



DEPARTMENT OF PLANNING AND ZONING

Sent via E-mail

June 5, 2015

M. Catherine Puskar
Walsh, Colucci, Lubeley, Emrich & Walsh, P.C
2200 Clarendon Boulevard, 13th Floor
Arlington, VA 22201-3359

Re: DSUP #2015-0002
EZ Storage – 3640 Wheeler Avenue
Completeness Review

Dear Ms. Puskar:

This letter serves to inform you that City staff has completed review of the Completeness Plan submitted for the above referenced project. The plan set has been deemed incomplete. The attached comments are based upon the submitted Completeness Plan, sealed May 13, 2015.

The next step will be a Verification of Completeness Preliminary Plan submission, based on the Preliminary checklist. The application needs to be submitted by June 12th. This deadline must be met in order for you to be scheduled for the September Planning Commission and City Council hearings. Please incorporate Historic Preservation revisions in this submittal.

Please include a response letter addressing the comments below, a completed checklist, all materials identified in the checklist and all information requested by staff with the next submission.

In the event you have any questions, or desire a meeting to discuss the comments, please feel free to contact me at 703-746-3812 or at patricia.escher@alexandriava.gov.

Regards,

Pat Escher, AICP
Urban Planner, Development Division

cc: Rob Kerns, Development Division Chief, P&Z
Ryan Price, Urban Planner, P&Z Development
Shanna Austin, Site Plan Coordinator, T&ES

PLANNING AND ZONING

Development

1. Cover Sheet
 - a. Applications and Modification Section
 - i. Remove “To Yard Requirement” in the first description and place it under the modification section. Indicate which yard is being modified and pursuant to what section of the zoning ordinance.
 - ii. Indicate that the parking reduction is SUP.
 - iii. Add a modification to the landscape section of the zoning ordinance for not having 1 planting island where you have 14 contiguous parking spaces.
 - iv. Coordinate the gross square footage. Totals for both buildings do not match the total provide in line 6.
2. Under the Zoning tabs indicate that a SUP allows for up to 1.25 Floor Area Ratio.
3. Provide requested documentation for similar facilities with like parking ratios.

Architecture Comments

4. Label/clarify the SG notation on the plans.
5. No signage is permitted on the building’s eastern façade.

Landscape Comments

6. Replace Ginkgo biloba street trees with Quercus phello; similar to the adjacent property.
7. Four shrubs next to the historic building are not labeled.

Future Condition:

8. Applicant shall work with the City to provide a cohesive sidewalk design transiting from the adjacent police facility.

Zoning

Previous Comments

- C-1 Applicant must submit FAR calculation form that corresponds to the provide floor plans (as shown on sheet A-4) with all deductions shows per floor for the main and accessory building. Area under proposed canopy must be included in the FAR calculation.

Completed.

- C-2 Maximum building height in the Industrial zone is 50’.
- 1) Building height must be taken from the average finished grade per section 2-154 of the zoning ordinance. Indicate average finished grade on the elevations sheets.

As noted in response height is being taken from average finished grade, but location of average finished grade is not shown on elevations.

- 2) Section 2-154(D) states that in the case of a flat roof with a parapet wall which is three feet in height or less, the highest point shall be the roof line. Therefore, in instances where the parapet is taller than 3', the building height shall be the top of the parapet wall. All proposed parapet walls exceed 3', resulting in areas of the building where the height measured to the top of the parapet wall exceeds 50' and does not comply with zoning.

Corrected.

C-3 Staff cannot determine zoning compliance for proposed signs. Applicant must address the following issues related to signs:

- 1) Portions of the proposed sign is located above the roofline. Rooftop signs are not permitted.
- 2) Applicant must submit dimensions of all proposed signs and building widths for all elevations where signs are proposed.
- 3) Lighted signs facing and in close proximity to land zoned for residential use shall not be illuminated between 10:30 p.m. and 6:30 a.m. Such signs shall be constructed so that the lighting elements are shielded from view of the residential zone by nontransparent or translucent material or other means designed to eliminate glare.

