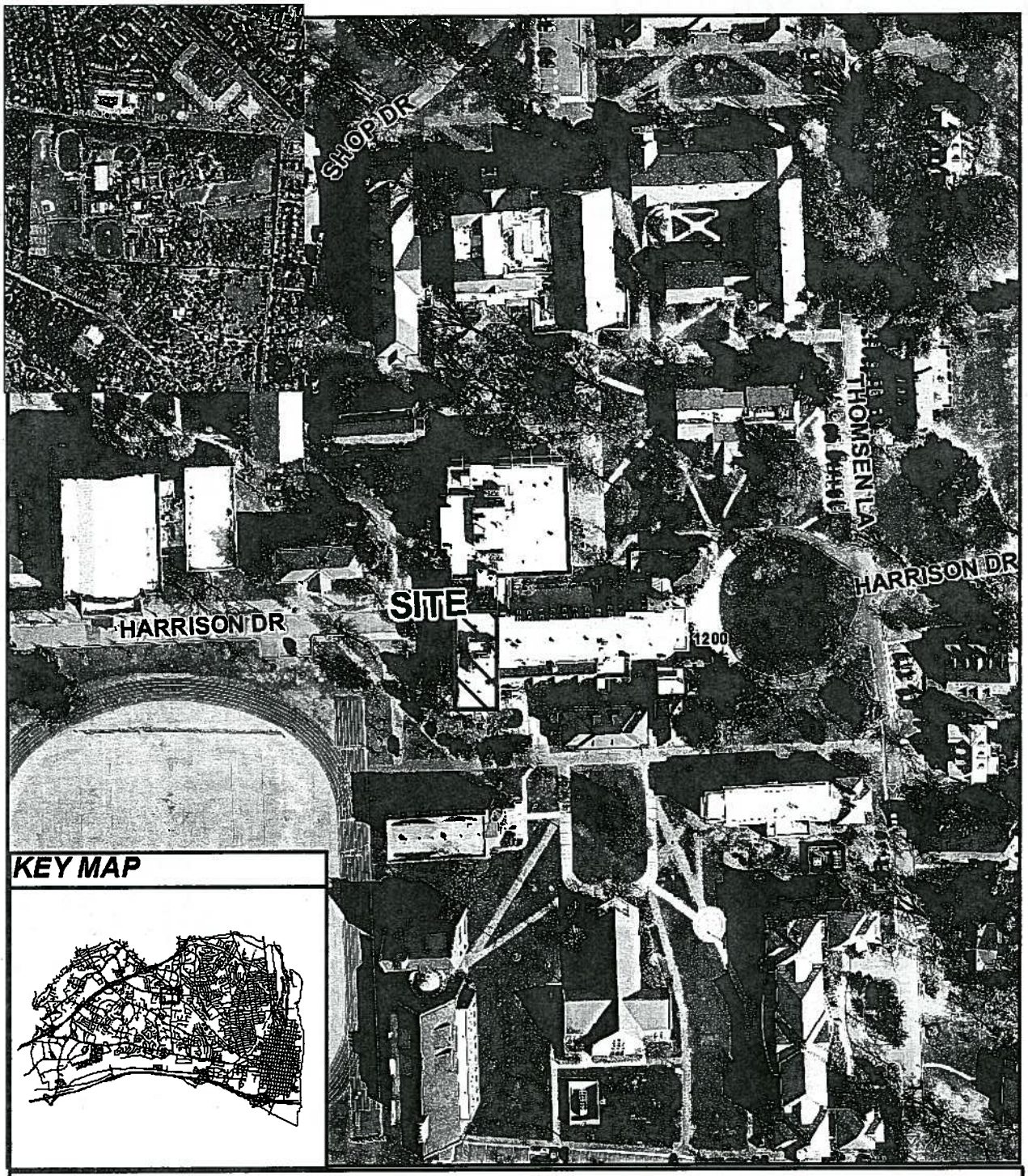
Docket Item #4
Episcopal High School – Townsend Hall Addition
Development Special Use Permit #2011-0017

CONSENT AGENDA ITEM
If no one asks to speak about this case prior to the hearing, it will be approved without discussion as part of the Consent Agenda.

Application	**General Data**	
Project Name: Townsend Hall Addition	PC Hearing:	December 6, 2011
	CC Hearing:	December 17, 2011
	If approved, DSUP Expiration:	December 17, 2014
	Plan Acreage:	130 Acres
Location: 1200 North Quaker lane	Zone:	R-20, Single-family Residential
	Proposed Use:	Private School
	Dwelling Units:	N/A
	Gross Floor Area:	29,613 new building area
Applicant: The Protestant Episcopal High School in Virginia	Small Area Plan:	Seminary Hill/Strawberry Hill
	Historic District:	N/A
	Green Building:	Incorporate Green Building Technologies and Design Elements.

Purpose of Application:
Construct an addition with new kitchen and classrooms to an existing building.
Special Use Permits and Modifications Requested:
Expansion of a Private School (a special use) pursuant to Code Section 3-103(D) & installation of a temporary structure for a kitchen pursuant to Code Section 7-1101(C).

Staff Recommendation: APPROVAL WITH CONDITIONS
Staff Reviewers: Dirk H. Geratz, AICP, Principal Planner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DSUP #2011-0017 12/6/2011
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I. SUMMARY

A. Recommendation

Staff recommends approval of a Development Special Use Permit for the construction of a new addition to an existing school building and approval of a temporary kitchen structure at Episcopal High School subject to staff recommendations and conditions.

B. General Project Description

Episcopal High School is requesting development special use permit approval for expansion of a building at the existing private school. In particular, the school plans to remove part of an existing building and replace it with a new addition. The new addition will be three stories and 29,613 square feet in size and will add approximately 12,500 new square feet. The new addition will include a replacement kitchen and restrooms for the school cafeteria as well as new classrooms on the second and third floor. During construction, a temporary kitchen will be set up in a modular structure.

II. BACKGROUND

A. Procedural Background

Episcopal High School is a private boarding school located in the R-20 residential zoning district and is deemed a special use pursuant to Section 3-103(D). With this special use permit application, Episcopal High School plans to remove part of an existing building and replace it with a new addition.

B. Site 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 residential neighborhoods and North Howard Street to the west.

The project site itself is located in the center of the campus at the end of Harrison Drive. The building site is currently occupied by a building known as Hoxton House and Laird Dining Hall. The west end of the building is known as Williams West Wing, which is the portion of the building that will be demolished.

