

Docket Item# 16  
DEVELOPMENT SPECIAL USE PERMIT #2007-0033  
EPISCOPAL HIGH SCHOOL GYMNASIUM

Planning Commission Meeting  
September 4, 2008

**ISSUE:** Request for a development special use permit, with site plan, to expand a private school gymnasium.

**APPLICANT:** The Protestant Episcopal High School in Virginia,  
by Duncan Blair, Attorney

**STAFF:** Dirk Geratz, AICP, Principal Planner; dirk.geratz@alexandriava.gov  
Jeffrey Farner, Deputy Director; jeffrey.farner@alexandriava.gov

**LOCATION:** 1200 North Quaker Lane

**ZONE:** R-20/Single-Family

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**I. IMPACTS/BENEFITS CHART**

<b>TOPIC AREA</b>	<b>COMMENTS</b>
<b>Consistency with <i>Strategic Plan</i> and <i>Seminary Hill/Strawberry Hill Small Area Plan</i></b>	<ul style="list-style-type: none"> <li>▪ Consistent with <i>Strategic Plan</i> to provide quality, well-planned development and redevelopment (Goal 1) and to protect, respect, and enhance the natural environment (Goal 2).</li> <li>▪ Consistent with <i>Seminary Hill/Strawberry Hill Small Area Plan</i> to maintain the institutional uses in the neighborhood.</li> </ul>
<b>Use</b>	<ul style="list-style-type: none"> <li>▪ 53,653 sq. ft. gymnasium addition with volleyball and basketball courts, offices, locker rooms, and team meeting space, and a hall of fame.</li> </ul>
<b>Open Space</b>	<ul style="list-style-type: none"> <li>▪ 95% or 123 acres +/-</li> </ul>
<b>Pedestrian</b>	<ul style="list-style-type: none"> <li>▪ 8 ft. wide sidewalks with street trees, 22 ft. landscape strip and 15 ft. planting bed along Stadium Drive.</li> <li>▪ Arrival plaza and landscape courtyard with shade trees, benches, and planting beds.</li> </ul>
<b>Building</b>	<ul style="list-style-type: none"> <li>▪ Classical style compatible with existing Centennial Gym.</li> <li>▪ Approximately 40 ft. tall.</li> <li>▪ High-quality building materials such as brick, glass, metal, and pre-cast stone.</li> </ul>
<b>Traffic/Transit</b>	<ul style="list-style-type: none"> <li>▪ Site is accessible via West Braddock Road and North Quaker Lane.</li> <li>▪ DASH and Metro bus stops along West Braddock Road.</li> </ul>
<b>Parking</b>	<ul style="list-style-type: none"> <li>▪ 346 total on-site parking spaces, including 10 handicap spaces.</li> </ul>
<b>Environmental</b>	<ul style="list-style-type: none"> <li>▪ LEED-NC certification.</li> </ul>

## **II. PROJECT PROPOSAL**

Episcopal High School is requesting development special use permit approval for an expansion of the existing private school. In particular, the school plans to expand their existing gymnasium, Centennial Gym, with an approximately 54,000 square foot addition. Episcopal High School is located at 1200 North Quaker Road in the Seminary Hill area of the city. The gym expansion will be built between Centennial Gym and Flippin Field House.

## **III. BACKGROUND**

### **A. History**

Episcopal High School was founded in 1839 and opened its doors to 35 boys on an 80-acre campus. During the federal occupation of Alexandria from 1861 – 1866 the school was closed as it became a hospital for Federal troops during the Civil War. The school has since grown to approximately 430 students on a campus of 130 acres. In 1991 the school became coeducational and girls now make up approximately 45 percent of the student population.

### **B. Site and Surrounding Context**

Episcopal High School occupies one of the largest parcels in the city with much of it wooded and undeveloped. The school is located centrally within the Seminary Hill neighborhood bounded by West Braddock Road to the north; North Quaker Lane to the east; the Virginia Theological Center to the south; and some residential development and North Howard Street to the west.

The project site itself is located on the west side of campus, east of Stadium Drive, between the existing Flippin Field House and Centennial Gym, and in front of the existing bookstore/maintenance building. The site slopes down, away from Stadium Drive, approximately 12 ft. to the rear of the project site. The site is predominantly lawn; however several trees populate the front and rear of the project area, including a large 14-inch caliper oak tree that will be saved.

### **C. Project Description**

The proposal calls for the construction of an approximately 54,000 square foot addition to Centennial Gym. The addition will be located in what is now a courtyard and breezeway between Centennial Gym built in 1939 and Flippin Field House built in the 1960s. The addition will connect the two existing disparate buildings and create a new *front* to the school's athletic facilities with a gracious portico entry. The classically styled building will create a state-of-the-art facility that among other programmed spaces will include boys and girls team rooms and lockers, restrooms, storage, a lounge, and team meeting rooms on the lower level; offices, restrooms, a hall of fame, catering area, and gymnasium on the entry level; and a fitness and weight room on the upper level. The gymnasium is designed for a multitude of sports including basketball and volleyball and provides bleachers that will seat approximately 235 people.

Although much of the existing courtyard will be converted to the gym addition, the remaining portions in the front and rear of the site will be redesigned. The front will be formalized into a small arrival plaza for the entry into the addition. The rear portion of the existing courtyard will be a landscaped courtyard with trees, plantings, and benches.

