



## DEPARTMENT OF PLANNING AND ZONING

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April 14, 2016

### **Sent via E-Mail**

Jason Kacamburas, P.E, CCM  
City of Alexandria  
Department of Project Implementation  
301 King Street, Suite 3200  
Alexandria, VA 22314

Re: Potomac Yard Park Amendment – DSUP #2016 – 0006 – Completeness Verification

Jason,

This letter serves to inform you that the application you filed for the referenced Development Site Plan has been deemed complete. Staff is now reviewing the application in preparation for the Planning Commission hearing on June 7, 2016 and the City Council hearing on June 18, 2016. The following items (1-9) need to be resolved within the timeframe listed on Attachment 1 by the submitting engineer:

### **Recommendations (required to be addressed with slipsheets):**

1. Updated the cover sheet with the following information:
  - a. Updated lot area (coordinate with AECOM on revised plat)
  - b. Remove building floor area from zoning table
  - c. Remove building average finished grade from zoning table
  - d. Remove reference to DSUP2006-0013 and DSUP2014-0028 (P&Z)
2. Add north arrow to sheet L-104. (P&Z)
3. In continuation of response to previous Comment #12, add the response provided in the comment-response letter in the site plan and also provide a narrative description in the plan justifying that no sanitary sewer outfall will be required since the additional sanitary flow generated will be less than 10,000 GPD per the requirement of Memorandum to Industry 06-14 dated June 20, 2014 on New Sanitary Sewer Connection and Adequate Outfall Analysis - Updated. (I-ROW)
4. Sheets L-102 and L-103: Correct the text that's upside down. (I-ROW)

5. Sheet L-102: 'Existing Conditions at Surface', Given the weightage on line types, the site plan doesn't clearly show the existing or proposed utilities. Complete the legend. It's possible that some layer(s) are turned off or some information is lost in photocopying that must be corrected. (I-ROW)
6. Sheet L-105: 'Storm Water Management', It is stated, "The preliminary submission will include pre and post development 2 and 10 year computations ....."; however, this information is not provided as this is the preliminary submission; therefore, provide the information, as described in the narrative description. (I-ROW)
7. Provide the following plan note on the Cover Sheet: (SWM)

*The City of Alexandria Department of Transportation and Environmental Services, Division of Environmental Quality must be notified if unusual or unanticipated contamination or underground storage tanks, drums, and containers are encountered at the site. If there is any doubt about public safety or a release to the environment, the Alexandria Fire Department must be contacted immediately by calling 911. The tank or container's removal, its contents, any soil contamination and releases to the environment will be handled in accordance with Federal, State, and City regulations.*

*All wells to be demolished in this project, including monitoring wells must be closed in accordance with state well regulation. Coordinate with the Alexandria Health Department at 703-746-4996.*

*All construction activities must comply with the Alexandria Noise Control Code Title 11, Chapter 5, which permits construction activities to occur between the following hours:  
Monday through Friday from 7 am to 6 pm and Saturdays from 9 am to 6 pm.  
No construction activities are permitted on Sundays.  
Pile driving is further restricted to the following hours:  
Monday through Friday from 9 am to 6 pm and  
Saturdays from 10 am to 4 pm.*

8. Sheet L-204: In continuation of comment 14, the project must demonstrate compliance with the Alexandria water quality volume default (WQVD) for the approximate 0.23 acres of untreated impervious area. Please note that this existing, more stringent requirement is based on the first ½ of runoff from impervious areas and is not calculated using the VRRM. Alternatively, the project must demonstrate why this cannot be met through a request to pay the fee in lieu to the Water Quality Improvement Fund. (SWM)
9. Sheet L-204: The project must use hydrologic soil group D for the site data and land cover information in the VRRM; unless an onsite soils investigation is performed and the results provided that substantiate the use of C soils. (SWM)

