotel with the first final site plan submission. The room numbers should comply with a scheme of 100 level numbers on the first floor, 200 level numbers on the second floor, and 300 level numbers for third floor and continue in this scheme for the remaining floors. Indicate unit's use (i.e.: Residential, Retail, Office) if known. (P&Z)~~

## **J. ENCROACHMENT:**

57. The applicant (and his/her successors, if any) must obtain and maintain a policy of general liability insurance in the amount of \$1,000,000, which will indemnify the applicant (and his /her successors, if any) and the City of Alexandria, as an additional named insured, against all claims, demands, suits, etc., and all costs related thereto, including attorney fees, relating to any bodily injury or property damage which may occur as a result of the granting of this encroachment. (T&ES)
58. Neither the City nor any Private utility company will be held responsible for damage to the private improvements in the public right-of-way during repair, maintenance or replacement of any utilities that may be located within the area of the proposed encroachment. (T&ES)
59. The Encroachment Ordinance shall be approved prior to the release of the Final Site Plan. (T&ES)
60. The owner or any successor in interest shall remove the encroachment if the City determines that the encroachment interferes with public access or is otherwise inconsistent with the public welfare. In such case, the City shall provide the owner or successor in interest with written notice of the need to remove the encroachment at least 10 days prior to the date on which the removal must be completed. If the owner or successor in interest cannot be found, or fails to remove the encroachment within the time specified, the City shall have the right to remove the encroachment, at the expense of the owner or successor, and shall not be liable for any loss or damage to the encroaching structure that may occur as a result of the removal. (T&ES)

## **K. CONSTRUCTION MANAGEMENT:**

61. ~~Submit a construction phasing plan to the satisfaction of the Director of T&ES, for review, approval and partial release of Erosion and Sediment Control for the final site plan. In addition, building and construction permits required for site preconstruction shall be permitted prior to release of the final site plan to the satisfaction of the Director of T&ES. \*(T&ES)~~

62. ~~Submit a construction management plan for review and approval by the Directors of P&Z, T&ES and Code Administration prior to final site plan release. The plan shall:~~
  - a. ~~Include a plan for temporary pedestrian and vehicular circulation;~~
  - b. ~~Include analysis as to whether temporary street lighting is needed on the site and how it is to be installed.~~
  - c. ~~Include the overall schedule for construction and the hauling route;~~
  - d. ~~Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work;~~
  - e. ~~If the plan is found to be violated during the course of construction, citations will be issued for each infraction and a correction notice will be forwarded to the applicant. If the violation is not corrected within five (5) calendar days, a “stop work order” will be issued, with construction halted until the violation has been corrected. \* (P&Z)(T&ES)(Code)~~
63. ~~Provide off street parking for all construction workers without charge to the construction workers. 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 plan is found to be violated during the course of construction, a correction notice will be issued to the developer. If the violation is not corrected within five (5) days, a "stop work order" will be issued, with construction halted until the violation has been corrected. \* (P&Z)(T&ES)~~
64. ~~The sidewalks shall remain open during construction or pedestrian access shall be maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)~~
65. ~~No major construction staging shall be allowed within the public right of way on South Union Street. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. \*\* (T&ES)~~
66. ~~Any structural elements that extend into the public right of way, including but not limited to footings, foundations, tie-backs etc., must be approved by the Director of T&ES as a part of the Sheeting and Shoring Permit. (T&ES)~~
67. ~~A “Certified Land Disturber” (CLD) shall be named in a letter to the Division Chief of Construction Management & Inspection 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)~~

- ~~68. Prior to commencing clearing and grading of the site, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified of the date of the meeting before the permit is issued. (P&Z)(T&ES)~~
- ~~69. Prior to commencement of landscape installation/planting operations, a pre-installation/construction meeting will be scheduled with the project planner in the Department of Planning & Zoning to review the scope of installation procedures and processes. This is in addition to the pre-construction meeting required above. (P&Z)~~
- ~~70. 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)~~
- ~~71. Implement a waste and refuse control program during the construction phase of this development. This program shall control wastes such as discarded building materials, concrete truck washout, chemicals, litter or trash, trash generated by construction workers or mobile food vendor businesses serving them, and all sanitary waste at the construction site and prevent offsite migration that may cause adverse impacts to neighboring properties or to the environment to the satisfaction of Directors of T&ES and Code Administration. All wastes shall be properly disposed offsite in accordance with all applicable federal, state and local laws. (T&ES)~~
- ~~72. 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)~~
- ~~73. 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 approved 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 shall be approved by the P&Z prior to commencement of framing. (P&Z)~~
- ~~74. 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)

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

#### **~~L. STORMWATER:~~**

77. ~~Demonstrate compliance with the flood plain ordinance Section 6-300 to Section 6-311 of Article VI Special and Overlay Zones. No final plan shall be released until full compliance with flood plain ordinance has been demonstrated. This includes the requirement that all flood control measures be designed to meet the without human intervention technique.\* (T&ES)~~
78. ~~Furnish specific engineering data and information, in addition to Zoning Ordinance Requirements, as to the effect of the proposed construction on future flood heights. No final site plan shall be released until the applicant has demonstrated that no increase in water surface elevation for the 100 year flood will result due to implementation of this project. Computations are to include backwater calculations starting at a downstream cross section to an upstream cross section. Computations shall be made by modifying the existing HEC RAS model, as prepared by the U.S. Army Corps of Engineers, Baltimore District.\* (T&ES)~~

#### **~~M. SOLID WASTE:~~**

79. ~~Provide \$1,150 per receptacle to the Director of T&ES for purchase and installation of two (2) Victor Stanley Ironsites Series model SD-42 receptacles with Dome Lid dedicated to trash collection. The receptacles shall be placed in the public right of way to serve open space and park sites. Receptacles shall be generally located along the property frontage and at strategic locations in the vicinity of the site as approved by the Director of T&ES. Payment required prior to release of Final Site Plan.\* (T&ES)~~
80. ~~Provide \$1,240 per receptacle to the Director of T&ES for the purchase and installation of two (2) Victor Stanley Ironsites Series Model SD-42 blue receptacles with Dome Lid dedicated to recycling collection. The receptacles shall be placed in the public right of way to serve open space and park sites. Receptacles shall be generally located along the property frontage and at strategic locations in the vicinity of the site as approved by the Director of T&ES. Payment required prior to release of Final Site Plan. (T&ES)~~

