

Skidmore, Owings & Merrill

Memorandum

Date: August 5, 1981

To: File

From: Alan Carroll *AC*

Subject: Zoning Summary for CIA Master Development Plan

This summary provides background information for the preparation of the CIA's Master Development Plan. As a Federal Installation, the CIA is exempt from compliance with local zoning as contained in the Fairfax County Zoning Ordinance of August 14, 1978, amended. However, the Agency and GSA wish to be aware of the relevant regulations and to comply insofar as possible.

1.0 Applicable Zoning Regulations

- 1.1 The CIA site is zoned R-1 Residential (one dwelling unit per acre), and is classified as a Public Use which is permitted as of right (see 3-102 of the Zoning Ordinance). Before they were permitted as of right by Amendment 32 to the Ordinance (June 23, 1980), new Federal facilities required Special Exceptions.
- 1.2 Article 3, Section 3-100
 - o Maximum building height: 60 feet for all structures other than single-family dwellings (3-107).
 - o Maximum gross floor area ratio: 0.15 for uses other than residential (3-107).
 - o Minimum yard requirements: Front, 50 degree angle of bulk plane and minimum of 40 feet; Side, 45 degree angle and 20 feet; Rear, 45 degree angle and 25 feet.
- 1.3 Article 7, Overlay District Regulations
 - o Historic Overlay District (7-200): The CIA site is near the Langley Fork Historic District, which was added to the zoning ordinance on July 28, 1980.
 - o Restriction: No building permit for buildings or structures within the District will be issued without approval from Architectural Review Board. ARB criteria include not only design but "preservation and protection of historic places and areas." (7-204).
 - o This may affect the CIA insofar as its Master Plan requires widening or improving Route 193, a portion of which lies within the Langley Fork District (this is separate from the issue of Routh 193 being a Virginia Byway).
- 1.4 Article 11, Off-Street Parking and Loading
 - o Handicapped parking: 20 spaces plus one space for each 100 employees over 1,000. (11-102).
 - o Parking for offices: minimum of 4.5 spaces per 1,000 net square feet (11-104).

Memorandum
 August 5, 1981
 Page Two

- o Loading: No more than five off-street loading spaces required for any use or building (11-202), subject to "Standard C" for offices, one space for the first 10,000 gross square feet plus one space for each additional 20,000 gross square feet or major fraction (11-203).

1.5 Article 13, Landscaping and Screening

- o Landscaping Plan: Submissions for site plan review must include a landscaping plan in accordance with 3-1.4.C.R. of the Fairfax Public Facilities Manual (13-105).
- o Interior Parking Lot Landscaping: Parking areas need interior landscaping covering five percent of the total parking lot area. Landscaping should consist primarily of trees (13-106).
- o Transitional Screening and barriers: Screening and Barriers sufficient to block glare and noise, or alleviate visual problems. (13-108, 109, 110).

1.6 Article 17, Site Plans

(Site Plans are submitted to the Department of Environmental Management; see attached copy of regulations, 17-105, Required Information on Site Plans, and 17-107, Procedure for Processing).

2.0 Comparison Figures

	<u>Allowed / Required</u>	<u>Existing</u>	<u>Total After Expansion</u>
Site Area (million SF)		9.22	
FAR	0.15	0.19	0.32
Gross Floor Area (million SF)	1.38	1.78*	2.92
Building Height (feet)	60	121.5	
Parking (spaces)	[REDACTED]		

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*Includes Headquarters building, printing plant, motor pool, and power plant.

17 - 2

3. The County Executive may waive any requirements of this Article upon a finding by him, after consideration of a recommendation from the Director, that the waiver of any such requirement will not adversely affect adequacy of provisions for those items set forth in Sect. 105 below or the improvements in Sect. 201 below. The County Executive may require, as a condition of any waiver, such dedication or construction, or agreement to dedicate or construct, as may be necessary to adequately provide for such items.
4. Any decision of the County Executive may be modified, reversed or affirmed by the Board upon appeal by any person aggrieved by such decision, when such appeal is filed within ten (10) days of such decision.
5. In any PRC District, no final action on an exception or waiver proposed in Neighborhood Convenience, Town or Village Centers shall be taken until notice has been given in accordance with the provisions of Sect. 106 below.

17-104

Procedure for Preparation

1. Site plans or any portion thereof involving engineering, architecture, landscape architecture or land surveying shall be certified by an engineer, architect or land surveyor authorized by the State to practice as such.
2. Site plans shall be prepared to a scale of one inch equals fifty feet (1" = 50') or larger. The sheet(s) shall be 24" by 36".
3. A site plan may be prepared in one (1) or more sheets to show clearly the information required by this Article and to facilitate the review and approval of the plan. If prepared on more than one (1) sheet, match lines shall clearly indicate where the several sheets join.
4. All lettering on a site plan shall be not less than 1/10" in height.