Completed.

F-1 The zone transition setback will apply to the RA zoned property across the street. The applicant is currently proposing 54' to the zone line change, which based on the maximum allowable building height of 50' will comply.

Information only.

New Comment

C-4 Bottom of proposed hanging sign must be at least 8' above the sidewalk.

TRANSPORTATION AND ENVIRONMENTAL SERVICES

The plan is deemed INCOMPLETE.

Findings:

9. Transit has no comments on this submission.

Recommendations (Completeness items that must be addressed with the next submission):

10. Per previous comment, comparable parking data must be included with the next submission to support the parking reduction. Staff recognizes and is encouraged by the reduction in parking presented. (Transportation Planning/Transportation)
11. Sheets 5 and 6: In continuation of response to previous Comment #21, provide delineation of the watershed in which the proposed site is located and match the 'Outfall Narrative' with watershed delineation. The information provided by Staff may be used by the submitting engineer to complete the adequate outfall analysis. The comment was not only calling out the watershed in the narrative. (I-ROW)
12. In continuation of response to previous Comment #19, provide conceptual undergrounding of the primary and secondary power lines in the next submission. Show the poles to be undergrounded and not to be undergrounded. What is the justification for not undergrounding two poles? (I-ROW)
13. Sheet 3 and 4: In continuation of response to previous Comment #14, call out the curb cuts to be removed on the existing conditions sheet or on a new 'Demolition Sheet'. (I-ROW)
14. Various Sheets: For all storm and sanitary sewer pipes provide length, size, class, and slope of pipe in plan views. (I-ROW)

Recommendations (Non-completeness items that should be addressed with the next submission):

15. Sheet 5 of 7: 'Level Spreader Detail', provide longitudinal section and cross-section of the level spreader with all the dimensions called out on the detail. (I-ROW)

Future Conditions:

16. The applicant is reminded that the required Major Water Quality Impact Assessment (WQIA) must include a replanting schedule per Sec. 13-117(D)(3). The final WQIA must be certified by a PE and a qualified environmental scientist. (Storm)
17. The plan will need to submit a SWPPP for coverage under the VPDES Construction General Permit. (Storm)

AlexRenew Comments:

18. ARenew has no comments on this submission.

VAWC Comments:

19. We only have one domestic service record to address 3630 Wheeler Ave (see enclosed screen shot). We do not have a fire line record that serve existing FH inside job yard. Is this FH still active now? Is it to be reused, or to be abandoned?



OFFICE OF HOUSING

20. The applicant should be aware that the City’s Affordable Housing Contribution Work Group (AHCWG) recommended new voluntary contribution rates in October 2013. City Council received the AHCWG report in December of 2013. The voluntary contribution formula rates for 2015 are provided in the table below. Please contact the Office of Housing to discuss a contribution for affordable housing.

Development Category	2015 \$/Sq. Ft Rates*
Non-Residential	\$1.89
Tier 1 Residential	\$2.51
Tier 2 Residential	\$5.03
* Adjusted annually by the CPI-U Housing for the Baltimore Washington Metro Area	

RECREATION, PARKS AND CULTURAL ACTIVITIES

21. Per the City’s Public Art Policy, the applicant shall provide a monetary contribution at a rate of \$.30 per gross square foot (with a maximum contribution of \$75,000 per building) to be used toward city-acquired public art within the Small Area Plan planning area. *****(P&Z) (RP&CA)

ARCHAEOLOGY

Archaeology deems this plan complete

**The applicant has indicated that they will comply with all Archaeology conditions listed below.*

Open Space and Landscaping

22. Hire a professional consultant to work with staff and the landscape designers to incorporate and interpret elements of the historical character and archaeological findings into the design of the open space and to prepare interpretive elements, which shall be erected as part of the development project. The site plan shall indicate themes and locations of interpretive elements. Prior to release of the final site plan, the consultant shall provide text and graphics for the signage subject to approval by the Office of Historic Alexandria/Alexandria Archaeology and the Directors of P&Z and/or RP&CA.*
(Arch)(P&Z)(RP&CA)