C. Site 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.

D. Detailed Project Description

The proposed addition is planned to a building known as Hoxton Hall and Laird Dining Hall which houses the dining room, associated kitchen and academic classrooms. A portion of the building known as the Williams West Wing will be torn down and replaced with a larger addition. The new addition will be known as Townsend Hall and will house a new kitchen for the dining room, restrooms and 13 classrooms. The new classrooms will replace the same number of classrooms that currently exist. Townsend Hall will be approximately 29,613 square feet, about 12,500 square feet larger than the building portion being removed. The addition will have three stories and be constructed of brick.

The dining room will remain open during construction. Since the current kitchen will be demolished, a temporary kitchen will be sited south of the addition with a covered walkway connecting the temporary kitchen to the dining room. Once the building addition with new kitchen is complete, the temporary kitchen will be removed.

Construction of the addition is scheduled to begin after the May 2012 graduation with completion expected by August of 2013 in time for the new school year.

III. 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 public school, are permitted use. A private school, in accordance with City Code Section 3-103, requires approval of a special use permit. A summary of the zoning regulations governing the subject property is provided in Table 1 below.

Table 1. Zoning Tabulation

Property Address:	1200 North Quaker Lane	
Total Site Area:	130 acres or 5,662,800 square feet	
Zoning District:	R-20/Single-family Residential	
Current Use:	Private School (Special Use)	
Proposed Use:	Private School – Addition (Special Use)	
	Permitted/Required	Proposed
FAR:	0.25	0.1096 (existing campus wide) 0.1118 (with addition)
Height:	40 feet	39.9 feet
Yard Setbacks:	Not applicable to non-residential uses.	Front yard: 891 feet Side yard: 1,011 feet Rear yard: 357 feet
Open Space:	Not applicable	123 acres +/-
Parking:	1 space per 10 classroom seats	No additional parking needed

IV. STAFF ANALYSIS

A. Building Functions and Design

Existing Building and Proposed Expansion

The subject building is currently 47,866 square feet and is comprised of three building components, including Hoxton House, Laird dining hall and Williams West Wing. The Williams West Wing which accounts for approximately 17,903 square feet of the combined building will be removed. The demolished wing will be replaced by an addition of approximately 29,600 square feet and will be named Townsend Hall. The total area of the building with the new addition will be approximately 59,591 square feet.

Details of Building Addition

The three story addition will house a new cafeteria kitchen and restrooms on the first floor and new classrooms on the second and third floors. A building height of 39.9 feet is proposed, which is within the 40 feet permitted for school buildings. The traditional building design will match the exiting east wing of the building and blend in with many of traditional buildings found on the campus. The building will be brick with traditional divided lite windows. The main entry to the Townsend Hall will be from the west end of the building. This façade will have a covered entry and a large arched two-story tall window announcing this as the entry façade. The flat-roofed building will be topped with a tall cornice made of a stone-like composite material, creating an attractive detail. Rooftop mechanical equipment will be screened with an interesting louvered screen structure that is integrated into the overall design of the building and will not appear as an afterthought.

Temporary Kitchen

Since the existing kitchen will be demolished an interim kitchen will be established to keep the food service in operation during construction. The kitchen will be located in a temporary modular structure located just to the south of Blackford Hall. Blackford Hall will be used as a *servery* where meals prepared in the temporary kitchen will be picked up by students and faculty and carried back to the existing dining room via a covered walkway. The existing dining room will not be demolished and will remain in operation through the duration of construction of the new addition and kitchen. Once the new kitchen is operational, the modular structure will be removed and the area landscaped. The modular kitchen will come fully equipped and just need to be connected to utilities to become operational. As with construction trailers, a building permit will be required for the installation of the temporary kitchen and associated utilities.

B. Green Building and Sustainable Design

As with past buildings, Episcopal High School is committed to creating environmentally sensitive buildings and enhancements to their campus. 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). Previously approved green buildings include the Science Building and the new Gymnasium. Townsend Hall is designed to include *green* building technology and low impact development techniques, however, because the new construction is an addition to an existing older building, the school has determined that LEED certification will not be achievable in this instance. This is in part because the school plans to tie the addition into the existing building's HVAC system which is only ten years old, but not efficient enough to meet the more stringent requirements for LEED certification.

Pursuant to the City's Green Building policy, adopted in April of 2009 non-residential buildings are encouraged to attain LEED Silver Certification. While the policy recommends LEED certification it recognizes that some projects, such as renovations and additions, require flexibility due to inherent challenges which inhibit the ability to achieve LEED Silver Certification. Due to the limited scope of this addition and the inability to attain the necessary

points for certification, staff supports applying flexibility in this case and does not recommend that the addition achieve LEED certification. Staff however, has crafted a condition that requires that the design team hire a LEED certified professional and incorporate as many sustainable design elements and technologies as possible. A narrative describing the school's approach to sustainable design will be required prior to release of the final site plan.

C. Conformity with Small Area Plan

Episcopal High School is located within the Seminary Hill/Strawberry Hill Small Area boundaries. The small area plan contains several objectives and recommendations which relate to how the community envisions the future with regard to land use and development. Three of these objectives and recommendations are supported by the school addition. These include:

- The desire to maintain institutional uses, including schools within the plan boundaries;
- Ensure preservation of open space;
- Preserve community character.

Episcopal High School is committed to their Alexandria location and that is reflected in their continued expansion and improvement of the campus. The school property is among one of the largest parcels in the City with 95% or 123 acres used as open space. And finally the proposed building addition is of a design that not only relates to the campus but to the traditional architecture found in many of the nearby residential neighborhoods. Thus, staff finds this application is in conformity with the Seminary Hill/Strawberry Hill small area plan.

D. Open Space

The 130-acre campus has roughly 123 acres of open space or 95% of its entire acreage. No specific open space is required in the R-20 zoning district other than the resulting space created by the required yard setbacks. However, the school has adopted as one of its guiding principles, the goal to preserve open space and trees and locate new buildings in the academic center of the campus. Thus, the campus buildings are generally clustered near the center with open space and athletic fields surrounding the perimeter of the school property.

E. Pedestrian and Streetscape Improvements

Pedestrian improvements are an important part of this project. The school has gradually been removing vehicular access (except for emergency and some maintenance vehicles) from the center of campus. Existing walkways are being enhanced and new walks are planned to improve access to the new addition and create a safer and more pleasing environment for pedestrians. These improvements include removal of part of the existing Harrison Drive that currently stops just west of the proposed addition and will be replaced with pedestrian walks. All of the new walks associated with this project will be brick.

