### DOCKET ITEM #4
Special Use Permit #2011-0014
3601 and 3951 Jefferson Davis Highway-
Dominion Virginia Power

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<td>Consideration of a Special Use Permit amendment request to allow the permanent operation of an electric terminal station.</td>
<td>Planning Commission Hearing: May 3, 2011</td>
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<td>City Council Hearing: May 14, 2011</td>
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<td>Address: 3601 and 3951 Jefferson Davis Highway</td>
<td>Zone: CDD#10 and CDD#19 / Coordinated Development Districts</td>
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<td>Applicant: Virginia Electric and Power Company (d/b/a Dominion Virginia Power Company), represented by Elizabeth Harper</td>
<td>Small Area Plan: Potomac West</td>
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</tbody>
</table>

**Staff Recommendation:** APPROVAL subject to compliance with all applicable codes and ordinances and the recommended permit conditions found in Section III of this report.

**Staff Reviewers:** Nathan Randall nathan.randall@alexandriava.gov
I. DISCUSSION

The applicant, Dominion Virginia Power, requests a Special Use Permit amendment to allow the permanent operation of an electric terminal station at 3601 and 3951 Jefferson Davis Highway.

SITE DESCRIPTION

The subject facility is located at the northernmost end of the Potomac Yard Shopping Center adjacent to Four Mile Run, straddling two lots of record. The southern parcel is the 69 acre site known as Potomac Yard Landbay F on which the existing shopping center is located. The northern parcel is Potomac Yard Landbay E and includes a narrow strip of land along Four Mile Run, the Run itself and its bridges.

The surrounding area is comprised of primarily commercial uses, including retail to the south at Potomac Yards Shopping Center and Jack Taylor’s Toyota dealership to the west. A multi-story mixed-use building is located across Four Mile Run in Arlington County. Metrorail tracks and the George Washington Parkway are located to the east.

BACKGROUND

In 1996 City Council approved the construction of the existing electric terminal station at the Four Mile Run North Terminal Site in conjunction with the undergrounding of the overhead high voltage lines that had historically run along Route 1. (SUP#96-0091) The terminal station, constructed in 1997 (Site Plan #96-0021), contains the collection of equipment needed to connect the underground electric lines along Route 1 to the above ground high-voltage electric power lines that run west down the middle of Four Mile Run. The station is a 162-foot by 50-foot enclosure surrounding two backbone poles each measuring 80 feet and other equipment measuring up to 47 feet tall.

At the time of the SUP consideration, concern was expressed about the location and size of the terminal station. On balance, the benefits of undergrounding the above ground poles and lines on Route 1 were deemed significantly greater than the impact of the large terminal station structure that was needed to make that change, and the terminal station was approved. However, the SUP included a 15-year expiration date, with the anticipation that as Potomac Yard development planning progressed, an alternative site for the station could be found and its location along Four Mile Run within Potomac Yard could be changed.

Dominion Virginia Power operates the station under a 2004 perpetual easement agreement with the property owners.
Plans for the redevelopment of Potomac Yard have changed considerably since approval of the terminal station SUP in 1996. The North Potomac Yard Small Area Plan for Landbay F, which includes the terminal facility, was recently approved in May 2010. REZ#2009-0001/CDD#2009-0001, approved in June 2010, rezoned Landbay F to CDD#19 and approved the North Potomac Yard Urban Design Standards. The Four Mile Run Master Plan generally envisions open space in this area and that the continued use of the terminal station precludes the property from fully functioning as a Resource Protection Area.

At the time of the Landbay F planning, the issue of the terminal station was discussed, and alternative locations considered. With no reasonable or feasible new sites available, the North Potomac Yard plan and CDD represent an acknowledgement of the terminal facility's existence, and North Potomac Yard Small Area Plan chapter of the Master Plan reflects an arrangement for the use of this site, recognizing that the terminal station will need to remain in this location for the foreseeable future.

PROPOSAL

The applicant, Dominion Virginia Power, requests an SUP amendment to allow for the permanent continuation of the operation of the terminal station by removing Condition #5 of SUP#96-0091, which stipulates that the SUP shall expire 15 years after approval (June 2011) for the removal of the facility. No other changes to the terminal station operation are proposed.

Dominion Virginia Power explains in its application that no reasonable alternative sites for the terminal station are available in the area and that the existing station must continue operating in order to provide electric power to tens of thousands of homes and businesses in Alexandria and Arlington.