## **N. STREETS / TRAFFIC:**

81. ~~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)~~
82. ~~A pre construction walk/survey of the site shall occur with Transportation and Environmental Services Construction Management & Inspection staff to document existing conditions prior to any land disturbing activities. (T&ES)~~
83. ~~Submit a Traffic Control Plan as part of the final site plan, for construction detailing proposed controls to traffic movement, lane closures, construction entrances, haul routes, and storage and staging shall be provided for informational purposes. In addition, the Traffic Control Plan shall be amended as necessary and submitted to the Director of T&ES along with the Building and other Permit Applications as required. The Final Site Plan shall include a statement "FOR INFORMATION ONLY" on the Traffic Control Plan Sheets. (T&ES)~~
84. ~~All Traffic Control Device design plans, Work Zone Traffic Control plans, and Traffic Studies shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. (T&ES)~~
85. Show turning movements of standard vehicles in the parking structure. Show turning movements of the largest delivery vehicle projected to use the loading dock. Turning movements shall meet AASHTO vehicular guidelines and shall be to the satisfaction of the Director of T&ES. (T&ES)
86. ~~The slope on parking ramp to garage entrance shall not exceed 16 percent. For slopes 10% and greater, provide trench drain connected to a storm sewer to eliminate or diminish the possibility of ice forming. (T&ES)~~

## **O. UTILITIES:**

87. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements. (T&ES)
88. ~~The applicant shall underground the existing overhead facilities along the project's Duke Street and South Union Street frontages. In order to facilitate the required undergrounding additional off-site poles along South Union Street will need to be removed along with the associated overhead wires as part of this project. The undergrounding shall generally follow the plan provided by Dominion Virginia Power. See Attachment #8. (T&ES)~~

## **P. WATERSHED, WETLANDS, & RPAs:**

89. The storm water collection system is located within the Potomac River watershed. All on-site storm water 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)

**Q. BMP FACILITIES:**

90. The City of Alexandria's storm water management regulations regarding water quality are two-fold: first, phosphorus removal requirement and second, water quality volume default. Compliance with the phosphorus requirement does not relieve the applicant from the water quality default requirement. The water quality volume determined by the site's proposed impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES)
91. ~~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 Worksheet A or B and Worksheet C, as applicable. (T&ES)~~
92. ~~The storm water Best Management Practices (BMPs) required for this project shall be constructed and installed under the direct supervision of the design professional or his designated representative. Prior to release of the performance bond, the design professional shall submit a written certification to the Director of T&ES that the BMPs are:~~
- ~~a. Constructed and installed as designed and in accordance with the approved Final Site Plan.~~
- ~~b. Clean and free of debris, soil, and litter by either having been installed or brought into service after the site was stabilized. \*\*\*\* (T&ES)~~
93. ~~Submit two originals of the storm water quality BMP Maintenance Agreement with the City to be reviewed as part of the Final #2 Plan. The agreement must be executed and recorded with the Land Records Division of Alexandria Circuit Court prior to approval of the final site plan.\* (T&ES)~~
94. The Applicant/Owner shall be responsible for installing and maintaining storm water Best Management Practices (BMPs). The Applicant/Owner shall execute a maintenance service contract with a qualified private contractor for a minimum of three years and develop an Owner's Operation and Maintenance Manual for all Best Management Practices (BMPs) on the project. The manual shall include at a minimum: an explanation of the functions and operations of the BMP(s); drawings and diagrams of the BMP(s) and any supporting utilities; catalog cuts on maintenance requirements including mechanical or electrical equipment; manufacturer contact names and phone numbers; a copy of the executed maintenance service contract; and a copy of the maintenance agreement with the City. A copy of the contract shall also be placed in the BMP Operation and Maintenance Manual. Prior to release of the performance bond, a copy of the maintenance contract shall be submitted to the City. \*\*\*\*(T&ES)

95. ~~Submit a copy of the Operation and Maintenance Manual to the Office of Environmental Quality on digital media prior to release of the performance bond. \*\*\*\*(T&ES)~~
96. ~~Prior to release of the performance bond, the Applicant is required to submit a certification by a qualified professional to the satisfaction of the Director of T&ES that any existing storm water 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)~~

## **R. CONTAMINATED LAND:**

97. Design and install a vapor barrier and ventilation system for buildings and parking areas in order to prevent the migration or accumulation of methane or other gases, or conduct a study and provide a report signed by a professional engineer showing that such measures are not required to the satisfaction of Directors of T&ES and Code Administration. (T&ES)
98. ~~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.~~
  - d. ~~Submit a Health and Safety Plan indicating measures to be taken during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment.~~
  - e. ~~The applicant shall screen for PCBs as part of the site characterization to comply with the City's Department of Conservation and Recreation Municipal Separate Storm Sewer (MS4) permit.~~
  - 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)~~

## **S. NOISE:**

99. All exterior building-mounted loudspeakers shall be prohibited and no amplified sound shall be audible at the property line. (T&ES)
100. Supply deliveries, loading, and unloading activities shall not occur between the hours of 8:00pm and 7:00am. (T&ES)(CC)

## **T. AIR POLLUTION:**

101. If fireplaces are utilized in the development, the Applicant is required to install gas fireplaces to reduce air pollution and odors. Animal screens must be installed on chimneys. (T&ES)
102. Kitchen equipment shall not be cleaned outside, nor shall any cooking residue be washed into any street, alley, or storm sewer. (T&ES)
103. No material may be disposed of by venting into the atmosphere. (T&ES)
104. 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)

## **U. CONTRIBUTIONS:**

105. ~~Condition deleted. (CC)~~
106. ~~Pursuant to the Waterfront Small Area Plan, provide a monetary or in kind contribution of \$675,000 to be used for off-site improvements to the existing and planned public spaces, including Point Lumley Park, between Union Street and the Potomac River. These contributions shall be due prior to the issuance of the final certificate of occupancy for the building.~~

