

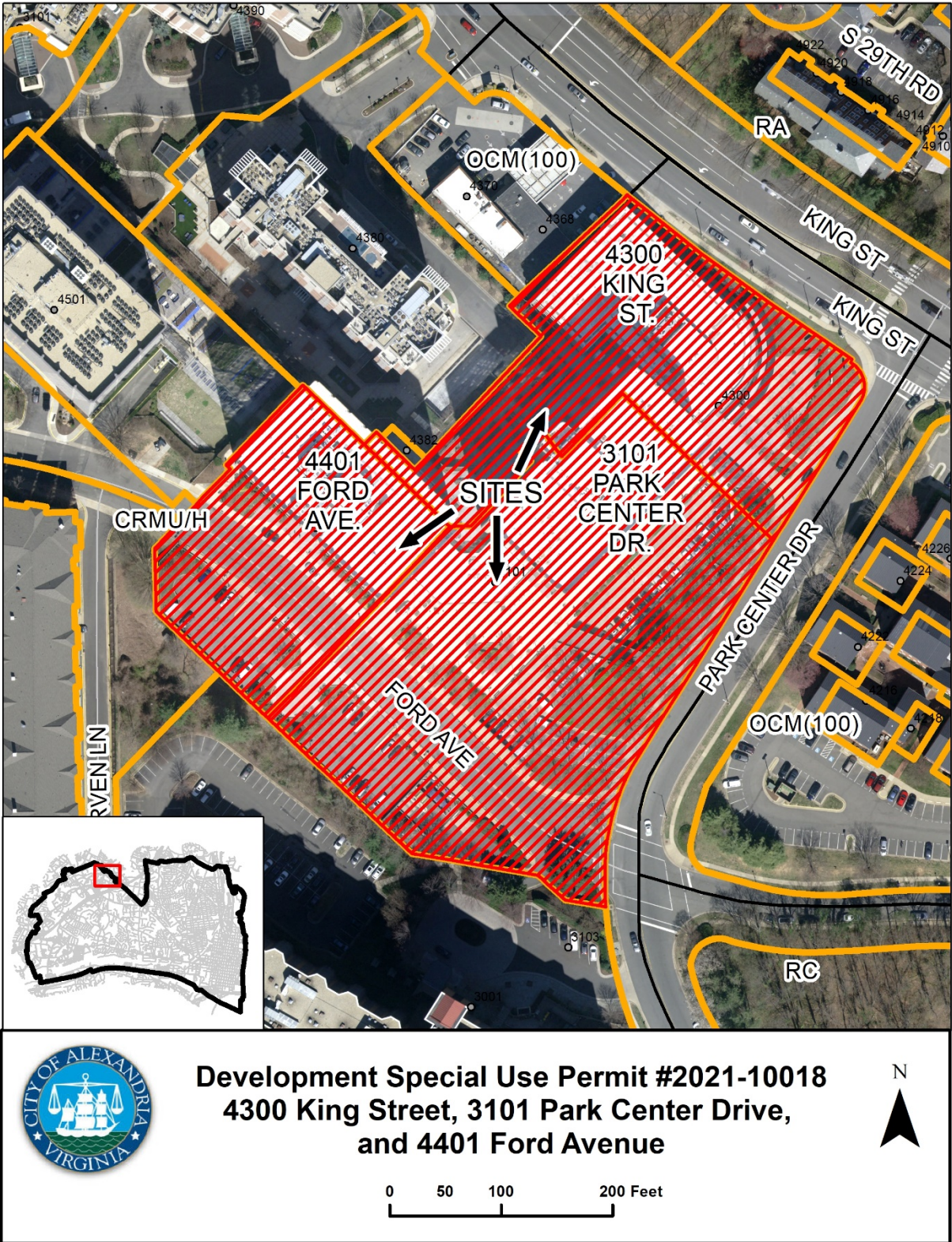
***Development Special Use Permit #2021-10018***  
***Park + Ford – 4300 King Street, 3101 Park Center Drive,  
4401 Ford Avenue***

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Application	General Data	
<b>Project Name:</b> Park + Ford Amendment	PC Hearing:	September 9, 2021
	CC Hearing:	September 18, 2021
	If approved, DSUP Expiration:	September 18, 2024 (three years)
	Plan Acreage:	Affected area: 12,900 SF (0.30 acres) Total site: 201,686 SF (4.63 acres)
<b>Location:</b> 4300 King Street, 3101 Park Center Drive, & 4401 Ford Avenue	Existing Zone:	CRMU/H: Commercial Residential Mixed Use/High
	Existing Use:	Multi-family residential and mixed-use commercial/office
	Dwelling Units:	New units: 0 Existing units: 393 Multi-family units
	Gross Floor Area:	New floor area: 0 SF Total floor area: 1,181,156 SF
	Small Area Plan:	Alexandria West
<b>Applicant:</b> Lowe Enterprises Real Estate Group	Historic District:	N/A
	Green Building:	LEED Certified or equivalent (for converted buildings)

Purpose of Application
Consideration of an amendment request for a Development Special Use Permit with modifications to convert existing surface parking into an amenity space and dog park, to reconfigure the bus stops, to complete a gap in the sidewalk network, and other associated improvements, amending DSUP #2018-00004.
<b>Staff Recommendation: APPROVAL WITH CONDITIONS</b>
<b>Staff Reviewers:</b> Robert M. Kerns, AICP, Chief of Development, <a href="mailto:Robert.Kerns@AlexandriaVA.gov">Robert.Kerns@AlexandriaVA.gov</a> Maya Contreras, Principal Planner, <a href="mailto:Maya.Contreras@AlexandriaVA.gov">Maya.Contreras@AlexandriaVA.gov</a> Jared Alves, AICP, Urban Planner III, <a href="mailto:Jared.Alves@AlexandriaVA.gov">Jared.Alves@AlexandriaVA.gov</a>

<b><u>PLANNING COMMISSION ACTION, SEPTEMBER 9, 2021:</u></b>
On a motion by Vice Chair McMahon, seconded by Commissioner Lyle, the Planning Commission voted to recommend approval of DSUP#2021-10018. The motion carried on a vote of 6 to 0.



**PROJECT LOCATION MAP**



## **I. SUMMARY**

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

Staff recommends **approval of** the Development Special Use Permit (DSUP#2021-10018) to convert surface parking into an amenity space and a dog park, to reconfigure the bus stops, to complete a gap in the sidewalk network, and for other associated improvements, amending DSUP #2018-00004. The proposal complies with the City's goals and objectives and will provide additional site improvements.

### ***B. Requested Amendments to Previous DSUP #2018-00004***

In June 2018, the applicant received approval to convert two office towers into 393 residences, renamed Park + Ford (DSUP #2018-00004). The project involved renovating and reskinning the 14-story office buildings at 4401 Ford Avenue and 3101 Park Center Drive and retaining the existing office and XSport Gymnasium building at 4300 King Street. Furthermore, the applicant proposed minor revisions to the existing terraces and plazas adjacent to the 14-story office buildings, including repaving concrete areas and installing features such as turf, seating areas, fire pits, and other amenities typical for multi-family residential buildings.

In fall 2020, the applicant team approached Staff with a list of proposed amendments to further improve the outdoor amenity spaces. In particular, the applicant proposes converting the surface parking lot on the west side of Ford Avenue into a private dog park and amenity space for use by the building's residents. The amenity space would be for play, relaxing, and flexible to accommodate food trucks and events for the residents. In addition, Staff collaborated with the applicant to refine the amendments to include various pedestrian and transit access updates, including consolidating and enhancing the site's bus stops to complement the increased service associated with the New DASH Network.

As summarized below, these changes focus exclusively on the exterior portions of the site and do not modify the unit mix or facades of the buildings:

- Convert 19 surface parking spaces into an approximately 6,300 sq. ft. dog park
- Repurpose 21 surface parking spaces into an approximately 6,600 sq. ft. resident amenity space
- Construct a 50-ft. sidewalk segment on Ford Avenue to fill in a gap in the existing network
- Build two bulb outs on Ford Avenue with a pair of bus shelters and an ADA-compliant crosswalk connecting them
- Reposition a crosswalk on Ford Avenue
- Remove an unneeded bus stop on Park Center Drive

### ***C. Project Context***

#### **SITE DESCRIPTION**

The subject property is three lots of record with 71 feet of frontage on King Street, 516 feet of frontage on Park Center Drive, 585 feet of depth from King Street and 319 feet of depth from Park Center Drive, and a total lot combined area of nearly 201,686 sq. ft. The site has three buildings, including two 14-story buildings at 4401 Ford Avenue and 3101 Park Center Drive with 192 apartments and 201 apartments, respectively. The third is a four-story building at 4300 King Street of approximately 68,000 sq. ft. used for offices and the XSport gymnasium. Access to the property is from King Street, Park Center Drive, and Ford Avenue. Ford Avenue is a private street with public access easements. A shared garage with approximately 1,470 parking spaces is underneath the three buildings and is accessed through Park Center Drive and Ford Avenue.

The predominate land use surrounding the site is residential, including high-density multi-family rentals and condominium buildings such as Halstead Tower Apartments, North Hampton Place Condominiums, The Alexander Apartments, and Avana Alexandria Apartments. Lower-density garden style apartments are across King Street to the north. Other nearby land uses include office, such as the E-Lofts project, which contains both residential and office uses, and the King Street West office complex located to the east across Park Center Drive.

As the Park Center subject site is situated on top of an underground parking garage and developed within the design context of a larger office campus, the site and adjacent properties exhibit an atypical ground plane. The site contains two elevations of “ground floors,” a lower level ground floor, created by the top floor of the parking garage, and an upper level ground floor, created by the ground floor of the office building (and the roof of the parking garage). Both ground floors are open to the sky above yet separated by an approximate height of 10 feet. The various levels of the ground-floor experience are accessed through a series of stairwells, pedestrian ramps, curb cuts, sidewalks, and other means of egress.

#### **BACKGROUND**

The Planning Commission first approved the 41-acre Park Center development through a site plan in 1973. The approval allowed a mixed-use development with multi-family residential, offices, retail, and a hotel, along with sitewide infrastructure, such as roadways and parking garages, and open space. A series of subsequent site plans and special use permits guided and modified the Park Center development, including the three buildings that are in this subject site.<sup>1</sup>

DSUP#2018-00004 allowed the current applicant to convert the two former office towers at 3101 Park Center Drive and 4401 Ford Avenue into residential buildings, while leaving the commercial building at 4300 King Street unchanged. The most recent approval, SUB#2020-00003 allows the applicant to re-subdivide the three lots into two lots. The purpose of the subdivision is to combine the two 14-story residential towers in the current 3101 Park Center Drive and 4401 Ford Avenue

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<sup>1</sup> Refer to the SUB#2020-00003 Planning Commission staff report for the detailed Park Center history, available at: <http://alexandria.legistar.com/gateway.aspx?M=F&ID=db2fa700-5b14-47f0-bbf1-c9cf2d4964c5.pdf>

into one parcel and to transfer approximately 14,200 sq. ft. of lot area from the current 4300 King Street to the new unified residential parcel. The applicant recorded the subdivision in July 2021.

