

**SITE PLAN REVIEW COMMITTEE**  
**MEETING AGENDA**

**DATE:** Monday, October 2, 2017  
**TIME:** 8:30 – 10:00 p.m.  
**PLACE:** 2100 Clarendon Boulevard  
Conference Rooms C & D  
Arlington, VA 22201

**Item 2. 6711 Lee Highway (SP #3) 8:30 – 10:00 p.m.**  
(RPC# 11-006-012)  
Planning Commission and County Board meetings to be determined.  
*Matthew Ladd (CPHD Staff)*

The Site Plan Review Committee (SPRC) is comprised of Planning Commission members, representatives from other relevant commissions and several appointed citizens. The SPRC reviews all site plans and major site plan amendments requests, which are submitted to the County Board and the Planning Commission for consideration. The major responsibilities of the SPRC are the following:

1. Review site plan or major site plan amendment requests in detail.
2. Advise the Planning Commission by recommending the appropriate action in regard to a specific plan and any conditions, which it might determine to be necessary or appropriate.
3. Provide a forum by which interested citizens, civic associations and neighborhood conservation committees can review and comment on a particular plan, or the effects that the proposed project might have on the neighborhood.

In order to save copying costs, staff has selectively chosen the reduced drawings to be included in this package. The complete full size drawings are available for review in the Arlington County Zoning Office, 10th Floor, Courthouse Plaza, 2100 Clarendon and at the project web page  
<http://projects.arlingtonva.us/projects/6711-lee-highway/>

For more information on the Arlington County Planning Commission, go to their web site  
<http://commissions.arlingtonva.us/planning-commission/>

For more information on the Site Plan public review process, go to the Arlington County Planning Division's web site on Private Development  
<http://projects.arlingtonva.us/private-development/>

To view the current Site Plan Review Committee schedule, go to the web site  
<http://commissions.arlingtonva.us/planning-commission/sprc/>

**ITEM 2**  
**6711 Lee Highway (SP #3)**  
(RPC# 11-006-012)  
Elizabeth Gearin and Megan Shelby, SPRC Chairs

**SPRC AGENDA: 1st Meeting – July 24, 2017**

- 1) Informational Presentation
  - a) Overview of Site Plan (Applicant)
  - b) Review of Site Plan Proposal (Staff)
  
- 2) Land Use & Zoning
  - a) Relationship of site to GLUP and East Falls Church Area Plan
  - b) Relationship of project to existing zoning
    - i) Special site designations (proximity to historic district, etc.)
    - ii) Requested modification of use regulations
      - (1) Setbacks
      - (2) Lot Coverage
      - (3) Building Height
  
- 3) Site Design and Characteristics
  - a) Allocation of uses on the site
  - b) Relationship and orientation of proposed buildings to public space and other buildings
    - i) Relationship and orientation to Stewart Park
  - c) Visibility of site or buildings from significant neighboring perspectives
  - d) Historic status of any existing buildings on site
  - e) Landscape plan (including tree preservation)
  - f) Compliance with adopted planning documents
  
- 4) Building Architecture and Design
  - a) Building form (height, massing, tapering, setbacks)
  - b) Facade treatments, materials, fenestration
  - c) Roof line form and materials
  - d) Street level activism/entrances & exits
  - e) Green building (LEED or other rating system)
  - f) Accessibility

**SPRC AGENDA: 2<sup>nd</sup> Meeting – September 18, 2017**

- 5) Follow-up on Items from SPRC Meeting #1
  - a) Site Design and Characteristics
  - b) Building Architecture and Design
  
- 6) Transportation
  - a) Infrastructure

- i) Mass transit facilities and access
  - ii) Street systems (w/existing and proposed cross sections)
  - iii) Vehicular and pedestrian routes
  - iv) Bicycle routes and parking
  - b) Traffic Demand Management Plan
  - c) Automobile Parking
    - i) Proposed v. required (tenant, visitor, compact, handicapped, etc.)
    - ii) Access (curb cuts, driveway & drive aisle widths)
  - d) Delivery Issues
    - i) Drop offs
    - ii) Loading docks
  - e) Signage (parking, wayfinding, etc.)
- 7) Building Service
- a) Utility equipment
  - b) Venting location and type
  - c) Location and visibility of loading and trash service
  - d) Exterior/rooftop lighting
- 8) Open Space
- a) Orientation and use of on-site open spaces
  - b) Compliance with existing planning documents and policies