~~The applicant shall make the following contributions which shall be credited towards the total monetary contribution:~~

- ~~a. Expanded undergrounding of overhead utilities facilities above the minimum required for the development and construction of this project site as set forth in Attachment #8.~~

~~In addition, working with Staff, the applicant can choose to implement any of the following improvements, the cost of which shall be credited towards the total monetary contribution required.~~

- ~~b. A portion of the re-grading plan for The Strand, if design and engineering are finalized by the City in time for construction to be completed concurrent with this project.~~
- ~~c. Demolition of the two buildings east of the site known as the Alexandria Yacht building (210 The Strand) and the Alexandria Marine building (226 The Strand), removal all trash and debris on the site, and providing an interim condition to stabilize the properties. Prior to demolition, the Applicant would be required to complete a Phase I Environmental Site Analysis (ESA) and, if indicated, a Phase II site analysis, of the Alexandria Marine building site and provide associated documentation to the City. The applicant will provide routine maintenance of the site (mowing, trash removal, etc.) for a period of no more than 3 years or until the~~

~~commencement of construction of the Strand flood mitigation/park project by the City.~~

- ~~d. Expanded undergrounding of overhead utilities facilities above the minimum required for the development and construction of this project site.~~
- ~~e. If any combination of the above in kind contributions are mutually agreed to by the City and the applicant, the applicant shall submit an agreed upon scope of work and cost estimate to the City prior to the release of the final site plan. Prior to the issuance of the certificate of occupancy for the project, the applicant shall complete the agreed upon work and make a monetary contribution to the City if the cost of the in kind work is less than the \$675,000 contribution. In no case, shall the applicant be obligated to perform off-site work in excess of \$675,000. (P&Z)(RP&CA)(T&ES)(PC)~~

## V. ARCHAEOLOGY:

- 107. Consider integrating the names of historic figures and/or historic activities that have taken place on the property into elements of the hotel such as room names, suite names, floor designations, lobbies, restaurants, and other amenities. Furthermore, if the historical and archaeological findings warrant, the applicant shall install an exhibit in a public space on the property that highlights the archaeology and history of the property. (Archaeology)
- 108. ~~To insure that significant information is not lost as a result of the proposed development project, the applicant shall hire an archaeological consultant to complete a Documentary Study. The applicant shall contact Alexandria Archaeology to obtain a scope of work for this investigation. In addition to a background history of the property, the Documentary Study should focus on the archaeological potential of the property, including the possibility of deeply buried resources pertaining to early Alexandria history.~~
- 109. ~~If the Documentary Study indicates that the property has the potential to yield significant buried resources, the applicant shall hire an archaeological consultant to complete an Archaeological Evaluation. If significant resources are discovered, the consultant shall complete a Resource Management Plan, as outlined in the City of Alexandria Archaeological Standards. Preservation measures presented in the Resource Management Plan, as approved by the City Archaeologist, will be implemented.~~
- 110. ~~The Final Site Plan, Grading Plan, or any other permits involving ground disturbing activities (such as coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping and other excavations as defined in Section 2-151 of the Zoning Ordinance) shall not be released until the City archaeologist confirms that all archaeological field work has been completed or that an approved Resource Management Plan is in place to recover significant resources in concert with construction activities.\* (Archaeology)~~
- 111. ~~Call Alexandria Archaeology (703/746-4399) two weeks before the starting date of any ground disturbance so that an inspection or monitoring schedule for city archaeologists can~~

~~be arranged. The language noted above shall be included on all final site plan sheets involving any ground disturbing activities. (Archaeology)~~

112. ~~The statements in archaeology conditions below shall appear in the General Notes of all site plans and on all site plan sheets that involve demolition or ground disturbance (including Demolition, Basement/Foundation plans, Erosion and Sediment Control, Grading, Landscaping, Utilities, and Sheet piling and Shoring) so that on-site contractors are aware of the requirements:~~
- ~~a. All required archaeological preservation measures shall be completed prior to ground disturbing activities (such as coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping and other excavations as defined in Section 2-151 of the Zoning Ordinance) or a Resource Management Plan must be in place to recover significant resources in concert with construction activities. To confirm, call Alexandria Archaeology at (703) 746-4399.~~
  - ~~b. 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.~~
  - ~~c. The applicant/developer shall not allow any metal detection to be conducted on the property, unless authorized by Alexandria Archaeology.~~
113. ~~Certificates of Occupancy shall not be issued for this property until interpretive elements have been constructed, interpretive markers have been erected, and the final archaeological report has been received and approved by the City Archaeologist.\*\*\* (Archaeology)~~

**CITY DEPARTMENT CODE COMMENTS**

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

**Planning and Zoning**

- ~~R-1 For all first floor bays with a street facing door providing their primary access, please coordinate with the Geographic Information Systems (GIS) Division for address assignments at tenant fit out. These uses are not permitted to use the primary building address as their address. Please contact the Addressing Coordinator in the GIS Division (703-746-3823) as each new tenant is determined, and an appropriate address based on the location of the primary entrance door of the new space will be assigned.~~
- ~~C-1 As built documents for all landscape and irrigation installations are required to be submitted with the Site as built and request for Performance Bond release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. \*\*\*\* (P&Z) (T&ES)~~
- ~~C-2 The landscape elements of this development shall be subject to the Performance and Maintenance bonds, based on criteria established by the City and available through T&ES. Release of Performance and Maintenance Bonds are subject to inspections by City staff per City Code requirements. A final inspection for landscaping is also required three years after completion. \*\*\*\* (P&Z) (T&ES)~~
- ~~C-3 No permits shall be issued prior to the release of the Certificate of Appropriateness from the Board of Architectural Review. (BAR)~~

