

# Charge for the 26<sup>th</sup> St N/Old Dominion Site Master Planning

**Established by the County Board on September 25, 2018**

**The 26<sup>th</sup> St N/Old Dominion Drive (26/OD) Site Master Planning Task Force is established and charged by the County Board to collaborate with staff to develop a master plan for the development of the 7.6 acres of County-owned land at this location.**

**Background:** The County has operated various public works functions for several decades at the parcels it owns at the intersection of 26<sup>th</sup> St North and Old Dominion Drive, including leaf storage, mulch pick-up, and salt storage distribution for winter storm response. The County's adopted FY 2015 – FY 2024 Capital Improvement Plan included funding for replacement of the salt storage structure, following a master planning process for the site.

The County's 1950's era salt storage facility has deteriorated and is no longer suitable or safe for operational use, resulting in the County's action in July to propose demolition and replacement with an interim storage structure pending rezoning actions. Primary objectives of the master planning process are described throughout the charge, but include proposing recommendations for the permanent location of existing critical facilities and services on the site, ensuring appropriate neighborhood context and input, evaluating the opportunity to create new open space, and conserving natural resources.

## **Membership**

The County Board will appoint a chair and members to serve for the duration of the Task Force, which will conclude with the submission of a Final Report to the County Board prior to the end of second quarter of calendar year 2019. The Working Group Chair may organize subcommittees to address specific elements of the Charge (see below).

Task Force composition will include one representative from each of the following groups:

- Four neighboring Civic Associations (Old Dominion, Yorktown, Donaldson Run, Rock Spring)
- Marymount University
- St. Mary's Episcopal Church
- JFAC
- Park and Recreation Commission
- PFRC
- Planning Commission
- Transportation Commission
- Urban Forestry Commission
- E2C2
- Up to two (2) at-large members

The Task Force will be supported by a Project Manager from the Department of Environmental Services who will be supported by an interdepartmental staff team from the Departments of Community Planning, Housing and Development and Parks and Recreation, as well as other divisions in the Department of Environmental Services. The County will engage an architect/consultant to assist with this process.

It is anticipated that appointments to the Task Force will be made at the October 2018 County Board meeting and will be attached as a supplement to this charge once completed.

### **Study Area Description**

The County-owned land located at 26<sup>th</sup> St N/Old Dominion Drive consists of seven parcels acquired in stages. The parcels occupied by the existing salt storage tank and the Donaldson Run area are zoned S-3A, while the balance have Residential Zoning, R-6 and R-10. In September 2018, the County Board approved a rezoning for a portion of the study area from S-3A and R-6 to P-S Public Service District to facilitate the creation of an interim salt storage facility until such time that this master planning process can be completed, providing guidance for the appropriate, future land use and zoning designations. Additional details of parcel sizes and Zoning are shown in Attachment 1.

Four civic associations about the site:

- Donaldson Run
- Old Dominion
- Rock Spring
- Yorktown

Other uses in the vicinity include Marymount University and St. Mary's Episcopal Church. Additionally, the Donaldson Run trail head for the Donaldson Run watershed is on the site and is not suitable for relocation.

### **Charge**

Through a collaborative process, the 26/OD Task Force and County staff will develop a Master Plan for the existing County-owned parcels that, at a minimum, would provide for the future needs of the service and functional components listed below:

- Winter storm response services to north Arlington, including a salt storage capacity of 6,000 T and support facilities to dispatch crews from this location, thereby eliminating lost service times for vehicles to return to the Trades Center for shift change. Support facilities should include a staff dispatch and monitoring area, crew break and rest rooms, and staff parking;
- Mulch distribution;
- ~~Leaf storage;~~
- Open space and / or a park; and
- The Donaldson Run area at the north-east portion of the property.

Additionally, the 26/OD will evaluate:

- Other possible public facility, operational and / or other uses that shall be identified by the Joint Facilities Advisory Commission (JFAC) that could be compatible uses with those discussed above;
- Locations for appropriate visual, light, or noise screening or buffer treatments to mitigate the impact of on-site activities relative to the neighborhood; and
- Other potential uses.