Signage

23. Design and develop a coordinated sign plan, which includes a color palette, for all proposed signage, including, but not limited to site-related signs, way-finding graphics, business signs, and interpretive signage that highlights the history and archaeology of the site. The plan shall be included as part of the Final Site Plan and shall coordinate the location, scale, massing and character of all proposed signage to the satisfaction of the Directors of Archaeology, P&Z, and/or RP&CA, and T&ES.*

Archaeology Comments

24. Hire an archaeological consultant to complete a Documentary Study and an Archaeological Evaluation. If significant resources are discovered, the consultant shall complete a Resource Management Plan, as outlined in the City of Alexandria Archaeological Standards. Preservation measures presented in the Resource Management Plan, as approved by the City Archaeologist, will be implemented.
(Archaeology)
25. The Final Site Plan, Grading Plan, or any other permits involving ground disturbing activities (such as coring, grading, filling, vegetation removal, undergrounding utilities, pile driving, landscaping and other excavations as defined in Section 2-151 of the Zoning Ordinance) shall not be released until the City archaeologist confirms that all archaeological field work has been completed or that an approved Resource Management Plan is in place to recover significant resources in concert with construction activities. *
(Archaeology)
26. Call Alexandria Archaeology (703/746-4399) two weeks before the starting date of any ground disturbance so that an inspection or monitoring schedule for city archaeologists

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

27. Call Alexandria Archaeology immediately (703-746-4399) if any buried structural remains (wall foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are discovered during development. Work must cease in the area of the discovery until a City archaeologist comes to the site and records the finds. The language noted above shall be included on all final site plan sheets involving any ground disturbing activities. (Archaeology)
28. 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)
29. Certificates of Occupancy shall not be issued for this property until interpretive elements have been constructed, interpretive markers have been erected, and the final archaeological report has been received and approved by the City Archaeologist.*** (Archaeology)

Archaeology Findings

F-1 Historic Brown's Mill is located on the property, only one of two mills standing in Alexandria. It was built by either William Hartshorne or George Gilpin between 1776 and 1812 and was known simply as a "water grist mill." The mill operated into at least the late 19th century and was known at various times as "Phoenix Mill," "Old Dominion Mill" and "Brown's Mill." In addition, this land is just north of Cameron Run and near the location of a tributary stream. Prehistoric sites have been found in Alexandria in similar environments. The property therefore has potential to contain archaeological resources that could provide insight into Native American life prior to European contact and into nineteenth and twentieth-century mill activities.

F-2 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.

Code

C-1 All required archaeological preservation measures shall be completed in compliance with Section 11-411 of the Zoning Ordinance.

CODE ADMINISTRATION

“C”=CODE REQUIREMENT, “F”= FINDING

Plan Review

- F-1 The following comments are for site plan review only. Once the applicant has filed for a building permit and additional information has been provided, code requirements will be based upon the building permit plans and the additional information submitted. If there are any questions, the applicant may contact Charles Cooper, Plan Review Division at Charles.cooper@alexandriava.gov or 703-746-4197.
- C-1 Building and trades permits are required for this project. Five sets of *construction documents* that fully detail the construction as well as layout and schematics of the mechanical, electrical, and plumbing systems shall accompany the permit application(s). The building official shall be notified in writing by the owner if the registered design professional in the responsible charge is changed or is unable to continue to perform the duties.
- C-2 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-3 A soils report must be submitted with the building permit application.
- C-4 A Certificate of Occupancy is required prior to occupancy.
- C-5 Required means of egress shall be maintained at all times during construction, demolition, remodeling or alterations and additions to any building.
- C-6 Waste materials shall be removed in a manner which prevents injury or damage to persons, adjoining properties and public rights-of-way.
- C-7 A wall location plat prepared by a land surveyor is required to be approved by the zoning department prior to requesting a framing inspection.
- C-9 Fire separation requirements shall meet the current edition of the building code
- C-10 Provisions shall be made to prevent the accumulation of water or damage to any foundation on the premises or adjoining property.
- C-11 Construction equipment and materials shall be stored and placed so as not to endanger the public, the workers or adjoining property for the duration of the construction project, materials and equipment shall not be placed or stored so as to obstruct access to fire hydrants, standpipes, fire or police alarm boxes, catch basins or manholes,