**Transportation and Environmental Services**

- ~~F-1. WQV default shall be treated or inquire about options under Section 13-110 of the Environmental Management Ordinance. (T&ES OEQ)~~
- ~~F-2. Sheet C9.20: Miscellaneous block should say No under Total WQV treated row. (T&ES OEQ)~~
- ~~F-3. DASH requests that access to The Strand remains accessible to Trolleys entering service. One of the following routes shall be available during construction:~~
  - ~~a. Eastbound Duke Street, L The Strand, L King Street (current route)~~
  - ~~b. Eastbound Duke Street, L South Union Street, R Princee Street, L The Strand, L King Street.~~
- F - 4. 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 - 5. The Final Site Plan must be prepared per the requirements of Memorandum to Industry 02-09 dated December 3, 2009, Design Guidelines for Site Plan Preparation, which is available at the City's following web address:~~

~~<http://alexandriava.gov/uploadedFiles/tes/info/Memo%20to%20Industry%20No.%2002-09%20December%203,%202009.pdf>~~

- F - 6. 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 - 7. The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)
- F - 8. Include all symbols, abbreviations, and line types in the legend. (T&ES)
- F - 9. Asphalt patches larger than 20% of the total asphalt surface, measured along the length of the road adjacent to the property frontage and extending to the centerline of the street, will require full curb to curb restoration (T&ES)
- ~~F - 10. 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 - 11. All sanitary sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter of sanitary sewers shall be 10" in the public Right of Way and sanitary lateral 6" for all commercial and institutional developments; however, a 4" 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" 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 - 12. Lateral Separation of Sewers and Water Mains: A horizontal separation of 10' (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" 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 - 13. 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" for sanitary sewer and 12" 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" clearance shall be encased in concrete. (T&ES)
- F - 14. 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 - 15. Crossing Existing or Proposed Utilities: Underground telephone, cable T.V., gas, and electrical duct banks shall be crossed maintaining a minimum of 12" 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 - 16. 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 - 17. 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 - 18. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)~~
- F - 19. 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 - 20. The Traffic Control Plan shall replicate the existing vehicular and pedestrian routes as nearly as practical and the pedestrian pathway shall not be severed or moved for non-construction activities such as parking for vehicles or the storage of materials or equipment. Proposed traffic control plans shall provide continual, safe and accessible pedestrian pathways for the duration of the project. (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 storm water 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, the applicant shall comply with the peak flow requirements and prepare a Stormwater Management Plan so that from the site, the post-development peak runoff rate from a two-year storm and a ten-year storm, considered individually, shall not exceed their respective predevelopment rates. 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 then the applicant shall provide an additional 10% storage of the pre-development flows in this watershed to meet detention requirements. (T&ES)
- C - 3 Per the requirements of Article 13-113 (d) 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 storm water 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 Location of customer utility services and installation of transmission, distribution and main lines in the public rights of way by any public service company shall be governed by franchise agreement with the City in accordance with Title 5, Chapter 3, Section 5-3-2 and Section 5-3-3, respectively. The transformers, switch gears, and boxes shall be located outside of the public right of way. (T&ES)
- C - 6 (a) Per the requirements of Section 5-3-2, Article A, Chapter 3 of the City of Alexandria Code, all new customer utility services, extensions of existing customer utility services and existing overhead customer utility services supplied by any existing overhead facilities which are relocated underground shall, after October 15, 1971 be installed below the surface of the ground except otherwise exempted by the City Code and to the satisfaction of the Director, Department of Transportation and Environmental Services. (b) Per the requirements of Section 5-3-3, Article A, Chapter 3 of the City of Alexandria Code, all new installation or relocation of poles, towers, wires, lines, cables, conduits, pipes, mains, and appurtenances used or intended to be used to transmit or distribute any service such as electric current, telephone, telegraph, cable television, traffic control, fire alarm, police communication, gas, water, steam or petroleum, whether or not on the streets, alleys, or other public places of the City shall, after October 15, 1971, be installed below the surface of the ground or below the surface in the case of bridges and elevated highways except otherwise exempted by the City Code and to the satisfaction of Director, Department of Transportation and Environmental Services. (T&ES)
- C - 7 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer per the requirements of Memorandum to the industry on Downspouts, Foundation Drains, and Sump Pumps, Dated June 18, 2004 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 - 8 In compliance with the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a sanitary sewer adequate outfall analysis as per the requirements of Memorandum to Industry No. 02-07 New Sanitary Sewer Connection and Adequate Outfall Analysis dated June 1, 2007. The memorandum is available at the following web address of the City of Alexandria (T&ES)~~
- ~~[http://alexandriava.gov/uploadedFiles/tes/info/New%20Sanitary%20Sewer%20Connection%20and%20Adequate%20Outfall%20Analysis%20\(02-07\).pdf](http://alexandriava.gov/uploadedFiles/tes/info/New%20Sanitary%20Sewer%20Connection%20and%20Adequate%20Outfall%20Analysis%20(02-07).pdf)~~
- C - 9 The applicant shall provide required storage space for both trash and recycling materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines", or to the satisfaction of the Director of Transportation & Environmental Services. The plan shall show the turning movements of the collection trucks ~~and the~~. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or contact the City's Solid Waste Division at 703-746-4410, or via email at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov), for information about completing this form. (T&ES)(PC)

- C - 10 The applicant shall be responsible to deliver all solid waste, as defined by the City Charter and Code of the City of Alexandria, to the Covanta Energy Waste Facility located at 5301 Eisenhower Avenue. A note to that effect shall be included on the plan. The developer further agrees to stipulate in any future lease or property sales agreement that all tenants and/or property owners shall also comply with this requirement. (T&ES)
- C - 11 The applicants shall submit a Recycling Implementation Plan (RIP) form to the Solid Waste Division, as outlined in Article H of Title 5 (Ordinance Number 4438), which requires all commercial properties to recycle. Instructions for how to obtain a RIP form can be found at: <https://www.alexandriava.gov/ResourceRecovery> or by calling the Solid Waste Division at 703.746.4410 or by e-mailing [CommercialRecycling@alexandriava.gov](mailto:CommercialRecycling@alexandriava.gov). (T&ES)
- ~~C - 12 Bond for the public improvements must be posted prior to release of the site plan.\* (T&ES)~~
- ~~C - 13 The sewer tap fee must be paid prior to release of the site plan.\* (T&ES)~~
- ~~C - 14 All easements and/or dedications must be recorded prior to release of the site plan.\* (T&ES)~~
- ~~C - 15 Plans and profiles of utilities and roads in public easements and/or public Right of Way must be approved prior to release of the plan.\* (T&ES)~~
- ~~C - 16 Provide a phased erosion and sediment control plan consistent with grading and construction plan. (T&ES)~~
- C - 17 Per the Memorandum to Industry, dated July 20, 2005, the applicant is advised regarding a requirement that applicants provide as-built sewer data as part of the final as-built process. 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 insure 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 - 18 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 - 19 No overhangs (decks, bays, columns, post or other obstructions) shall protrude into public Right of Ways, public easements, and pedestrian or vehicular travelways unless otherwise permitted by the City Code. (T&ES)
- C - 20 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)