The building is programmed to meet the school's desire to have a state of the art facility that will meet their athletic program's needs, serve as an amenity to their students, and entice potential recruits to enroll at the school. The gym addition is located between two existing buildings. The facilities are approximately 1,000 feet away from the nearest residence with a large vegetated buffer between them. The traffic circulation and parking for the use will be similar to what occurs today, and is further discussed below.

## **D. Previous Approvals**

Since 1954 the high school has received 16 special use permit or comparable approvals, with five approvals occurring since 2000. Recent projects have included a 34,000 square foot science building and two faculty homes. Below is a table of the previous approvals and their case numbers since 1954:

**Table # 1**  
**Previous Approvals**

- |  |   |
|--|---|
| ▪ 1954 – Addition to Existing Building –108                      | ▪ 1990 – Dormitory Building –2408                 |
| ▪ 1970 – Semi-Detached Dwelling –805                             | ▪ 1993 – Faculty Housing –2694                    |
| ▪ 1970 – Dormitory Building –815                                 | ▪ 1999 – Student Dormitory –99-0048               |
| ▪ 1971 – School Building –816                                    | ▪ 2000 – Fine Arts Center Addition –99-0064       |
| ▪ 1971 – Dormitory Building –836                                 | ▪ 2001 – Loop Road and Alumni Cottage – 2000-0050 |
| ▪ 1981 – Office Building (Admissions/Alumni) –1371               | ▪ 2001 – Alumni Cottage Amendment – 2001-0012     |
| ▪ 1986 – 3-Story Addition to Dormitory for Faculty Housing –1906 | ▪ 2003 – Science Center – 2003-0005               |
| ▪ 1989 – Athletic Facilities (Weight Room/Squash Courts) –2278   | ▪ 2005 – Faculty Homes – 2005-0079                |

#### IV. ZONING

The property is zoned R-20/Single-family, which is intended to provide and maintain land areas for low density residential neighborhoods in which single-family homes are the primary permitted use. Nonresidential uses of a noncommercial nature which are related to, supportive of and customarily found in such residential neighborhoods, such as a church or school, are permitted as a special use. A private school, according to City Code Section 3-103, requires approval of a special use permit.

**Table 2. Zoning Tabulations**

Property Address:	1200 North Quaker Lane	
Total Site Area:	130 acres or 5,662,800sq. ft.	
Zone:	R-20/Single-family	
Current Use:	Private School (with SUP)	
Proposed Use:	Private School (with SUP)	
	Permitted / Required	Proposed/Provided
<b>FAR</b>	0.25	0.01 (proposed addition) 0.10 (existing on campus) 0.11 (total proposed on campus)
<b>Yards*</b>		
Front Yard:	70 feet	691 feet
Rear Yard:	Minimum 25 feet, 1:1 ratio	739 feet
Side Yard:	Minimum 25 feet, 1:1 ratio	790 feet
<b>Height</b>	40 feet	40 feet
<b>Open Space</b>	N/A	123 acres +/-
<b>Parking</b>	1 space for 10 classroom seats	No new spaces required for the gym as no academic classrooms are being added
<b>Existing Parking</b>		
Compact:	0	No change
Standard:	336	No change
Handicapped:	10	No change
<i>Total:</i>	346	No change

*\*Yard requirements apply only to single family, two family, and townhouse dwellings.*

## **V. STAFF ANALYSIS**

### **A. Proposed Gymnasium Use**

Private schools are a special use because of the potential negative impacts associated with schools. These impacts, among others, can include concerns about traffic, lighting, noise and building mass and scale. Staff has carefully considered these issues with regard to the gymnasium addition. Unlike other special uses this project site is unique in that it located on a very large parcel of land with the campus located close to the center of the property. The addition will not be visible from any public streets because of its location which is at the core of the academic campus and imbedded between two existing athletic buildings. As such staff finds that the proposed gym expansion will not create any negative impacts on the surrounding community.

### **B. Master Plan**

One of the elements that was discussed as part of the most recent approval of the faculty housing in 2005 (DSUP#2005-0079), was the possibility of preparing a “Master Plan” for the development of the campus, to ensure that the City and the school could have a comprehensive understanding of upcoming development for the campus. In fact, a condition of the previous approval requires:

*“The applicant shall work with the City to establish a time schedule for the preparation of a Memorandum of Understanding that will address future development on the school grounds.”*

Subsequent to the approval or the faculty housing staff and the applicant had several meetings with the school and there was general discussion on the preparation of a “Master Plan” for the campus. However, as part of the requirement for a Master Plan, the applicant discussed the possibility of an umbrella special use permit for the entire campus, which would enable development to proceed according to the Master Plan to be processed by a building permit or site plan depending on the size of the proposal, rather than the development special use permit required for each building. Staff does not agree with this approach as it does not allow for as much staff and citizen input in the review process. Rather staff worked with the school on the preparation of a “roadmap” for future development (*see attachment # 1*) and guiding principles for new development, which include:

- Preserve Open Space
- Enhance the Tree Canopy
- Construct new buildings in the dense center of the campus
- Attain LEED certification for all new buildings

The school has worked in good faith with the City on the idea of providing a roadmap for future development which includes a time table and map of future development, while the City also retains the discretionary authority that all new development requires approval of a development special use permit.