## II. ZONING

The subject site is in the CRMU-H/Commercial Residential Mixed Use (High) zoning district. The proposed changes to the site will decrease the number of parking spaces and increase the amount of open space. As the buildings were originally constructed as offices, the site far exceeded the parking requirements when they converted to residential uses, so, even with the additional reduction, the site will still comply with this requirement.

The DSUP#2018-00004 approval included a modification at 4401 Ford Avenue to reduce the residential open space requirement and the proposed changes do not affect this modification. Although the original sitewide open space was 40.6 percent, 4401 Ford Avenue only provided 20.8 percent relative to its 40 percent requirement and therefore needed a modification. The amendment increases the open space for 3101 Park Center Drive and increases the total on-site open space across the three parcels to 43.7 percent without affecting the open space provided by 4401 Ford Avenue.

**Table 1 – Zoning Tabulations**

<b>Property Address:</b>	4300 King Street, 3101 Park Center Drive, & 4401 Ford Avenue		
<b>Total Site Area:</b>	4.63 acres (201,686 SF)		
<b>Approved Zone:</b>	CRMU-H/Commercial Residential Mixed Use (High)		
<b>Current Use:</b>	Office and Residential		
	<b>CRMU-H: Permitted/Required</b>	<b>DSUP2018-00004: Approved Project</b>	<b>DSUP2021-00001: Proposed Project</b>
FAR	Up to 2.5	2.43 (as a tract)	2.43 (as a tract)
Height <sup>1</sup>	150-ft.	63'5" – 160'5"	63'5" – 160'5"
<b>Open Space</b>	40%	81,780 SF (40.6%) <sup>2</sup>	88,080 SF (43.7%) <sup>2</sup>
4300 King St	0%	30,600 SF (54.8%)	30,600 SF (54.8%)
3101 Park Center Dr.	40%	42,280 SF (40.9%)	48,580 SF (47.1%)
4401 Ford Ave	40%	8,900 SF (20.8%)	8,900 SF (20.8%)

<sup>1</sup> The building height exceeds 150-ft. due to a definitional change in 1992. Prior to the change, the zoning ordinance would have calculated the maximum height at 142.6-ft. The buildings did not increase in height with the 2018 or 2021 applications.

<sup>2</sup> As a tract

### **Crown Cover Modification:**

The DSUP#2018-00004 approval included a modification to reduce the 25% crown coverage requirement at the site. Staff recommended supporting this request, as the unusual building layout requires many of the trees to be planted on structure, which reduces their overall size. Furthermore, despite the limitations, the applicant proposed providing over 4,500 sq. ft. of

additional crown coverage. Adding further crown coverage to the area affected by this amendment application would be challenging since the amenity space and dog park are on the roof of the parking garage, thereby precluding planting trees and limiting the number of tree boxes and planters due to weight restrictions. Consequently, the applicant is proposing to maintain the 17.6% crown coverage approved in 2018 and requests approval for the same modification with this amendment. Since this major amendment only affects the external site layout and notably increases the available open space, Staff supports this continued crown coverage modification. Staff included Condition 93 that would require the applicant to provide a monetary contribution to compensate for the deficient crown coverage in the newly disturbed area.

### **III. STAFF ANALYSIS OF UPDATED ITEMS**

#### ***A. Consistency with Master Plan***

The following sections detail the amendments requested by the applicant to the originally approved site design for 4300 King Street, 3101 Park Center Drive, and 4401 Ford Avenue per DSUP #2018-00004. Staff has reviewed the requests and finds that they are consistent with the Alexandria West Small Area Plan. In particular, the amendments will provide additional open space, which is a priority of the plan. The amendments will also improve transportation to and through the site by completing the sidewalk network and by providing for high-quality bus stops.

#### ***B. Site Plan***

In addition to parking in the underground garage, the site has two small surface parking lots, located on the west side of Ford Avenue. These spaces were not needed to meet the parking requirements and have been used for staging and construction parking during the building renovations. Now that the work is nearing completion, the applicant has determined that they could provide additional at grade space for residents. As detailed below, the applicant proposes making one parking lot a dog park that would count towards their open space requirements. The applicant would convert the adjacent parking lot into a resident amenity space. The applicant has declined to count this second lot as open space to retain flexibility to use it for vehicle parking during events and/or as needed.

Staff do not have any concerns about converting the two surface parking lots into the dog park and amenity space. The existing underground parking garage has over 1,400 parking spaces whereas the combined parking requirement for the office building at 4300 King Street and the two residential towers at 3101 Park Center Drive and 4401 Ford Avenue is 832 spaces. Accordingly, the site still has over 600 more parking spaces than Zoning Ordinance requires, even after converting the 40 surface parking spaces into the dog park and amenity space.

#### **Dog Park**

The applicant proposes converting 19 surface parking spaces into an approximately 6,300 sq. ft. dog park. Since dog ownership is common at multi-family buildings, dog parks are an increasingly common amenity. For example, the nearby Array and Nexus at West Alex have a shared dog park. Public dog parks are an alternative to each building setting aside their own space, but the nearest

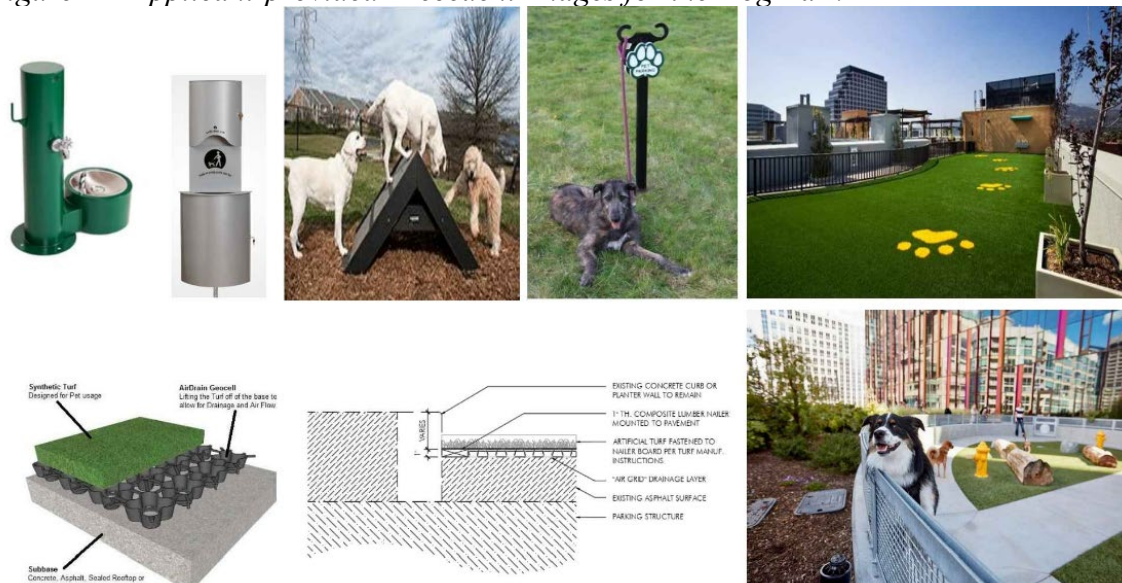
public dog park is an over 38-minute walk away and not close enough to the project site for regular use. As a result, Staff believes that this amenity will benefit residents of this site and will help to reduce impacts on City-owned dog parks. In addition to need, we also considered the proximity of the dog park and the potential for noise, in relation to neighbors, as shown in Figure 1.

*Figure 1 – Distance to Neighboring buildings from the Proposed Dog Park*



The dog park will be over 130-ft. from the nearest residential building. To mitigate the potential impact on these residences, the applicant will use a fob system to restrict access to the dog park to residents and set operating hours. Further, Staff have recommended Condition 12 for the applicant to post a sign with the contact information for the property management to ensure that non-residents can report any issues. Finally, the applicant has committed to removing pet waste daily and to clean the facility per the manufacturing specifications, including daily wash downs.

*Figure 2 – Applicant-provided Precedent Images for the Dog Park*





### **Amenity Space**

Adjacent to the proposed dog park is another surface parking lot. This lot has 21 parking spaces, which the applicant proposes turning into a 6,600 sq. ft. residential amenity space. Although the area will at times function like open space, the applicant is not counting it as open space to retain flexibility for intermittent parking. Still, the applicant proposes improving the existing surface parking lot by providing new seating, a reservation for possible play equipment, and repairing and covering the asphalt with a painted pattern. Painted patterns on hardscape are a simple way to transform a parking lot aesthetically while retaining flexibility to use the space for activities (e.g., food trucks) that need hard surfaces.

The site has more than enough parking to satisfy the zoning ordinance, so Staff also supports repurposing these parking spaces. Like the dog park, Staff have recommended Condition 13 to require the applicant to post the contact information for the property management at the site to allow non-residents to report any issues. The condition also addresses the permitted uses within the amenity space.

*Figure 3 – Applicant-provided Precedent Images for the Amenity Space*



### **Pedestrian Improvements**

Currently, the sidewalk on the south side of Ford Avenue ends at the concrete wall for the parking garage, as shown in Figure 4. The sidewalk returns on the opposite side of Morven Lane. As part of this application, Staff asked the applicant to fill this over 50-ft. gap with a new sidewalk. Since the 2018 approval did not envision or budget for this work, the applicant asked if they could credit



the cost of constructing the sidewalk as part of their future obligations under the Tier III Transportation Management Plan (TMP) SUP. As required by the SUP, the applicant intends to operate their own TMP at the site and will need to fund eligible services and projects annually and report the outcomes to the City's TMP Coordinator.

The intent of the TMP is to invest in alternatives to driving alone, and Staff have concluded that completing the sidewalk is a direct way to make walking more attractive and thereby help to achieve the goals of the TMP. Given the scope and scale of this application, Staff do not recommend requiring the applicant to fund the sidewalk construction separate from their ongoing TMP obligations. However, to ensure that the applicant constructs the sidewalk soon, Staff have recommended Condition 6, which would require them to build the sidewalk within one year of the TMP being operational for at least one of the residential buildings.