- C - 21 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 22 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 - 23 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 water quality volume default and stormwater quantity management. (T&ES)~~
- ~~C - 24 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)~~
- ~~C - 25 All required permits from Virginia Department of Environmental Quality, Environmental Protection Agency, Army Corps of Engineers, 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 VSMP permit for land disturbing activities greater than 2500 SF. \* (T&ES)~~

**AlexRenew Comments:**

1. Applicant indicates in the Comment Response Letter that “This DSUP plan is related to the changes for the parking use. The Building has been constructed and is under operation.” Applicant shall provide written confirmation from the City that the sanitary sewer flows described on sheet C8.00 have been reviewed and approved under a separate DSUP plan. If this cannot be confirmed, the prior comments from AlexRenew (repeated below for reference) shall apply.
2. Applicant to include the following note on the DSUP plans and the plans issued for construction:
  - a. Contractor shall ensure all discharges are in accordance with City of Alexandria Code Title 5, Chapter 6, Article B.
  - b. Dewatering and other construction related discharge limits to the sewer system are regulated by AlexRenew Pretreatment. Contractor is required to contact AlexRenew's Pretreatment Coordinator at 703-721-3500 x2020.
3. Applicant shall coordinate with the City of Alexandria T&ES to ensure that the planned flow does not exceed the City of Alexandria's allotted capacity in AlexRenew's Water Resource Recovery Facility or in the Potomac Interceptor during wet and average flow conditions.

**Virginia American Water Company Comments:**

VAWC has no comments.

**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. 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.~~

**Police**

*Parking Garage*

- R - 1. It is recommended that the doors in the garage (garage level only) leading into the stairwell have controlled electronic access.
- R - 2. The controlled electronic access should not interfere with the emergency push-bar release located on the inside of the stairwell door that allows for emergency exit of the building.

*Landscape*

- R - 3. The proposed shrubbery should have a natural growth height of no more than 2 ½ to 3 feet with a maximum height of 36 inches when it matures and should not hinder the unobstructed view of patrolling law enforcement vehicles.

*Parks*

- ~~R - 4. It is recommended that the applicant choose a style bench that has an armrest in the middle of the bench to deter unwanted sleeping and skateboarding on the benches.~~

*Miscellaneous*

- R - 5. It is recommended that the buildings have an address number which is contrasting in color to the background, at least 3 inches high, reflective, and visible from the street placed on the front and back of each home. It is strongly suggested that no brass or gold colored numbers are used. This aids in a timely response from emergency personnel should they be needed.
- R - 6. It is recommended that all of the ground floor level windows be equipped with a device or hardware that allows windows to be secured in a partially open position. This is to negate a “breaking and entering” when the windows are open for air.
- R - 7. It is recommended that a “door-viewer” (commonly known as a peep-hole) be installed on all doors on the ground level that lead directly into an apartment. This is for the security of the occupant.

**Archaeology**

- F - 1. Based on preliminary research for this property, deeply buried wharves may be present that were part of Point Lumley in the eighteenth century. In particular, portions of a public warehouse may have been located on the subject property that was built by John Carlyle in 1752. During the Civil War two large storehouses stood on the lot, used by the Union Army as a commissary. By 1877 a structure of unknown use was located on the corner of South Union and Duke Streets. The lot may have functioned as a lumberyard throughout the last two decades of the nineteenth century. By 1896 the A. Bryant Fertilizer Company occupied the lot. By the 1970s the current structure was built on the lot and used storing and packing by a guns and ammunition company. The site has the potential to provide information about the industrial development of Alexandria from the eighteenth century to the present.
- C - 1 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

Asterisks denote the following:



- \* Condition must be fulfilled prior to release of the final site plan
- \*\* Condition must be fulfilled prior to release of the building permit
- \*\*\* Condition must be fulfilled prior to release of the certificate of occupancy
- \*\*\*\* Condition must be fulfilled prior to release of the bond

## City of Alexandria, Virginia

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MEMORANDUM**DATE:** JULY 16, 2021**TO:** CHAIR STEPHEN THAYER AND MEMBERS OF THE WATERFRONT  
COMMISSION**FROM:** KARL MORITZ, DIRECTOR; DEPARTMENT OF PLANNING & ZONING**THROUGH:** JACK BROWAND, DIVISION CHIEF; DEPARTMENT OF RECREATION, PARKS  
& CULTURAL ACTIVITIES**SUBJECT:** DSUP #2021-10021 – 220 S. UNION STREET/HOTEL INDIGO

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**ISSUE:** This memo contains background information on the request to amend the DSUP approval for the Hotel Indigo (220 S. Union Street) to the underground parking garage to be used to address public parking demand as well as parking for guests. Data submitted by the hotel show it does not need all of its parking to meet the needs of the guests and regularly has excess capacity in the garage, even on peak weekends. The nearby public garage at Robinson Landing is often full.

**BACKGROUND:**

The City has received an application from *Carr 220 South Union Street LLC* for a major site plan amendment to the governing development special use permit (DSUP) for the Hotel Indigo from 2012. The applicant is requesting a change to condition of approval #35 which regulates the use and access of the underground parking garage. Staff has reviewed the DSUP application and deemed it “complete,” with anticipated Planning Commission and City Council hearing dates in September.