ZONING/MASTER PLAN DESIGNATION

The northern parcel at the site is zoned CDD#10, while the southern parcel is zoned CDD#19. The terminal station is located approximately 260 feet east of Route 1, and both CDDs designate an underlying zoning of I / Industrial after the first 250 feet east of Route 1. Sections 4-1402(Z) and 7-1202(B) of the Zoning Ordinance require a Special Use Permit for the construction of transmission wires and facilities that exceed 65 feet in height.

Both properties are also located in a Resource Protection Area (RPA).
II. STAFF ANALYSIS

Staff recommends an extension of time for the operation of the electric power terminal station until 2035. Staff does not support the complete elimination of an expiration date because its inclusion maintains the possibility of the eventual removal and relocation of the terminal station.

Staff agrees that moving the terminal station now is not feasible. The issue was discussed and considered during the North Potomac Yard Small Area Plan process with the hope that an alternative location could be selected and that land use planning for Potomac Yard North could include the terminal station site. However, the technical and cost implications of relocating the facility were deemed impractical and cost prohibitive. For example, potential new sites were considered at that time but moving the station also requires relocating and/or undergrounding the large aerial 230 KV lines and associated poles.

The North Potomac Yard Plan thus represents an acknowledgement of the terminal station’s presence and an effort to plan for its existence. The area around the terminal station at the north end of Potomac Yard is now planned for residential development and Crescent Park, in addition to the park planned for Four Mile Run. Streets and buildings have been located to minimize any impacts of the terminal facility within Landbay F and the Four Mile Run Park. In addition, as part of the North Potomac Yard Plan and CDD #19, a considerable number of conditions require the improvement of Four Mile Run and the area surrounding the facility, including landscaping, screening and other improvements. In a similar way, the Four Mile Run design acknowledges that already existing uses adjacent to the Run should be incorporated as part of the overall design. While not ideal, the financial and technical aspects of relocating the facility and 230 KV lines has been deemed impractical as part of two recent planning efforts.

Given the reality of the need for electricity, the likelihood of the terminal station’s continued presence, but the significant benefit from its removal, staff is recommending that the City maintain an expiration date in the SUP. Instead of removing the condition entirely, staff recommends an amended Condition #5 which will allow the terminal station to continue operating for another 24 years until the year 2035. This date coincides with the expiration of CDD #19 (North Potomac Yard) which sets the parameters for development in Landbay F. Should that development not occur, then the City, the landowner and Dominion Virginia Power will have the opportunity to reconsider land use matters at Potomac Yard, with the hope that there are opportunities for a different site, or for the removal of additional overhead lines, at that time.
Staff also encourages the applicant to consider alternative locations for the terminal station in the intervening years should any opportunities arise.

Staff believes that some architectural and landscaping improvements to the terminal station are necessary for enhanced compatibility with the significant changes that are anticipated for the surrounding area, which will include multi-story residential/hotel uses (Landbay F Blocks 2 and 3), new parkland (Landbay F Block 1, also known as Crescent Park), newly-constructed pedestrian bridges over Four Mile Run (Landbay E) and pedestrian/bicycle paths located along Four Mile Run. Given that the developer of Landbay F is already required by conditions of approval of CDD#19 to make improvements to the terminal station site itself, staff is recommending a revised Condition #1 in this report that will require Dominion to coordinate with the developer and the City to complete these improvements. Dominion’s cooperation may also be needed to implement additional improvements around the site, such as the requirements of CDD#10 for Landbay E and pedestrian/bicycle paths envisioned in the Four Mile Run Master Plan. Amended Condition #1 also includes a requirement that the applicant shall coordinate with, and grant permission to, Potomac Yard developers and/or the City of Alexandria to facilitate such additional improvements deemed necessary in the area around the terminal station.

Staff is recommending approval of the SUP, with a change to Condition #5, allowing the continued operation in this location for an additional 24 years. Subject to the conditions contained in Section III of this report, staff recommends approval of the continued operation of the terminal station until 2035.
III. RECOMMENDED CONDITIONS

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

1. **CONDITION AMENDED BY STAFF:** The applicant shall submit a plan to the satisfaction of the Director of P&Z which includes proposed landscaping, fencing and other measures to the terminal structure, around its base and along Jefferson Davis Highway, the combination of which screens the terminal facility to the maximum reasonable extent. The applicant shall permit the City and/or adjoining property owners to design and construct all necessary improvements to the substation consistent with the Four Mile Run Master Plan and Design Guidelines and with Condition #42 of REZ#2009-0001/CDD#2009-0001. The improvements shall include physical improvements, landscaping and associated elements for the terminal station and adjoining park areas as deemed necessary by the City and shall be at no cost to the City. In addition, the applicant shall permit the City and adjoining property owners all necessary access for grading and/or associated construction necessary to improve the terminal station and adjoining park areas. Permission shall be granted in a timely manner, within at least sixty days of a written request by the City. (P&Z)(Parks)