### **C. Parking**

Parking is located on-site, throughout the campus. Since students are not permitted to have cars, the only cars on-site are owned by faculty and staff. There are a total of 346 parking spaces on campus, which is 1 space for every 10 seats in a classroom. Though the new gym will allow the school to host rotating athletic tournaments or other special events, the school has indicated that they do not intend on increasing the use of the gym by non-school related functions. During special athletic events, parking for the proposed facility is to take place at the surface parking lot north of Flippin Field House and along Stadium Drive. In the event additional overflow parking is needed the school will have parking guides that will direct motorists to temporarily marked parking areas located nearby. As such, the traffic patterns and trips generated will not change significantly with the addition to the gymnasium because the overwhelming majority of users of the gym are the students that live on campus. However, to ensure that overflow parking is properly managed staff is recommending a condition that a parking management plan for special events be created.

### **D. Building**

A challenge with the construction of the new gym was integrating the proposal with the existing Centennial gym which was constructed in 1939. The proposed gym respects the existing building by not altering its original form but rather connecting to the existing gym with an architectural hyphen which appropriately differentiates the existing building and new construction. The gym addition is designed in a neoclassical design with mass and scale which is compatible with the existing gymnasium.

The use of brick is an important element that links the addition to the existing buildings and creates a cohesive whole. Other quality materials and details proposed include a standing seam roof and slate roof, cast stone columns, cast stone coping and cornice details.

### **E. Pedestrian Improvements**

A large entry plaza will be created in front of the new gym addition with direct access to a new drop-off area and parking along the access drive. Handicapped access is integrated into the plaza to allow for access into the new building. A new brick sidewalk will be built parallel to the access drive tying into the existing network of sidewalks. Pedestrian improvements, including new handicapped access to the outdoor swimming pool are also a part of this project. The addition of street trees and other landscape plantings will improve the overall pedestrian experience and will help unify the school's athletic facilities.

### **F. Environmental Sustainability**

A number of trees will be removed as part of the project. However, the plan proposes to provide for a tree replacement ratio of more than one tree for each one that is removed. Staff is recommending that two trees be saved that are outside of the proposed footprint of the addition.

Additionally, one of the school's guiding principles for future development is seeking certification from the United States Green Building Council's Leadership in Energy and Environmental Design (LEED). The proposed gym addition will be LEED certified. Among other elements the following environmentally friendly efforts are proposed for this project:

- Use of recycled building materials
- Use of low emitting materials
- Waste management and recycling efforts during construction
- Optimized HVAC system

## **G. Community**

The project site is located within the boundaries of the Seminary Hill Association, Inc. civic association. The association positively received the proposal and did not deem a formal community meeting necessary. Members of the association met on-site with the school's headmaster to tour the site and discuss the proposal. Staff followed up with the president of the association, who expressed support for the project.

## **VI. CONCLUSION**

Staff recommends **approval** of the DSUP for the gymnasium addition subject to compliance with all applicable codes and the following recommended conditions.

Staff: Faroll Hamer, Director, Planning and Zoning;  
Jeffrey Farner, Deputy Director  
Dirk Geratz, AICP, Principal Planner, and  
Colleen Rafferty, Urban Planner, P&Z.



Figure 1: View of Addition and Arrival Plaza.

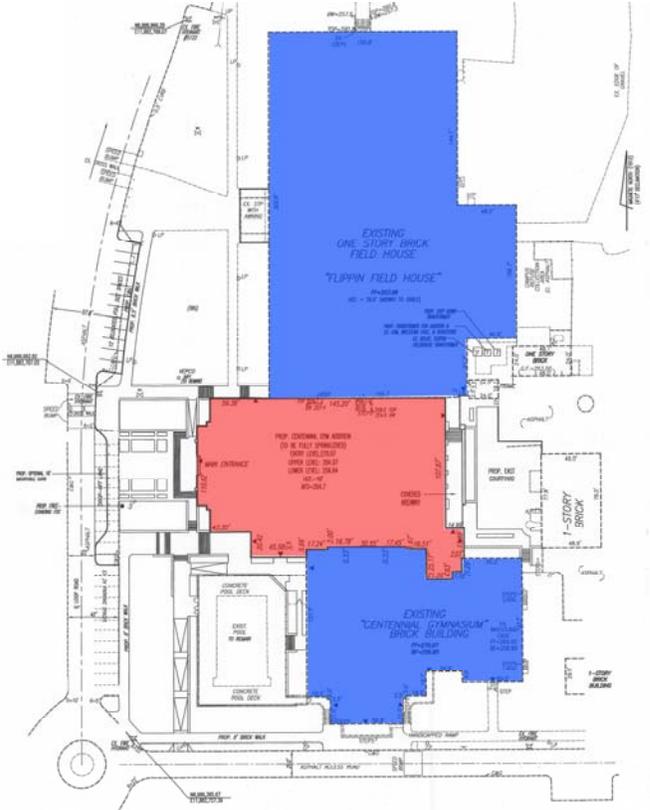


Figure 2: Site plan of gym addition (in red) between existing Centennial Gym (in blue below addition) and existing Flippin Fieldhouse (in blue above addition)

## **VII. STAFF RECOMMENDATIONS**

Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the following conditions:

*The following are conditions from the previous SUPs approved for this property:*