The 26/OD Task Force will provide commission, civic, and advocate perspectives on the recommended master plan, including phasing plans and public facility use recommendations, and ensure consistency with other County policies. The Task Force and/or its members will:

- Serve as the central organization for community engagement;
- Develop proposals for the site's use
- Provide advice and input on staff and consultant analyses and proposals, including goals, guiding principles, concept plans, and implementation strategies;
- Act as liaisons to inform representative groups of ongoing discussions and to seek feedback to share with the full Task Force; and
- Seek to resolve matters of community process or opposing viewpoints during the study.

#### Chair Responsibilities

The Chair will:

- Be a neutral, non-voting member of the Task Force
- Work with the project manager and interdepartmental team to develop meeting agendas, provide strategic input on overall project management and community outreach, and synthesize the input received from the Task Force and other stakeholders;
- Convene and facilitate all Task Force meetings and help to ensure the participation of all Working Group members throughout the process;
- Work closely and collaboratively with the staff team to ensure that the planning process is completed within the timeline that has been specified and that the Charge is fulfilled.
- Meet with the project manager and staff/consultant team, as needed, to provide updates and to address any areas of requiring resolution.

#### Project Manager, Team and Consultant Responsibilities

- DES will manage the consultant and provide overall project management, process, outreach, communication, engagement, facilitation and reporting in coordination with the Chair.
- An interdepartmental team comprised of staff from DES, DPR, CPHD and others will support the project manager.
- Staff will provide a comprehensive list of space and functional requirements for the above listed services to aid the 26/OD Task Force in the development of the recommended site Master Plan.
- The team may also provide additional information documenting other public facility needs that should be evaluated for inclusion within the master plan area.

#### Public Engagement

In accordance with the County's [Six-Step Guidelines for Public Engagement](#), the master planning process of 26 /OD will be at the highest level ("Collaborate") of engagement and in partnership with community stakeholders.

The process will be led by the Task Force and supported by staff, with the goal of capturing a broad range of voices, including residents, businesses and community stakeholders. Public engagement strategies will include:

- Public meetings which will include public comment periods
- Community roundtable discussion
- Online engagement – surveys, email listservs, social media, webpage

Staff will disseminate ongoing communication to the Task Force and broader community via the County website and a project listserv.

### **Deliverables**

Specific issues and deliverables for County staff and the 26/OD Working Group to address and complete in developing a Master Plan recommendation include:

- Review of existing uses at the site and their current functional adequacy;
- Identify and evaluate other possible uses for compatibility with, and appropriateness of locating them at this site, the primary functions described above;
- Development of guiding principles;
- Development of recommendations for each of the elements listed on the Charge above, including various options for each element and the justifications for each. *If no consensus can be reached, the final report should provide a limited number (2-3) of additional options for each element supported by members with justifications for each; and*
- Development of a final recommended master plan (in both map/graphic and narrative forms) which could include recommended changes to the General Land Use Plan and/or zoning classifications of the site; and
- Report to the County Board.

### **Timeline**

The 26/OD Task Force will commence its work before the end of calendar year 2018. The Task Force will meet on a regular basis with a final report to be submitted to the County Board prior to the end of the second quarter of calendar year 2019. This timeline is proposed to allow for consideration of the recommendations in the FY 2021-2030 Capital Improvement Plan.

### **Key Parameters**

The following parameters should guide the Task Force's efforts, in:

- Winter storm response services: A salt storage capacity of 6,000 T is needed, combined with the 3,500 T capacity at the Trades Center to provide sufficient inventory for winter storm response. The needed support includes a shift change/break-restroom area for up to 30 snow plow operators and five support staff during a 12-hour shift. Parking for staff personal vehicles is needed, either on site or at adjacent facilities. The site arrangement should accommodate queuing of up to 30 snow service vehicles on either 26th Road N or Old Dominion Drive without restricting passage of other vehicles.

- Mulch Distribution and Leaf Storage: ~~The existing capacities and surface areas for mulch access and leaf storage should be maintained, both of which operate with renewable use permits as recycling activities. Alternative spaces within the 26/OD site may be considered, with the provision that leaf storage timing at the site extends from October through February, and thus leaf space is generally not available during the times that winter storm response services are required.~~ Either maintain the existing capacities and surface areas for mulch access and leaf storage, or develop alternative options for the leaf to mulch process.
- The Donaldson Run space is the trail head for the Donaldson Run watershed and is not suitable for relocation within the 26/OD site.
- Park/open space, preferably with street frontage.
- Consideration of other potential uses.

