



APPLICATION

DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

_____ **Filing Fee**
_____ **Planning Commission Hearing**
_____ **City Council**

REQUIREMENTS FOR MAILING NOTICES:

Applicants must send written notice to all abutting property owners. See detailed instructions on "Notice Requirements."

Mail certified or registered notice of hearings between _____ and _____.

Return notice materials to Department of Planning and Zoning by _____.

INSTRUCTIONS

DEVELOPMENT SPECIAL USE PERMIT WITH SITE PLAN APPLICATION

APPLICATIONS FOR DEVELOPMENT SPECIAL USE PERMIT, WITH SITE PLAN. A Development Special Use Permit, with Site Plan, for new construction in the City of Alexandria is permitted in accordance with Sections 11-400 and 11-503 (A) (5) of the Alexandria Zoning Ordinance. Such Development Site Plan, with Special Use Permit, must be approved by the Alexandria Planning Commission and City Council after public hearings. Complete all parts of the application form using black ink or type. Sign the form, and include a daytime telephone number.

FILING FEE. Applicants must submit a filing fee with the application. Consult the latest fee schedule to determine fee amount. The fee schedule can be found at www.alexandriava.gov/planning

PROPERTY OWNER NOTIFICATION. Applicants must send written notice by certified mail to all adjoining and facing property owners at least 10 days prior to the Planning Commission public hearing and not more than 30 days prior to the City Council public hearing meeting. Applicants may use the notice forms supplied with the application forms. In the event the application is deferred, notification shall be given again. The following must be submitted to the Department of Planning and Zoning no later than five days prior to the meeting: (a) a copy of the notice letter sent, (b) a copy of the list of the names and addresses of persons to whom notice was sent, (c) a certification of notice statement that notice was sent to those required, (d) a copy of the date-stamped post office receipts.

Failure to send accurate or correct notices will result in deferral of the application to a later hearing date. Property ownership information is to be obtained from the City Office of Real Estate Assessments, Room 2600, City Hall, 301 King Street.

STAFF REPORT. A staff report and recommendation will be prepared and made available in the Department of Planning and Zoning office. The report is typically available 11 days prior to the PC public hearing.

**For assistance with any of these procedures,
please call the Department of Planning & Zoning at 703.746.4666**





APPLICATION

DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN

DSUP # _____ **Project Name:** Potomac Yard Metrorail Station

PROPERTY LOCATION: Potomac Yard

TAX MAP REFERENCE: See Appendix A **ZONE:** CDD-10;WRP

APPLICANT:

Name: City of Alexandria

Address: 301 King Street, Alexandria Virginia 22314

PROPERTY OWNER:

Name: See attached Appendix A

Address: See attached Appendix A

SUMMARY OF PROPOSAL Amendment to approved DSUP 2016-00004 for the construction of a new Metrorail station.

MODIFICATIONS REQUESTED N/A

SUP's REQUESTED Construction of a new metrorail station.

[] **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.

Mitchell C. Bernstein

Print Name of Applicant or Agent

301 King Street, Suite 3200

Mailing/Street Address

Alexandria, VA 22314

City and State Zip Code

Signature

703-746-4036

Telephone # Fax #

mitchell.bernstein@alexandriava.gov

Email address

July 6, 2018

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: _____	

Development SUP # _____

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 ten percent.

N/A

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

Yes. Provide proof of current City business license.

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

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.	N/A	
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 ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.	N/A	
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.	N/A	
2.		
3.		

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

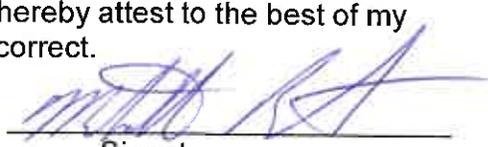
As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

July 6, 2018

Date

Mitchell Bernstein

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.)

The purpose of this application is to amend the approved DSUP #2016-00004 (Potomac Yard Metrorail Station) in the following manner.