**Future Conditions (not required to be addressed with slipsheets):**

10. Sheet L-105: In continuation of comment #20, Soils are like ‘Urban Complex’ and not consistent with NRCS given all the past development. This project must use hydrologic soil group ‘D’ in the VRRM. (SWM)
11. Future MOT Plan will need to address any closures of Potomac Yard Trail. (Transportation Planning)
12. A MOU between the City and WMATA will be required to provide WMATA maintenance access over City properties to maintain its facilities. (RPCA)

**Findings (not required to be addressed with slipsheets):**

13. Transportation and Transit have no comment on the completeness.
14. Stairs connecting to the ramp from the Park should include concrete runnels to provide easier access for bicyclists carrying their bikes up and down the stairs. (Transportation Planning)
15. The address of 2401 Potomac Av for the location of this project is incorrect. The project extents fall within the 3000 block of Potomac Av. Please contact Moe Abu-Rabi for new address assignment (703)746-3823. (GIS)

Within five working days of the date on this letter, the applicant is required to post the property on all street frontages with signs that meet the description on the attached sheet. The signs shall be maintained at the site until the end of the public hearing process for the proposed project.

As part of the certification of written notice required by section 11-301(A)(3) of the Alexandria Zoning Ordinance, the applicant shall submit an affidavit to the Director of Planning & Zoning stating: (i) that the required signs have been posted; (ii) that such signs have, as of the date of the affidavit, remained on display; and (iii) that the applicant shall maintain such signs on display until the conclusion of the public hearing process.

Notice of the public hearing is required to be mailed to adjacent property owners between May 19<sup>th</sup> and May 28<sup>th</sup>. Please use the following language:

*DSUP2016-0006*

*Potomac Yard Park Amendment*

*Public hearing and consideration of a request for: (A) An amendment to a previously-approved Development Special Use Permit #2010-0012 to allow the construction of a Metro Station entrance in Potomac Yard Park and associated park re-designs; zoned CDD#10.*

*Applicant: City of Alexandria*

Please feel free to contact me via phone at 703.746.3847 or via email at [ryan.price@alexandriava.gov](mailto:ryan.price@alexandriava.gov) if you have any questions or concerns.

Regards,

Ryan Price, Urban Planner, Development

cc: Mitch Bernstein, Director, DPI  
Jeff Farner, Deputy Director, P&Z  
Rob Kerns, AICP, Division Chief, P&Z  
Lee Farmer, Principal Planner, T&ES  
Nathan Imm, Urban Planner, P&Z  
Daphne Kott, Civil Engineer, DPI  
Dinesh Tiwari, Deputy Director, RP&CA  
Shanna Austin, Site Plan Coordinator, T&ES

**Specifications for  
Applicant Sign to be  
Installed for All  
Preliminary DSP and DSUP**

**Notice Content**

The sign shall incorporate the following information:

1. Description of project boundaries
2. Name of applicant and contact phone number
3. Name of project
4. DSP or DSUP number assigned to the project
5. Brief description of the proposed development including proposed use and number of units or square feet, and number of parking spaces
6. Planning & Zoning Department phone number to call for information
7. Date the sign was installed

The heading "PUBLIC NOTICE" should be legible and readable from a vehicle passing along the street, but the rest of the information need only be readable by a person standing at the curb or on the sidewalk.

**Size and Mounting Height**

The sign panel shall be at least 2 feet by 2 feet and shall be attached with screws to one 4" x 4" or two 2" by 2" treated posts. The center point of the sign shall be 5'-6" above the surface of the ground and the post(s) shall be approximately 1'-6" in the ground. Concrete need not be used

to anchor the post(s) but they should be set so the post remains vertical for the entire time it is required.

**Materials and Finishes**

The sign panel must be fabricated of exterior plywood or sheet metal such that it will remain intact for a period of up to 12 months. The lettering may be applied to the surface or to a separate backing that is laminated to the panel.

Lettering and graphics shall be black on a white background. Color and elaborate graphics should not be used.