- C-12 During Construction, Buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible for the street or road fronting the property.
- C-13 Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection shall be provided for footings, foundations, party walls, chimneys, skylights and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities. The person making or causing an excavation to be made shall provide written notice to the owners of adjoining buildings advising them that the excavation is to be made and that the adjoining buildings should be protected. Said notification shall be delivered not less than 10 days prior to the scheduled starting date of the excavation.
- C-14 Waste materials shall be removed in a manner which prevents injury or damage to persons adjoining properties and public right-of-way.
- C-15 All structures under construction, alteration or demolition shall be provided with no less than one approved portable fire extinguisher and sized for not less than ordinary hazard as follows:
1. at each stairway on all floor levels where combustible materials have accumulated.
 2. in every storage and construction shed.
 3. Additional portable fire extinguishers shall be provided where special hazards exist, such as the storage and use of flammable and combustible liquids.
- C-16 An approved water supply for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site.

FIRE DEPARTMENT

- F-1 The following comments are for completeness review only. Additional comments may be forthcoming once the applicant provides supplemental information for review. Please direct any questions to Maurice Jones at 703-746-4256 or maurice.jones@alexandriava.gov.

Previously acknowledged by applicant.

- F-2 Plans should show location of all existing fire hydrants in and around site and existing fire department connections so that a determination can be made regarding the impact of construction and the ability of the fire department to provide a water supply.

Applicant has shown existing fire hydrants.

- F-3 All new fire hydrants on property shall be City owned and maintained with the appropriate easements granted to the City for access, inspection, testing, maintenance, and service. This will be evaluated on a case by case basis.

Applicant indicates that no new hydrants will be installed.

- C-1 The applicant shall provide a separate Fire Service Plan which illustrates **where applicable:** a) emergency ingress/egress routes to the site; b) one fire department connection (FDC) for buildings under 5 stories or 55 feet or two sufficiently remote FDC's for buildings over 5 stories or 55 feet; c) all existing and proposed fire hydrants where fire hydrants are located between forty (40) and one hundred (100) feet of each required FDC; d) on site fire hydrants spaced with a maximum distance of three hundred (300) feet between hydrants and the most remote point of vehicular access on site; e) emergency vehicle easements (EVE) around the building with a minimum width of twenty-two (22) feet; f) the location and size of the separate fire line(s) for the building fire service connection and fire hydrants.

a) Applicant has provided requested information.

b) Applicant has provided one FDC as required.

c) Applicant has provided requested information.

d) Applicant has provided requested information.

e) Applicant has provided requested information.

f) Applicant has provided requested information.

- C-2 The applicant 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) floor area per floor; e) fire protection plan. This information will determine if item C-3 requirements apply.

Applicant has provided requested information.

- ~~C-3 If building or structure is over 50 feet in height, it is required to have ladder truck access to 48% perimeter of the buildings by public roads or recorded emergency vehicle easements (EVE). For a building face to be considered accessible by a ladder truck the curb line shall be at least 15 feet and no more than 30 feet from the face of the building. Alternatives that demonstrate equivalency to this requirement will be considered on a case by case basis. Equivalency may be demonstrated through methods outlined in the City Fire Prevention Code Appendix D. All elevated structures used for this purpose shall be designed to AASHTO HS-20 loadings.~~

This item does not apply to this facility as it is less than 50 feet.

- C-4 The applicant shall provide two wet stamped copies of the fire flow analysis performed by a certified licensed fire protection engineer to assure adequate water supply for the structure being considered. The three copies shall be submitted to Alexandria Fire Department, Fire Prevention, C/O A. Maurice Jones, Jr. 900 Second Street, Alexandria, Va. 22314.

Applicant indicates information will be provided under separate cover.