The one-level garage was constructed per the original DSUP approval to have 40 self-parking spaces (including 3 ADA spaces) and 29 valet-only spaces for a total of 69 parking spaces. The DSUP approval currently requires that all 69 parking spaces are exclusively for use by hotel and guests and employees, and all spaces are managed via valet service.

Carr, the applicant and hotel operator, is requesting a reduction in the number of parking spaces required to be reserved for hotel use down to 27 spaces, based on 24 spaces for 120 hotel rooms at 0.2 parking spaces per room, and 3 spaces reserved for meeting/board room guests. The remaining parking spaces not utilized by the hotel would be made available to residents and visitors in the waterfront area. The parking garage would be self-service during periods of low demand and valet operated during periods of peak demand. During self-service periods, only the 40 self-parking spaces would be utilized.

The applicant will be providing parking spaces for the hotel use within the required range (0.2-0.4 parking spaces per guest room) per the updated commercial parking requirements in the Zoning Ordinance

(adopted by City Council in 2018). Submitted with the DSUP application were valet parking counts from several months in 2018 and 2019 that demonstrated the parking garage has continually had excess capacity, even on peak weekend nights. The proposed reallocation of parking spaces will allow for use of the parking garage by neighborhood residents and visitors and allow the hotel to adjust its use and supply of parking, consistent with City goals to “right-size” parking for commercial uses and increase the inventory of shared parking facilities. This is expected to relieve some of the demand for parking for other uses in the area.

**STAFF:**

Karl Moritz, Director, Planning & Zoning

Robert M. Kerns, AICP, Chief of Development

Catherine Miliaras, AICP, Principal Planner, Planning & Zoning

Michael Swidrak, AICP, Urban Planner



# APPLICATION

## DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

DSUP # \_\_\_\_\_ Project Name: \_\_\_\_\_

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

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

### APPLICANT:

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

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

### PROPERTY OWNER:

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

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

SUMMARY OF PROPOSAL \_\_\_\_\_

MODIFICATIONS REQUESTED \_\_\_\_\_


SUP's REQUESTED \_\_\_\_\_

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

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

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

\_\_\_\_\_  
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: \_\_\_\_\_

ACTION - CITY COUNCIL: \_\_\_\_\_

**ALL APPLICANTS MUST COMPLETE THIS FORM.**

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

1. The applicant is: (check one)  
☒ the Owner    ☐ Contract Purchaser    ☐ Lessee or    ☐ Other: \_\_\_\_\_ of  
the subject property.

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

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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. See Attached.		
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 220 S. Union Street (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. See Attached.		
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. Carr 220 South Union Street LLC	None	None
2. Oliver T. Carr, Jr., Alice Bratton Clark, Clark Family Trusts, Rebecca L. Owen, Nussdorf Associates LLC	None	None
3.		

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

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

6/2/21

Date

Kenneth W. Wire, Wire Gill LLP

Printed Name



Signature

**Disclosure Attachment**

Applicant/Owner: Carr 220 South Union Street, LLC owns 100% of the asset.  
c/o Carr City Centers  
1455 Pennsylvania Avenue NW, Suite 200  
Washington, DC 20004

Oliver T. Carr, Jr.: Greater than 3%  
c/o Carr City Centers  
1455 Pennsylvania Avenue NW, Suite 200  
Washington, DC 20004

Alice Bratton Clark: Greater than 3%  
Clark Family Trusts: Greater than 3%  
Rebecca L. Owen: Greater than 3%  
Nussdorf Associates LLC: Greater than 3%  
c/o CEI Realty, Inc.  
7500 Old Georgetown Road, 15th Floor  
Bethesda, MD 20814

- Since the hotel became operational several years ago, the parking garage of 69 spaces has not been utilized as envisioned during the original DSUP process. See attached parking utilization data. Additionally, since the original DSUP approval, the parking ordinance was amended to allow a minimum of .2 spaces per hotel room for areas within an enhanced transit area (applies to the Property). Because the existing garage is underutilized and less hotel parking is now required, the Applicant seeks to amend the DSUP approval (which included a parking reduction SUP) to allow for .2 spaces per hotel room instead of .58 spaces per room as originally approved. For 120 hotel rooms, this rate would allow for 24 spaces for hotel and restaurant patrons (and employees); with 3 handicapped spaces to remain; and 42 spaces for third-party use. The requested reallocation of parking spaces among approved uses and new use of third-party parking requires an amendment to Condition #35 to allow for both third-party use as well as self-parking. The use of valet for all users of the parking garage would remain and valet conditions would remain as approved, with the addition of optional self-parking for third-party users. The garage will continue to be monitored and service by a valet. This application requests approval to permit public use of a valet and self parking as available.





**Kenneth W. Wire**  
kwire@wiregill.com  
703-677-3129

June 25, 2021

**Via Email**

Michael Swidrak, AICP  
Urban Planner  
Planning & Zoning, Development Division  
301 King Street  
City of Alexandria, VA 22314

**RE: 220 S. Union, Hotel Indigo**  
**DSUP Amendment: Parking Narrative**

Dear Michael:

On behalf of our client, Carr Properties, this letter summarizes the proposed garage parking management operations accompanying the DSUP Amendment (the "Amendment") request under your review. We discussed the contents of this letter with you at our meeting on June 15, 2021. Please see enclosed accompanying color-coded garage plan (Sheet C10.00) (the "Plan"). Please accept this letter and Plan in lieu of amendment to the Parking Management Plan submitted with the original hotel final site plan.

As background, the Amendment requests a parking reduction for the hotel to 0.2 spaces per hotel room, consistent with the Zoning Ordinance. The hotel was originally approved for 120 hotel rooms and 69 total parking spaces. At the requested rate of 0.2 spaces per unit, 24 spaces are required for the hotel use. The Applicant will also reserve 3 parking spaces for the meeting/board room, for a total of 27 parking spaces reserved for the hotel. The remaining 42 spaces are proposed to be open to the public or third parties.