**SPRC AGENDA: 3<sup>rd</sup> Meeting – October 2, 2017**

- 9) Applicant Presentation on Updates Since SPRC #2
- 10) Community Benefits
- a) Public Art
  - b) Affordable Housing
  - c) Underground Utilities
  - d) Historic Preservation
  - e) Other
- 11) Construction issues
- a) Phasing
  - b) Vehicle staging, parking, and routing
  - c) Community Liaison
- 12) East Fall Church Neighborhood Concerns
- a) Traffic congestion
  - b) Pedestrian Safety/Walkability
  - c) Stewart Park parking
  - d) Deliveries

13) SPRC Wrap-Up

14) Public Comments

**Staff Report Update:** At SPRC Meeting #2 (September 18), the applicant presented revisions to the project's site layout and architecture based on comments made at SPRC Meeting #1 (July 24). These revisions bring the project closer into conformance with the East Falls Church Area Plan recommendations. The applicant has not yet submitted revisions to the 4.1 plans to reflect these changes. This staff report will be updated when a revised 4.1 submission is received.

**Site Location:** The site is currently occupied by the SunTrust Bank Building and is bounded by the Charles A. Stewart Park to the north, N. Underwood Street to the east, Lee Highway to the south, and the Fenwick Court townhouses to the west.

**Applicant Information:**

**Applicant**

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**BACKGROUND:** The applicant proposes a rezoning and amendment to Site Plan #3 to redevelop the SunTrust Bank Building at 6711 Lee Highway in the Arlington-East Falls Church neighborhood. The proposal includes 27 townhouse units that are three stories in height with an optional fourth-story loft for each unit. Each unit is proposed to include a two-car garage on the ground level, and ten surface parking spaces for visitors are provided.

**The following provides additional information about the site and location:**

Site: The site is located at 6711 Lee Highway (RPC# 11-006-012) and is defined by the following uses:

- To the north: To the north is Charles A. Stewart Park, zoned “S-3A” and designated “Public” on the General Land Use Plan (GLUP).
- To the east: To the east across N. Underwood Street are single-family detached houses, zoned “R-6” and designated “Low” Residential (1 - 10 units per acre) on the GLUP.
- To the west: To the west are the Fenwick Court townhouses, constructed in 1995, and the Eastman-Fenwick House, a Victorian style home built in 1876. The Eastman-Fenwick House was designated a local historic district in 1980, and the western portion of the Fenwick Court townhouse community is within the boundary of this district. These properties are all zoned “RA8-18” and designated “Low-Medium” Residential (16 - 36 units per acre) on the GLUP.
- To the south: To the south across Lee Highway are the Laurel Mews townhouses, zoned “RA8-18,” and a Verizon switching station, zoned “R-6.” Both of these properties are designated “Low-Medium” Residential (16 - 36 units per acre) on the GLUP.

Existing Zoning: “C-O” Mixed Use District

Proposed Zoning: “RA8-18” Multiple-Family Dwelling District

General Land Use Plan Designation: “Low-Medium” Residential (16 - 36 units per acre)

Neighborhood: The site is located within the Arlington-East Falls Church neighborhood. The Arlington-East Falls Church Civic Association, Fenwick Court Homeowners Association, and the Lee Highway Alliance have been invited to participate in the public review process.



Source: Image from Bing Maps

**Existing Development:** The site is currently occupied by the SunTrust Bank Building, a three-story brick building with a bank on the ground floor and office uses above, which was originally approved by site plan (SP #3) in 1963 and constructed in 1964.

**Adopted Plans and Policies:** The following regulations, plans, and guiding documents are applicable to development on this site:

- East Falls Church Area Plan
- General Land Use Plan (GLUP)
- Arlington County Zoning Ordinance

*General Land Use Plan:* The GLUP designation for this site is “Low-Medium” Residential, which recommends densities ranging from 16 to 36 units per acre. Zoning districts that typically correspond to this category are “R15-30T,” “RA14-26,” and “RA8-18.” The subject site is also located within the “East Falls Church Neighborhood Center District.”