*Figure 4 – Existing Sidewalk Gap on Ford Avenue (June 2021)*



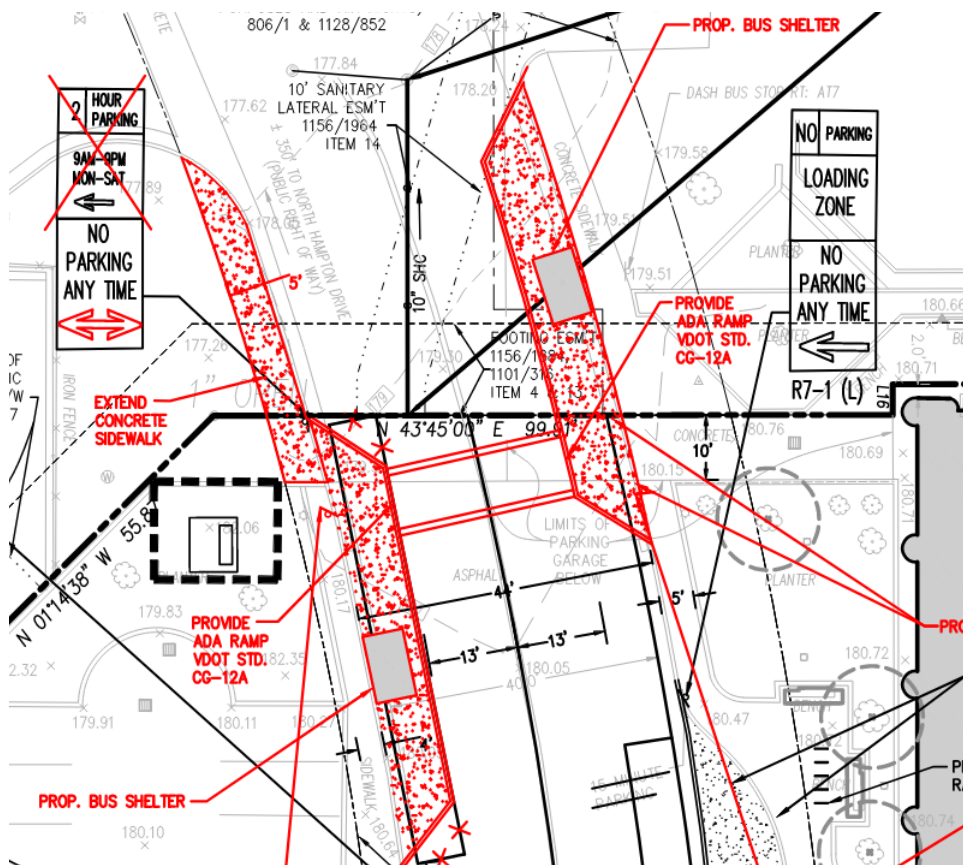
In addition to the new sidewalk, the applicant is also proposing to shift one of the existing crosswalks on Ford Avenue south to better align with the entrance to the residential buildings. As part of this change, Staff asked the applicant to provide a pair of rectangular rapid flash beacons. These beacons will increase pedestrian safety by providing another signal to motorists that someone will be crossing the street. Since the beacons were not part of the original approval, the applicant again requests to credit the construction costs to their TMP approval. Staff concurs with the request and Condition 6 would require the applicant to install them within the first year that the TMP is operational for at least one of the residential buildings.

### **Bus Stops**

DASH Line 31 (formerly AT6) has a pair of bus stops on Ford Avenue within the project site. The existing stops lack amenities, with only signs and no shelters, benches, or maps. The DSUP#2018-00004 approval required the applicant to construct a new shelter for the bus stop on the north side of Ford Avenue and at a stop on Park Center Drive. Working with Staff, the applicant agreed to

construct enhanced bus stops on Ford Avenue and retire the unneeded bus stop on Park Center Drive. As shown in Figure 5, the applicant would build two 70-ft. long bus stop bulb outs on either side of Ford Avenue (shown in red), shelters on each stop, and an ADA-compliant crosswalk to connect the two stops. These changes will provide high-quality bus stops for the over 2,000 weekly bus trips anticipated with the New DASH Network. Like the new sidewalk section, the applicant did not budget for the bulb outs as part of the 2018 approval and would like to credit the construction cost to their TMP obligations. Staff agrees with the request and Condition 6 would require the applicant to construct the bus stops within one year of the TMP being operational for at least one of the residential buildings.

*Figure 5 – Proposed Bus Stops on Ford Avenue*



#### **IV. COMMUNITY**

The applicant hosted a virtual community meeting on May 26, 2021. No residents attended, but the applicant recorded the presentation and distributed it to the adjacent residences and civic associations. At the time of staff report publication, Staff received one comment from a neighbor who supports the changes because they will enhance the area.

## **V. CONCLUSION**

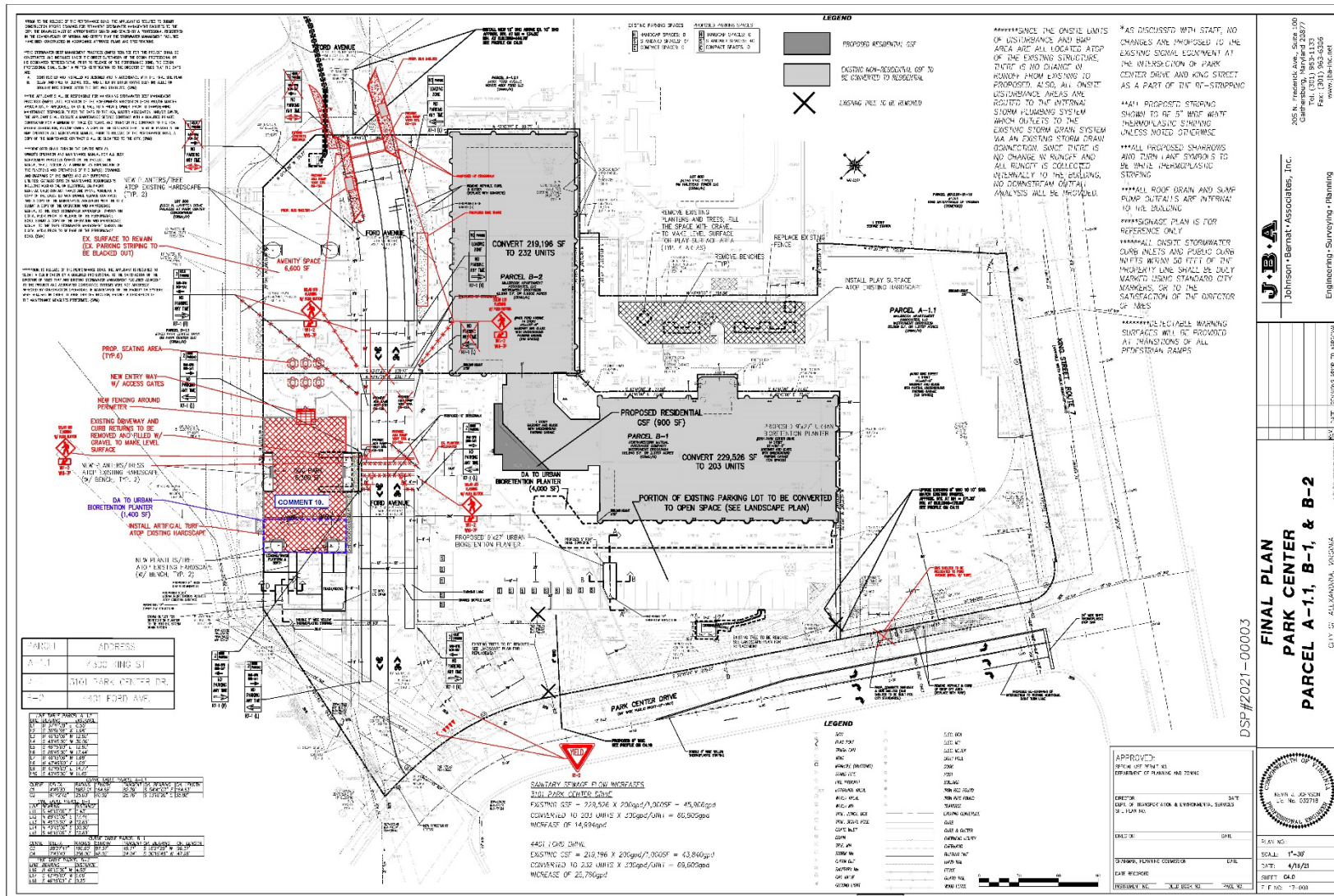
Subject to the conditions listed in Section VII, Staff recommends approval of the Development Special Use Permit.

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STAFF: Robert Kerns, AICP, Division Chief, Department of Planning and Zoning  
Maya Contreras, Principal Planner  
Jared Alves, AICP, Urban Planner



## **VI. SITE PLAN EXHIBIT**



## **VII. STAFF RECOMMENDATIONS**

Note: The following DSUP conditions have been carried forward from the most recent approval, DSUP #2018-00004, as amended. New conditions are **noted**. All stormwater management conditions are new for this application.

1. If the project is constructed in phases, each final site plan shall be in substantial conformance with the preliminary plan dated April 9, 2018, and as amended on June 10, 2021, and comply with the following conditions of approval.
2. The property includes three buildings and associated parking structures, all of which are currently constructed. The building footprints will not change as part of this approval. The building at 4300 King Street will remain as office use; the buildings at 3101 Park Center Drive and 4401 Ford Avenue will have the option to convert to residential use.

The proposed conversion of these buildings may be phased, and each phase of the proposed conversion shall comply with the conditions below as to the specific changes proposed as part of each phase. Regardless of any other aspect of the conversion, the applicant shall make the following improvements with each phase, to the satisfaction of the Directors of P&Z and T&ES:

- a. Architecture: Replacement of building windows and upgrades to architectural skin as generally shown on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and perspective renderings, dated May 22, 2018, and as described in Section E: Building.
  - b. Site Plan:
    - i. Removal of the laybys in front of each building; and
    - ii. Bus shelters along Park Center Drive and Ford Avenue.
  - c. Open Space: Enhancements and upgrades to the project's open space areas are permitted with approval of a minor site plan amendment, provided that the proposed changes comply with the conditions below and current City standards and policies. (P&Z) (T&ES)
3. **CONDITION ADDED BY STAFF:** Revise the plan set to reflect the new property lines established with SUB#2020-00003 prior to Final Site Plan release. (P&Z) \*

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

4. The buildings and associated streetscape are currently constructed. Any new pedestrian and streetscape improvements shall be built to current City standards,

preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and subject to the satisfaction of the Directors of P&Z and T&ES:

- a. Construct new concrete sidewalks to City standards. The minimum unobstructed width of newly constructed sidewalks shall be six (6) feet.
  - b. New sidewalks shall be flush across all driveway crossings.
  - c. All newly constructed curb ramps in Alexandria shall be concrete with detectable warning and shall conform to current VDOT standards.
  - d. Any newly constructed curb ramps should be separated for each direction of crossing (i.e., two ramps per corner). Curb ramps shall be perpendicular to the street to minimize crossing distances. Any changes must be approved by the Director of T&ES.
  - e. All new crosswalks shall be standard, six (6) inches wide, white thermoplastic parallel lines with reflective material, with ten (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)), subject to the review and approval of the Director of T&ES. (P&Z) (T&ES) \*\*\*
5. The following are new pedestrian and streetscape improvements, to be designed and installed as indicated on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, to the satisfaction of the Directors of P&Z and T&ES:
- a. With the first Final Site Plan submittal, provide the following updates to the plan:
    - i. Eliminate the existing bus layby on Park Center Drive and restore the original curb alignment \*
    - ii. Eliminate the layby in front of 4401 Ford Avenue and reserve curb space for those uses served by the layby through signage, in coordination with the City and the adjacent property owner. \*
    - iii. Work with staff on a road diet for Ford Avenue to allow on-street parking on both sides of the street and provide sharrows in the travel lanes, as feasible, and in coordination with the adjacent property owners. \*
  - b. Use of the loading zone and curb cut on northeast side of Ford Avenue to be limited to daylight hours, to be managed by building owners:
    - i. Provide proposed signage with first final site plan. All signage shall be installed prior to first CO for the first residential conversion; \* \*\*\*