1. That the permit be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z) (SUP #2408 and #2278) (DSUP 99-0048) (DSUP#99-0064) (DSUP#00-0050) (DSUP#01-0012)
2. This special use permit shall supersede all previous special use permits and development special use permits for the subject property. (P&Z) (DSUP#00-0050)
3. Any inconsistencies between the various drawings shall be reconciled to the satisfaction of the Directors of P&Z and T&ES. (P&Z) (DSUP#99-0048) (DSUP#99-0064) (DSUP#00-0050)
4. The applicant shall maintain and preserve buffer and woodland areas along the frontage of Braddock Road and Quaker Lane as outlined in the “Memorandum of Understanding” dated October 3, 2003. (P&Z) (DSUP#2003-0005)
5. On the final site plan provide a detailed and complete zoning tabulation for the entire Episcopal site including previous special use permits with a brief description and the approval date. Tabulations shall also reflect the current number of students and employees at the site. (P&Z) (DSUP#99-0048) (DSUP#99-0064) (DSUP#00-0050)
6. Consult with the Crime Prevention Unit of Alexandria Police Department regarding security measures for the construction trailers. This is to be done prior to the commencement of construction. (Police) (DSUP#99-0048) (DSUP#99-0064) (DSUP#00-0050)
7. Consult with the Crime Prevention Unit of the Alexandria Police Department regarding security and locking hardware of the proposed building. This is to be completed prior to the beginning of construction. (Police) (DSUP#99-0048) (DSUP#99-0064) (DSUP#00-0050)
8. Low growing plants and shrubs shall exceed 3 feet in height when they have reached maturity. (Police) (DSUP#99-0048) (DSUP#99-0064) (DSUP#00-0050)
9. The applicant shall not allow metal detection to be conducted on the property, unless authorized by Alexandria Archaeology. The previous statement shall appear in the General Notes of the site plan so that on-site contractors are aware of the requirement. (Archaeology) (DSUP#99-0048) (DSUP#99-0064) (DSUP#00-0050)

*The following are conditions applicable specifically to this request and relate to the area disturbed by the gymnasium addition only:*

## **BUILDING**

10. The final architectural elevations shall be consistent with the level of quality and detail provided in the preliminary architectural elevations dated July 3, 2008. In addition, the applicant shall provide refinements to the satisfaction of the Director of P&Z that at a minimum include:
  - a. Details of the panel between the first and second floor window shall be provided at first final site plan submission.
  - b. Details depicting the screening and/or “green screen” for the two air-handling units and cooling tower planned on the one-story building east of Centennial Gym shall be provided at first final site plan submission.
  - c. Colored elevations shall be provided at first final site plan submission.
  - d. Colored elevations shall be revised to accurately depict the lawn areas in the entry plaza as provided on the site plan.
  - e. Samples of all materials and finishes shall be provided at the first final site plan.
  - f. A mock-up panel shall be constructed on-site prior to the commencement of any above-grade, vertical construction. (P&Z)
11. The applicant shall hire a LEED accredited professional as a member of the design and construction team. The proposed building shall achieve the points necessary under the U.S. Green Building Council’s system for LEED certification. The applicant shall achieve the seven (7) LEED Prerequisites and include at least 26 LEED points. The applicant shall submit a report verification that the elements to earn the above specified numbers of LEED points have been achieved prior to issuance of the last certificate of occupancy permit to the satisfaction of the Director of P&Z and T&ES.(T&ES)(P&Z)

## **LANDSCAPING – TREE PROTECTION:**

12. A landscape plan shall be provided with the final site plan. The plan shall use industry standard nomenclature, shall include the level of landscaping depicted on the preliminary landscape plan, and shall also at a minimum also provide the following submission to the satisfaction of the Directors of P&Z and RP&CA:
  - a. Be prepared and sealed by a Landscape Architect certified to practice in the Commonwealth of Virginia.
  - b. Provide an enhanced level of detail plantings throughout the site (in addition to street trees). Plantings shall include a simple mixture of seasonally variable, evergreen and deciduous shrubs, ornamental and shade trees, groundcovers and perennials that are horticulturally acclimatized to the Mid-Atlantic and Washington, DC National Capital Region.
  - c. Provide planting details for all Coordinate above and below grade site utilities, site furnishings, fences, architecture, lights, signs and site grading to avoid conflicts.

- d. Provide protection of existing vegetation in compliance with City of Alexandria Landscape Guidelines. Location and method for protection and preservation of existing trees shall be approved in-field by the City Arborist.
  - e. Provide details for all proposed conditions including street trees, multi-trunk trees, shrubs, perennials, and groundcovers.
  - f. The following modifications to the landscape plan and supporting drawings are required:
    - i. Depict FDCs and hose bibs on landscape plan.
    - ii. Provide material, finishes, and architectural details for all retaining walls, seat walls, and decorative walls. Design and construction of all walls shall be to the satisfaction of the Directors of Recreation, Parks & Cultural Activities, Planning & Zoning and Transportation & Environmental Services.
    - iii. Provide paving materials on all paved surfaces to the satisfaction of the Directors of Recreation, Parks & Cultural Activities, Planning & Zoning, Transportation & Environmental Services, and Code Enforcement.
    - iv. Provide details and dimensions for proposed pool fencing.
    - v. Provide planting plan for landscape courtyard.
    - vi. Show tree protection on demolition plan, erosion and sediment control plan, and landscape plan.
    - vii. Proposed entry plaza shall be brick. (RPCA) (P&Z)
13. The applicant shall implement the following tree protection measures to ensure the retention of the 24" Oak near the proposed arrival plaza and the 18" Japanese Maple in the proposed landscaped courtyard behind the addition. All proposed tree protection details shall be depicted on the final site plan and be provided throughout the construction process. The applicant shall employ an ISA certified Arborist to establish, develop and continually monitor a Preservation and Protection Plan. The Arborist shall be present when excavation is taking place near the tree preservation area. The Plan shall be developed to the satisfaction of the Directors of RP&CA, P&Z and T&ES prior to release of the Final Site Plan and shall comply with the following:
- a. Clearly identify project phasing and construction access. Identify all areas for storage of construction materials and equipment. Provide clear delineation of proposed phased development, including a narrative with timeline.
  - b. Indicate the location and method for protection and preservation of existing vegetation on all plan sheets including demolition, sediment and erosion control, site plan and landscape plan.
  - c. Tree protection area will be sited by a licensed surveyor and will remain in place through the course of construction.
  - d. When excavating within the proximity to the trees the initial method of excavation shall be by the Arborist approved method.
  - e. The applicant shall follow recommended horticultural practices to insure the health and vitality of the trees designated for protection prior to, during and after construction of the proposed buildings. In the event that trees which are to be protected are damaged or die, other than as the result of disease or natural causes, replacement trees measuring a minimum of 2½" in caliper shall be planted for