The Applicant currently utilizes a valet parking service for all parking spaces. With the Amendment, the Applicant proposes the 42 parking spaces be utilized as both self-park and valet, depending on volume of patrons. When the hotel is at a low volume of patrons, the garage will function in a self-park manner. The parking spaces highlighted in yellow on the Plan will be operational under the self-parking scheme. When the hotel garage is at a high-volume patron use, the valet will become operational. Patrons using the tandem spaces will need to leave their car keys with the valet. The parking spaces marked in green will be operationalized with the valet service during high volume times. This tailored management will allow for the best utilization of the parking spaces by both hotel patrons and waterfront visitors.

Ultimately, the Applicant anticipates that managing the parking this manner will fill an unmet parking demand that will be growing during the warm weather months, as the Alexandria waterfront continues to attract residents and tourists. Please feel free to reach out if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "K. W. Wire". The signature is stylized with a large "K" and a long horizontal stroke at the end.

Kenneth W. Wire

3. How many patrons, clients, pupils and other such users do you expect?  
Specify time period (i.e., day, hour, or shift).

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

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

Day	Hours	Day	Hours
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

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

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- B. How will the noise from patrons be controlled?

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

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

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

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

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C. How often will trash be collected?

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

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

☐ Yes. ☒ No.

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

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

☐ Yes. ☒ No.

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

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

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#### ALCOHOL SALES

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

☐ Yes.      ☒ No. **\*Not applicable to the garage\***

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

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#### PARKING AND ACCESS REQUIREMENTS

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

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

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

	Standard spaces
	Compact spaces
	Handicapped accessible spaces
	Other

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

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

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

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

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

- A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance?    \*1 loading space was approved with DSUP #2012-0019.
- B. How many loading spaces are available for the use?
- C. Where are off-street loading facilities located?

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

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- E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

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

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VALET PARKING TRACKING					
MONTH	YEAR	ROOMS	SPACES	HOTEL NAME	
March	2018	120	60	Hotel Indigo	
DATE	DAY OF WEEK	CARS	Garage Occ	ROOMS OCCUPIED	Hotel Occ
1-Mar	Thursday	25	41.67%	64	53%
2-Mar	Friday	46	76.67%	100	83%
3-Mar	Saturday	42	70.00%	108	90%
4-Mar	Sunday	16	26.67%	86	72%
5-Mar	Monday	13	21.67%	75	63%
6-Mar	Tuesday	23	38.33%	103	86%
7-Mar	Wednesday	16	26.67%	88	73%
8-Mar	Thursday	10	16.67%	62	52%
9-Mar	Friday	17	28.33%	61	51%
10-Mar	Saturday	24	40.00%	69	58%
11-Mar	Sunday	12	20.00%	32	27%
12-Mar	Monday	24	40.00%	113	94%
13-Mar	Tuesday	30	50.00%	118	98%
14-Mar	Wednesday	28	46.67%	117	98%
15-Mar	Thursday	26	43.33%	95	79%
16-Mar	Friday	35	58.33%	103	86%
17-Mar	Saturday	52	86.67%	117	98%
18-Mar	Sunday	12	20.00%	42	35%
19-Mar	Monday	25	41.67%	83	69%
20-Mar	Tuesday	23	38.33%	113	94%
21-Mar	Wednesday	16	26.67%	106	88%
22-Mar	Thursday	22	36.67%	68	57%
23-Mar	Friday	35	58.33%	110	92%
24-Mar	Saturday	38	63.33%	116	97%
25-Mar	Sunday	12	20.00%	58	48%
26-Mar	Monday	17	28.33%	74	62%
27-Mar	Tuesday	21	35.00%	92	77%
28-Mar	Wednesday	22	36.67%	98	82%
29-Mar	Thursday	18	30.00%	90	75%
30-Mar	Friday	30	50.00%	95	79%
31-Mar	Saturday	31	51.67%	85	71%
Note: If your garage has special monthly or weekly commuter parkers, please subtract this number from the values you enter into column C, "cars".					



VALET PARKING TRACKING					
MONTH	YEAR	ROOMS	SPACES	HOTEL NAME	
May	2018	120	60	Hotel Indigo	
DATE	DAY OF WEEK	CARS	OCC	ROOMS OCCUPIED	DRIVE-IN RATE
1-May	Tuesday	39	65.00%	119	99%
2-May	Wednesday	37	61.67%	118	98%
3-May	Thursday	33	55.00%	102	85%
4-May	Friday	34	56.67%	115	96%
5-May	Saturday	36	60.00%	110	92%
6-May	Sunday	20	33.33%	71	59%
7-May	Monday	27	45.00%	89	74%
8-May	Tuesday	21	35.00%	99	83%
9-May	Wednesday	17	28.33%	91	76%
10-May	Thursday	20	33.33%	92	77%
11-May	Friday	41	68.33%	95	79%
12-May	Saturday	44	73.33%	116	97%
13-May	Sunday	19	31.67%	80	67%
14-May	Monday	21	35.00%	116	97%
15-May	Tuesday	17	28.33%	118	98%
16-May	Wednesday	18	30.00%	120	100%
17-May	Thursday	19	31.67%	119	99%
18-May	Friday	27	45.00%	115	96%
19-May	Saturday	28	46.67%	117	98%
20-May	Sunday	27	45.00%	79	66%
21-May	Monday	30	50.00%	113	94%
22-May	Tuesday	30	50.00%	120	100%
23-May	Wednesday	36	60.00%	110	92%
24-May	Thursday	33	55.00%	73	61%
25-May	Friday	32	53.33%	90	75%
26-May	Saturday	41	68.33%	112	93%
27-May	Sunday	21	35.00%	69	58%
28-May	Monday	11	18.33%	53	44%
29-May	Tuesday	24	40.00%	90	75%
30-May	Wednesday	22	36.67%	103	86%
31-May	Thursday	21	35.00%	102	85%
Note: If your garage has special monthly or weekly commuter parkers, please subtract this number from the values you enter into column C, "cars".					