F. Parking

Since the total number classrooms will not increase there is no requirement to add to the existing number of parking spaces. Parking for high schools is required by the zoning code at a rate of one parking space for each ten classroom seats. The school has a total of 650 seats which translates into a requirement of 65 parking spaces. A total of approximately 350 parking spaces exist on the high school campus. This number will increase slightly with a previously approved reconfiguration of some access roads and parking located near the field house. Additionally, the school can accommodate roughly 500 overflow parking spaces for athletic events and other special activities. Thus more than adequate parking exists on the high school campus.

G. Traffic

No increase in traffic is expected on adjoining public streets or on the private campus roadways as part of this request. This will be the case because the proposed addition will not increase the number of classrooms or result in an increase in student enrollment or staff. All of the on-campus roadways are private and none are through streets so traffic is limited to those associated with the school. As a boarding school, the students live on campus so there is no daily pick-up or drop off of students. Several of the faculty also live on-campus further limiting the amount of traffic that coming and going from the school each day.

V. COMMUNITY

The school is located within the boundaries of the Seminary Hill Association. A brief presentation of the school expansion was made to the Seminary Hill Association board at their October 13 meeting. Mr. Boota De Butts, Chief Financial Officer for Episcopal High School made the presentation. He is also a member of the Seminary Hill Board. No concerns about the proposed addition were raised by the Board.

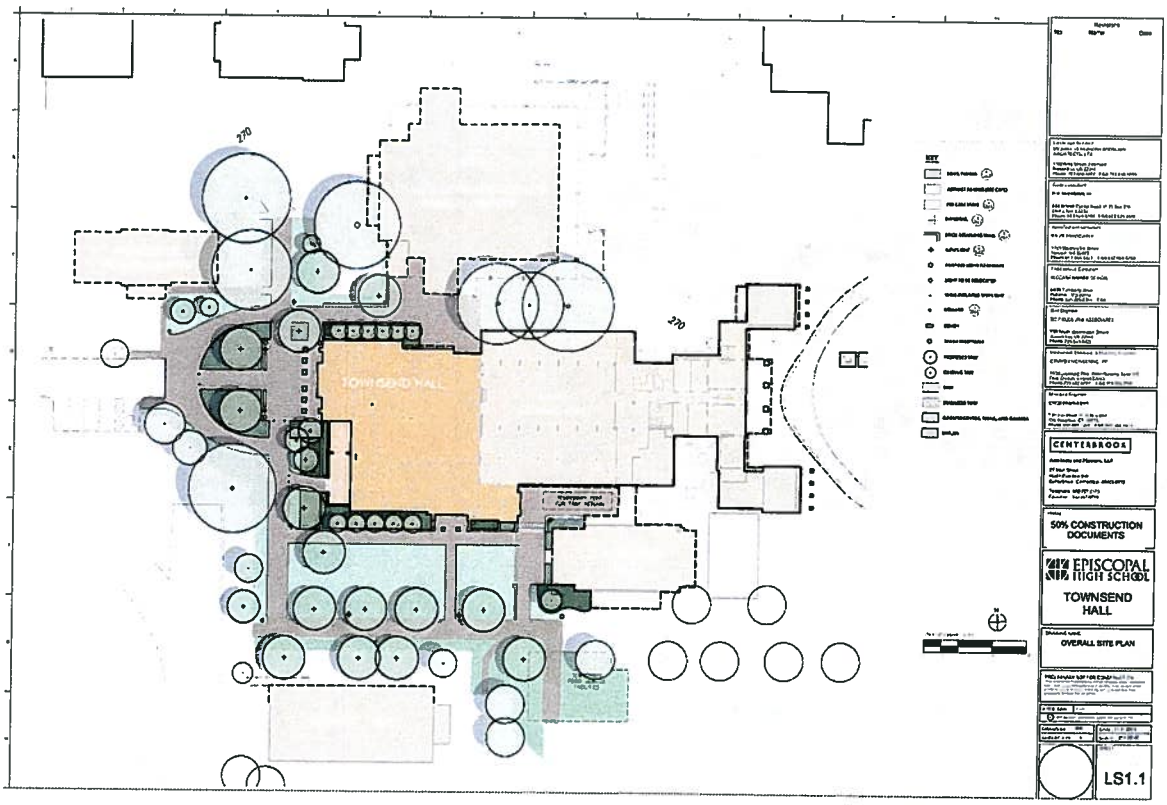
This project, as with all development cases, was presented by staff at a monthly the November Federation of Civic Associations meeting. Furthermore, written notification was sent to all adjoining property owners as part of the City's notification requirements for public hearings and public notice signs were posted on the property. To date, staff has not received any public comments concerning this project.

VI. CONCLUSION

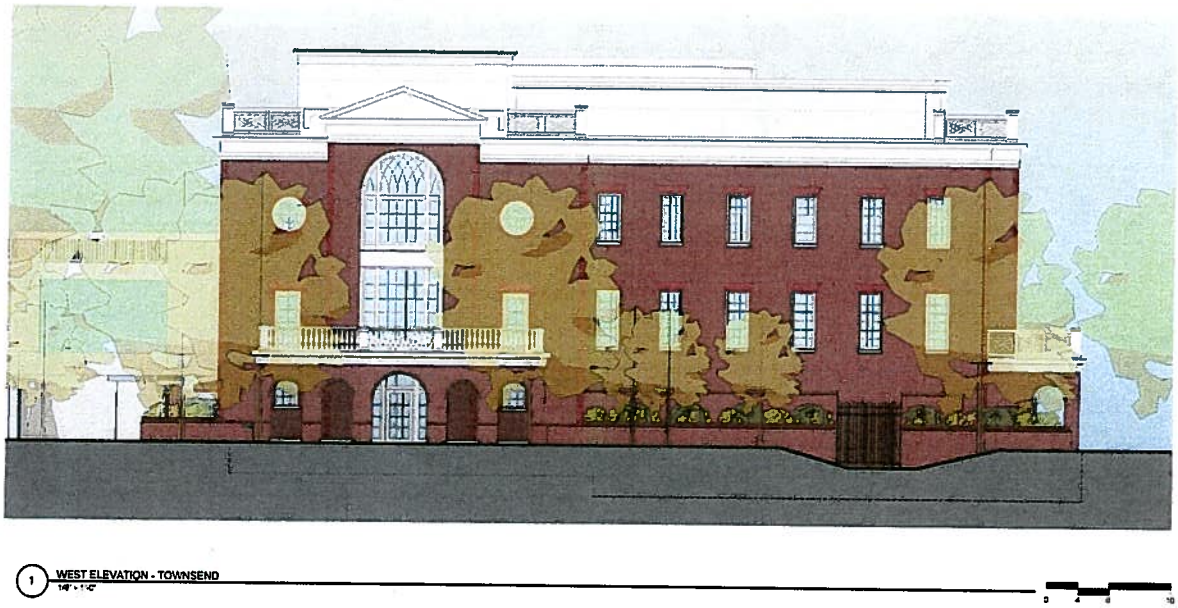
Staff finds that this special use requests meet the standards and requirements for special uses and that no negative impact on adjoining properties is anticipated. The Townsend Hall addition will provide new and updated kitchen and food storage areas as well as several new classrooms to replace older classrooms. The design of the building will add to the overall aesthetics of the campus. In conclusion staff recommends approval of this DSUP application.