17-105

Required Information on Site Plans

All site plans shall be submitted to the Director in nine (9) clearly legible blue or black line copies, and each site plan shall be accompanied by a receipt from the Director of Finance evidencing the payment of all required site plan fees for processing and approval as set forth herein, and written proof of notification as required by the provisions of Sect. 106 below.

Where applicable, all site plans shall contain the following information:

1. Location of tract by an insert map at a scale of not less than one inch equals two thousand feet (1" = 2000'), indicating scaled coordinates referred to in U.S.C. & G.S., State grid north and such information as the names and numbers of adjoining roads, streams and bodies of water, railroads, subdivisions, towns, and Districts or other landmarks sufficient to clearly identify the location of the property.
2. Every site plan shall show the name and address of the owner or developer, the District, County, State, north point, date and scale of drawing and number of sheets. In addition, it shall reserve a blank space, three (3) inches wide and five (5) inches high, for the use of the approving authority.
3. A boundary survey of the tract with an error of closure within the limit of one (1) in ten thousand (10,000) related to the true meridian and showing the location and type of boundary evidence. The survey may be related to U.S.C. & G.S., State grid north if the coordinates of two (2) adjacent corners are shown; provided, that such information may be provided from recorded plats in case of lots in subdivisions recorded subsequent to September 1, 1947.
4. All horizontal dimensions shown on the site plan shall be in feet and decimal fractions of a foot to the closest one hundredth of a foot (.00), and all bearings in degrees, minutes and seconds to the nearest ten (10) seconds.
5. Certificate signed by the surveyor or engineer setting forth the source of title of the owner of the tract and the place of record of the last instrument in the chain of title.

6. All existing and proposed streets and easements, their names, numbers and widths; existing and proposed utilities, watercourses and their names, owners, zoning and present use of all adjoining properties.
7. The delineation of all stream valleys as defined in Article 20.
8. A landscape plan, drawn to scale, including dimensions and distances and the location, size and description of all proposed landscape materials as required by the provisions of Article 13.
9. Existing vegetation, proposed removal of vegetation, and proposed replacement of vegetation, in accordance with the policies and requirements of the Public Facilities Manual.
10. Location, type, size and height of fencing, retaining walls and screen planting as required by the provisions of Article 13.
11. All off-street parking, related driveways, loading spaces and walkways, indicating type of surfacing, size, angle of stalls, width of aisles and a specific schedule showing the number of parking spaces provided and the number required by the provisions of Article 11.
12. The proposed location, general use, number of floors, height and the net and gross floor area for each building, to include outside display areas, and where applicable the number, size and type of dwelling units.
13. The angle of bulk plane for each building and the angle required by the provisions of the zoning district in which located.
14. Sufficient information to show how the physical improvements associated with the proposed development interrelate with existing or proposed development of record on adjacent properties.
15. All existing and proposed water and sanitary sewer facilities, indicating all pipe sizes, types and grades and where connection is to be made to the County or to other utility system.
16. Provisions for the adequate disposition of natural and storm water in accordance with the Public Facilities Manual, indicating the location, size, type and grade of ditches, catch basins and pipes and connections to existing drainage system, and on-site storm water retention where deemed appropriate and necessary by the Director.
17. Provisions for the adequate control of erosion and sedimentation, indicating the proposed temporary and permanent control practices and measures that will be implemented during all phases of clearing, grading and construction as required by the Public Facilities Manual.
18. Existing topography with a maximum contour interval of two (2) feet, except where existing ground is on a slope of less than two (2) per cent, then either one (1) foot contours or spot elevations shall be provided where necessary, but not more than fifty (50) feet apart in both directions.
19. Proposed finished grading by contours, supplemented where necessary by spot elevations and in particular at those locations along lot lines where the angle of bulk plane is established.
20. A soil report prepared by or under the direction of a professional engineer, experienced in soil and foundation engineering, shall be submitted for site plans located in potentially injurious areas which are delineated on the official map adopted by the Board of Supervisors, and for such other site plans where special soil or water conditions are deemed by the Director to be potentially injurious and instances where marine clay and/or swelling and shrinking clays are discovered on the project site. The required soil report and associated plans, specifications, and other documentation must be prepared in accordance with the 'Guidelines for the Preparation of Geotechnical Studies' adopted by the Board of Supervisors, and must be accompanied by written proof of notification to a

minimum of five (5) different adjoining property owners.