Removing the following elements:

Entrance pavilion at East Glebe Road

South mezzanine of the Metrorail station

South pedestrian bridge and associated ramps on the east and west sides of the rail corridor

This amendment also provides for the addition of pedestrian access from Potomac Avenue at East Glebe Road connecting directly to the north pedestrian bridge.

The City, in cooperation with WMATA, proposes to construct a new Metrorail Station located along the existing blue and yellow Lines between the National Airport and Braddock Road Metrorail Stations. The purpose of the project is to improve accessibility of the Potomac Yard area and provide more transportation choices for current and future residents, employees, and businesses by establishing a new access point to the regional Metrorail system. This additional access point is needed to address existing and future travel demand in the area resulting from the City's planned development of a major transit-oriented mixed-use activity center in the vicinity of the proposed station.

The station hours would be the same as standard WMATA hours. There will be no parking for employees or patrons. Noise sources associated with the proposed station include Metrorail door chimes, train conductor announcements, station public address announcements, and brake noise. These noises are not expected to exceed WMATA or FTA noise standards.

3. How many patrons, clients, pupils and other such users do you expect?

Specify time period (i.e., day, hour, or shift).

Opening year forecasts 5,000 daily patrons.

4. How many employees, staff and other personnel do you expect?

Specify time period (i.e. day, hour, or shift).

One or two full time WMATA station attendants (working hours below)

WMATA part time service cleaning staff and security staff.

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

Day	Hours	Day	Hours
Monday	5:00 am - 11:30pm	Saturday	7:00am - 1:00am
Tuesday	5:00 am - 11:30pm	Sunday	8:00am- 11:00pm
Wednesday	5:00 am - 11:30pm		
Thursday	5:00 am - 11:30pm		
Friday	5:00 am - 1:00am		

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

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

Noise sources include Metrorail door chimes, train conductor announcements, station public address announcements, and brake noise. These noises are not expected to exceed WMATA or FTA noise standards.

B. How will the noise from patrons be controlled?

N/A

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

Metrorail Stations are not an odor emitting or generating facility.

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

- A. What type of trash and garbage will be generated by the use?
The Metrorail station will not be a source of trash generation. General pedestrian/commuter refuse only.
- B. How much trash and garbage will be generated by the use?
General refuse collected in pedestrian scale trash receptacles located in and around the station.
- C. How often will trash be collected?
Trash receptacles are emptied daily from Metrorail stations.
- D. How will you prevent littering on the property, streets and nearby properties?
WMATA provides adequate number of trash receptacles in its entry pavilions, pedestrian tunnels, and bridges, mezzanines, and station platforms.

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:

The Metrorail station will not generate any hazardous or industrial waste and only commercial cleaning products will be stored on site. All products will be stored in a manner consistent with manufacturers recommendations, as well as local, state, and federal requirements and guidelines.

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?

Standard WMATA safety guidelines and regulations are in place as can be found at typical WMATA Metrorail stations (such as security guards and cameras).

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?

N/A

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

N/A _____ Standard spaces

N/A _____ Compact spaces

N/A _____ Handicapped accessible spaces

N/A _____ 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?

N/A _____

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:

N/A

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?

N/A _____

Potomac Yard Metrorail
 Station Amendment
 Application

Appendix A

Parcel /Tax ID	Owner	Address
025.02-0136	City of Alexandria	301 King Street, Alexandria, VA 22314
025.04-02-01.R	City of Alexandria	301 King Street, Alexandria, VA 22314
025.02-01-37	City of Alexandria	301 King Street, Alexandria, VA 22314
025.04-01-07	City of Alexandria	301 King Street, Alexandria, VA 22314
016.02-01-02	CPYR Inc	The Lionstone Group, 100 Waugh Drive, Suite 600, Houston, Texas, 77007
025.04-01-05	Potomac Yard Development LLC	2400 Main Line Boulevard, Alexandria, VA 22301
025.04-03-01	City of Alexandria	301 King Street, Alexandria, VA 22314
016.02-02-01	WMATA	600 5th Street, NW, Washington, DC 20001
n/a	National Park Service	1100 Ohio Drive SW, Washington, DC 20242