each inch of caliper that is lost, consistent with the City of Alexandria Landscape Guidelines. (P&Z) (RP&CA) (T&ES)

14. Provide a site irrigation/water management plan developed installed and maintained to the satisfaction of the Directors of Recreation, Parks & Cultural Activities, Planning & Zoning and Transportation & Environmental Services that includes the following:
  - a. Plan shall demonstrate that all parts of the site can be accessed by a combination of building mounted hose bibs and ground set hose connections.
  - b. Provide external water hose bibs on exposed facades of the building at a maximum spacing of 90 feet apart.
  - c. Hose bibs, ground set water connections must be fully accessible and not blocked by plantings, site utilities or other obstructions. (RPCA)

## **PARKING**

15. The applicant shall provide a parking management plan for the campus during special events such as sports tournaments involving use of Centennial Gym facilities. This plan should indicate where over flow parking will take place, how it will be delineated and how motorists will be directed to this parking. This plan shall be submitted for approval with the final site plan. (P&Z)

## **SITE PLAN**

16. The applicant shall submit a wall check to the Department of P&Z prior to the commencement of framing for the building(s). The wall check shall include the building footprint, as depicted in the approved final site plan, the top-of-slab elevation and the first floor elevation. The wall check shall be prepared and sealed by a registered engineer or surveyor, and shall be approved by the City prior to commencement of framing. (P&Z)
17. As part of the request for a certificate of occupancy permit, the applicant shall submit a height certification and a location survey for all site improvements to the Department of P&Z. The height certification and the location survey shall be prepared and sealed by a registered architect, engineer, or surveyor. The height certification shall state that the height was calculated based on all applicable provisions of the Zoning Ordinance. (P&Z)
18. The applicant shall identify a person who will serve as a liaison to the community throughout the duration of construction. The name and telephone number of this individual shall be provided in writing to residents, property managers, and business owners whose property abuts the site, and to the Directors of P&Z and T&ES. (P&Z)(T&ES)
19. A temporary informational sign shall be installed on the site prior to the approval of the final site plan for the project and shall be displayed until construction is complete 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)

20. Where applicable, the applicant shall install and maintain ADA accessible pedestrian ramps serving the gymnasium. (T&ES)
21. A Traffic Control Plan for construction detailing proposed controls to traffic movement, lane closures, construction entrances, haul routes, and storage and staging shall be submitted to the Director of T&ES along with the Permit Application. (T&ES)
22. All Traffic Control Device design plans, Work Zone Traffic Control plans, and Traffic Studies shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. (T&ES)
23. All private utilities shall be located outside of the public right-of-way and public utility easements. All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. Show all existing and proposed public and private utilities and easements and provide a descriptive narration of various utilities. (T&ES)
24. Provide a geotechnical report before the first final site plan, including recommendations from a geotechnical professional for proposed cut slopes and embankments. (T&ES)
25. All loudspeakers shall be prohibited from the exterior of the building and no amplified sounds shall be audible at the property line. (T&ES)
26. As applicable, the Applicant shall control odors and any other air pollution sources resulting from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Director of Transportation and Environmental Services. (T&ES)
27. As applicable, provide a lighting plan for the area of the site included in the gymnasium addition with the final site plan to verify that lighting meets City standards. The plan shall be to the satisfaction of the Directors of T&ES, P&Z, RP&CA in consultation with the Chief of Police and shall include the following (T&ES, P&Z, Police, and RP&CA):
  - a. Provide site lighting, including landscape lighting, pedestrian area, sign(s) and security lighting.
  - b. Clearly show location of all existing and proposed street lights and site lights, shading back less relevant information;
  - c. A lighting schedule that identifies each type and number of 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 existing and proposed light fixtures, including any existing street lights located on the opposite side(s) of all adjacent streets. Photometric calculations must extend from proposed building face(s) to property line and from property line to the opposite side(s) of all the adjacent streets and/or 20 feet beyond the property line on all adjacent properties, and right-of-way. Show existing and proposed street lights and site lights.