### Capital Cost Planning

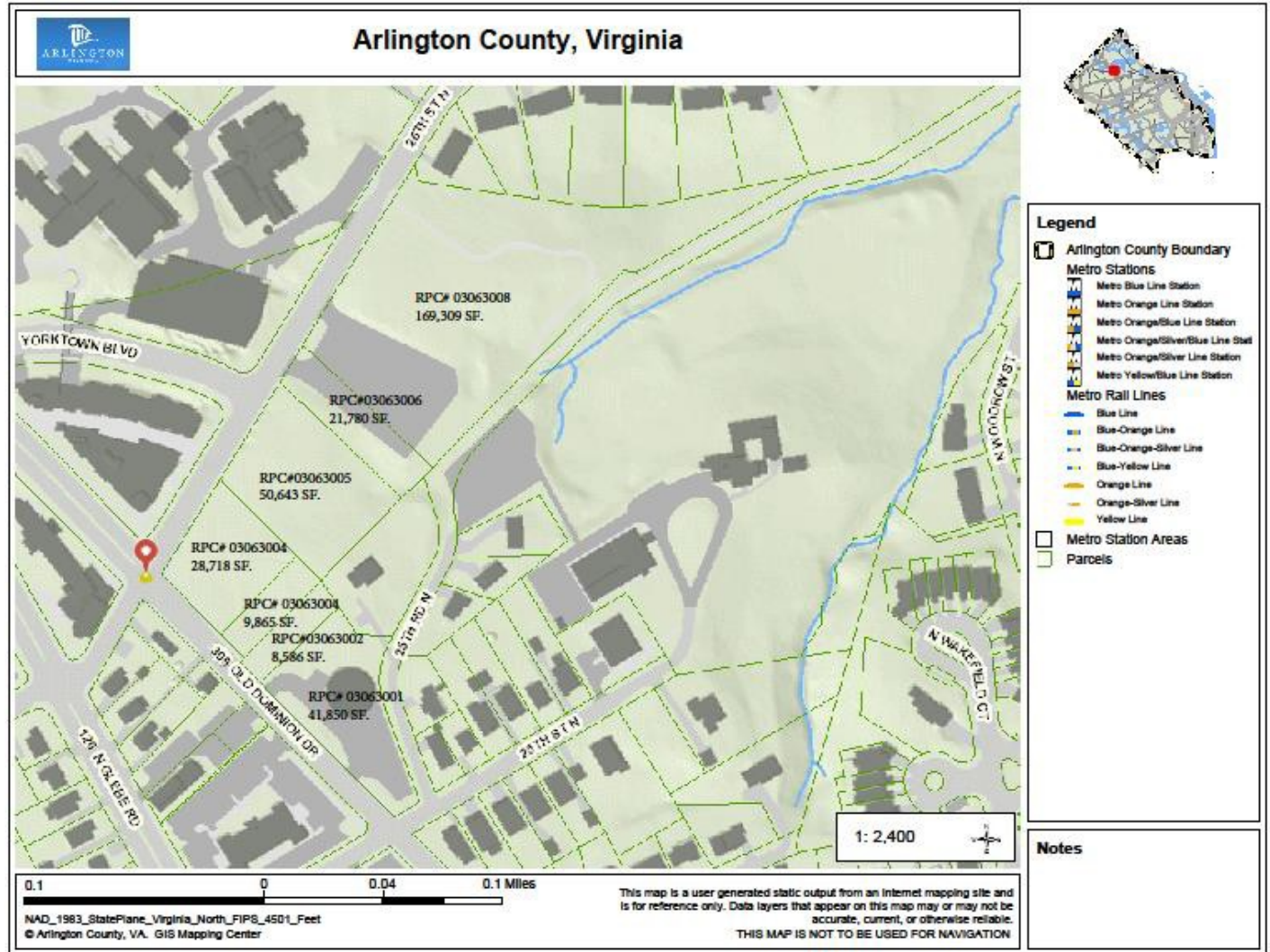
Previously adopted Capital Improvement Plans included \$2.4 M for replacement of the salt storage facility at 26/OD. While the existing approved funds may allow for a first step of constructing the new salt storage facility, the value may be insufficient to fund all of the recommendations captured as part of the final Master Plan prepared for this site. The Master Plan results will become the basis for requesting any additional funds in the FY 2020-2030 Capital Improvement Plan, which will be adopted in summer 2020, or through future CIPs.