- C-5 A Knox Box Rapid Entry key access system shall be installed to facilitate building entry by fire department personnel during an emergency. The size and number of Knox Boxes, number of key sets, and required keys or access devices shall be determined by Alexandria Fire Department personnel.

Acknowledged by applicant.

- C-6 The proposed security gates shall be equipped with an override system that opens the gates in the event of a power failure, activation of a yelp siren, or through the use of a Knox Box key. These features shall be designed and installed to the satisfaction of the Alexandria Fire Department Operations and Fire Prevention and Life Safety Sections.

Acknowledged by applicant.

- C-7 The applicant of any building or structure constructed in excess of 10,000 square feet; any building or structure which constructs an addition in excess of 10,000 square feet; or any building where there is a level below grade shall contact the City of Alexandria Radio Communications Manager in the Department of Emergency Communications prior to submission of a final site plan. The proposed project shall be reviewed for compliance with the radio requirements of the City of Alexandria to the satisfaction of the City of Alexandria Radio Communications Manager prior to site plan approval. Such buildings and structures shall meet the following conditions:

- a) The building or structure shall be designed to support a frequency range between 806 to 824 MHz and 850 to 869 MHz.
- b) The building or structure design shall support a minimal signal transmission strength of -95 dBm within 90 percent of each floor area.
- c) The building or structure design shall support a minimal signal reception strength of -95 dBm received from the radio system when transmitted from within 90 percent of each floor area.
- d) Areas deemed critical by the City of Alexandria, such as fire control rooms, exit stairways, and exit passageways shall provide 99 percent coverage exceeding -95 dbm when transmitting or receiving.
- e) The building or structure shall be tested annually for compliance with City radio communication requirements to the satisfaction of the Radio Communications Manager. A report shall be filed annually with the Radio Communications Manager which reports the test findings.

If the building or structure fails to meet the above criteria, the applicant shall install to the satisfaction of the Radio Communications Manager such acceptable amplification systems incorporated into the building design which can aid in meeting the above requirements. Examples of such equipment are either a radiating cable system or an FCC approved type bi-directional amplifier. A bi-directional amplifier or other powered equipment must consist of two power sources:

- a) Primary Source: Dedicated branch circuit.
- b) Secondary Source: Battery backup capable of powering the system for 12 hours at 100 percent capacity.

Final testing and acceptance of amplification systems shall be reviewed and approved by the Radio Communications Manager.

Acknowledged by applicant.

- C-8 The final site plans shall show placement of emergency vehicle easement signs. See sign detail and placement requirements are as follows:

Emergency vehicle easements shall be a minimum of 22 feet across the travel lane. The emergency vehicle easement shall provide access to strategic areas of the building and fire protection systems. Curbing and street components shall conform to the standards established by Transportation and Environmental Services and this document for emergency vehicle easements.

Emergency vehicle easement signs shall be metal construction, 12-inches wide and 18 inches in height. Provide red letters on reflective white background with a 3/8-inch red trim strip around the entire outer edge of the sign. The lettering shall say "NO PARKING," "EMERGENCY VEHICLE EASEMENT," "EM. VEH. EAS.," and "City of Alex.," Lettering size shall be as follows: "NO PARKING" - 2 inches, "EMERGENCY VEHICLE EASEMENT" - 2½ inches. EM. VEH. EAS. - 1 inch, CITY OF ALEX. - ½ inch. Directional Arrows - 1 inch by 6 inches solid shaft with solid head - 1½ inches wide and 2 inches deep (For examples, see Figures D102.1, D102.2, and D102.3). Signs shall be mounted with the bottom of the sign 7 feet above the roadway, and shall be properly attached to a signpost or other approved structure such as designated by the fire official. Posts for signs, when required, shall be metal and securely mounted. Signs shall be parallel to the direction of vehicle travel and posted so the directional arrows clearly show the boundaries and limits of the Emergency Vehicle Easement. In areas where emergency vehicle easements involve two-way traffic, double mounted signs shall be provided. The maximum distance between signs shall be 100 feet. Other special signs or modifications to emergency vehicle easement signs shall be approved by the fire official.