- c. With the first final site plan submission, update the plan to include the existing midblock crosswalk at Ford Avenue. With submittal of the final site plan for each residential conversion, work with staff to determine whether alternative crosswalk locations between the parking lots on southwest side of Ford Avenue and building entrances on northeast side of Ford Avenue are needed for pedestrian circulation; \*\*\* and,
  - d. All new pedestrian improvements will be completed prior to the issuance of final certificate of occupancy permit of the first residential conversion, unless otherwise indicated. (P&Z) (T&ES) \*\*\*
6. **CONDITION ADDED BY STAFF:** The following are new pedestrian and streetscape improvements, which the applicant will design and install per the Preliminary Site Plan date June 10, 2021 within the first year that the Transportation Management Plan (TMP) is operational for at least one of the residential buildings, to the satisfaction of the Directors of P&Z and T&ES. The applicant may seek approval from the City's TMP Coordinator to apply their future TMP contributions to these improvements:
- a. The approximately 50-ft. long new sidewalk segment on the south side of Ford Avenue.
  - b. The crosswalk with curb extensions and a pair of rectangular rapid flashing beacons on Ford Avenue.
  - c. The pair of bus stop bulb outs, bus shelters, and connecting crosswalk on Ford Avenue.
7. **CONDITION ADDED BY STAFF:** Show the location and approximate dimensions of the Capital Bikeshare station on Ford Avenue on the Final Site Plan. Site the station to provide adequate space for maneuvering bikes in an out of docks, to allow access by Capital Bikeshare Staff or contractors to rebalance bikes, and to provide for solar panels where feasible. (T&ES) \*

***B. PUBLIC ART:***

- 8. While the installation of public art is not required with a use conversion, it is encouraged, and future installations may be approved through a Minor Site Plan Amendment, to be reviewed and approved by the Directors of Planning and Zoning and Recreation, Parks and Cultural Activities.
  - a. Prior to installation, provide an overview of the proposed art to staff, including information on the artist, location, medium, construction materials, recommended maintenance regime and a schedule for installation. (P&Z) (RPCA)

**C. OPEN SPACE/LANDSCAPING:**

9. The site is constructed and much of the existing landscape will remain. Any new landscape improvements shall be built to current City standards and the City of Alexandria's Landscape Guidelines, unless otherwise indicated on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and subject to the satisfaction of the Director of P&Z:
  - a. Should new pole-mounted lights be installed, the location of all new lights shall be coordinated with all trees. Light poles shall be located a minimum of ten (10) feet from the base of all trees, and the placement and height of light poles shall account for the mature size and crown shape of all nearby trees.
  - b. All new 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.
  - c. Provide a plan exhibit that verifies the growing medium in new street tree wells/trenches, and all new 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. (P&Z) \* \*\*
10. Prior to the issuance of the first Certificate of Occupancy for either residential building, the applicant shall provide a fee in lieu to the City's Living Landscaping Fund of \$250 per each large shade tree deficient of the 12 trees required. (P&Z) \*\*\*
11. 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 may include benches, bicycle racks, trash and recycling receptacles, drinking fountains and other associated features. (P&Z) (T&ES) \*
12. **CONDITION ADDED BY STAFF:** The operating hours of the dog park will be set by property management with access restricted to residents with fobs. The applicant shall post a sign on the dog park fence with contact information for property management, so that non-residents may report any issues, including hours

of operation. Property management will remove pet waste daily and will clean the facility per manufacturing specifications, including daily wash downs. (P&Z)

13. **CONDITION ADDED BY STAFF:** The amenity space shall be used for passive and programmed activities, which may include food trucks, farmers markets, outdoor movies, and other similar events. The applicant shall post a sign at the amenity space with contact information for property management, so that non-residents may report any issues. (P&Z)

***D. TREE PROTECTION AND PRESERVATION:***

14. Provide, implement and follow a tree conservation and protection program that is developed per the City of Alexandria Landscape Guidelines and to the satisfaction of the Directors of P&Z and RP&CA. A Tree Conservation and Protection Plan shall be approved by the City Arborist prior to Final Site Plan release. (P&Z) (RP&CA) \*
15. A fine shall be paid by the applicant in an amount not to exceed \$10,000 for each destroyed tree with at least a 10-inch caliper that is not identified “to be removed” (TBR) on the Preliminary Plan, and/or the City may request that replacement trees of similar caliper and species be provided for damaged trees if the approved tree protection methods have not been followed. The replacement trees shall be installed and if applicable the fine shall be paid prior to the issuance of the last certificate of occupancy permit. (P&Z) (RP&CA) \*\*\*
16. The area of the limits of disturbance and clearing for the site shall be limited to the areas as generally depicted on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018 and reduced if possible to retain existing trees and grades. (P&Z) (RP&CA)

***E. BUILDING:***

17. The building design, including the quality of materials, final detailing, and general window patterns shall be consistent with the elevations shown on the preliminary plan dated April 9, 2018, and as amended on May 3, 2018, and perspective renderings, dated May 22, 2018, to the satisfaction of the Director of Planning & Zoning, and the following conditions. (P&Z)
18. Provide the following building refinements to the satisfaction of the Director of P&Z:
  - a. All existing window types shall be replaced and be generally consistent in style and quality of materials with the designs shown on the Preliminary Plan.



- b. As part of the Final Site Plan for each residential conversion, the residential skin will be reviewed, to ensure general consistency with architectural style and quality of materials with the designs shown on the Preliminary plan. Staff will review proposals to enhance the existing precast panels with balconies, paint, metal panel or new stone or brick work or other enhancements, on an administrative basis.
  - c. Any ventilation for a retail/commercial use shall be carried directly through the roof, or integrated with the overall building design, to the satisfaction of the Director of Planning and Zoning; and,
  - d. All wall mounted vents shall be flush mounted and architecturally integrated with the building design regarding both placement and material/color. (P&Z) \*
19. Provide detailed drawings (enlarged and coordinated plan-section-elevation studies, typically at 1/4"=1'-0" scale, in color, with shadows cast at 45 degrees from both left and above, to show true depth of recesses and projections) to evaluate the building base, entrance canopy, stoops, 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 distinct building skin typology or bay type. (P&Z) \*
20. Building materials, finishes, and relationships shall be subject to review and approval by the Department of Planning and Zoning for substantial conformance to the Preliminary Plan and as set forth in the associated *Guidelines for Preparations of Mock-Up Panels* Memo to Industry, effective May 16, 2013. The following submissions shall be provided to review the materials, finishes and architectural details, 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 vertical (above-grade) construction and prior to ordering final building materials. \*\*

- e. The mock-up panel shall be located such that it shall remain on-site in the same location through the duration of construction until the first certificate of occupancy. An alternative where the mock-up panel is installed as part of the existing building may be reviewed and approved during the final site plan process. \* \*\*\*
  - f. Unit Count: Total residential unit count between the two building conversions will be limited to 435 units. With each final site plan, the applicant will provide a proposed unit layout and associated parking plan. Adjustments to the residential unit count shall comply with the conditions below and current City policies at the time of the conversion. (P&Z) \* \*\*\*
21. Per the City's Green Building Policy adopted April 18, 2009, achieve a green building certification level of LEED Certified or Equivalent, to the satisfaction of the Directors of P&Z and T&ES for each phase. Diligent pursuance and achievement of this certification for each phase of conversion/construction 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 certification within two (2) years of obtaining a final certificate of occupancy.
  - e. Failure to achieve LEED Certification (or equivalent) for the residential projects 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)
22. 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. (P&Z) (T&ES)
23. Energy Star labeled appliances shall be installed in all residential units. (T&ES)
24. Provide level 2 electric vehicle charger installation for a minimum of 2 percent of the required parking spaces required for the residential use. An additional 3 percent

of the required parking spaces required for the residential use shall have necessary infrastructure installed for future level 2 electric vehicle chargers. These should be shown on the Final Site Plan for each phase of construction and installed prior to release of the first Certificate of Occupancy for each phase of residential conversion, to the approval of the Directors of P&Z and T&ES. (T&ES) (P&Z) \*  
\*\*\*

25. Current parking garage layout includes tandem spaces, drive aisles that are less than the standard 22' in width, as well as the existing column grid. As part of the final site plan submittal for each phase, provide an updated garage plan that works within the existing layout, to minimize these aisle reductions and provides a cohesive traffic flow, to the satisfaction of the Directors of P&Z and T&ES. (P&Z) (T&ES) \*
26. 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>. (T&ES) \*

***F. SIGNAGE:***

27. Design and develop a sign plan for wayfinding and directional signage for parking, loading and visitor parking spaces. The plan shall be included as part of the Final Site Plan and shall coordinate the location, scale, massing and character of all proposed signage, as well as the proposed phases of construction, to the satisfaction of the Directors of P&Z and T&ES. Installation of building mounted signage shall not damage the building and signage shall comply with all applicable codes and ordinances. (P&Z) (T&ES) \*
28. The building signs shall be designed to relate in material, color and scale to the building and the tenant bay on which the sign is displayed to the satisfaction of the Director of P&Z.
  - a. The building signs shall be designed of high-quality materials.
  - b. Installation of building mounted signage shall not damage the building and signage shall comply with all applicable codes and ordinances. (P&Z)
29. Internally illuminated box signs are prohibited. Explore the use of exterior illumination. (P&Z)
30. New freestanding monument signs will be limited to one per building and street face and must comply with Article IX of the Zoning Ordinance. Adjacent plantings should be coordinated with the proposed sign. (P&Z)

31. Install a temporary informational sign as required by Section 11-303(D) of the Zoning Ordinance 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 temporary 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) \*

**G. HOUSING:**

32. Set Aside Units:
  - a. The applicant has agreed to provide a total of ten (10) affordable set-aside rental units as follows:
    - i. Five (5) affordable set-aside rental units will be provided in the building located at 4401 Ford Avenue as one (1) Bedroom Units.
    - ii. Five (5) affordable set-aside rental units will be provided in the building located at 3101 Park Center Drive as one (1) Bedroom Units.
  - b. Rents payable for these ten (10) set-aside units shall not exceed the maximum rents for households with incomes at or below 70 percent of the Washington D.C. Metropolitan Area Median Family Income (taking into account utility allowances) for a period of 40 years from the date of initial occupancy of each affordable unit. The Office of Housing will calculate these rents on an annual basis when the Washington D.C. Metropolitan Area Median Family Income is published by the federal government. The applicant shall re-certify the incomes of resident households annually.
  - c. If the market rents for one-bedroom units at either of the two properties fall below the affordable rents (as adjusted for utility allowances), the adjusted affordable rents shall be reduced to match the market rents and applied at the time the next set-aside rental unit is leased or renewed.
  - d. Once an income-eligible household moves into a unit, that unit will be considered an affordable unit until the household's income increases to more than 140 percent of the then-current income limit. The household will be given one additional one-year lease term at the affordable rent and will be notified that at the end of one year the household will not be eligible to continue at the affordable rent. At the applicant's option when the final lease term concludes, the over-income household may be offered a comparable market rate unit or may be allowed to remain in the same unit, but the next available unit of comparable size (i.e., with the same number of bedrooms, den space, and/or approximate square footage) must be made available to a qualified household. Once the comparable unit is rented, the rent of the over-income unit may then be increased to market rate in accordance with



any lease restrictions. If a comparable unit within the building does not exist (e.g. a three-bedroom unit), the over-income tenant must be given notice and required to vacate the unit and replaced with an income-eligible household.