VII. GRAPHICS

Site Plan



West Elevation



South Elevation

West Perspective view

VIII. STAFF RECOMMENDATIONS

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. Low growing plants and shrubs shall not exceed 3 feet in height when they have reached maturity. (Police) (DSUP#99-0048) (DSUP#99-0064) (DSUP#00-0050)

8. 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 Townsend Hall addition and temporary kitchen only:

1. The Final Site shall be in substantial conformance with the preliminary plan dated August 15, 2011 with a revision date of September 9, 2011 and comply with the following conditions of approval.

A. PEDESTRIAN/STREETSCAPE:

2. Provide the following pedestrian improvements to the satisfaction of the Directors of P&Z, RP&CA and T&ES:

   a. Complete all pedestrian improvements prior to the issuance of a certificate of occupancy permit.
   b. Install ADA accessible pedestrian crossings serving the site, as applicable. *** (P&Z)(RP&CA)(T&ES)

B. OPEN SPACE/LANDSCAPING:

3. Develop, provide, install and maintain an integrated Landscape Plan with the final site plan that is coordinated with other associated site conditions to the satisfaction of the Directors of P&Z and/or RP&CA.

4. Provide a site irrigation and/or water management plan developed installed and maintained to the satisfaction of the Directors of RP&CA, P&Z and Code Administration.
   a. Provide an exhibit that demonstrates 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 continuous at perimeter of building. Provide at least one accessible external water hose bib on all building sides at a maximum spacing of 90 feet apart.
   c. Hose bibs, ground set water connections and FDCs must be fully accessible and not blocked by plantings, site utilities or other obstructions.
   d. Install all lines beneath paved surfaces as sleeved connections.
   e. Locate water sources and hose bibs in coordination with City Staff.

   (Code Administration) (P&Z)(RP&CA)

5. Provide material, finishes, and architectural details for all retaining/planter walls, seat walls, decorative walls, and screen walls. Indicate methods for grade transitions, handrails- if required by code, directional changes, above and below grade conditions. Coordinate with adjacent conditions. Design and construction of all walls shall be to the satisfaction of the Directors of RP&CA, and/or P&Z, and T&ES. (RP&CA)(P&Z)(T&ES)

6. Prior to commencement of landscape installation/planting operations, a pre-installation/construction meeting will be scheduled with the City's Landscape Architects to review the scope of installation procedures and processes. (P&Z)

C. TREE PROTECTION AND PRESERVATION:

7. Provide, implement and follow a tree conservation and protection program that is developed per the City of Alexandria Landscape Guidelines and to the satisfaction of the Directors of P&Z, and/or RP&CA and the City Arborist. (P&Z)(RP&CA)

8. A fine shall be paid by the applicant in an amount not to exceed $10,000 for each tree that is destroyed and/or the City may request that replacement trees of similar caliper and species be provided for damaged trees if the approved tree protection methods have not been followed. The replacement trees shall be installed and if applicable the fine shall be paid prior to the issuance of the last certificate of occupancy permit. *** (P&Z)(RP&CA)

9. The area of the limits of disturbance and clearing for the site shall be limited to the areas as generally depicted on the preliminary site plan dated August 15, 2011 and reduced if possible to retain existing trees and grades. (P&Z)(RP&CA)

D. BUILDING:

10. Building materials, finishes, and relationships shall be subject to review and approval by the Department of Planning and Zoning to the satisfaction of the Director prior to selection of final building materials:
    a. Provide a materials board that includes all proposed materials and finishes at first final site plan. *
    b. The materials board shall remain with the Department of Planning and Zoning until the final certificate of occupancy, upon which all samples shall be returned to the applicant.***
    c. Provide drawings of a mock-up panel that depict all proposed materials, finishes, and relationships as part of the first final site plan. *
    d. Construct a color, on-site, mock-up panel of proposed materials, finishes, and relationships for review and approval prior to final selection of building materials. The mock-up panel shall be constructed and approved prior to release of building permits. **
    e. The mock-up panel shall be located such that it shall remain on-site in the same location through the duration of construction until the first certificate of occupancy. *** (P&Z)

11. Pursuant to the City's Green Building Policy adopted April 18, 2009, the design team shall incorporate sustainable design elements and innovative technologies in the new building addition to the satisfaction of the Directors of P&Z, RP&CA and T&ES. The applicant shall hire a LEED accredited professional as a member of the design and construction team. Prior to release of the final site plan the applicant shall provide a narrative outlining the school's approach to addressing the green building policy and provide a checklist of specific examples of technologies proposed for incorporation into the new addition. With the submission of the Occupancy Survey, provide an updated checklist showing which items were implemented in the design and construction of the addition. * ,*** (P&Z, RP&CA and T&ES)

12. The applicant shall work with the City for recycling and/or reuse of the existing building materials as part of the demolition process, including leftover, unused, and/or discarded building materials. (T&ES)(P&Z)

13. The applicant shall use EPA-labeled WaterSense or equivalent low flow fixtures for all non-food preparation areas to minimize the generation of municipal wastewater from the site and explore the possibilities of adopting water reduction strategies (i.e., use of gray water system on-site) and other measures that could possibly reduce the wastewater generation from this site. A list of applicable mechanisms can be found at Http://www.epa.gov/WaterSense/pp/index.htm. (T&ES)

E. PARKING:

14. Provide 2 bicycle parking space(s) per Alexandria's current Bicycle Parking Standards. Bicycle parking standards, acceptable rack types for short- and long-term parking and details for allowable locations are available at: www.alexandriava.gov/bicycleparking. (T&ES)