- f. Photometric site lighting plan shall be coordinated with architectural/building mounted lights, site lighting, street trees and street lights and minimize light spill onto adjacent residential areas, if applicable.
  - g. Provide location of conduit routing between site lighting fixtures so as to avoid conflicts with street trees.
  - h. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
  - i. The lighting for the areas not covered by the City of Alexandria' standards shall be designed to the satisfaction of Directors of T&ES and P&Z.
  - j. Provide numeric summary for various areas (i.e., roadway, walkway/ sidewalk, etc.) in the proposed development. (RPC&A) (T&ES)(P&Z) (Police)
28. The applicant shall prepare and submit a plan that delineates a detailed construction management plan for the entire project for review and approval by the Directors of P&Z, T&ES, and Code Enforcement prior to the release the final site plan. Before commencing any clearing or grading of the site, the applicant shall hold a meeting with notice to all adjoining property owners to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. (T&ES)
29. The applicant shall identify a person who will serve as liaison to the community throughout the duration of construction. The name and telephone number, including an emergency contact number, of this individual shall be provided in writing to residents, property managers and business owners whose property abuts the site and shall be placed on the project sign, to the satisfaction of the Directors of P&Z and T&ES. (T&ES)
30. Submit an approvable construction phasing plan to the satisfaction of the Director of T&ES, which will allow review, approval and partial release of final the site plan. In addition, building and construction permits required for site preconstruction shall be permitted prior to release of the final site plan to the satisfaction of the Direction of T&ES. (T&ES)
31. No major construction staging will be allowed from West Braddock Road and North Quaker Lane. Applicant to meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. (T&ES)
32. A "Certified Land Disturber" (CLD) shall be named in a letter to the Division Chief of C&I 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)
33. During the construction phase of this development, the site developer, their contractor, certified land disturber, or owner's other agent shall implement a waste and refuse control program. 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 Transportation and Environmental Services and Code Enforcement. All wastes shall be properly disposed offsite in accordance with all applicable federal, state and local laws. (T&ES)
34. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)
  35. Where applicable, show turning movements of standard vehicles in the parking lot spaces located in front of the gym. Turning movements shall meet AASHTO vehicular guidelines and shall be to the satisfaction of the Director of T&ES. (T&ES)
  36. No overhangs (decks, bays, columns, post or other obstructions) shall protrude into public easements, and pedestrian or vehicular travel ways. (T&ES)
  37. All private streets and alleys must comply with the City's Minimum Standards for Private Streets and Alleys. (T&ES)
  38. Where applicable, a pavement section for Emergency Vehicle Easements (EVE) to support H-20 loading shall be designed using California Bearing Ratio (CBR) determined through geotechnical investigation using Virginia Department of Transportation (VDOT) method (Vaswani Method) and standard material specifications or to the satisfaction of the Director of Transportation and Environmental Services. (T&ES)
  39. If the City's existing public infrastructure, including but not limited, to streets, alleyways, driveway aprons, sanitary and storm sewers, street lighting, traffic and pedestrian signals, sidewalks, curb and gutter, and storm water drop inlet structures are in a state of disrepair adjacent to the proposed development and/or 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)

## **STORMWATER**

40. In order to meet the requirements of the City of Alexandria Zoning Ordinance (AZO) Article XIII, the applicant shall prepare and submit an amended Stormwater Management Master Plan to the City of Alexandria for review and approval prior to the submission of the First Final Site Plan so as to design the improvements as per the approved Stormwater Management Master Plan. Drawdown tabulations where appropriate shall be provided for each drainage area. (T&ES)
41. All stormwater designs that require analysis of pressure hydraulic systems, including but not limited to the design of flow control structures and storm water flow conveyance systems, shall be signed and sealed by a professional engineer, registered in the Commonwealth of Virginia. The design of storm sewer shall include the adequate outfall, inlet, and hydraulic grade line (HGL) analyses that shall be completed to the satisfaction

- of the Director of T&ES. Provide appropriate reference and/or source used to complete these analyses. If applicable, the Director of T&ES may require resubmission of all plans that do not meet this standard. (T&ES)
42. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)
  43. The storm water collection system is located within the Taylor Run watershed. All on-site storm water curb inlets and public curb inlets within 50 feet of the property line shall be duly marked using standard City markers, or to the satisfaction of the Director of T&ES. (T&ES)
  44. The City of Alexandria's storm water management regulations regarding water quality are two-fold: first, phosphorus removal requirement and second, water quality volume default. Compliance with the phosphorus requirement does not relieve the applicant from the water quality default requirement. The water quality volume determined by the site's proposed impervious area shall be treated in a Best Management Practice (BMP) facility. (T&ES)
  45. Applicant shall provide original sizing of the wet pond and an accounting of all water quality volume from impervious areas flowing to it with Final 1. Should it be determined that the pond can not provide sufficient phosphorous removal for the drainage area or treatment of the default water quality volume, then an additional BMP shall be provided to meet the requirements of Article XIII. (T&ES)
  46. Provide BMP narrative and complete pre and post development drainage maps that include areas outside that contribute surface runoff from beyond project boundaries to include adequate topographic information, locations of existing and proposed storm drainage systems affected by the development, all proposed BMPs and a completed Worksheet A or B and Worksheet C, as applicable. (T&ES)
  47. The storm water Best Management Practices (BMPs) required for this project shall be constructed and installed under the direct supervision of the design professional or his designated representative. Prior to release of the performance bond, the design professional shall submit a written certification to the Director of T&ES that the BMPs are:
    - a. Constructed and installed as designed and in accordance with the approved Final Site Plan.
    - b. Clean and free of debris, soil, and litter by either having been installed or brought into service after the site was stabilized. (T&ES)
  48. Surface-installed storm water 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)