2. All landscaping shall be maintained in good condition. (P&Z) (SUP#96-0091)

3. **CONDITION SATISFIED (6/1997) AND DELETED BY STAFF:** A final site plan in conformance with Section 11-410 of the Zoning Ordinance shall be approved by the Director of Transportation and Environmental Services before any permits will be issued for construction. (T&ES) (Code) (SUP#96-0091)

4. **CONDITION SATISFIED (5/1997) AND DELETED BY STAFF:** No final site plan shall be released and no construction activity shall take place until the applicant submits a Health and Safety Plan to the satisfaction of the directors of Health and T&ES indicating measures to be taken during any remediation and/or construction to minimize the potential risks to workers, the neighborhood and the environment. (T&ES) (Health) (SUP#96-0091)

5. **CONDITION AMENDED BY STAFF:** A 15 year expiration, for removal of the terminal facility. This Special Use Permit shall expire in June 2035 unless renewed by City Council prior to that date. (P&Z) (RP&CA) (City Council) (SUP#96-0091)

6. **CONDITION SATISFIED (11/1996) AND DELETED BY STAFF:** The applicant shall come back in the Fall (1996) for an amendment to the Sunset Drive special use permit [SUP-95-0209]. (City Council) (SUP#96-0091)
STAFF: Barbara Ross, Deputy Director, Department of Planning and Zoning; Nathan Randall, Urban Planner.

Staff Note: In accordance with section 11-506(c) of the zoning ordinance, construction or operation shall be commenced and diligently and substantially pursued within 18 months of the date of granting of a special use permit by City Council or the special use permit shall become void.
IV. CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

F-1 OEQ comments relating to the request to delete Condition #5 from SUP96-0091:

The Office of Environmental Quality is against removing this condition from the SUP. The Four Mile Run Master Plan has depended upon the conditions within this SUP to remove the structure thus removing an obstacle to continuity of redevelopment of the near stream area. This structure blocks free flow of pedestrian and bike trails and its presence in this location prevents generating any coherent treatment of the near-stream area in Landbay E. Its presence impinges upon the function of the Resource Protection Area which is required by the Environmental Management Ordinance, Article XIII, of the City of Alexandria. Its eventual removal will be beneficial to the redevelopment of this area. It is for these reasons that OEQ recommends extending this condition to give Dominion Virginia additional time to identify an alternate site for this facility. (OEQ)

Code Enforcement:

F-1 No Comment

Health:

F-1 No Comment

Parks and Recreation:

R-1 Condition #1 of SUP96-0091 should be amended as follows: The applicant shall submit a plan to the satisfaction of the Director of P&Z which includes proposed landscaping, fencing and other measures to the terminal structure, around its base and along Jefferson Davis Highway, the combination of which screens the terminal facility to the maximum reasonable extent. The applicant shall permit the City and/or adjoining property owners to design and construct all necessary improvements to the substation consistent with the Four Mile Run Master Plan and Design Guidelines and with Condition #42 of REZ#2009-0001/CDD#2009-0001. The improvements shall include physical improvements, landscaping and associated elements for the terminal station and adjoining park areas as deemed necessary by the City and shall be at no cost to the City. In addition, the applicant shall permit the City and adjoining property owners all necessary access for grading and/or associated construction necessary to improve the terminal station and adjoining park areas. Permission shall be granted in a timely manner, within at least sixty days of a written request by the City.

R-2 Condition #5 should be amended as follows: A 15-year expiration, for removal of the terminal facility. (City Council) The SUP shall expire in June 2035.
Police Department:

F-1 The Police Department has no comments and no objections to the removal of conditions #5 allowing SUP #96-0091 to become perpetual.
APPLICATION
SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2011-0014

PROPERTY LOCATION: 3601 Jefferson Davis Highway
TAX MAP REFERENCE: portions of 016-01-05-01  ZONE: CDD #10
APPLICANT:
Name: Virginia Electric and Power Company (dba Dominion Virginia Power)
Att'x: Liz Harper  OJRP '12
Address: 701 E. Cary Street, Richmond, VA 23219

PROPOSED USE: existing transmission line underground to overhead terminal station (Four Mile Run North Terminal Site)

[ ] THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

[ ] THE UNDERSIGNED, holding a perpetual easement agreement from the property owners,

hav[ ]g obtained permission from the property owner, hereby grants permission to the City of Alexandria staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.