F. SITE PLAN:

15. Per Section 11-418 of the Zoning Ordinance, the development special use permit shall expire and become null and void, unless substantial construction of the project is commenced within 36 months after initial approval and such construction is thereafter pursued with due diligence. The applicant shall provide a written status report to staff 18 months after initial approval to update the City Council on the project status. (P&Z)

16. Coordinate location of site utilities with other site conditions to the satisfaction of the Directors of P&Z and/or RP&CA, and T&ES. These items include:
    a. Location of site utilities including above grade service openings and required clearances for items such as transformers, telephone, HVAC units and cable boxes.
    b. Minimize conflicts with plantings, pedestrian areas and major view sheds.
    (RP&CA)(P&Z)(T&ES)

17. Provide a lighting plan 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, and/or RP&CA in consultation with the Chief of Police and shall include the following:
    a. Clearly show location of all existing and proposed street lights and site lights, shading back less relevant information.
    b. A lighting schedule that identifies each type and number of all fixtures, mounting height, and strength of fixture in Lumens or Watts.
    c. Manufacturer's specifications and details for all proposed fixtures including site, landscape, pedestrian, sign(s) and security lighting.
    d. 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 adjacent streets and/or 20 feet beyond the property line on all adjacent properties and rights-of-way. Show existing and proposed street lights and site lights.

e. Photometric site lighting plan shall be coordinated with architectural/building mounted lights, site lighting, street trees and street lights to minimize light spill into adjacent residential areas.
f. Provide location of conduit routing between site lighting fixtures so as to avoid conflicts with street trees.
g. Detail information indicating proposed light pole and footing in relationship to adjacent grade or pavement. All light pole foundations shall be concealed from view.
h. 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.
i. Provide numeric summary for various areas (i.e., roadway, walkway/ sidewalk, alley, and parking lot, etc.) in the proposed development.
j. Full cut-off lighting shall be used at the development site to prevent light spill onto adjacent properties. (P&Z)(T&ES)(RP&CA)(Police)

G. CONSTRUCTION:

18. Submit a construction phasing plan to the satisfaction of the Director of T&ES, for review, approval and partial release of Erosion and Sediment Control for the final site plan. In addition, building and construction permits required for site preconstruction, as well as the proposed temporary kitchen, shall be permitted prior to release of the final site plan to the satisfaction of the Director of T&ES. * (T&ES)

19. Submit a construction management plan for review and approval by the Directors of P&Z, T&ES and Code Administration prior to final site plan release. The plan shall:
a. Include a plan for temporary pedestrian and vehicular circulation;
b. Include the overall schedule for construction and the hauling route;
c. Copies of the plan shall be posted in the construction trailer and given to each subcontractor before they commence work;
d. If the plan is found to be violated during the course of construction, citations will be issued for each infraction and a correction notice will be forwarded to the applicant. If the violation is not corrected within five (5) calendar days, a "stop work order" will be issued, with construction halted until the violation has been corrected. * (P&Z)(T&ES)(Code)

20. Provide off-street parking for all construction workers without charge to the construction workers. For the construction workers who use Metro, DASH, or another form of mass transit to the site, the applicant shall subsidize a minimum of 50% of the fees for mass transit. Compliance with this condition shall be a component of the construction management plan, which shall be submitted to the Department of P&Z and T&ES prior to final site plan release. This plan shall:
a. Establish the location of the parking to be provided at various stages of construction, how many spaces will be provided, how many construction workers will be assigned to the work site, and mechanisms which will be used to encourage the use of mass transit.

b. Provide for the location on the construction site at which information will be posted regarding Metro schedules and routes, bus schedules and routes.

c. If the plan is found to be violated during the course of construction, a correction notice will be issued to the developer. If the violation is not corrected within five (5) days, a "stop work order" will be issued, with construction halted until the violation has been corrected. * (P&Z)(T&ES)

21. The sidewalks shall remain open during construction or pedestrian access shall be maintained to the satisfaction of the Director of T&ES throughout the construction of the project. (T&ES)

22. No major construction staging shall be allowed within the public right-of-way on Braddock Road or North Quaker Lane. The applicant shall meet with T&ES to discuss construction staging activities prior to release of any permits for ground disturbing activities. ** (T&ES)

23. A "Certified Land Disturber" (CLD) shall be named in a letter to the Division Chief of Construction & Inspection 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)

24. Prior to commencing clearing and grading of the site, the applicant shall hold a meeting with notice to all adjoining property owners and civic associations to review the location of construction worker parking, plan for temporary pedestrian and vehicular circulation, and hours and overall schedule for construction. The Departments of P&Z and T&ES shall be notified of the date of the meeting before the permit is issued. (P&Z)(T&ES)

25. Identify a person who will serve as a 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/or RP&CA and T&ES. (P&Z)(RP&CA)(T&ES)

26. Implement a waste and refuse control program during the construction phase of this development. 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 T&ES and Code Administration. All wastes shall be properly disposed offsite in accordance with all applicable federal, state and local laws. (T&ES)

27. Temporary construction and/or on-site sales trailer(s) shall be permitted and be subject to the approval of the Director of P&Z. The trailer(s) shall be removed prior to the issuance of a final certificate of occupancy permit. *** (P&Z)

28. Submit a wall check prior to the commencement of construction of the first floor above grade 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 P&Z prior to commencement of framing. (P&Z)

29. Submit a height certification and a location survey for all site improvements to the Department of P&Z as part of the request for a certificate of occupancy permit. 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)

30. Contractors shall not cause or permit vehicles to idle for more than 10 minutes when parked. (T&ES)

H. WASTEWATER / SANITARY SEWERS:

31. The applicant shall submit a letter to the Director of Transportation & Environmental Services prior to release of the final site plan acknowledging that this property will participate, if the City adopts a plan prior to release of the building permit, to require equal and proportionate participation in an improvements plan to mitigate wet weather surcharging in the Holmes Run Trunk Sewer sanitary sewer shed. (T&ES)

I. STREETS / TRAFFIC:

32. If the City's existing public infrastructure is 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)

33. A pre-construction walk/survey of the site shall occur with Transportation and Environmental Services Construction and Inspection staff to document existing conditions prior to any land disturbing activities. (T&ES)