49. The Applicant shall submit a storm water quality BMP Maintenance Agreement with the City to be reviewed as part of the Final #2 Plan. It must be executed and recorded with the Land Records Division of Alexandria Circuit Court prior to approval of the final site plan. (T&ES)
50. Prior to release of the performance bond, a copy of the Operation and Maintenance Manual shall be submitted to the Division of Environmental Quality on digital media. (T&ES)
51. Prior to release of the performance bond, the Applicant is required to submit a certification by a qualified professional to the satisfaction of the Director of T&ES that any existing storm water management facilities adjacent to the project and associated conveyance systems were not adversely affected by construction operations and that they are functioning as designed and are unaffected by construction activities. If maintenance of the facility or systems were required in order to make this certification, provide a description of the maintenance measures performed. (T&ES)

## **ARCHAEOLOGY**

52. The statements in archaeology conditions below shall appear in the General Notes of all site plans and on all site plan sheets that involve demolition or ground disturbance (including Demolition, Basement/Foundation Plan, Erosion and Sediment Control, Grading, Landscaping, Utilities, and Sheeting and Shoring) so that on-site contractors are aware of the requirements:
  - a. All required archaeological preservation measures shall be completed prior to ground-disturbing activities (such as coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping and other excavations as defined in Section 2-151 of the Zoning Ordinance) or a Resource Management Plan must be in place to recover significant resources in concert with construction activities. To confirm, call Alexandria Archaeology at (703) 838-4399.
  - b. The applicant/developer shall call Alexandria Archaeology immediately (703-838-4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the area of the discovery until a City archaeologist comes to the site and records the finds.
  - c. The applicant/developer shall not allow any metal detection to be conducted on the property, unless authorized by Alexandria Archaeology.

## **CITY DEPARTMENT CODE COMMENTS**

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

### **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 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-3 The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)
- F-4 Include all symbols, abbreviations, and line types in the legend. (T&ES)
- F-5 All storm sewers shall be constructed to the City of Alexandria standards and specifications. The minimum diameter for storm sewers shall be 18-inches in the public Right of Way (ROW) and the minimum size storm sewer catch basin lead shall be 15". The acceptable pipe material will be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 or Reinforced Concrete Pipe (RCP) ASTM C-76 Class IV. For roof drainage system, Polyvinyl Chloride (PVC) ASTM 3034-77 SDR 35 and ASTM 1785-76 Schedule 40 pipes will be acceptable. The acceptable minimum and maximum velocities will be 2.5 fps and 15 fps, respectively. The storm sewers immediately upstream of the first manhole in the public Right of Way shall be owned and maintained privately (i.e., all storm drains not shown within an easement or in a public Right of Way shall be owned and maintained privately). (T&ES)
- F-6 All sanitary sewers shall be constructed to the City of Alexandria standards and specifications. The minimum diameter of sanitary sewers shall be 10" in the public Right of Way and sanitary lateral 6". The acceptable pipe materials will be Polyvinyl Chloride (PVC) ASTM 3034-77 SDR 35, ASTM 1785-76 Schedule 40, Ductile Iron

Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52, or reinforced concrete pipe ASTM C-76 Class IV (For 12" or larger diameters); however, RCP C-76 Class III pipe may be acceptable on private properties. The acceptable minimum and maximum velocities will be 2.5 fps and 10 fps, respectively. Lateral 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-7 Lateral Separation of Sewers and Water Mains: A horizontal separation of 10' (edge to edge) shall be provided between a storm or sanitary sewer and a water line; however, if this horizontal separation cannot be achieved then the sewer and water main shall be installed in separate trenches and the bottom of the water main shall be at least 18" above of the top of the sewer. If both the horizontal and vertical separations cannot be achieved then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 and pressure tested in place without leakage prior to installation.
- F-8 Maintenance of Vertical Separation for Crossing Water Main Over and Under a Sewer: When a water main over crosses or under crosses a sewer then the vertical separation between the bottom of one (i.e., sewer or water main) to the top of the other (water main or sewer) shall be at least 18"; however, if this cannot be achieved then both the water main and the sewer shall be constructed of Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 with joints that are equivalent to water main standards for a distance of 10 feet on each side of the point of crossing. A section of water main pipe shall be centered at the point of crossing and the pipes shall be pressure tested in place without leakage prior to installation. Sewers crossing over the water main shall have adequate structural support (concrete pier support and/or concrete encasement) to prevent damage to the water main. Sanitary sewers under creeks and storm sewer pipe crossings with less than 6" clearance shall be encased in concrete.
- F-9 No pipe shall pass through or come in contact with any part of 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.
- F-10 Crossing Existing or Proposed Utilities: Underground telephone, cable T.V., gas, and electrical duct banks shall be crossed maintaining a minimum of 12" of separation or clearance with water main, sanitary, or storm sewers. If this separation cannot be achieved then the sewer pipe material shall be Ductile Iron Pipe (DIP) AWWA C-151 (ANSI A21.51) Class 52 and pressure tested in place without leakage prior to installation. 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.
- F-11 The rip rap shall be designed as per the requirements of Virginia Erosion and Sediment Control Handbook, Latest Edition.