- e. Households receiving Housing Choice Voucher assistance will not be denied admission based on receiving such assistance. A household will be considered income qualified if the amount of rent it can pay based on income, together with the voucher payment, is sufficient to cover the applicable rent.
- f. The applicant agrees that residents of set-aside units shall have access to all amenities offered within the entire Development.
- g. The set-aside units shall be of comparable size and floor plan and with the same finishes as other similar units in the Development. Concentrations of set-aside units will be avoided.
- h. For their first parking space, residents of the set-aside units shall be charged a parking fee equivalent to no more than the cost of the sticker and management fee. Any additional parking spaces will be subject to standard fees.
- i. The applicant shall notify the Landlord-Tenant Relations Division Chief at the Office of Housing in writing 45 days prior to leasing and provide the City with marketing information, including the affordable rents, fees, and property amenities. The City will notify interested parties of the availability of set-aside units. The applicant shall not accept applications for affordable set-aside units until 45 days after written notification has been provided to the Office of Housing.
- j. The applicant shall list all set-aside units in [www.VirginiaHousingSearch.com](http://www.VirginiaHousingSearch.com), an online housing search database sponsored by VHDA.
- k. The applicant shall provide the City with access to the necessary records and information to enable annual monitoring for compliance with the above conditions for the 40-year affordability period.
- l. The total of non-refundable fees, excluding application and pet fees, shall not exceed 15% of gross affordable rent.
- m. Amendments to the approved Affordable Housing Plan must be submitted to the Alexandria Housing Affordability Advisory Committee for consideration and require final approval from the City Manager. (Housing)

***H. PARKING:***

33. Provide bicycle parking space(s) for each phase of the residential conversions, per Alexandria's current Bicycle Parking Standards for residents, and at least ten (10) spaces for visitors. 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). Details on location and type of bicycle parking shall be provided on the Final Site Plan. Bicycle parking must be installed and operational prior to first CO for each residential conversion. (T&ES) \*\*\*
34. Update the final site plan to include sharrows consistent with AASHTO guidelines on Ford Avenue, to the satisfaction of the Director of T&ES. These shall be installed prior to first CO with the conversion of the first residential building. (T&ES) \* \*\*\*
35. All residential parking shall be unbundled (i.e., the cost to purchase or lease a parking space is separate from the cost to purchase or lease the residential unit). (T&ES)
36. If retail is provided in the future, provide signage at the entrances to the parking garage with retail parking that is consistent with the City's Wayfinding standards for identifying parking garages. (P&Z) (T&ES)
37. Provide a Parking Management Plan with the first Final Site Plan submission of each residential conversion. 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 shall, at a minimum, include the following:
  - a. General project information/summary and development point of contact.
  - b. Provide controlled access into the underground garage for vehicles and pedestrians. The controlled access shall be designed to allow convenient access to the underground parking for residents.
  - c. A plan of the garage facility – including the number of lanes of traffic for entering / exiting, indicating any reversible lanes.
  - d. Total capacity and a breakdown of parking types (standard, compact, tandem, accessible, etc.).
  - e. Bicycle parking information (number of spaces, type of parking- racks, gated, location, etc.)
  - f. Information/circulation diagram noting how cyclists will reach the bicycle storage.

- g. Information on location of spaces for carpool/vanpool, monthly account permits and transient day parkers.
  - h. Information on the location of any carshare vehicle or electric vehicle spaces.
  - i. A description of and plan showing access control equipment and locations.
  - j. An explanation of how the garage will be managed. Include information on access for residential and non-residential parkers, hours of operation, and accommodation for the various users of the garage (short- and long-term parking, car and vanpools, bicycles, etc.).
  - k. Information on proposed staffing needs for peak, non-peak, and overnight hours. (P&Z) (T&ES) \*
38. Parking spaces within the underground parking garage may be made available for parking (separate from daily residential visitor parking) through an administrative special use permit, provided excess parking can be demonstrated by a parking study. This request shall be to the satisfaction of the Directors of P&Z and T&ES, and subject to the following requirements:
- a. Provide a parking study to analyze on-site residential parking demand at the time of the request and determine an appropriate number of spaces that are available for market-rate parking. (P&Z) (T&ES) \*
  - b. Provide a parking management plan to include, at a minimum, the following:
    - i. An explanation of how garage access to the parking spaces leased to non-residents will be provided. Controlled access to the underground garage shall be maintained.
    - ii. Information on how the garage will be managed, including how spaces will be assigned to residents, visitors, and third-party lease holders.
  - c. Provide a copy of the lease or other agreement to be used for market rate parkers.
- Provide a parking study one (1) year from the date of approval of the administrative special use permit to evaluate the impacts of providing market-rate parking within the residential garage and determine whether any corrective action or adjustments need to occur. Additional studies may be required in subsequent years as determined by staff. (T&ES) (P&Z)
39. All on-street parking controls and restrictions within the public right of way and Ford Avenue public access easement areas shall be determined by the City. Any

such controls and restrictions which the applicant desires shall be shown on the Final Site Plan. (P&Z) (T&ES) \*

***I. TRANSPORTATION MANAGEMENT PLAN:***

**LARGE PROJECTS (Tier 2 or 3)**

40. The Park Center has an existing TMP (SUP 96-0008) that includes several programs, such as a shuttle. Should the new development elect to continue financing the shuttle or other existing programs under SUP 96-0008, this would be an eligible TMP expense. (T&ES)
41. According to Article XI, 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. (T&ES)
42. 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)
43. The applicant shall integrate into the 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 because of participation in the District TMP. (T&ES)
44. An annual TMP fund shall be created and managed by the TMP Coordinator, and the funds shall be used exclusively for the approved transportation activities detailed in the attachment. The annual base assessment rate for this development in March 2013 dollars shall be \$81.12 per residential unit, \$0.203 per square foot of retail space, \$0.263 per square foot of commercial space, \$40.56 per hotel room and \$0.101 per square foot of industrial/warehouse. The base assessment rate will be adjusted on an annual basis on July 1 of each year in accordance with the Consumers Price Index (CPI-U) as reported by the United States Department of Labor, Bureau of Labor Statistics. The base assessment rate in effect at the time of the project's first certificate of occupancy permit (CO) is the applicable rate when TMP reporting begins. The TMP shall operate on the fiscal year, July 1 to June 30. (T&ES)
45. 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) \*\*\*

46. The Director of T&ES may require that the funds be paid to the City upon determination that the TMP Coordinator or Association 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)
47. The TMP Coordinator or Association will submit to the Transit Services Division the following as detailed attachments; biannual fund reports due in July and January of each fiscal year, and modes of transportation survey, and a TMP Coordinator survey both due in July of each fiscal year. (T&ES)
48. The TMP coordinator shall allow City transportation demand management staff or their assigns onto the premises to assist in transportation demand management activities. (T&ES)
49. Prior to accepting tenancy or ownership from any occupant other than residential, the owner or tenant shall contact the City's transportation demand management program to discuss an employee transportation strategy. The TMP coordinator shall always have the correct contact information for the City's transportation demand management program. (T&ES)
50. As set forth in section 11-711(B) in the Ordinance, civil penalties shall be assessed to the governing entity for lack of timely compliance with the conditions of this TMP SUP. If after assessment of three civil penalties, any use continues to fail to comply with a condition of its approved TMP, the use may be required to participate in the Citywide TMP Program, may be subject to increased review and reporting requirements, and may be subject to a staff recommendation for action by the City Council to revoke the TMP SUP pursuant to section 11-205 of the Ordinance. (T&ES)

***J. BUS STOPS AND BUS SHELTERS:***

51. **CONDITION REVISED BY STAFF:** Provide the following changes with the first Final Site Plan submittal, to the satisfaction of the Directors of P&Z, T&ES, **and DASH:**
  - a. Show all existing bus stop(s), bus shelter(s) and bus stop bench(es) (in the vicinity of the site. \*
  - b. Update/relocate the Bus stop on Park Center Drive to **Ford Avenue and include a bus shelter as shown on the Preliminary Site Plan dated June 10, 2021;** \*

- c. Update/relocate the Bus stop on Ford Avenue, in coordination with the City and the adjacent property owner, to include a bus shelter **as shown on the Preliminary Site Plan dated June 10, 2021.** \*
  - d. All proposed features shall be ADA compliant.
  - e. New bus shelters shall include a bench, illumination, and the ability to accommodate future real time bus information LED screens and electric connections to the satisfaction of the Director of T&ES. The final bus shelter, bus canopy, and bus stop bench design shall meet City standards and the approval of the Director of T&ES. Design and specifications for the City standard bus shelter can be found at <http://www.alexandriava.gov/6548>. (T&ES) (Code) \*
52. **CONDITION ADDED BY STAFF:** The following are new bus stop improvements, which the applicant will design and install per the Preliminary Site Plan dated June 10, 2021 within the first year that the Transportation Management Plan (TMP) is operational for at least one of the residential buildings, to the satisfaction of the Directors of P&Z and T&ES. The applicant may seek approval from the City's TMP Coordinator to apply their future TMP contributions to these improvements:
- a. Two approximately 70-ft. long bus stop bulb outs, bus shelters, and an ADA compliant-crosswalk between the bus stops on Ford Avenue.

***K. SITE PLAN:***

- 53. 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 60 months after initial approval and such construction is thereafter pursued with due diligence. The applicant shall provide a written status report to staff 18 months after initial approval to update the City Council on the project status if substantial construction has not commenced at such time. (P&Z)
- 54. Coordinate location of any new 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 any new lighting meets City standards. The plan shall be to the satisfaction of the Directors of T&ES and/or P&Z in consultation with the Chief of Police and shall include the following:
- a. Clearly show location of all existing and proposed streetlights and site lights, shading back less relevant information.
  - b. Determine if existing lighting meets minimum standards within the City right-of-way adjacent to the site. If lighting does not meet minimum standards, additional lighting shall be provided to achieve City standards or to the satisfaction of the Director of T&ES.
  - c. A lighting schedule that identifies each type and number of all fixtures, mounting height, and strength of fixture in Lumens or Watts.
  - d. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s), and security lighting.
  - e. A photometric plan with lighting calculations that include all proposed light fixtures, including any existing streetlights 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 streetlights and site lights.
  - f. Photometric site lighting plan shall be coordinated with architectural/building mounted lights, site lighting, street trees and streetlights to minimize light spill into adjacent residential areas.
  - g. If site lights are included in the photometric plan to comply with City's lighting standards, then these lights shall be put on photovoltaic switches.
  - h. Provide location of conduit routing between site lighting fixtures to avoid conflicts with street trees.
  - i. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
  - j. The lighting for the areas not covered by the City of Alexandria's standards shall be designed to the satisfaction of Directors of T&ES and P&Z.

- k. Provide numeric summary for various areas (i.e., roadway, walkway/sidewalk, alley, and parking lot, etc.) in the proposed development.
  - l. The lighting for the parking garage(s) shall be code compliant at the time of building permit submission for the first conversion.
  - m. Upon installation of any new exterior light fixtures for the site/building, the applicant shall provide photographs of the site demonstrating compliance with this condition.
  - n. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. (P&Z) (T&ES) (Police) (Code)
56. Provide a unit numbering plan for each floor of a multi-unit building with the first Final Site Plan submission. The unit 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)

***L. CONSTRUCTION MANAGEMENT:***

57. Submit a separate construction management plan to the Directors of P&Z, T&ES and Code Administration prior to Final Site Plan release for each phase. The plan shall:
- a. No streetlights shall be removed without authorization from the City of Alexandria.
  - b. If streetlights are to be removed from the public right of way, then temporary lights shall be provided until the installation and commissioning of new lights.
  - c. Provide a detailed sequence of demolition and construction of improvements in the public right of way along with an overall proposed schedule for demolition and construction.
  - d. Include a plan for temporary pedestrian circulation.
  - e. Include the location and size of proposed construction trailers, if any.
  - f. Include a preliminary Maintenance of Traffic Plan (MOT) as part of the construction management plan for informational purposes only, to include proposed controls for traffic movement, lane closures, construction entrances and storage of materials.