34. Submit a Traffic Control Plan as part of the final site plan, for construction detailing proposed controls to traffic movement, lane closures, construction entrances, haul routes, and storage and staging shall be provided for informational purposes. In addition, the Traffic Control Plan shall be amended as necessary and submitted to the Director of T&ES along with the Building and other Permit Applications as required. The Final Site Plan shall include a statement "FOR INFORMATION ONLY" on the Traffic Control Plan Sheets. (T&ES)

35. 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)

J. UTILITIES:

36. Locate all private utilities outside of the public right-of-way and public utility easements. (T&ES)

K. WATERSHED, WETLANDS, & RPAs:

37. 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)

L. BMP FACILITIES:

38. 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)

39. 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)

40. 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)

41. The existing BMP Maintenance Agreement shall be updated to reflect the new BMPs prior to approval of the Final Site Plan. * (T&ES)

M. CONTAMINATED LAND:

42. Indicate whether or not there is any known soil and groundwater contamination present as required with all preliminary submissions. Should any unanticipated contamination, underground storage tanks, drums or containers be encountered at the site, the Applicant must immediately notify the City of Alexandria Department of Transportation and Environmental Services, Office of Environmental Quality. (T&ES)

N. ARCHAEOLOGY:

43. 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 Basement/Foundation Plans, Demolition, Erosion and Sediment Control, Grading, Landscaping, Utilities, and Sheeting and Shoring) so that on-site contractors are aware of the requirements:

    a. 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.

    b. The applicant/developer shall not allow any metal detection to be conducted on the property, unless authorized by Alexandria Archaeology. (Archaeology)

CITY DEPARTMENT CODE COMMENTS

Legend: C - Code Requirement R - Recommendation S - Suggestion F – Finding

Planning and Zoning

C -1. As-built documents for all landscape and irrigation installations are required to be submitted with the Site as-built and request for Performance Bond release. Refer to City of Alexandria Landscape Guidelines, Section III A & B. **** (P&Z)(T&ES)

C-2. The landscape elements of this development shall be subject to the Performance and Maintenance bonds, based on criteria established by the City and available through T&ES. Release of Performance and Maintenance Bonds are subject to inspections by City staff per City Code requirements. A final inspection for landscaping is also required three years after completion. **** (P&Z)(T&ES)

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 Final Site Plan must be prepared per the requirements of Memorandum to Industry 02-09 dated December 3, 2009, Design Guidelines for Site Plan Preparation, which is available at the City's following web address:

http://alexandriava.gov/uploadedFiles/tes/info/Memo%20to%20Industry%20No.%2002-09%20December%203,%202009.pdf

F - 3. 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 - 4. The Plan shall include a dimension plan with all proposed features fully dimensioned and the property line clearly shown. (T&ES)

F - 5. Include all symbols, abbreviations, and line types in the legend. (T&ES)

F - 6. All storm sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter for storm sewers shall be 18" in the public Right of Way (ROW) and the minimum size storm sewer catch basin lead is 15". The acceptable pipe materials will be 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 D-3034-77 SDR 26 and ASTM 1785-76 Schedule 40 pipes will be acceptable. The acceptable minimum and maximum velocities will be 2.0 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 - 7. All sanitary sewers shall be constructed to the City of Alexandria standards and specifications. Minimum diameter of sanitary sewers shall be 10" in the public Right of Way and sanitary lateral 6" for all commercial and institutional developments; however, a 4" sanitary lateral will be acceptable for single family residences. The acceptable pipe materials will be Polyvinyl Chloride (PVC) ASTM D-3034-77 SDR 26, 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); Class III may be acceptable on private properties. The acceptable minimum and maximum velocities will be 2.5 fps and 10 fps, respectively. Laterals 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 - 8. 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.(T&ES)

F - 9. Crossing Water Main Over and Under a Sanitary or Storm Sewer: When a water main over crosses or under crosses a sanitary / storm sewer then the vertical separation between the bottom of one (i.e., sanitary / storm sewer or water main) to the top of the other (water main or sanitary / storm sewer) shall be at least 18" for sanitary sewer and 12" for storm sewer; however, if this cannot be achieved then both the water main and the sanitary / storm 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. (T&ES)

F - 10. No water main pipe shall pass through or come in contact with any part of sanitary / storm 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. (T&ES)

F - 11. 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 for a distance of 10 feet on each side of the point of crossing and pressure tested in place without leakage prior to installation. Sanitary / storm 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. (T&ES)

F - 12. Show the drainage divide areas on the grading plan or on a sheet showing reasonable information on topography along with the structures where each sub-area drains. (T&ES)

F - 13. Provide proposed elevations (contours and spot shots) in sufficient details on grading plan to clearly show the drainage patterns. (T&ES)

F - 14. All the existing and proposed public and private utilities and easements shall be shown on the plan and a descriptive narration of various utilities shall be provided. (T&ES)

F - 15. The Traffic Control Plan shall replicate the existing vehicular and pedestrian routes as nearly as practical and the pedestrian pathway shall not be severed or moved for non-construction activities such as parking for vehicles or the storage of materials or equipment. Proposed traffic control plans shall provide continual, safe and accessible pedestrian pathways for the duration of the project. (T&ES)

F - 16. Since flexibility to the green building policy is being sought primarily because of the use of an existing HVAC system, the applicant should still achieve the equivalent of LEED Certification (40 points min) minus the energy points lost due to the existing HVAC system, or approximately 30 points if LEED certification were to be applied for. (T&ES and P&Z)

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 form 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 Per the requirements of Article 13-113 (d) of the AZO, 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. (T&ES)

C - 4 Location of customer utility services and installation of transmission, distribution and main lines in the public rights of way by any public service company shall be governed by franchise agreement with the City in accordance with Title 5, Chapter 3, Section 5-3-2 and Section 5-3-3, respectively. The transformers, switch gears, and boxes shall be located outside of the public right of way. (T&ES)

C - 5 (a) Per the requirements of Section 5-3-2, Article A, Chapter 3 of the City of Alexandria Code, all new customer utility services, extensions of existing customer utility services and existing overhead customer utility services supplied by any existing overhead facilities which are relocated underground shall, after October 15, 1971 be installed below the surface of the ground except otherwise exempted by the City Code and to the satisfaction of the Director, Department of Transportation and Environmental Services. (b) Per the requirements of Section 5-3-3, Article A, Chapter 3 of the City of Alexandria Code, all new installation or relocation of poles, towers, wires, lines, cables, conduits, pipes, mains, and appurtenances used or intended to be used to transmit or distribute any service such as electric current, telephone, telegraph, cable television, traffic control, fire alarm, police communication, gas, water, steam or petroleum, whether or not on the streets, alleys, or other public places of the City shall, after October 15, 1971, be installed below the surface of the ground or below the surface in the case of bridges and elevated highways except otherwise exempted by the City Code and to the satisfaction of Director, Department of Transportation and Environmental Services. (T&ES)