[ ] THE UNDERSIGNED, holding a perpetual easement agreement from the property owners,

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 IV, Section 4-1404(D)(7) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

[ ] THE UNDERSIGNED, hereby attests that all of the information herein provided and specifically including all surveys, drawings, etc., required to be furnished by the applicant are true, correct and accurate to the best of their knowledge and belief. The applicant is hereby notified that any written materials, drawings or illustrations submitted in support of this application and any specific oral representations made to the Director of Planning and Zoning on this application will be binding on the applicant unless those materials or representations are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

Elizabeth Harper  3/10/2011
Print Name of Applicant or Agent  Signature  Date
701 E. Cary Street, OJRP '12
Mailing/Street Address
Richmond, VA 23219
City and State  Zip Code

(804) 771-6145  (804) 771-4303
Telephone #  Fax #
liz.harper@dom.com

Email address

ACTION-PLANNING COMMISSION:  DATE:
ACTION-CITY COUNCIL:  DATE:
PROPERTY OWNER'S AUTHORIZATION

As the property owner of ____________________________ (Property Address) and hereby grant the applicant authorization to apply for the ____________________________ use as ______ (use) described in this application.

Name: ____________________________  Phone: ____________________________

Address: ____________________________  Email: ____________________________

Signature: ____________________________  Date: ____________________________

1. Floor Plan and Plot Plan. As a part of this application, the applicant is required to submit a floor plan and plot or site plan with the parking layout of the proposed use. The SUP application checklist lists the requirements of the floor and site plans. The Planning Director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver.

[ ] Required floor plan and plot/site plan attached. Enclosed is the original plan used for SUP 96-0091

[ ] Requesting a waiver. See attached written request.

2. The applicant is the (check one): [ ] Owner  [ ] Contract Purchaser  [ ] Lessee or [ ] Other: permanent easement holder of the subject property.

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

Virginia Electric and Power Company is a subsidiary of Dominion Resources, Inc.

No person or entity owns an interest in Dominion Resources, Inc. of more than 10%.
OWNERSHIP AND DISCLOSURE STATEMENT
Use additional sheets if necessary

1. **Applicant.** 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 term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Percent of Ownership</th>
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<tbody>
<tr>
<td>1. No person or entity owns more than 10% interest or stock.</td>
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<td>2.</td>
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2. **Property.** State the name, address and percent of ownership of any person or entity owning an interest in the property located at (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application. **Not required as applicant is permanent easement holder of subject site.**

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3. **Business or Financial Relationships.** Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is required to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review.

<table>
<thead>
<tr>
<th>Name of person or entity</th>
<th>Relationship as defined by Section 11-350 of the Zoning Ordinance</th>
<th>Member of the Approving Body (i.e. City Council, Planning Commission, etc.)</th>
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<tbody>
<tr>
<td>1. No person or entity listed above</td>
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**NOTE:** Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

Date: 4/18/2011
Printed Name: **Dominion Ya. Power**
Signature: **Elizabeth Harper**
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?  NA

[ ] 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**

3. The applicant shall describe below the nature of the request in detail so that the Planning Commission and City Council can understand the nature of the operation and the use. The description should fully discuss the nature of the activity. (Attach additional sheets if necessary.)

Please see attached narrative.
Dominion Virginia Power
Four Mile Run North Terminal Site
Request for Amendment to SUP #96-00091

3. NARRATIVE DESCRIPTION

Background

By the terms of an easement right-of-way agreement dated 6/1/1969 with the Richmond, Fredericksburg and Potomac Railroad Company (RF&P), Dominion Virginia Power (Dominion) was compelled in the mid- to late 1990’s to underground the existing double circuit 230 kV overhead transmission lines in Potomac Yard property, at that time owned by the RF&P. Typically, Dominion’s transmission lines continue from one substation to another as either completely overhead or completely underground. In this situation, the Glebe substation, which is the northern end of the two 230 kV circuits, did not have the space within the substation for the equipment required to support the lines as they transition from underground to overhead so they could be brought into the station. Communication was made with WMATA concerning the possibility of Dominion obtaining property from the adjacent bus parking lot to expand the Glebe Substation for this purpose. WMATA responded that the bus garage and maintenance area would continue to be a presence at this site and the parking area was needed for their operations.