*East Falls Church Area Plan:* The *East Falls Church (EFC) Area Plan* was adopted in 2011 and provides detailed guidance for transit-oriented development near the East Falls Church Metrorail Station. The subject site is designated as Site F within the plan’s Neighborhood Transition Area. EFC Area Plan recommendations that are relevant to the subject application include the following:

- Development should enhance the pedestrian experience along Lee Highway.
- Townhouse or low-rise multi-family development is recommended.
- Maximum height should be three to four stories.
- Appropriate transitions to the single family development located outside the study area are necessary.
- Build-to lines are shown along the Lee Highway, N. Underwood Street, and Stewart Park edges of the site. New buildings should have continuous frontage along build-to lines of at least 75%.
- A service access point is shown on the western boundary of the site.
- Design guidelines for townhouse development
  - Façade treatments should be varied to maintain visual interest.
  - Design treatments, such as a variety of building heights and rooflines, are encouraged.
  - Townhouses should be oriented along streets to define the public realm and foster a sense of enclosure
  - Building entrances should be located along existing major streets, and in no case should the rear of a townhouse face the street.
  - Provide a 5-foot landscaped setback from the back of the sidewalk along Lee Highway.
  - Townhouse buildings should be built along the build-to line with no sawtooth pattern.
  - Front-loading garage entrances should not be allowed along public streets.
  - Brick should be the primary material for new development. Other materials should be considered when they are appropriately designed and compatible with the selected bricks.
  - Synthetic materials should be avoided on facades that are visible from public streets and spaces, especially at or near the ground level.
  - A change in materials which provides depth and/or texture is encouraged.
- Streetscape recommendations
  - Lee Highway adjacent to subject site
    - 6-foot wide tree/furniture zone
    - 8-foot minimum clear sidewalk
    - 5-foot planting zone
    - Maintain existing curb-to-curb dimension (55 feet)
  - N. Underwood Street adjacent to subject site
    - 5-foot wide tree/furniture zone
    - 6-foot minimum clear sidewalk
    - 5-foot planting zone
    - Maintain existing curb-to-curb dimension (27 feet)

*Zoning Ordinance:* The proposed “RA8-18” zoning for the site allows townhouse development by site plan approval at a maximum density of 22 units per acre. Maximum heights for townhouses under “RA8-18” are 40 feet and 4 stories. With site plan approval, heights for dwellings may be increased, not to exceed 75 feet or 8 stories. The minimum lot area for townhouse developments is 7,500 square feet, and the minimum lot area per dwelling unit is

1,200 square feet. The maximum lot coverage for townhouse developments in RA districts is 56%. Required parking for townhouses is 2 spaces per unit plus 1/5 (or 0.2) spaces per unit for visitors. The Residential Use Standards for townhouse, semi-detached, and existing dwellings state, “The County Board may, in its discretion, approve variations in setback, yard, lot size, coverage, and parking requirements to achieve a design appropriate for the site and project” (§12.3.4.C).

**Development Potential:**

Site Plan Area: 73,730 sq. ft. (1.69 acres)	Maximum Density Allowed	Maximum Development
“RA8-18” By-Right	One family dwelling: 6,000 sq. ft. per unit Semi-detached or duplex: 3,500 sq. ft. per unit Multiple-family or townhouse: 1,200 sq. ft. per unit; All other uses: 5,000 sq. ft. per unit	One family dwelling: 12 units Semi-detached or duplex: 21 units Multiple-family or townhouse: 61 units  All other uses: 14 units
“RA8-18” Site Plan	Semi-detached or duplex: 3,500 sq. ft. per unit Low or moderate income housing: 36 units per acre Townhouse, semi-detached and existing one-family: 22 units per acre	Semi-detached or duplex: 21 units Low or moderate income housing: 60 units Townhouse, semi-detached and existing one-family: 37 units