C - 6 Flow from downspouts, foundation drains, and sump pumps shall be discharged to the storm sewer 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 - 7 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. The memorandum is available at the following web address of the City of Alexandria (T&ES)

http://alexandriava.gov/uploadedFiles/tes/info/New%20Sanitary%20Sewer%20Connection%20and%20Adequate%20Outfall%20Analysis%20 (02-07).pdf

C - 8 In compliance with Title 5: Transportation and Environmental Services, Section 5-1-2(12b) of the City Charter and Code, the City of Alexandria shall provide solid waste collection services to the condominium townhomes portion of the development. All refuse / recycling receptacles shall be placed at the City Right-of-Way. (T&ES)

C - 9 Per the requirements of Title 4, Chapter 2, Article B, Section 4-2-21, Appendix A, Section A 106(6), Figure A 106.1 Minimum Standards for Emergency Vehicle Access: provide a total turning radius of 25 feet to the satisfaction of Directors of T&ES and Office of Building and Fire Code Administration and show turning movements of standard vehicles in the parking lot as per the latest AASHTO vehicular guidelines. (T&ES)

C - 10 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 and the trash truck shall not back up to collect trash. The City's storage space guidelines and required Recycling Implementation Plan forms are available at: www.alexandriava.gov or contact the City's Solid Waste Division at 703-746-4410, or via email at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)

C - 11 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 - 12 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.

C - 13 All private streets and alleys shall comply with the City's Minimum Standards for Private Streets and Alleys. (T&ES)

C - 14 Bond for the public improvements must be posted prior to release of the site plan.* (T&ES)

C - 15 The sewer tap fee must be paid prior to release of the site plan.* (T&ES)

C - 16 Provide a phased erosion and sediment control plan consistent with grading and construction plan. (T&ES)

C - 17 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 - 18 The thickness of sub-base, base, and wearing course shall be designed using "California Method" as set forth on page 3-76 of the second edition of a book entitled, "Data Book for Civil Engineers, Volume One, Design" written by Elwyn E. Seelye. Values of California Bearing Ratios used in the design shall be determined by field and/or laboratory tests. An alternate pavement section for Emergency Vehicle Easements (EVE) to support H-20 loading designed using California Bearing Ratio (CBR) determined through geotechnical investigation and using Virginia Department of Transportation (VDOT) method (Vaswani Method) and standard material specifications designed to the satisfaction of the Director of Transportation and Environmental Services (T&ES) will be acceptable. (T&ES)

C - 19 All pedestrian, traffic, and way finding signage shall be provided in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), latest edition to the satisfaction of the Director of T&ES. (T&ES)

C - 20 All sanitary laterals and/or sewers not shown in the easements shall be owned and maintained privately. (T&ES)

C - 21 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. (T&ES)

C - 22 The applicant shall comply with the Article XIII of the City of Alexandria Zoning Ordinance, which includes requirements for stormwater pollutant load reduction, treatment of the water quality volume default and stormwater quantity management. (T&ES)

C - 23 The applicant shall comply with the City of Alexandria, Erosion and Sediment Control Code, Section 5, Chapter 4. (T&ES)

C - 24 All required permits from Virginia Department of Environmental Quality, Environmental Protection Agency, Army Corps of Engineers, Virginia Marine Resources shall 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. * (T&ES)

ASA Comments

R-1. Sanitary calculations are based on commercial property. Please revise sanitary sewer calculations in next submission for the appropriate academic usage rather than commercial.

VAWC Comments

R-1. Water line schematic map in this area provided to the project engineer. The existing water main layout on the site plan does not match our records. Since most of hydrants and water mains are private in the school, it is difficult to provide a detail review. It will be helpful if the owner could provide us a latest water main distribution map within the school zone.

R-2. It will be difficult to provide an accurate hydraulic model analysis without the latest records. We suggest the owner shall do a hydrant flow test on the job site by himself.

R-3. Indicate the proposed fire and domestic water service line size.

R-4. Indicate whether there is an existing master meter that can be used to serve the new domestic service line.

R-5. Show how to cap and block the abandoned/removed water lines.

R-6. Keep enough clearance between a water main and the new sewer pipe, gas, conduit and cables. The clearance shall meet the DSUP approval conditions.

Fire Department:

C-1 Prior to submission of the Final Site Plan #3, the developer shall provide three 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, not to the Site Plan Coordinator of Code Administration.

Code Administration (Building Code):

F-1 The following comments are for preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Thomas Sciulli, Plan Review Supervisor, at 703.746.4190 or Thomas.sciulli@alexandriava.gov.

C-1 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).

C-2 The developer 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.

Archaeology

F-1. This development project is situated in an area adjacent to the historic buildings of the Episcopal High School, which was founded in 1839. One of the structures, Hoxton Hall, may have been constructed sometime in the first decade of the nineteenth century by Elizabeth Parke Law, granddaughter of Martha Washington, who purchased the property in 1805. During the Civil War, the property was occupied by the Union Army. The area of new construction is limited and landscaping and other activities have undoubtedly caused previous disturbances around Williams West Wing. The possibility that there are intact archaeological resources present in the project area is remote.

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

Health Department

F-1 This facility is currently operating as Episcopal High School under an Alexandria Health permit, issued to Compass Group USA. Inc.

C-1 An Alexandria Health Department Permit is required for all regulated facilities.

C-2 This facility and all modifications must meet current Alexandria City Code requirements for food establishments.

C-3 Six sets of plans must be submitted through the Permit Center and approved by this department prior to construction/modifications. Plans must comply with the Alexandria City Code, Title 11, Chapter 2, Food and Food Establishments. There is a $200.00 fee for review of plans for food facilities.

C-4 Permits and/or approval must be obtained prior to operation.

C-5 The facility must comply with the Alexandria City Code, Title 11, Chapter 10, Smoking Prohibitions.

C-6 Certified Food Managers must be on duty during all hours of operation.

C-7 Restrooms, including those in common areas, serving the restaurant, are to meet Alexandria City Code, Title 11, Chapter 2 requirements.

R-1 Provide a menu or list of foods to be handled at this facility to the Health Department prior to opening.