### Attachments

Attachment 1-	26/OD Task Force Study Area
Attachment 2-	Acquisition Summary of 26/OD Parcels

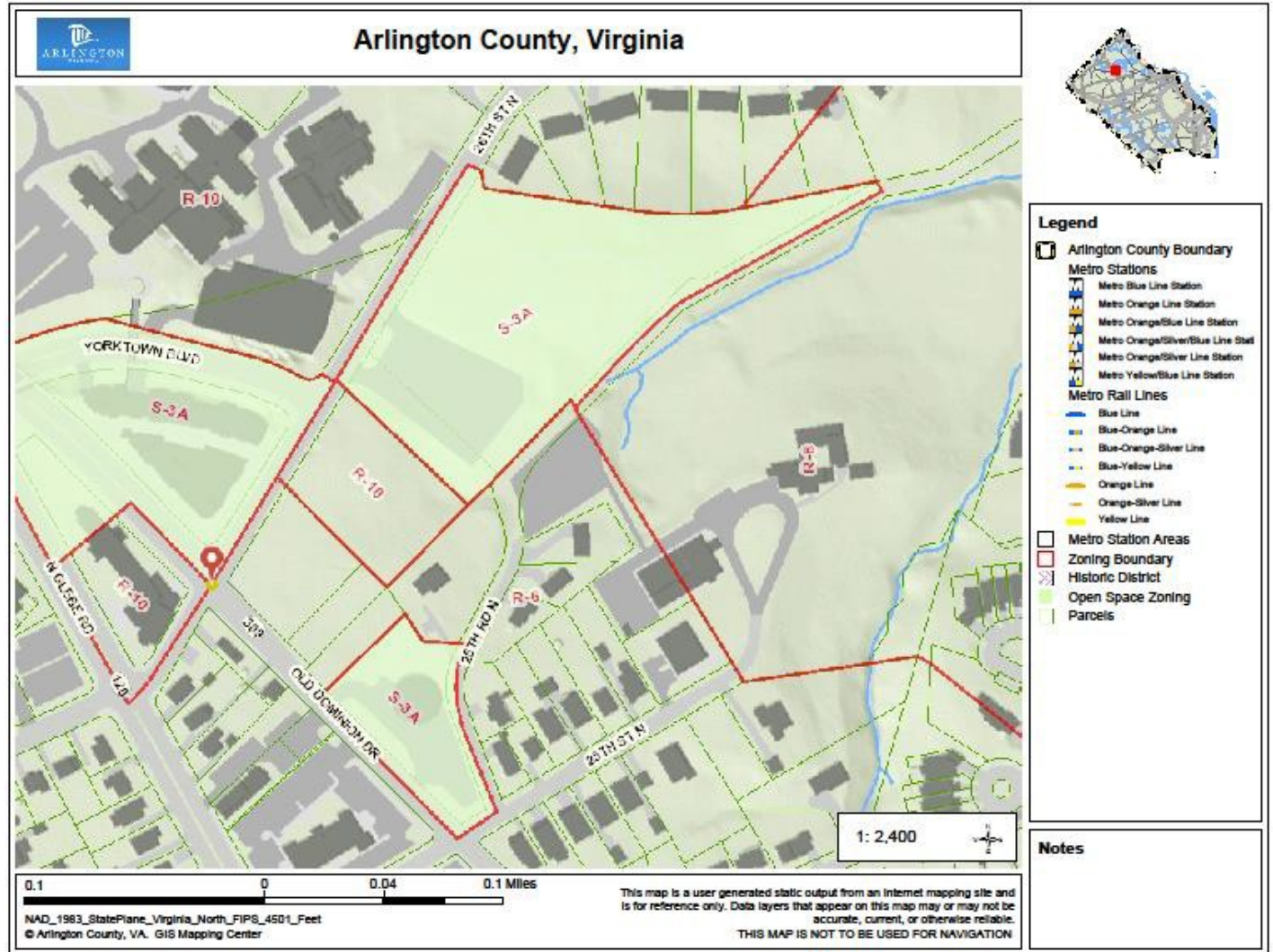
# Attachment 1: 26<sup>th</sup> St N/Old Dominion County Parcels