- 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.
- F-13 The applicant shall provide a transportation study that examines the impacts of proposed development on pedestrian, transit and vehicular traffic.
- C-1 Per the requirements of the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a drainage study and adequate outfall analysis for the total drainage area to the receiving sewer that serves the site. If the existing storm system is determined to be inadequate then the applicant shall design and build on-site or off-site improvements to discharge to an adequate outfall; even if the post development storm water flow from the site is reduced from the pre-development flow. The Plan shall demonstrate to the satisfaction of the Director of T&ES that a non-erosive stormwater outfall is present. (T&ES)
- C-2 Per the requirements of the City of Alexandria Zoning Ordinance (AZO) Article XIII, the applicant shall comply with the peak flow requirements and prepare a Stormwater Management Plan so that from the site, the post-development peak runoff rate from a two-year storm and a ten-year storm, considered individually, shall not exceed their respective predevelopment rates. If combined uncontrolled and controlled stormwater outfall is proposed, the peak flow requirements of the Zoning Ordinance shall be met. If the project site lies within the Braddock-West watershed then the applicant shall provide an additional 10% storage of the pre-development flows in this watershed to meet detention requirements. (T&ES)
- C-3 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer outfall as per the requirements of Memorandum to the industry on Downspouts, Foundation Drains, and Sump Pumps, Dated June 18, 2004 that is available on the City of Alexandria's web site. The downspouts and sump pump discharges shall be piped to the storm sewer outfall, where applicable after treating for water quality as per the requirements of Article XIII of Alexandria Zoning Ordinance (AZO). (T&ES)
- C-4 In compliance with the City of Alexandria Zoning Ordinance Article XI, the applicant shall complete a sanitary sewer adequate outfall analysis as per the requirements of Memorandum to Industry No. 02-07 New Sanitary Sewer Connection and Adequate Outfall Analysis dated June 1, 2007. (T&ES)
- C-5 Americans with Disability Act (ADA) ramps shall comply with the requirements of Memorandum to Industry No. 03-07 on Accessible Curb Ramps dated August 2, 2007 with truncated domes on the end of the ramp with contrasting color from the rest of the ramp. A copy of this Memorandum is available on the City of Alexandria website. (T&ES)
- C-6 Solid Waste and Recycling Condition: The applicant shall provide storage space for solid waste and recyclable 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 a trash truck. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: [www.alexandriava.gov](http://www.alexandriava.gov) or contact the City's Solid Waste Division at 703-519-3486 ext.132. (T&ES)

- C-7 The applicant shall be responsible to deliver the 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-8 The applicants will be required to submit a Recycling Implementation Plan form to the Solid Waste Division, as outlined in Article H to Title 5 (Ordinance Number 4438), which requires all commercial properties to recycle. (T&ES)
- C-9 Bond for the public improvements must be posted prior to release of the plan. (T&ES)
- C-10 The sewer tap fee must be paid prior to release of the plan. (T&ES)
- C-11 All easements and/or dedications must be recorded prior to release of the plan. (T&ES)
- C-12 Plans and profiles of utilities and roads in public easements and/or public Right of Way must be approved prior to release of the plan. (T&ES)
- C-13 All drainage facilities must be designed to the satisfaction of T&ES. Drainage divide maps and computations must be provided for approval. (T&ES)
- C-14 All utilities serving this site shall be placed underground. (T&ES)
- C-15 Provide a phased erosion and sediment control plan consistent with grading and construction plan. (T&ES)
- C-16 Per the Memorandum To Industry, dated July 20, 2005, the applicant is advised regarding a requirement that applicants provide as-built sewer data as part of the final as-built process. Upon consultation with engineering firms, it has been determined that initial site survey work and plans will need to be prepared using Virginia State Plane (North Zone) coordinates based on NAD 83 and NAVD 88. Control points/Benchmarks which were used to establish these coordinates should be referenced on the plans. To insure that this requirement is achieved, the applicant is requested to prepare plans in this format including initial site survey work if necessary. (T&ES)
- C-17 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.
- C-18 The applicant must comply with the Article XIII of the City of Alexandria Zoning Ordinance, which includes requirements for storm water pollutant load reduction, treatment of the water quality volume default, and storm water quantity management.

- C-19 The applicant must comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. This includes naming a Responsible Land Disturber on the Erosion and Sediment Control sheets prior to engaging in land disturbing activities in accordance with Virginia Erosion and Sediment Control Law.
- C-20 All required permits from Virginia Department of Environmental Quality, Environmental Protection Agency, Army Corps of Engineers, Virginia Marine Resources must be in place for all project construction and mitigation work prior to release of the final site plan. This includes the state requirement for a VSMP permit for land disturbing activities greater than 2500 SF.

### **CODE ENFORCEMENT**

- F-1 Accessible parking spaces shall be located on the shortest accessible route of travel from adjacent parking to an accessible building entrance. **Condition met.**
- F-2 Applicant shall provide 1 accessible parking space according to the Uniform Statewide Building Code (USBC). 1-25 spaces require -1 accessible parking space. **Condition met.**
- F-3 Prior to the issuance of a demolition permit or land disturbance permit, a rodent abatement plan shall be submitted to Code Enforcement that will outline the steps that will taken to prevent the spread of rodents from the construction site to the surrounding community and sewers. **Applicant has no response to this code requirement.**

### **ARCHAEOLOGY**

- F-4 Civil War period maps indicate that a corral was present on the southern end of this block. By 1877, the G.M. Hopkins map shows that the block was sub-divided into small lots, but no houses were built yet. Although the Civil War facility did not extend into the current development area, there is a possibility that some evidence of Civil War activity could be found on this property.

**REPORT ATTACHMENTS  
AVAILABLE IN THE PLANNING AND ZONING OFFICE**