Asterisks denote the following:

* Condition must be fulfilled prior to release of the final site plan
** Condition must be fulfilled prior to release of the building permit
*** Condition must be fulfilled prior to release of the certificate of occupancy
**** Condition must be fulfilled prior to release of the bond

APPLICATION for
DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN
DSUP #2011-0017

PROJECT NAME: **Episcopal High School**

PROPERTY LOCATION: **1200 North Quaker Lane, Alexandria, Virginia**

TAX MAP REFERENCE: **31.02 02 06** ZONE: **R-20**

APPLICANT NAME: **The Protestant Episcopal High School in Virginia**
ADDRESS: **1200 North Quaker Lane, Alexandria, Virginia 22302**

PROPERTY OWNER NAME: **The Protestant Episcopal High School in Virginia**
ADDRESS: **1200 North Quaker Lane, Alexandria, Virginia 22302**

SUMMARY OF PROPOSAL: **Special Use Permit to expand the existing private school governed by DSUP 2007-0033 by constructing an addition to Townsend Hall and install temporary structures for academic classrooms and kitchen facilities.**

MODIFICATIONS REQUESTED: **NONE.**

SUP's REQUESTED: **Special Use Permit to expand the existing private school governed by DSUP 2007-0033 by constructing an addition to Townsend Hall and Special Use Permit to permit the use of temporary structures (trailers) for academic classrooms and kitchen facilities.**

THE UNDERSIGNED hereby applies for Development Site Plan, with Special Use Permit, approval in accordance with the provisions of Title 7, Chapter 5 of the Code of the City of Alexandria, Virginia.

THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article XI, Section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

THE UNDERSIGNED also attests that all of the information herein provided and specifically including all surveys, drawings, etc., required of the applicant are true, correct and accurate to the best of their knowledge and belief.

Land, Clark, Carroll, Mendelson & Blair, P.C.
Duncan W. Blair, Esquire
Print Name of Applicant or Agent

Signature

524 King Street (703) 836-1000 (703) 549-3335 dblair@landclark.com
Mailing/Street Address Telephone # Fax # E-mail:

Alexandria, Virginia 22314 8/15/2011
City and State Zip Code Date

DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY

Application Received: _____
Fee Paid & Date: $_____
Legal Advertisement: _____
Received Plans for Completeness: _____
Received Plans for Preliminary: _____
Property Placard: _____
ACTION - PLANNING COMMISSION: _____
ACTION - CITY COUNCIL: _____

Development Special Use Permit with Site Plan (DSUP) # 2011-0017

All applicants must complete this form.

Supplemental forms are required for childcare facilities, restaurants, automobile oriented uses and freestanding signs requiring special use permit approval.

1. The applicant is *(check one):*

[X] Owner [ ] Contract Purchaser

[ ] Lessee or [ ] Other: _____

State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership in which case identify each owner of more than ten percent.

The Protestant Episcopal High School in Virginia is a Virginia nonstock corporation.

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

[X] Yes. Provide proof of current City business license

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

NARRATIVE DESCRIPTION

2. The applicant shall describe below the nature of the request <u>in detail</u> so that the Planning Commission and City Council can understand the nature of the operation and the use, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. (Attach additional sheets if necessary)

The Protestant Episcopal High School in Virginia, a Virginia nonstock corporation ("EHS"), is requesting approval to expand its existing campus by constructing an addition to Townsend Hall and a special use permit to permit the use of temporary structures for academic classrooms and kitchen facilities.

Development Special Use Permit with Site Plan (DSUP) # 2011- 0017

3. How many patrons, clients, pupils and other such users do you expect? Specify time period (i.e., day, hour, or shift).

   No change from DSUP 2007-0033.

4. How many employees, staff and other personnel do you expect? Specify time period (i.e., day, hour, or shift).

   No change from DSUP 2007-0033.

5. Please describe the proposed hours and days of operation of the proposed use:

   Day: Hours:

   No change from DSUP 2007-0033.

6. Please describe any potential noise emanating from the proposed use:

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

      No change from DSUP 2007-0033.

   B. How will the noise from patrons be controlled?

      No change from DSUP 2007-0033.

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

   No change from DSUP 2007-0033.

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

   A. What type of trash and garbage will be generated by the use?

      No change from DSUP 2007-0033.

   B. How much trash and garbage will be generated by the use?

      No change from DSUP 2007-0033.

C. How often will trash be collected?

No change from DSUP 2007-0033.

D. How will you prevent littering on the property, streets and nearby properties?

No change from DSUP 2007-0033.

9. Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?

[ ] Yes. [X] No.

If yes, provide the name, monthly quantity, and specific disposal method below:

10. Will any organic compounds, for example paint, ink, lacquer thinner, or cleaning or degreasing solvent, be handled, stored, or generated on the property?

[ ] Yes. [X] No.

If yes, provide the name, monthly quantity, and specific disposal method below:

11. What methods are proposed to ensure the safety of residents, employees and patrons?

No change from DSUP 2007-0033.

ALCOHOL SALES

12. Will the proposed use include the sale of beer, wine, or mixed drinks?

[ ] Yes. [X] No.

If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and identify any proposed changes in that aspect of the operation.

PARKING AND ACCESS REQUIREMENTS

13. Please provide information regarding the availability of off-street parking:

A. How many parking spaces are required for the proposed use pursuant to Section 8-200 (A) of the zoning ordinance?

The required parking for the school is based on the number of classroom seats and is satisfied on the school's surface parking facilities.

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

336 Standard spaces
-0- Compact spaces **(There are no spaces on campus officially designated as compact)**
10 Handicapped accessible spaces
N/A Other
346 Total

C. Where is required parking located? [X] On-site [ ] off-site *(check one)*

If the required parking will be located off-site, where will it be located?

Pursuant to Section 8-200 (C) of the zoning ordinance, commercial and industrial uses may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit.

D. If a reduction in the required parking is requested, pursuant to section 8-100 (A) (4) or (5) of the zoning ordinance, complete the PARKING REDUCTION SUPPLEMENTAL APPLICATION.

14. Please provide information regarding loading and unloading facilities for the use:

A. How many loading spaces are required for the use, per section 8-200 (B) of the Zoning ordinance? **No change from DSUP 2007-0033.**

B. How many loading spaces are available for the use? **No change from DSUP 2007-0033.**

C. Where are off-street loading facilities located?

No change from DSUP 2007-0033.

D. During what hours of the day do you expect loading/unloading operations to occur?

No change from DSUP 2007-0033.

E. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

No change from DSUP 2007-0033.

15. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

No change from DSUP 2007-0033.