- g. 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.
  - h. Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work. (P&Z) (T&ES) \*
- 58. Provide off-street parking for all construction workers without charge to the construction workers for each conversion phase. Construction workers shall not be permitted to park on-street, and the applicant shall be responsible for ensuring that all contractors use the off-street parking provided. For the construction workers who use Metro, DASH, or another form of mass transit to the site, the applicant shall subsidize a minimum of 50% of the fees for mass transit. Compliance with this condition shall be a component of the construction management plan, which shall be submitted to the Department of P&Z and T&ES prior to Final Site Plan release. This plan shall:
  - a. Establish the location of the parking to be provided at various stages of construction, how many spaces will be provided, how many construction workers will be assigned to the work site, and mechanisms which will be used to encourage the use of mass transit.
  - b. Provide for the location on the construction site at which information will be posted regarding Metro schedules and routes, bus schedules and routes.
  - c. If the off-street construction workers parking plan is found to be violated during construction, a correction notice will be issued to the developer. If the violation is not corrected within five (5) days, a "stop work order" will be issued, with construction halted until the violation has been corrected. (P&Z) (T&ES) \*
- 59. The sidewalks shall remain open during construction without diverting pedestrians across streets or from their original route to the satisfaction of the Director of T&ES throughout the construction of the project. The maintenance of pedestrian access shall be included in the Construction Management Plan and will be approved by T&ES. (T&ES) \*
- 60. Any bicycle facilities adjacent to the site shall remain open during construction without diverting cyclists from their original route to the satisfaction of the Director of T&ES throughout the construction of the project. The maintenance of pedestrian access shall be included in the Construction Management Plan and will be approved by T&ES. (T&ES) \*
- 61. No major construction staging shall be allowed within the public right-of-way on King Street and Park Center Drive. The applicant shall meet with T&ES to discuss

construction staging activities prior to release of any permits for ground disturbing activities. (T&ES) \*\*

62. Transit stops adjacent to the site shall remain open if feasible for the duration of construction. If construction forces the closure of a stop, a temporary ADA accessible transit stop shall be installed. The exact temporary location shall be coordinated with the T&ES Office of Transit Services at 703-746-4075 as well as with the transit agency which provides service to the bus stop. Signs noting the bus stop closure and location of the temporary bus stop must be installed at all bus stops taken out of service due to construction. (T&ES) \*
63. A “Certified Land Disturber” (CLD) shall be named in a letter to the Division Chief of Development and Right of Way Services 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)
64. Prior to commencing interior gutting and external renovations, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified a minimum of 14 calendar days prior to the meeting date, and the meeting must be held before any permits are issued. (P&Z) (T&ES)
65. Identify a person who will serve as a liaison to the community throughout the duration of each construction phase. 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)
66. Implement a waste and refuse control program during the construction phase of this development. This program shall control wastes such as discarded building materials, concrete truck washout, chemicals, litter or trash, trash generated by construction workers or mobile food vendor businesses serving them, and all sanitary waste at the construction site and prevent offsite migration that may cause adverse impacts to neighboring properties or to the environment to the satisfaction of Directors of T&ES and Code Administration. All wastes shall be properly disposed offsite in accordance with all applicable federal, state, and local laws. Provide information on the program in construction management plan. If program is implemented in coordination with green building certification, include documentation as appropriate per the City’s Green Building Policy and conditions herein. (T&ES)

- 67. Temporary on-site construction and/or on-site sales trailer(s) shall be permitted and be subject to the approval of the Director of P&Z. The trailer(s) shall be removed prior to the issuance of a final certificate of occupancy permit. (P&Z) (Code) \*\*\*
- 68. 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) \*\*\*
- 69. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
- 70. If there are outstanding performance, completion or other bonds for the benefit of the City in effect for the property at such time as it may be conveyed or sold to a party other than the applicant, a substitute bond and associated documents must be provided by that party or, in the alternative, an assignment or other documentation from the bonding company indicating that the existing bond remains in effect despite the change in ownership may be provided. The bond(s) shall be maintained until such time that all requirements are met, and the bond(s) released by the City. (T&ES)
- 71. Asphalt patches larger than 20% of the total asphalt surface, measured along the length of the road adjacent to the property frontage and/or extending to the centerline of the street, will require full curb to curb restoration. (T&ES)

***M. WASTEWATER / SANITARY SEWERS:***

- 72. If a pool is provided in the future, discharge from pool(s) shall be connected to the sanitary sewer. (T&ES)
- 73. The sewer connection fee must be paid prior to release of the site plan. (T&ES) \*
- 74. If a commercial kitchen is constructed, then the kitchen facility shall be provided with an oil & grease separator and the discharge from the separator shall be connected to a sanitary sewer. (T&ES) \*
- 75. Submit two originals of the Oil and Grease Separator Maintenance Agreement with the City prior to the release of the final site plan. The agreement must be executed and recorded with the Land Records Division of Alexandria Circuit Court prior to site plan release. (T&ES) \*

***N. SOLID WASTE:***

76. Provide \$896 per receptacle to the Director of T&ES for purchase and installation of two (2) Victor Stanley Ironsites Series model SD-42 receptacle with Dome Lid per block face dedicated to trash collection. The receptacle(s) 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) \*
77. Provide \$996 per receptacle to the Director of T&ES for the purchase and installation of two (2) Victor Stanley Ironsites Series Model SD-42 blue receptacle with Dome Lid per block face dedicated to recycling collection. The receptacle(s) 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) \*

***O. STREETS / TRAFFIC:***

78. 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)
79. A pre-construction walk/survey of the site shall occur with Transportation and Environmental Services Construction & Inspection staff to document existing conditions prior to any land disturbing activities. (T&ES)
80. Mark all private street signs that intersect a public street with a fluorescent green strip to notify the plowing crews, both City and contractor, that they are not to plow those streets. (T&ES)
81. Show turning movements of standard vehicles in the parking structure and/or parking lots. 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)
82. Provide wheel stops for any 90-degree vehicle parking spaces adjacent to a sidewalk of less than seven feet. (T&ES)

***P. UTILITIES:***

83. Locate all private utilities without a franchise agreement outside of the public right-of-way and public utility easements. (T&ES)

84. No transformer and switch gears shall be in the public right of way nor public easements. (T&ES)

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

85. The stormwater collection system is located within the Four Mile Run watershed. All on-site stormwater curb inlets and public curb inlets within 50 feet of the property line shall be duly marked using standard City markers, or to the satisfaction of the Director of T&ES. (T&ES)

***R. CONTAMINATED LAND:***

86. If excavation occurs, indicate whether there is any known soil and groundwater contamination present on the plan. The applicant must submit supporting reports for associated environmental investigations or assessments performed to substantiate this determination. (T&ES)
87. If excavation occurs, and environmental site assessments or investigations discover the presence of contamination on site, the final site plan shall not be released, and no construction activity shall take place until the following has been submitted and approved by the Director of T&ES:
- a. Submit a Site Characterization Report/Extent of Contamination Study detailing the location, applicable contaminants, and the estimated quantity of any contaminated soils and/or groundwater at or in the immediate vicinity of the site.
  - b. Submit a Risk Assessment indicating any risks associated with the contamination.
  - c. Submit a Remediation Plan detailing how any contaminated soils and/or groundwater will be dealt with, including plans to remediate utility corridors. Utility corridors in contaminated soil shall be over excavated by 2 feet and backfilled with “clean” soil. Include description of environmentally sound methods of off-site transport and disposal of contaminated soils and debris (including, but not limited to types of vehicles appropriate for handling specific materials and ensuring vehicle loads are covered).
  - d. Submit a Health and Safety Plan indicating measures to be taken during remediation and/or construction activities to minimize the potential risks to workers, the neighborhood, and the environment. Initial Air Monitoring may be required during site activities to demonstrate acceptable levels of volatiles and/or airborne particles. The determination whether air monitoring is needed must be adequately addressed in the Health and Safety Plan submitted for review. (Include if applicable.)



- e. The applicant shall screen for PCBs as part of the site characterization if any of the past uses are within the identified high risk category sites for potential sources of residual PCBs, which includes the following SICs: 26&27 (Paper and Allied Products), 30 (Rubber and Misc. Plastics), 33 (Primary Metal Industries), 34 (Fabricated Metal Products), 37 (Transportation Equipment), 49 (Electrical, Gas, and Sanitary Services), 5093 (Scrap Metal Recycling), and 1221&1222 (Bituminous Coal).
  - f. Applicant shall submit three (3) electronic and two (2) hard copies of the above. The remediation plan must be included in the Final Site Plan. (T&ES) \*
88. Should any unanticipated contamination, underground storage tanks, drums or containers be encountered at the site during construction, the Applicant must immediately notify the City of Alexandria Department of Transportation and Environmental Services, Office of Environmental Quality. Should unanticipated conditions warrant, construction within the impacted area shall be stopped until the appropriate environmental reports identified in a. through f. above are submitted and approved at the discretion of the Director of Transportation and Environmental Services. This shall be included as a note on the Final Site Plan. (T&ES)

***S. NOISE:***

89. Prepare a noise study and noise commitment letter to be submitted and approved prior to the final site plan release for the first phase of conversion, to include the following:
- a. Confirm that the project will meet the HUD guidelines, including 45dBA Ldn interior noise level for residential units.
  - b. Include analysis of the levels of noise residents of the project will be exposed to due to loading and unloading activities, idling and traffic.
  - c. Identify options to minimize noise and vibration exposure to future residents at the site, particularly in those units closest to the loading areas, and garage entrances, including:
    - i. triple-glazing for windows,
    - ii. additional wall / roofing insulation,
    - iii. installation of resilient channels between interior gypsum board and wall studs,
    - iv. installation of a berm or sound wall, and,
    - v. any other special construction methods to reduce sound transmission.

