



DEPARTMENT OF PLANNING AND ZONING

March 30, 2017

Kenneth Malm
Craftmark Homes
1355 Beverly Road
McLean, Virginia 22101

RE: DSUP #2016-0021 and DSUP #2017-0007 – Fillmore/St. James
Verification of Completeness Revised Letter

Dear Kenneth:

This letter serves to formally inform you that City staff has completed its review of turning movements for the above-referenced project. The solution that emerged from discussions between City staff and your engineer has been deemed acceptable.

Staff has also reviewed the noticing questions that have arisen in recent days and provides revised noticing language in this letter that should be used in place of previous language. It has determined, in consultation with the City Attorney's Office, that the phasing amendment (DSUP#2016-0007) did not officially separate the project into independent DSUPs, so an additional DSUP request is necessary now to ensure that the two phases of Fillmore/St. James remain separate DSUPs in the future.

The project has been deemed **complete**, pending the submission of the following pieces of information, which includes new items as well as those matters not yet addressed from our March 21st letter:

1. Three hard copies of the one turning movements plan sheet that has been revised as a result of discussions between City staff and your engineer;
2. One electronic copy (PDF) of the entire plan set that includes the revised turning movements sheet and revised addresses for the two parcels;
3. Revised application forms in hard and electronic copies that include:
 - a. Revised addresses for the two parcels at the site (5130 and 5140 Fillmore)
 - b. The additional request for a DSUP amendment to split DSUP2016-0007 into two separate DSUPs, which has been given the case number DSUP#2017-0007;
 - c. Side yard modifications (for end unit townhouses) within the list of yard modification requests and justifications.
4. A letter from the owner of 5140 Fillmore Avenue (AHC, Inc.) indicating their agreement with Craftmark Homes requesting approval of the DSUP amendment to split the project into two separate DSUPs.

Call: 703.838.4666

Connect: www.alexandriava.gov

Come by: 301 King Street, Room 2100
Alexandria, VA 22314

Verification of Completeness Revised Letter
DSUP2016-0021 and DSUP2017-0007
5130 & 5140 Fillmore Avenue
March 30, 2017

If this additional information is provided no later than Wednesday April 5th, and is found to address all stated matters, staff anticipates that the project would be heard at the June 2017 public hearings before the Planning Commission and City Council.

Please see the attached notice language for your use in posting an informational sign at the site. If you have any questions, please contact me at 703-746-3848 or at nathan.randall@alexandriava.gov.

Sincerely,

Nathan Randall
Urban Planner III, Development Division

cc: Robert M. Kerns, AICP, Division Chief, P&Z
Maya Contreras, Principal Planner, P&Z
Shanna Austin, Development Coordinator, T&ES
Duncan Blair Esq., Land, Carroll & Blair PC
Ben Flood, Walter L. Phillips Inc.

A. DRAFT NOTICE LANGUAGE

Fillmore/St. James

Case Type and Numbers: DSUP#2017-0007 (Separate DSUPs Amendment)
DSUP#2016-0021 (Phase Two Townhouses Amendment)

Street Addresses: 5130 and 5140 Fillmore Avenue
Project Name: Fillmore/St. James
Tax Map Number: 011.01-01-06 (5130 Fillmore Avenue)
010.02-02-48 (5140 Fillmore Avenue)

Public hearing and consideration of requests to amend previously-approved Development Special Use Permit #2016-0007 to: A) allow Phases One and Two of the project to be split into separate Development Special Use Permit (DSUP) approvals and B) construct 31 new residential townhouses and associated site improvements, with modifications to required yards and including Special Use Permit approvals for lots without frontage on a public street and for an overall site floor area ratio (FAR) of up to 2.0, instead of the previously-approved 132-unit multifamily residential building at Phase Two of the project; zoned CRMU-M / Commercial Residential Mixed Use - Medium. (Alexandria West Small Area Plan)

Applicant: Craftmark Homes, Inc. represented by Duncan Blair, Attorney

**B. SPECIFICATIONS FOR APPLICANT SIGN TO BE INSTALLED
(for all Preliminary DSP and DSUPs)**

Notice Content

The sign shall incorporate the following information:

1. Address or Description of project boundaries
2. Name of applicant and contact phone number
3. Name of project
4. Case 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.