Figure 1 – Parcel Sizes



# Attachment 1: 26<sup>th</sup> St N/Old Dominion County Parcels

Figure 2 – Parcel Zoning



**Attachment 2:****Acquisition Summary for County Parcels Located at Old Dominion & 26 Street North  
Salt Dome Property (RPC No. 03-063-001)**

The property was acquired by two deeds:

- Deed Book 258 at Page 148 (10/11/1927)
- Deed Book 377 at Page 231 (10/8/1935)

No existing Real Estate Bureau file could be located for either of these acquisitions. There are no limitations or restrictions on use contained in the deeds, nor is there any purpose for either acquisition recited in the deeds. Both the archived real estate assessment property card (attached) and a 1941 plat (attached) identify the property as “Arlington County Water Department”. This notation is consistent with the property’s historic use: Initially the property was used for a County water reservoir tower for this area of the County. Later, after the water reservoir capacity was moved to the County’s Minor Hill Reservoir, the tower was taken down and the top portion of the reservoir tower was modified and used as the current salt storage dome structure.

**Mulch Pile Properties (RPC Nos. 03-063-006 & 03-063-008)**

The property was acquired by four deeds:

- Deed Book 1377 at Page 228 (6/30/1959)
- Deed Book 1377 at Page 238 (6/30/1959)
- Deed Book 1414 at Page 355 (7/1/1960)
- Deed Book 2548 at Page 1014 (9/28/1992)

With the exception of the 1992 acquisition from Marymount discussed below, no existing Real Estate Bureau files could be located for these acquisitions. There are no limitations or restrictions on use of the parcels contained in any of the deeds, nor is there any purpose for any of the acquisitions recited in the deeds.

The 1992 acquisition (RPC No. 06-063-006) was from Marymount was part of the compensation for the abandonment and conveyance by the County to Marymount of a portion of the then existing Yorktown Boulevard right of way to allow the construction of a new Marymount parking garage. The County received the parcel and additional cash compensation from Marymount for the abandonment and conveyance. The additional cash compensation received was applied to the purchase of the Harlan Properties discussed below.

Discussions with long time County Trades Center staff and retired County staff indicated that the properties were acquired for, and have been continually used by the County for, organic matter storage (i.e., leaves, mulch, tree branches and bush). This narrative is consistent with the Use Permits that have been historically applied for and/or issued for the site:

- (1978) A Use Permit was applied for and subsequently withdrawn in 1978 to use the site (described as the “Leaf Mulch Site) for a twelve-million-gallon water storage facility. This was likely the initial plan for replacement of the water storage tower on the Salt Dome site, prior to the decision to move the water storage facility to Minor Hill.
- (1995) Use Permit No. U-2833-95-4 was issued for the site in 1995 for a recycling center and leaf storage facility, and for DES storage and delivery, and pickup by the public, of leaf mulch, wood chips and fill dirt.
- (1996) The 1995 Use Permit No. U-2833-95-4 was renewed with a 3-year review.

#### **Harlan Properties (RPC Nos. 03-063-002, 03-063-003 & 03-063-004)**

The properties were acquired on June 18, 1992 by three deeds:

- Deed Book 2531 at Page 535 (6/18//1992)
- Deed Book 2531 at Page 537 (6/18//1992)
- Deed Book 2531 at Page 540 (6/18//1992)

There are no limitations or restrictions on use contained in the acquisition deeds, nor are there any purpose for the acquisitions recited in any of the deeds.

According to the Board Report for the Harlan acquisition, the sales price for the property was \$1,040,000 and the acquisition was funded by the additional \$1,087,500 cash compensation received from the 1992 exchange of properties with Marymount University discussed above. The acquisition included a rent free leaseback, for up to 10 years, to John and Norma Harlan, Scot Harlan's parents, for the house they were occupying at 4722 26th Street North, and a right-of first refusal for Scott Harlan to repurchase the property at FMV for 5 years after closing, if the County decided to sell the property.

#### **Smith Property (RPC Nos. 03-063-005)**

The property was acquired by the following deed:

- Deed Book 4119 at Page 400 (7/20/2007)

There are no limitations or restrictions on use contained in the acquisition deed, nor is there any purpose for the acquisition recited in the deed.

The Board Report for the acquisition states: “The future specific use of the Property has not yet been determined, but potential County use will be studied during Fiscal Year 2008 to develop a plan for its most productive use.”