If needed, the applicant shall install some combination of the above to the satisfaction of the Directors of P&Z and T&ES. (T&ES) \*

- 90. All exterior building-mounted loudspeakers shall be prohibited, and no amplified sound shall be audible at the property line. (T&ES)
- 91. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES)
- 92. No vehicles associated with this project shall be permitted to idle for more than 10 minutes when parked. This includes a prohibition on idling for longer than 10 minutes in the loading dock area. The applicant shall post of minimum of two no idling for greater than 10 minutes signs in the loading dock area in plain view. (T&ES)

#### ***T. CONTRIBUTIONS***

- 93. **CONDITION ADDED BY STAFF:** In lieu of meeting the 25-percent minimum crown coverage requirement of the 2019 Landscape Guidelines in the area of disturbance, the applicant shall provide a monetary contribution, in the amounts specified within the Landscape Guidelines, to the City of Alexandria's Living Landscape fund for the areas disturbed in DSUP#2021-10018, prior to first Certificate of Occupancy. (P&Z) \*\*\*

#### ***U. ARCHAEOLOGY:***

- 94. 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 discovery area until a City archaeologist comes to the site and records the finds. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology)
- 95. The applicant shall not allow any metal detection and/or artifact collection to be conducted on the property, unless authorized by Alexandria Archaeology. Failure to comply shall result in project delays. The language noted above shall be included on all Final Site Plan sheets involving any ground disturbing activities. (Archaeology)

#### ***V. DISCLOSURE REQUIREMENTS:***

- 96. If any of the residential units convert into a residential condominium, the following conditions shall apply:
  - a. The Condominium / Homeowners Association (HOA) documents shall incorporate language that requires the following elements and other

restrictions deemed necessary by the City Attorney to ensure that the trees proposed to be saved are retained including:

- i. Require property owners to sign a disclosure statement acknowledging the presence and required protection of the trees.
  - ii. The trees to be protected as depicted on the released site plan shall be required to be retained unless otherwise permitted to be removed by the City Arborist due to the health and safety of the tree.
  - iii. Any proposal to remove a tree that is designated to be retained on the released site plan for reasons other than health or safety shall require unanimous approval by the Homeowners Association and a site plan amendment. (P&Z)
- b. All condominium association covenants shall be reviewed by the Director of P&Z and the City Attorney to ensure inclusion of all the conditions of this DSUP prior to applying for the first certificate of occupancy permit for the project. The association covenants shall include the conditions listed below, which shall be clearly expressed in a separate section of the covenants. The language shall establish and clearly explain that these conditions cannot be changed except by an amendment to this development special use permit approved by City Council.
- i. The principal use of the underground garage and parking spaces shall be for passenger vehicle parking only; storage which interferes with the use of a parking space for a motor vehicle is not permitted.
  - ii. The designated visitor parking spaces shall be reserved for the use of the condominium guests.
  - iii. No more than two parking spaces shall be assigned to a specific condominium unit until all settlement on the units are complete; all unassigned spaces in the garage shall be made generally available to residents and/or visitors.
  - iv. All landscaping and open space areas within the development shall be maintained by the Homeowners' and/or Condominium Owners' Association.
  - v. Exterior building improvements or changes by future residents shall require the approval of the City Council, as determined by the Director of P&Z.
  - vi. Develop a noise control by-law aimed at controlling noise levels in the proposed development and resolving noise issues between neighboring

occupants and disclose this by-law to all involved at the time of sale or lease agreement.

- vii. The specific language of the disclosure statement to be utilized shall be provided to the City for approval prior to release of any certificate of occupancy permit. (P&Z) \*\*\*
- viii. Stormwater facility BMPs must be inspected and adequately maintained as designed to ensure proper functioning.
- ix. The specific language of the disclosure statement to be utilized shall be provided to the City for approval prior to release of any certificate of occupancy permit. \*\*\*
- c. If environmental site assessments or investigations discover the presence of onsite contamination, the applicant or its agent shall furnish each prospective buyer with a statement disclosing the prior history of the Park Center site, including previous environmental conditions and on-going remediation measures. Disclosures shall be made to the satisfaction of the Director of Transportation and Environmental Services.
- d. Notify prospective buyers, in their homeowner documents, that Ford Avenue is a private street and that storm sewers located within the site are privately owned and maintained.
- e. Notify prospective buyers in their homeowner documents that Ford Avenue is a private street with public access easement and shall not be maintained by the City of Alexandria; and that the sanitary and storm sewers located within the site are private and shall be maintained privately. (P&Z) (T&ES)

***W. STORMWATER MANAGEMENT:***

- 97. **CONDITION ADDED BY STAFF:** The City of Alexandria's stormwater management regulations regarding water quality are two-fold: 1) state phosphorus removal requirement and 2) Alexandria Water Quality Volume Default. Compliance with the state phosphorus reduction requirement does not relieve the applicant from the Alexandria Water Quality Default requirement. The Alexandria Water Quality Volume Default, as determined by the site's post-development impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES) \*
- 98. **CONDITION ADDED BY STAFF:** Provide BMP narrative and complete pre and post development drainage maps that include areas outside that contribute surface runoff from beyond project boundaries to include adequate topographic information, locations of existing and proposed storm drainage systems affected by the development, all proposed BMPs and a completed Virginia Runoff Reduction

Method (VRMM) worksheet showing project compliance. The project must use hydrologic soil group “D” in the spreadsheet unless a soils report from a soil scientist or geotechnical engineer delineates onsite soils otherwise. (T&ES) \*

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



105. **CONDITION ADDED BY STAFF:** The Applicant shall be responsible for maintaining stormwater Best Management Practices (BMPs) until activation of the homeowner's association (HOA), and/or master association, if applicable, or until sale to a private owner. Prior to transferring maintenance responsibility for the BMPs to the HOA, master association, and/ or owner, the Applicant shall execute a maintenance service contract with a qualified private contractor for a minimum of three (3) years, and transfer the contract to the HOA, master association, and/ or owner. 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) \*\*\*\*
106. **CONDITION ADDED BY STAFF:** The Developer shall furnish the owners with 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. (T&ES) \*\*\*\*
107. **CONDITION ADDED BY STAFF:** Submit a copy of the Operation and Maintenance Manual to the T&ES Stormwater Management Division on digital media prior to release of the performance bond. (T&ES) \*\*\*\*
108. **CONDITION ADDED BY STAFF:** Prior to release of the performance bond, the Applicant is required to submit a certification by a qualified professional to the satisfaction of the Director of T&ES that any existing stormwater management facilities adjacent to the project and associated conveyance systems were not adversely affected by construction operations. If maintenance of the facility or systems were required to make this certification, provide a description of the maintenance measures performed. (T&ES) \*\*\*\*

## **VIII. CITY DEPARTMENT CODE COMMENTS**

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

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

### **Transportation and Environmental Services**

- F - 1. Since the record drawings, maps, and other documents of the City of Alexandria, State, and Federal agencies show the true north pointing upwards, therefore, the Site Plan shall show the true north arrow pointing upward as is customary; however, for the sake of putting the plan together and/or ease of understanding, the project north arrow pointing upward, preferably east, or west may be shown provided it is consistently shown in the same direction on all the sheets with no exception at all. The north arrow shall show the source of meridian. The project north arrow pointing downward will not be acceptable even if, it is shown consistently on all the sheets. (T&ES)
- F - 2. The Final Site Plan must be prepared per the requirements of Memorandum to Industry 02-09 dated December 3, 2009, Design Guidelines for Site Plan Preparation, which is available at the City's following web address:  
<https://www.alexandriava.gov/uploadedFiles/tes/info/Memo%20to%20Industry%20No.%202002-09%20December%203,%202009.pdf>

- F - 3. The plan shall show sanitary and storm sewer, and water line in plan and profile in the first final submission and cross reference the sheets on which the plan and profile is shown, if plan and profile is not shown on the same sheet. Clearly label the sanitary and storm sewer, or water line plans and profiles. Provide existing and proposed grade elevations along with the rim and invert elevations of all the existing and proposed sanitary and storm sewer at manholes, and water line piping at gate wells on the respective profiles. Use distinctive stationing for various sanitary and storm sewers (if applicable or required by the plan), and water line in plan and use the corresponding stationing in respective profiles. (T&ES)
- F - 4. The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)
- F - 5. Include all symbols, abbreviations, and line types in the legend. (T&ES)
- F - 6. Asphalt patches larger than 20% of the total asphalt surface, measured along the length of the road adjacent to the property frontage and/or extending to the centerline of the street, will require full curb to curb restoration. (T&ES)
- F - 7. All sanitary sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter of sanitary sewers shall be 10 inches in the public Right of Way and sanitary lateral 6 inches for all commercial and institutional developments; however, a 4-inch sanitary lateral will be acceptable for single family residences. The acceptable pipe materials will be Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26, ASTM 1785-76 Schedule 40, Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52, or reinforced concrete pipe ASTM C-76 Class IV (For 12 inch or larger diameters); Class III may be acceptable on private properties. The acceptable minimum and maximum velocities will be 2.5 fps and 10 fps, respectively. Laterals shall be connected to the sanitary sewer through a manufactured “Y” or “T” or approved sewer saddle. Where the laterals are being connected to existing Terracotta pipes, replace the section of main and provide manufactured “Y” or “T”, or else install a manhole. (T&ES)
- F - 8. Lateral Separation of Sewers and Water Mains: A horizontal separation of 10 feet (edge to edge) shall be provided between a storm or sanitary sewer and a water line; however, if this horizontal separation cannot be achieved then the sewer and water main shall be installed in separate trenches and the bottom of the water main shall be at least 18 inches above of the top of the sewer. If both the horizontal and vertical separations cannot be achieved, then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 and pressure tested in place without leakage prior to installation. (T&ES)
- F - 9. Crossing Water Main Over and Under a Sanitary or Storm Sewer: When a water main over crosses or under crosses a sanitary / storm sewer then the vertical separation between the bottom of one (i.e., sanitary / storm sewer or water main) to the top of the other (water main or sanitary / storm sewer) shall be at least 18 inches for sanitary sewer and 12 inches for storm sewer; however, if this cannot be achieved then both the water main and the sanitary / storm sewer shall be constructed of Ductile Iron Pipe (DIP) AWWA C-151

- (ANSI A21.51) Class 52 with joints that are equivalent to water main standards for a distance of 10 feet on each side of the point of crossing. A section of water main pipe shall be centered at the point of crossing and the pipes shall be pressure tested in place without leakage prior to installation. Sewers crossing over the water main shall have adequate structural support (concrete pier support and/or concrete encasement) to prevent damage to the water main. Sanitary sewers under creeks and storm sewer pipe crossings with less than 6-inch clearance shall be encased in concrete. (T&ES)
- F - 10. No water main pipe shall pass through or contact any part of sanitary / storm sewer manhole. Manholes shall be placed at least 10 feet horizontally from the water main whenever possible. When local conditions prohibit this horizontal separation, the manhole shall be of watertight construction and tested in place. (T&ES)
- F - 11. Crossing Existing or Proposed Utilities: Underground telephone, cable T.V., gas, and electrical duct banks shall be crossed maintaining a minimum of 12 inches of separation or clearance with water main, sanitary, or storm sewers. If this separation cannot be achieved, then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 for a distance of 10 feet on each side of the point of crossing and pressure tested in place without leakage prior to installation. Sanitary / storm sewers and water main crossing over the utilities shall have adequate structural support (pier support and/or concrete encasement) to prevent damage to the utilities. (T&ES)
- F - 12. 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 - 13. 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 - 14. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)
- F - 15. 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 - 16. A Maintenance of Traffic Plan (MOT) shall be provided within the Construction Management Plan and replicate the existing vehicular and pedestrian routes as nearly as practical and the pedestrian pathway shall not be severed or moved for non-construction activities such as parking for vehicles or the storage of materials or equipment. Proposed traffic control plans shall provide continual, safe, and accessible pedestrian pathways for the duration of the project. These sheets are to be provided as "Information Only." (T&ES)
- F - 17. The following notes shall be included on all Maintenance of Traffic Plan Sheets: (T&ES)
- a. The prepared drawings shall include a statement "FOR INFORMATION ONLY" on all MOT Sheets.

