

## MEMORANDUM

**To:** Rob Donaldson, Project Manager

**From:** Hilary Richardson, Planner III, Zoning Administration

**CC:** Ryan Reed, Deputy Zoning Administrator, Zoning Administration  
Michelle Lohr, Deputy Zoning Administrator, Zoning Administration  
Teresa Miller, Principal Planner, Zoning Administration

**Date:** September 30, 2022

**Re:** CMPT-2022-0003, SPEX-2022-0038, Academies of Loudoun Service Center,  
First Submission

**PIN:** 194-16-6764

The above referenced application proposes a Commission Permit (CMPT) and Special Exception (SPEX), pursuant to Table 2-1402 of the Revised 1993 Loudoun County Zoning Ordinance (Zoning Ordinance) to establish a public utility service center with outdoor storage. The public utility service center is also subject to the additional regulations of Section 5-621 of the Zoning Ordinance. The site for the proposed public utility service center is an existing public-school site (Academies of Loudoun) composed of approximately 119 acres zoned TR-10 (Transitional Residential-10).

**Critical Comment:** Zoning Administration staff previously advised the Applicant that the buffer landscape waiver (WAIZ-2022-0010) was not needed and that a Minor Special Exception (SPMI) to modify Section 5-621 is a more appropriate procedure for modifying the Type C buffer requirements found in Section 5-621 of the Zoning Ordinance. Zoning Administration staff will review the proposed SPMI-2022-0006 with the second referral materials.

### **Zoning Administration First Submission Comments**

#### **Statement of Justification**

1. In the Proposal section of the Statement of Justification, remove any of the references to the buffer landscape waiver (WAIZ-2022-0010) as this was withdrawn and no longer applies.
2. For the Overlay districts, it is recommended that when referencing the Airport Impact Overlay District to state that the subject property is partially in the Airport Impact Overlay District.

3. For the narrative describing the Floodplain Overlay District and Steep Slopes, refer to the districts as "the site contains minor floodplain and moderate and very steep slopes".
4. When discussing the small engine repair facility, add in phrasing describing the use as accessory (incidental/subordinate) to the public utility service center.

### **Commission Permit and Special Exception Factors for Consideration**

5. In the second submission of the Statement of Justification, include a narrative regarding the proposed SPMI-2022-0006 and address the Issues for Consideration in Section 6-1309 as they relate to the proposed SPMI-2022-0006.
6. Zoning Administration staff defers to Community Planning Staff regarding whether the proposed commission permit and special exception are consistent with the Comprehensive Plan.
7. Zoning Administration staff defers to the Natural Resources staff regarding whether the proposed special exception adequately protects and mitigates impacts on the environmental or natural features on the site.
8. Zoning Administration staff defers to the Historic Preservation staff in Community Planning regarding whether the proposed special exception adequately protects and mitigates impacts on archaeological or historic features.
9. Zoning Administration staff defers to Transportation staff regarding whether the proposed special exception is served adequately by roads, pedestrian connections, and other transportation services.

### **CMPT-SPEX Plat**

#### **Cover Sheet**

10. General Note 3- For all of the of applications related to this site, add in the application names and approval dates.
11. General Note 4- Add in language regarding the accessory small engine repair.
12. General Note 6- Provide a citation for Section 2-1400 as the site will need to comply with development regulations of that section of the Zoning Ordinance in addition to the additional standards in Section 5-621.
13. General Note 14- Zoning Administration staff recognizes that the proposed use is located on a school site, however, the lighting standards of Section 5-666 do not

apply as the proposed use is for a public utility service center and not a school.

14. Zoning Tabulations- For the Zoning, remove the density of 1 residential unit as this application is not for residential development.
15. Proposed GFA Table- It appears that the "Total Prop. GPA" is meant to be Total Prop. GFA, clarify if that label is meant to be GFA.
16. For the zoning tabulations, recommend showing all gross floor area measurements together and then the outdoor storage tabulation.

#### **Sheet 4- CMPT & SPEX Plat**

17. On the CMPT/SPEX Plat, the exact number of parking spaces is provided. Because the cover sheet did not provide specific parking spaces numbers in the Zoning Tabulations, and due to potential future issues with substantial conformance to the plat, it recommended to not include the exact number of parking spaces to be provided. Instead, staff recommends providing a note that final parking tabulations will be provided at time of site plan.
18. Clarify, whether on the plat or in the Statement of Justification, the proposed uses of the various pole barns.

#### **Sheet 5- Tree Preservation & Landscape Plan**

19. Zoning Administration staff recognizes that the proposed buffers will be determined at site plan, however, be advised pursuant to Section 5-1408(B)(2)(b), a Type C Buffer requires a minimum of 10% and a maximum of 50% of the required plant units to be evergreen trees. Because the proposed plan with 100% provision of evergreen trees in the buffers not meeting the requirements of Section 5-1408(B)(2)(b), a modification as part of the proposed Special Exception pursuant to Section 5-1409(B)(2).

#### **Sheet 6- Tree Preservation and Landscape Plan**

20. In the Buffer Yard Calculations Table, revise the proposed use group column to a Group 10. The required Buffer Type for all of the adjacent use groups will be a Type C buffer, except for the two Group 5 use groups (buffer segments C-D and D-E) which do not require a buffer pursuant to Table 5-1404(B). Revise the table accordingly.
21. As previously mentioned in Comment 21, the types and varieties of plants to be used in the Type C buffer will need to be provided pursuant to Section 5-1408.