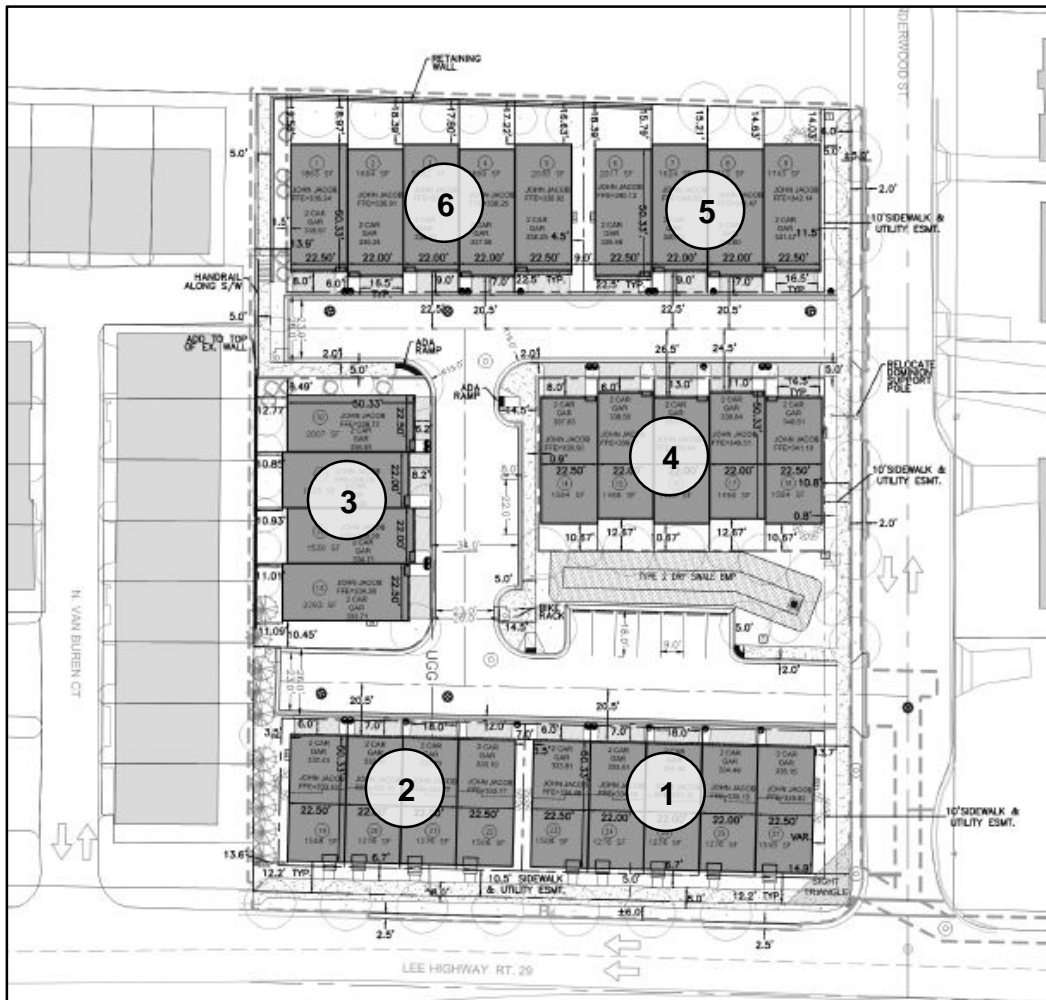
**Proposed Development:**

	Requirement	Proposal
<b>Site Area</b>	Minimum 7,500 sq. ft.	73,730 sq. ft. (1.69 acres)
<b>Density</b>		
Residential Units/GFA	Maximum 37 units (Site Plan)	27 units / 101,181sq. ft.
Residential Density	Max. 22 units per acre (Site Plan)	16 units per acre
<b>Building Height</b>		
<b>Average Site Elevation</b>		335.8’
Building 1		
Main Roof Height		37.4’
Main Roof Elevation		373.2’
Number of Stories		4
Building 2		
Main Roof Height		35.4’
Main Roof Elevation		371.2’
Number of Stories		4
Building 3		
Main Roof Height		38.3’
Main Roof Elevation		374.1’
Number of Stories		4