- b. The sidewalks shall remain open during construction. If sidewalks must be closed, pedestrian access shall be maintained adjacent to the site per Memo to Industry No. 04-18, or to the satisfaction of the Director of T&ES throughout the construction of the project. The maintenance of pedestrian access shall be included in the Construction Management Plan and will be approved by T&ES. (T&ES)
  - c. Any bicycle facilities adjacent to the site shall remain open during construction. If a bicycle facility cannot be maintained on the street adjacent to the site, access shall be maintained by diverting the cyclists into a travel lane through the implementation of appropriate signage, by shifting existing lanes, or through the creation of an off-street diversion directly adjacent to the travel path. Access shall be maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)
- F - 18. Add complete streets tabulation to the cover sheet with the Final 1 submission. (T&ES)
- F - 19. If land disturbance exceeds 2500 square feet, the project must comply with all City and State stormwater management regulations. (T&ES)
- C - 1 Parking ratio requirement adjustment: Any parking requirement may be adjusted within 5% of the requirement if the director of Planning and Zoning determines that physical requirements of the building prevent compliance with the specific number of parking spaces required. (Section 8-200(A)(2)(c)(i) of the Zoning Ordinance) (T&ES) (P&Z)
- C - 2 Per the requirements of the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a drainage study and adequate outfall analysis for the total drainage area to the receiving sewer that serves the site. If the existing storm system is determined to be inadequate, then the applicant shall design and build on-site or off-site improvements to discharge to an adequate outfall, even if the post development stormwater flow from the site is reduced from the pre-development flow. The Plan shall demonstrate to the satisfaction of the Director of T&ES that a non-erosive stormwater outfall is present. (T&ES)
- C - 3 If it is determined that the site is not in compliance with Section 13-1-3 of the City Code, then the applicant shall make additional improvements to adjust lighting levels to the satisfaction of the Director of T&ES to comply with the Code. (T&ES)
- C - 4 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 - 5 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 - 6 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer per the requirements of Memorandum to Industry 05-14 that is available on the City of Alexandria's web site. The downspouts and sump pump discharges shall be piped to the storm sewer outfall, where applicable after treating for water quality as per the requirements of Article XIII of Alexandria Zoning Ordinance (AZO). (T&ES)
- C - 7 Per the requirements of Title 4, Chapter 2, Article B, Section 4-2-21, Appendix A, Section A 106(6), Figure A 106.1 Minimum Standards for Emergency Vehicle Access: provide a total turning radius of 25 feet to the satisfaction of Directors of T&ES and Office of Building and Fire Code Administration and show turning movements of standard vehicles in the parking lot as per the latest AASHTO vehicular guidelines. (T&ES)
- C - 8 The applicant shall provide required storage space for both trash and recycling materials containers as outlined in the City's "Solid Waste and Recyclable Materials Storage Space Guidelines", or to the satisfaction of the Director of Transportation & Environmental Services. The plan shall show the turning movements of the collection trucks and the trucks shall not back up to collect trash or recycling. The City's storage space guidelines are available online at: [www.alexandriava.gov/solidwaste](http://www.alexandriava.gov/solidwaste) or by contacting the City's Solid Waste Division at 703-746-4410, or via email at [commercialrecycling@alexandriava.gov](mailto:commercialrecycling@alexandriava.gov). (T&ES)
- C - 9 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 - 10 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 - 11 All private streets and alleys shall comply with the City's Minimum Standards for Private Streets and Alleys. (T&ES)
- C - 12 Bond for the public improvements must be posted prior to release of the site plan. (T&ES)  
\*
- C - 13 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 - 14 Provide a phased erosion and sediment control plan consistent with grading and construction plan. The erosion and sediment controls shall be confined to the owner's property. Extension of erosion and sediment controls in the public right of way, if required, must be approved as part of the Construction Management Plan. (T&ES)
- C - 15 Per the Memorandum to Industry, dated July 20, 2005, the applicant is advised regarding a requirement that applicants provide as-built sewer data as part of the final as-built process. Upon consultation with engineering firms, it has been determined that initial site survey work and plans will need to be prepared using Virginia State Plane (North Zone) coordinates based on NAD 83 and NAVD 88. Control points/Benchmarks which were used to establish these coordinates should be referenced on the plans. To ensure that this requirement is achieved, the applicant is requested to prepare plans in this format including initial site survey work if necessary. (T&ES)
- C - 16 All pedestrian, traffic, and way finding signage shall be provided in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), latest edition to the satisfaction of the Director of T&ES. (T&ES)
- C - 17 No overhangs (decks, bays, columns, post, or other obstructions) shall protrude into public Right of Ways, public easements, and pedestrian or vehicular travel ways unless otherwise permitted by the City Code. (T&ES)
- C - 18 All driveway entrances, curbing, etc. in the public ROW or abutting public ROW shall meet City design standards. (T&ES)
- C - 19 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)
- C - 20 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)
- C - 21 All construction activities must comply with the Alexandria Noise Control Code Title 11, Chapter 5, Section 11-5-4(b)(15), which permits construction activities to occur between the following hours:
  - i. Monday Through Friday from 7 AM To 6 PM and
  - ii. Saturdays from 9 AM to 6 PM.



- a. No construction activities are permitted on Sundays and holidays.  
Section 11-5-4(b)(19) further restricts the Pile Driving to the following hours:
    - i. Monday Through Friday from 9 AM To 6 PM and
    - ii. Saturdays from 10 AM To 4 PM
  - b. No pile driving is permitted on Sundays and holidays.
  - c. Section 11-5-109 restricts work in the right of way for excavation to the following:
    - i. Monday through Saturday 7 AM to 5 pm
  - d. No excavation in the right of way is permitted on Sundays. (T&ES)
- C - 22 The applicant shall comply with the Article XIII of the City of Alexandria Zoning Ordinance, which includes requirements for stormwater pollutant load reduction, treatment of the Alexandria Water Quality Volume Default and stormwater quantity management. (T&ES)
- C - 23 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)

**AlexRenew:**

- F-1 Sewage flows to Arlington, not AlexRenew. Therefore, AlexRenew has no conditions for this project.

**Fire Department:**

- F - 20. All new fire hydrants on private property shall be City owned and maintained with the appropriate easements granted to the City for access, inspection, testing, maintenance, and service.

**Code Administration (Building Code):**

- F - 21. The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact the Code Administration Office, Plan Review Supervisor at 703-746-4200.
- C - 1 New construction or alterations to existing structures must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C - 2 The developer shall provide a building code analysis with the following building code data on the plan: a) use group; b) number of stories; c) type of construction; d) total floor area per floor; e) height of structure f) non-separated or separated mixed use g) fire protection system requirements.
- C - 3 A soils report must be submitted with the building permit application for all new and existing building structures.

- C - 4 The most restrictive type of construction shall apply to the structure for height and area limitations for non-separated uses.
- C - 5 Where required per the current edition Virginia Uniform Statewide Building Code exits, parking, and facilities shall be accessible for persons with disabilities.
- C - 6 All proposed buildings where an occupied floor exceeds 75 feet above the lowest level of fire department vehicle access shall meet the Virginia Uniform Statewide Building Code for HIGH-RISE buildings.
- C - 7 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 - 8 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 - 9 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 Recommendations*

- R - 1 It is recommended that the section of the underground garage dedicated to the residents is gated off from the retail section and is controlled by electronic means. This should help alleviate unwanted persons tampering with resident's vehicles and other crimes.
- R - 2 It is recommended that the doors in the garage (garage level only) leading into the stairwell have controlled electronic access.
- R - 3 Only residents with proper electronic access cards should be able to enter the stairwells from the underground parking garage. This makes the stairwells safer for residents.
- R - 4 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 Recommendations*

- R - 5 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 Recommendations*

- R - 6 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 - 7 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 - 8 It is recommended that all 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 - 9 It is recommended that a “door-viewer” (commonly known as a peephole) 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 - 22. **FINDING ADDED BY STAFF:** The project area is located near a tributary that drains into Lucky Run. In the prehistoric era, the terraces overlooking streams such as the Lucky Run offshoot would have been attractive places for hunters and gatherers to temporarily camp while they foraged for resources. By the first half of the eighteenth century the subject property was part of the 790-acre Gabriel Adams plantation. Adams sold the tract to John Mercer in 1733, and Mercer later conveyed the tract to George Washington (yes, that George Washington) in 1774. Washington held title to the land until his death in 1799 and referenced the property as his “Four Mile Run Tract.” There is no evidence that anyone physically lived in or near the subject property in the eighteenth century or first half of the nineteenth century, even with it located near a major thoroughfare in Leesburg Pike. By the later nineteenth century historic maps depict a structure standing in the general vicinity of the project area, possibly a building associated with the Courtney Smith farm. The construction of Park Center has probably reduced the archaeological integrity of the property significantly.
- C - 1 If this project is a federal undertaking or involves the use of any federal funding, the applicant shall comply with federal preservation laws, in particular Section 106 of the National Historic Preservation Act of 1966. The applicant will coordinate with the Virginia Department of Historic Resources and the federal agency involved in the project, as well as with Alexandria Archaeology.
- C - 2 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

Asterisks denote:

- \* Condition must be fulfilled prior to release of the Final Site Plan
- \*\* Condition must be fulfilled prior to release of the building permit
- \*\*\* Condition must be fulfilled prior to release of the certificate of occupancy
- \*\*\*\* Condition must be fulfilled prior to release of the bond



# APPLICATION

## DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

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

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

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

### APPLICANT:

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

Address: 1300 Connecticut Ave. NW, Suite #900, Washington, DC 20036

### PROPERTY OWNER:

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

Address: c/o Lowe Enterprises Real Estate Group, 1300 Connecticut Ave. NW, Suite #900  
Washington, DC20036

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

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

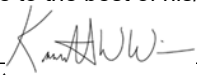
SUP's REQUESTED \_\_\_\_\_

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.

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?

- X** 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. Lowe Enterprises Real Estate Group	1300 Connecticut Ave. NW Suite 900 Washington, DC 20036	
2.		
3.		

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

Name	Address	Percent of Ownership
1. US Park Center Owner LLC	1300 Connecticut Ave. NW Suite 900 Washington, DC 20036	
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. Lowe Enterprises Real Estate Group		
2. US Park Center Owner LLC		
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.

May 18, 2021      Kenneth W. Wire, Wire Gill LLP  
Date                      Printed Name

  
Signature



2. Narrative description. The applicant shall describe below the nature of the request in detail so that the Planning Commission and City Council can understand the nature of the operation and the use, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. If not appropriate to the request, delete pages 6-9. (Attach additional sheets if necessary.)

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

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

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.

B. How will the noise from patrons be controlled?

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

8. Provide information regarding trash and litter generated by the use:
- A. What type of trash and garbage will be generated by the use?
  - B. How much trash and garbage will be generated by the use?
  - C. How often will trash be collected?
  - D. How will you prevent littering on the property, streets and nearby properties?
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:

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:

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

#### ALCOHOL SALES

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

Yes.              No.

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

#### 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?

\_\_\_\_\_

- 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?
- B. How many loading spaces are available for the use?
- C. Where are off-street loading facilities located?
- D. During what hours of the day do you expect loading/unloading operations to occur?
- E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

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?