17-106

Notice Required

1. Any person who submits a site plan for approval under the provisions of this Ordinance shall submit written proof of notification to five (5) property owners in the immediate vicinity of the subject property, two (2) of whom shall own adjoining properties. If there are single family dwellings within 500 feet of the subject property, at least one (1) such dwelling owner shall be among those notified.
2. Notice as hereinafter provided shall be posted on such site by the Director within five (5) days from receipt of a site plan, and no site plan shall be approved within five (5) days of such posting. The notification shall present the following information:
 - A. Notice that a site plan has been submitted for approval.
 - B. Location where a copy of the site plan may be reviewed, indicating the address and telephone number.
 - C. Site plan number.
 - D. Type of use.
 - E. Location of property.
 - F. Date submitted.
 - G. Date posted.
 - H. Date site plan is subject to approval.

17-107

Procedure for Processing

1. The Director shall check the site plan for general completeness and compliance with such administrative requirements as are established. He shall see that all administrative reviews are completed on time and that action is taken by the approving authority on the site plan within sixty (60) days from the receipt thereof, except under abnormal circumstances.
2. All site plans which are appropriately submitted and conform to standards and requirements set forth in this Article shall be approved by the Director after having been reviewed and recommended for approval by the appropriate departments of the County relative to:
 - A. Location and design of vehicular and pedestrian access points, to include concurrence from the Virginia Department of Highways and Transportation on proposed entrances and exits from public streets.
 - B. Location and adequacy of automobile parking areas.
 - C. Design of traffic circulation and control within the site and with adjoining properties.
 - D. Compliance with all of the applicable requirements of this Ordinance.
 - E. Adequacy of drainage, water supply, fire protection and sanitary sewer facilities.
 - F. Compliance with applicable established design criteria, construction standards and specifications for all improvements required by the Public Facilities Manual.
 - G. Provision of adequate erosion and sedimentation control measures of both a temporary and permanent nature.

3. If a soil report is submitted in accordance with the provisions of Sect. 105 above, the Director shall refer it to the Geotechnical Review Board (GRB) unless it is reasonably apparent to the Director that the proposed project does not create a threat of injury to life or property. The GRB shall analyze soil reports and provide the Director with appropriate recommendations, but these recommendations shall not be binding on the Director. If the Director decides not to refer any report to the GRB, he shall file a statement of his reasons for such determination. Also, if the Director makes a decision contrary to the recommendations of the GRB, he shall file a written statement of his reasons for such decision.

The Director shall notify those abutting property owners who have requested such notification in writing of the approval of a site plan for which a soil report was required.

Review and approval of plans, specifications, and reports by the County, with or without recommendations of the GRB, shall in no way relieve the developer of the responsibility for the design, construction, and performance of the structures, pavement, and slopes on the project and damage to surrounding properties.

17-108

Agreement Bond and Fees

1. Prior to approval of any site plan there shall be executed by the owner or developer and submitted with the site plan an agreement to construct such required physical improvements as are located within public rights-of-way or easements or as are connected to any public facility in form and substance as approved by the County. Such agreement shall be accompanied by a bond with surety or condition acceptable to the County in the amount of the estimated cost of the required physical improvements as determined by the Director.

In addition to the above, the owner or developer shall post those bonds or cash escrows as may be required by the provisions of Article 13.

2. The aforesaid agreement and bonds or conditions shall be provided for guaranteeing completion of all work covered thereby within the time to be approved by the Director, which time may be extended by the Board upon written application by the owner or developer, signed by all parties, including the sureties, to the original agreement.
3. The adequacy, conditions and acceptabilities of any bond hereunder shall be determined by the Board or any official of the County as may be designated by resolution of the Board.
4. In any case where any such official has rejected an agreement or bond, the owner or developer shall have the right to appeal such determination to the Board, provided the owner or developer has paid to the County the required fee for the examination and approval of the site plan and inspection of all required improvements shown on such plans.
5. A schedule of fees for the examination and approval of site plans and the inspection of all required improvements in such plans shall be determined by a Board resolution, which schedule may be changed from time to time. Before approval of any site plan, such fee shall be payable to the Director of Finance and deposited to the credit of the general fund.

17-109

Approval, Extension and Revisions

1. Approval of a site plan submitted under the provisions of this Article shall expire one (1) year after the date of such approval unless a Building Permit(s) has been obtained for construction in accordance therewith.
2. Such approval may be extended by the Director for a single one (1) year period, upon his receipt of a written request for an extension not less than thirty (30) days before the expiration of the approved site plan.
3. The Director shall acknowledge the request for an extension within fifteen (15) days, and shall make a decision regarding the extension within thirty (30) days after receipt of the request.