Building 4 Main Roof Height Main Roof Elevation Number of Stories		42.8' 378.6' 4
Building 5 Main Roof Height Main Roof Elevation Number of Stories		43.8' 379.6' 4
Building 6 Main Roof Height Main Roof Elevation Number of Stories		40.5' 376.3' 4
<b>“RA8-18” Max. Permitted Height</b>	<b>40 feet</b>	
By-Right (Townhouses)	40' (4 Stories)	
Site Plan	75' (8 Stories)	
<b>Lot Coverage</b>	56%	69.2%
<b>Setbacks</b>		
Lee Highway Frontage	Min. 50' from street centerline	48.2' from street centerline
N. Underwood Street Frontage	Min. 25' from street right-of-way Min. 50' from street centerline	12.2' from street right-of-way 33.8' from street centerline
Side Yard	Min. 25' from street right-of-way Building 2: Min. 15' Building 3: Min. 16' Building 6: Min. 17'	10.8' from street right-of-way Building 2: 13.6' Building 3: 10.9' Building 6: 13.9'
Rear Yard	Building 5: Min. 18' Building 6: Min. 17'	Building 5: 14.0' Building 6: 16.6'
<b>Parking</b>		
Residential Spaces	54	54
Visitor Spaces	6	10
Total Parking Spaces	60	64
<b>“RA8-18” Required Parking Spaces – Townhouses</b>	<b>2 spaces per dwelling unit + 1/5 additional parking spaces per dwelling unit for visitors</b>	

**Density and Uses:** The applicant is proposing to rezone the site to “RA8-18,” which allows townhouse development at a maximum density of 22 units per acres with site plan approval. The site’s existing “C-O” zoning does not permit townhouse uses. The applicant proposes to redevelop the 1.69 acre site with 27 townhouses, for a proposed density of 16 dwelling units per acre.



Proposed site plan (with building numbers added for identification)

**Site and Design:** The applicant proposes to construct 27 townhouses in six buildings on the site. Each unit includes a three-story facade with a pitched roof. Five of the townhouses include a gable, and ten include dormers. As an option for future homebuyers, the developer proposes to build a fourth story loft with an additional bedroom and a balcony. This option would not affect the building height. Five of the townhouses include a gable, and ten include dormers. The units will be built at-grade, and the height of each unit, measured from the slab to the mid-point of the roof is approximately 37.5 feet. Because heights are measured from the average elevation of the site and the elevation of each individual townhouse unit varies across the site, the measured building heights vary from approximately 35 to 44 feet.

Vehicular access to the site is provided by three internal, private streets, accessed via two curb cuts on N. Underwood Street. Each unit includes an at-grade, two-car garage that fronts on the internal streets. In addition, ten surface parking spaces for visitors are located along the internal streets.

Nine of the townhouses (Buildings 1 and 2) are proposed along the Lee Highway frontage of the site. These units are designed with the garage at the rear of the buildings and front entrances on Lee Highway. The Lee Highway units are also elevated approximately 2 to 3 feet above grade with stairs leading to the front door.



*Proposed view along Lee Highway, looking west.*

The remainder of townhouse units face the internal streets. The front façade of each of these units includes a two-car garage door and a front door. Building 3 consists of four units along the western boundary of the site, oriented parallel to the adjacent Fenwick Court townhouses. Building 4 consists of five units, oriented perpendicular to N. Underwood Street. Buildings 5 and 6 include nine units total, located along the northern boundary of the site, along the shared property line with Stewart Park.

A pedestrian path providing access to Stewart Park is proposed at the northwest corner of the site. A set of stairs along the shared property line with Fenwick Court would provide access to the park for residents of that development.



*Proposed elevation of rear-loaded units*

**Transportation:** The proposed site, 6711 Lee Highway, is in the East Falls Church area and is in the northwest quadrant of the intersection of Lee Highway (U.S. Route 29) and North Underwood Street. The project site is bounded by Charles A. Stewart Park to the north and the Fenwick Court townhouses to the west. The Master Transportation Plan (MTP) classifies this portion of Lee Highway as Type C – Primarily Commercial Center arterial and North Underwood Street is classified as a Residential or Commercial Local Neighborhood Street.

#### Transportation Analysis and Trip Generation

A Traffic Impact Analysis (TIA) dated May 4, 2017 and prepared by Wells + Associates Transportation Consultants was submitted by the applicant. The analysis assessed the impact of the proposed development on the adjacent street network and found that the 6711 Lee Highway redevelopment would have a negligible impact on the adjacent street network. The analysis concluded that the project would generate 14 AM peak hour vehicle trips, 16 PM peak hour vehicle, and 154 daily vehicle trips upon project completion and full occupancy in 2020. This equates to 64 *fewer* AM peak hour vehicle-trips, 97 *fewer* PM peak hour vehicle trips, and 385 fewer daily trips compared to the existing site bank and office uses.