Where curbing is a component of the emergency vehicle easement, the curbing construction shall conform to weight and grade requirements for vehicular traffic. In no circumstances shall a raised curb be located in the path of travel in an emergency vehicle easement. Where a mountable curb is provided as part of an emergency vehicle easement, emergency vehicle easement signs shall be posted at the point nearest the edge of the emergency vehicle easement, but in no case within the clear width of the emergency vehicle easement.





Acknowledged by applicant.

C-9 Show fire apparatus vehicle turning radius based on the following specifications:

Tower 203 Turning Specifications

- Turning Radius – Wall to Wall = 54.98 feet + / - 2 feet
Curb to Curb = 51.33 feet + / - 2 feet
Inside turning radius = 37.73 feet + / - 2 feet
- Overall Length – 47' – 4 1/2"
- Overall Width – 98"
- Wheel Bases from front axle to both rear axles – 240"
- Tandem axle spacing – 56" CL of axle to CL of axle
- Gross Weight – As built with no equipment or water gross weight = 66,000#
- Angle of Approach – 13 Degrees
- Angle of Departure – 11 degrees
- Ramp Break Over – Break over angle is 9°

Provided by applicant.

C-10 Provide Stairway Identification. Stairway identification signs shall be provided at each landing in all interior exit stairways connecting more than three stories. Stairways shall

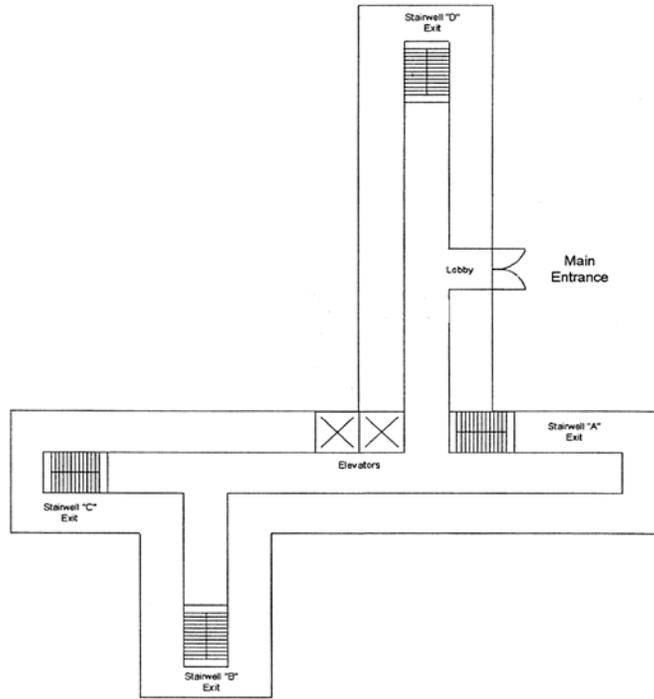
be identified by letter designation starting at the main entrance of the building with "A" and continuing in a clockwise or left to right pattern using consecutive letters of the alphabet for each additional stairway. Two copies of the stairway signs shall be submitted to the fire official for approval before occupancy.

Stairway signs shall designate the stairway letter, state the floor level, the level of exit discharge, and if there is access or no access to the roof regardless if the access door or roof hatch locks. The bottom of the sign shall be located five (5) feet above the floor landing in a position that is readily visible when the stairwell door is opened or closed. The signs must have lettering that is a minimum of 2 inches but no greater than 4 inches in height. This information may be stenciled directly onto the wall but all lettering must be of a color contrasting with the background stairway wall color.

In buildings greater than three stories where there is no graphic representation of the building footprint, a simplified building schematic must be display in the lobby. The simplified building footprint shall be an overhead view of the building exterior and the general layout of the lobby of the first floor. Stairways shall be denoted by letter as required.



Example Stairway Identification Sign



Example Building Footprint Sign

Acknowledged by applicant.

R-1 To improve fire department operational capabilities, it is recommended that all stairways extend to the roof level for direct access to the roof.

Acknowledged by applicant.