Dominion proposed a site at the northern edge of Potomac Yard along Four Mile Run to locate a small terminal station for this equipment to transition these electric transmission lines from underground to overhead, and continue into Glebe Substation. The overhead portion of these lines already in place could then be used from the terminal site to the Glebe Substation with some slight adjustment to connect to the terminal site.

Dominion obtained Special Use Permit 96-0091 on June 25, 1996 from the City of Alexandria for the Four Mile Run North Terminal Site. That approval contained Condition #5, which provided that the SUP would expire in 15 years.

Present Conditions

In the 15 years since SUP approval, the property situation has remained unchanged. Inquiry has continued concerning the availability of that area adjacent to Glebe Substation for the expansion needed to bring the currently overhead portion of the two 230 kV overhead lines into the substation as underground. That area remains unavailable. There are no reasonable options available that would allow the underground lines to extend into Glebe Substation and allow the North Terminal Site to be removed.

Need for the facilities

The North Potomac Yards Terminal Station is part of Dominion’s critical energy infrastructure needed to provide continued reliable electric service to over 80,000 customers located in the City of Alexandria and Arlington County. The loss of this facility would potential disrupt continued reliable service to many facilities that the City of Alexandria and Arlington County depend on to provide critical services to their population. Many facilities like 911 Call Centers, water treatment, pumping stations and hospitals could face extended periods of time without electrical service thus impacting the City of Alexandria and Arlington County’s ability to provide vital services.

Request

Dominion is requesting the City of Alexandria to remove Condition #5 of Special Use Permit 96-0091 and allow the Special Use Permit to become perpetual.
USE CHARACTERISTICS

4. The proposed special use permit request is for (check one):
   [ ] a new use requiring a special use permit,
   [ ] an expansion or change to an existing use without a special use permit,
   [ ] an expansion or change to an existing use with a special use permit,
   [ ] other. Please describe: Amend SUP #96-00091 to remove Condition #5.

5. Please describe the capacity of the proposed use:

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

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

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

   Day: ___________________________ Hours: ___________________________
   ___________________________ ___________________________
   ___________________________ ___________________________
   ___________________________ ___________________________
   ___________________________ ___________________________

7. Please describe any potential noise emanating from the proposed use.

   A. Describe the noise levels anticipated from all mechanical equipment and patrons.
      none

   B. How will the noise be controlled?
      NA
8. Describe any potential odors emanating from the proposed use and plans to control them:

none

9. Please provide information regarding trash and litter generated by the use. NA

A. What type of trash and garbage will be generated by the use? (i.e. office paper, food wrappers)

B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)

C. How often will trash be collected?

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

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

[ ] Yes. [ ] No.

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

[Signature]
11. 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:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

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

The terminal is surrounded by a 12' tall brick enclosure with a secured gate.

________________________________________________________________________

ALCOHOL SALES

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

[ ] Yes  [X] No.

If yes, describe existing (if applicable) and proposed alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
PARKING AND ACCESS REQUIREMENTS

14. A. How many parking spaces of each type are provided for the proposed use: NA

<table>
<thead>
<tr>
<th></th>
<th>Standard spaces</th>
<th>Compact spaces</th>
<th>Handicapped accessible spaces</th>
<th>Other</th>
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Planning and Zoning Staff Only

Required number of spaces for use per Zoning Ordinance Section 8-200A

Does the application meet the requirement?

[ ] Yes  [ ] No

B. Where is required parking located? (check one) NA

[ ] on-site  [ ] off-site

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

PLEASE NOTE: 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.

C. 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: NA

[ ] Parking reduction requested; see attached supplemental form

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

A. How many loading spaces are available for the use?

Planning and Zoning Staff Only

Required number of loading spaces for use per Zoning Ordinance Section 8-200

Does the application meet the requirement?

[ ] Yes  [ ] No
B. Where are off-street loading facilities located?

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

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

16. 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?

 existing entrance and driveway are adequate

SITE CHARACTERISTICS

17. Will the proposed uses be located in an existing building? [✓] Yes [ ] No

Do you propose to construct an addition to the building? [ ] Yes [✓] No

How large will the addition be? _______ square feet.

18. What will the total area occupied by the proposed use be? 50' x 100' walled site

8000 sq. ft. (existing) + _______ sq. ft. (addition if any) = 8000 sq. ft. (total)

19. The proposed use is located in: (check one)

[ ] a stand alone building
[ ] a house located in a residential zone
[ ] a warehouse
[ ] a shopping center. Please provide name of the center: ________________
[ ] an office building. Please provide name of the building: ________________
[✓] Other. Please describe: existing 50' x 100' walled site

End of Application