The TIA analyzed five (5) intersections within the vicinity of the site. The analysis found that, in the future with the proposed redevelopment of the site, the study intersections would continue to operate at acceptable overall Level of Service (LOS) “A” during both the AM and PM peak hours. The southbound N. Underwood Street approach at Lee Highway will continue to operate at LOS “F” during the AM peak hour and at LOS “E” during the PM peak hour. All of the other approaches would operate at LOS “A” during peak periods.

Two signalized intersections on Lee Highway are approximately 850’ to the east and approximately 700’ to the west of N. Underwood Street and introduce gaps in the through traffic streams, allowing the southbound vehicles on N. Underwood Street to execute left and right turns and access Lee Highway. This condition exists today and will remain with the future redevelopment of the project site.

#### Streets

Access to the proposed project site will be from two curb-cuts on N. Underwood Street. The proposed project removes the two existing curb-cuts on Lee Highway, which eliminates conflict points along this arterial.

The project proposes to maintain the existing N. Underwood Street and Lee Highway curb alignments and to maintain a curb-to-curb cross-section of approximately 29 feet on N. Underwood Street and a curb-to-median cross-section of approximately 27.5 feet for the north side (westbound) of Lee Highway. The majority of the existing on-street parking spaces on will remain available on the N. Underwood Street frontage within the site vicinity.

#### Parking and Loading Access and Site Circulation

Parking and Loading access to the existing site is via four curb cuts: two on Lee Highway and two on N. Underwood St. The proposed development eliminates the two curb cuts on Lee

Highway and shifts the two curb cuts on N. Underwood Street to the south. All vehicular access to the proposed development will be from N. Underwood Street via the two proposed 33-foot wide driveway entrances.

The proposed development includes 27 townhouse units with 2 vehicle parking spaces provide for each dwelling unit. These spaces will be provided in 2-car garages for each of the units, for a total of 54 garage spaces. Ten (10) surface lot visitor parking spaces are also proposed to serve the development. Existing non-permit, 4-hour on-street parking on N. Underwood Street will be shifted around the new driveway entrances, but will remain.

#### Sidewalks and Pedestrian Connections

Sidewalks currently exist on the Lee Highway and N. Underwood Street frontages. The project proposes widening the Lee Highway sidewalk width from 5' to 8' and the N. Underwood Street sidewalk width from 4.5' to 6'. Also proposed is a 5'-6' wide landscape area (tree/furniture zone) between the proposed sidewalk and curb and a 5' wide shy zone between the back of sidewalk and proposed buildings for both of the site frontages. Crosswalks are provided on Lee Highway at Washington Boulevard and N. Sycamore Street.

#### Public Transit

The existing site is served by numerous public transit options. The site is located approximately 2,100 feet from the East Falls Church Metro Station which serves the Orange and Silver Lines. The site is well served by both Metrobus and ART bus service, including a bus stop located adjacent to the site along Lee Highway serving Metrobus route 3A. Additional bus routes are accessible from the East Falls Church Metro Stations and along N. Sycamore Street to the east.

#### Bicycle Access

There is one (1) Capital Bikeshare station within the site vicinity at the East Falls Church Metro Station. Bicycle connectivity is provided via on-street bicycle lanes on N. Sycamore Street and Williamsburg Boulevard. Additionally, several streets surrounding the project site are classified as on-street bicycle routes, including: N. Underwood Street, Little Falls Road, 26<sup>th</sup> street N., and Westmoreland Street. The Washington and Old Dominion (W&OD) Trail is easily accessible from the site at the East Falls Church Metro Station as well as from Lee Highway.

#### Utilities

The applicant is proposing water connections from N. Underwood Street and sanitary sewer connections from N. Underwood Street and Lee Highway. A public storm sewer is proposed on a small portion of N. Underwood Street and to the east on Lee Highway.

**Site Plan Features and Amenities:** Standard benefits expected of all site plans (with no bonus density requested) include:

- Streetscape improvements per Area Plan;
- Sidewalk, curb, and gutter improvements;
- Undergrounding of new electrical utilities
- Transportation Demand Management;

- Ordinance-based affordable housing contribution.