VALET PARKING TRACKING					
MONTH	YEAR	ROOMS		HOTEL NAME	SPACES
July	2018	120		Hotel Indigo	
DATE	DAY OF WEEK	CARS	Garage Occ	ROOMS OCCUPIED	Hotel Occ
1-Jul	Sunday	26	43%	37	31%
2-Jul	Monday	16	27%	47	39%
3-Jul	Tuesday	19	32%	61	51%
4-Jul	Wednesday	15	25%	51	43%
5-Jul	Thursday	23	38%	51	43%
6-Jul	Friday	23	38%	57	48%
7-Jul	Saturday	43	72%	92	77%
8-Jul	Sunday	12	20%	39	33%
9-Jul	Monday	27	45%	75	60%
10-Jul	Tuesday	40	67%	88	90%
11-Jul	Wednesday	29	48%	92	77%
12-Jul	Thursday	37	62%	101	84%
13-Jul	Friday	42	70%	82	68%
14-Jul	Saturday	53	88%	103	86%
15-Jul	Sunday	27	45%	123	59%
16-Jul	Monday	44	73%	117	98%
17-Jul	Tuesday	46	77%	116	96%
18-Jul	Wednesday	46	77%	108	90%
19-Jul	Thursday	32	53%	88	74%
20-Jul	Friday	45	75%	109	92%
21-Jul	Saturday	41	68%	116	99%
22-Jul	Sunday	31	52%	81	69%
23-Jul	Monday	36	60%	91	76%
24-Jul	Tuesday	45	75%	117	98%
25-Jul	Wednesday	33	55%	103	86%
26-Jul	Thursday	42	70%	90	75%
27-Jul	Friday	34	57%	105	88%
28-Jul	Saturday	34	57%	102	85%
29-Jul	Sunday	16	27%	46	38%
30-Jul	Monday	20	33%	78	69%
31-Jul	Tuesday	21	35%	113	100%
Note: If your garage has special monthly or weekly commuter parkers, please subtract this number from the values you enter into column C, "cars".					



VALET PARKING TRACKING					
MONTH	YEAR	ROOMS	SPACES	HOTEL NAME	
November	2018	120	60	Hotel Indigo	
DATE	DAY OF WEEK	CARS	Garage Occ	ROOMS OCCUPIED	Hotel Occ
1-Nov	Thursday	13	21.67%	42	35%
2-Nov	Friday	18	30.00%	66	55%
3-Nov	Saturday	32	53.33%	104	87%
4-Nov	Sunday	20	33.33%	69	58%
5-Nov	Monday	16	26.67%	63	53%
6-Nov	Tuesday	29	48.33%	114	95%
7-Nov	Wednesday	33	55.00%	117	98%
8-Nov	Thursday	31	51.67%	120	100%
9-Nov	Friday	44	73.33%	114	95%
10-Nov	Saturday	45	75.00%	120	100%
11-Nov	Sunday	19	31.67%	55	46%
12-Nov	Monday	20	33.33%	67	56%
13-Nov	Tuesday	25	41.67%	120	100%
14-Nov	Wednesday	24	40.00%	120	100%
15-Nov	Thursday	27	45.00%	109	91%
16-Nov	Friday	22	36.67%	74	62%
17-Nov	Saturday	27	45.00%	78	65%
18-Nov	Sunday	14	23.33%	42	35%
19-Nov	Monday	18	30.00%	45	38%
20-Nov	Tuesday	13	21.67%	48	40%
21-Nov	Wednesday	25	41.67%	89	74%
22-Nov	Thursday	24	40.00%	101	84%
23-Nov	Friday	22	36.67%	75	63%
24-Nov	Saturday	16	26.67%	56	47%
25-Nov	Sunday	7	11.67%	25	21%
26-Nov	Monday	14	23.33%	71	59%
27-Nov	Tuesday	17	28.33%	117	98%
28-Nov	Wednesday	17	28.33%	80	67%
29-Nov	Thursday	15	25.00%	59	49%
30-Nov	Friday	35	58.33%	99	83%
Note: If your garage has special monthly or weekly commuter parkers, please subtract this number from the values you enter into column C, "cars".					



VALET PARKING TRACKING					
MONTH	YEAR	ROOMS	SPACES	HOTEL NAME	
March	2019	120	60	Hotel Indigo	
DATE	DAY OF WEEK	CARS	Garage OCC	ROOMS OCCUPIED	Hotel OCC
1-Mar	Friday	22	36.67%	63	53%
2-Mar	Saturday	38	63.33%	89	74%
3-Mar	Sunday	13	21.67%	53	44%
4-Mar	Monday	20	33.33%	78	65%
5-Mar	Tuesday	26	43.33%	97	81%
6-Mar	Wednesday	22	36.67%	90	75%
7-Mar	Thursday	11	18.33%	62	52%
8-Mar	Friday	22	36.67%	67	56%
9-Mar	Saturday	24	40.00%	61	51%
10-Mar	Sunday	12	20.00%	45	38%
11-Mar	Monday	23	38.33%	96	80%
12-Mar	Tuesday	31	51.67%	119	99%
13-Mar	Wednesday	23	38.33%	120	100%
14-Mar	Thursday	17	28.33%	78	65%
15-Mar	Friday	24	40.00%	85	71%
16-Mar	Saturday	29	48.33%	111	93%
17-Mar	Sunday	18	30.00%	104	87%
18-Mar	Monday	17	28.33%	113	94%
19-Mar	Tuesday	17	28.33%	107	89%
20-Mar	Wednesday		#VALUE!		#VALUE!
21-Mar	Thursday		#VALUE!		#VALUE!
22-Mar	Friday		#VALUE!		#VALUE!
23-Mar	Saturday		#VALUE!		#VALUE!
24-Mar	Sunday		#VALUE!		#VALUE!
25-Mar	Monday		#VALUE!		#VALUE!
26-Mar	Tuesday		#VALUE!		#VALUE!
27-Mar	Wednesday		#VALUE!		#VALUE!
28-Mar	Thursday		#VALUE!		#VALUE!
29-Mar	Friday		0.00%		0%
30-Mar	Saturday		#VALUE!		#VALUE!
31-Mar	Sunday		#VALUE!		#VALUE!
Note: If your garage has special monthly or weekly commuter parkers, please subtract this number from the values you enter into column C, "cars".					