**DISCUSSION:** The applicant proposes a rezoning and site plan amendment for redevelopment of the SunTrust Bank Site at the northwest corner of Lee Highway and N. Underwood Street. If approved, this would be the first site plan to be developed under the East Falls Church Area Plan, adopted in 2011. The following analysis is provided:

**Modification of Use Regulations:** The applicant requests the County Board modify the following use regulations:

Building Height: The maximum permitted building height for townhouses in the “RA8-18” zoning district is 40 feet and 4 stories. With site plan approval, the County Board may approve heights up to 75 feet. The applicant is proposing 3-story townhouses, each of which has the option to convert the attic level to a fourth story without affecting the building height. All of the units are the same relative height, measured from each individual unit’s grade. However, when measuring from the average elevation of the site, building heights vary from approximately 35 to 44 feet.

Setbacks: Minimum required setbacks along Lee Highway and North Underwood Street are 50 feet from the street centerline but not less than 25 feet from the street right-of-way. The EFC Area Plan recommends placing buildings at the edge of the streetscape with recommended streetscape dimensions of 19 feet for Lee Highway and 16 feet on N. Underwood Street. The applicant is proposing streetscapes that are generally consistent with the Area Plan recommendations, which require modification of the setback requirements.

The required rear yard setback from the shared property line with Stewart Park is 10 feet plus one additional foot for each 2.5 feet of building height above 25 feet. As the building heights vary, the required setbacks range from 17 to 18 feet. The applicant is proposing rear yard setbacks that vary from 14 feet to 19 feet.

The required side yard setback from the western property line is 10 feet plus one additional foot for each 2.5 feet of building height above 25 feet. As the building heights vary, the required setbacks range from 15 to 17 feet. The applicant is proposing side yard setbacks ranging from 11 feet to 14 feet.

Lot Coverage: The minimum lot coverage for townhouses required in “RA” zoning districts is 56%. The applicant is proposing 69.2% lot coverage.

**Preliminary Staff Issues/Points of Discussion (with corresponding agenda item):**

*Agenda Items 3b and 3f:* The EFC Area Plan recommends build-to lines along three sides of the site: the sides facing Lee Highway, N. Underwood Street, and Stewart Park sides. The Plan further recommends that townhouses should be built along the build-to line with continuous frontage of at least 75% and that townhouses should be oriented along public streets.

The applicant's proposed site plan is consistent with these recommendations along Lee Highway. However, the N. Underwood Street side of the project includes the sides of three end units with no units facing that street. The building frontage along N. Underwood Street is approximately 24%. Rotating Building 4 to face N. Underwood Street with rear-loaded garages would bring the project closer to conformance with the Area Plan, though this would require relocating the proposed bioretention area and visitor parking spaces.

The townhouse buildings located along Stewart Park are oriented along the site's shared property line with the park, but they are facing an internal street and are staggered in a sawtooth pattern, which the Area Plan discourages. Consideration should be given to orienting the front of these buildings along the park with a sidewalk connecting them to N. Underwood Street and rear-loaded garages accessed from the internal driveway.

*Agenda Item 3e:* The applicant is proposing to remove two mature pin oak trees located on the Stewart Park side of the property line between the subject site and the park. The proposed re-grading of the subject site would disturb the critical root zone of these trees. Staff has requested that the applicant explore options to preserve these trees.

**Issues identified by SPRC:**

1. Building architecture and materials that reference the neighborhood context
2. Walkability to the East Falls Church Metro Station
3. Discouraging delivery vehicles from stopping along Lee Highway
4. Parking for athletic fields in Stewart Park
5. Distance between proposed townhouses and Fenwick Court

**SPRC Neighborhood Members:**

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**Interested Parties:**

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Yung-Yi Nindorft	Fenwick Court Homeowners Association	<a href="mailto:fenwickcourtbod@gmail.com">fenwickcourtbod@gmail.com</a>

**Planning Commissioners Chairing This Item:**

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Megan Shelby	Planning Commission	<a href="mailto:meganschelby@gmail.com">meganschelby@gmail.com</a>

**Staff Members:**

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