



## LOUDOUN COUNTY, VIRGINIA

www.co.loudoun.gov

### DEPARTMENT OF BUILDING AND DEVELOPMENT

1 Harrison Street, S.E., P.O. Box 7000, Leesburg, VA 20177-7000

Phone: 703/777-0220

#### SYNOPSIS OF PRE-SUBMISSION APPLICATION CONFERENCE ISSUES DISCUSSED

**Pre-Submission Name & Number:** Cracker Barrel (PSUB-2011-0012)

**Date & Time of Conference:** May 11, 2011 at 11:00 AM

**Conference Coordinator:** Anita Tierney, Senior Engineer / Project Manager

***NOTE: As was disclosed at the beginning of this meeting by County Staff, this meeting is exploratory in nature and the subsequent discussion/notes are not binding for either the County or the attendees.***

- 1. Issues Raised By The Applicant:** The Applicant is proposing a restaurant off of Indian Creek Drive sharing an existing entrance. They estimate that the establishment will be 8960 sf building with a partial retail portion and 177 seat restaurant. It will have a loading area but no loading dock; a truck will pull up and then off load from the side. There are no daily deliveries and they will be done in off hours. Cracker barrel will lease the land and the landowner will create the lease lines. They estimate 5151 sf for dining and kitchen with a retail component of 2571 sf for a gift shop, cashier, entry, vestibule and shared sf (bathrooms) for both.
- 2. Comprehensive Plan Issues Discussed:** None
- 3. Transportation Issues Discussed:** See FSM issues.
- 4. Zoning Issues Discussed:** Base your FAR on the entire lot not the lease space. Research the Zoning requirements along Route 28 Corridor (special tax district). This parcel did a ZCON to convert from the 1972 Zoning Ordinance to the 1993 Zoning Ordinance not the Revised 1993 Zoning Ordinance. Your sketch shows 15 parking spaces per 1000 sf restaurant and you will need 20 parking spaces per 1000 sf of restaurant. The retail has to be accessory to the restaurant and the rule of thumb is usually 20 percent. Staff suggests putting the cashier, entry, vestibule, and bathrooms towards the kitchen not the gift shop. Parking cannot be split between retail and restaurant. If you wanted to share with the hotel, you would have to be within 500' of the Cracker Barrel entrance and you will need a shared parking agreement. The buffer along Old Ox Road will need to be a Type 4 Buffer and that that is the only place where you will need a buffer. Provide a 25' wide front yard for every 100' - 4 canopy trees, 3 understory trees, and 20 shrubs. Landscape islands are required under 1993 Zoning Ordinance (1 can per 10 spaces) and no space more than 80' away from a landscape island. Provide a minimum 6' wide island measured at the back of curb. Provide 1 canopy per island and, if it is a double island, provide 2 trees. Landscaped open space is 0.2 x the buildable

area of the lot. The buildable area is everything except the yard requirements. Tree canopy coverage is 10%. 1 loading space for the area is requirement. You can have 3 signs, 120 sf total of the aggregate square footage total. Building mounted signs cannot be bigger than 60 sf. Freestanding signs can be up to 20 sf unless you put a 3' planting bed around the sign with 8' high. The pylon can only be 15' high and 20 sf. Monument sign is 8' high with 30 sf of sign in a 45 sf monument with a 3' wide planting bed around it on all sides. A comprehensive sign process is available (\$15,000 fee). The owner can do a Zoning application to bring into the Revised 1993 Zoning Ordinance that can help with parking and signage. This is a legislative application but can be done concurrent with site plan review. Check ZO 5-1200 for signage. The dumpster enclosure will need to be 6' high wall with landscaping and gate. Soften with climbing vines and screen 75% of wall surface (ZO 5-1400). Site is zoned PDIP. Building setback is 100' along Route 606 and along Pacific Boulevard is 75' and Indian Creek is 35' and the side at the adjoining PDIP parcel is 10'. Buffer yard must screen the parking.

**5. Environmental Review Team:** None discussed.

**6. Water Resources:** If there are questions about questions about the using bmp facilities, please consult with Jimmy Edmonds. Adequate outfall is covered under FSM 5.230. If existing stormwater structures will be used in the stormwater management for this project, please provide those sheets from the appropriate land development applications with this planset.

**7. Engineering Issues Discussed:** See FSM issues.

**8. FSM Issues Discussed:**

- **\*\*Update\*\*** The County has recently updated their fee schedule.
- Since there are conditions of special exception associated with this project, the first line of the site plan name should be "Gateway North Lot 1".
- Please review the conditions of special exception and provide an analysis on a sheet of the site plan of how each are addressed. Since this information will be used for B&D Engineering purposes and is not a determination from the B&D Zoning Proffer Manager, please add a label "For Informational Purposes Only".
- Provide tree conservation plan if you are using existing vegetation to meet a canopy or buffer yard requirement. Please note that the original site plan may have landscaping that you can use.
- Provide recycling with your trash area.
- General reminders for any County project (not necessarily specific to this site):
  - Prior to initiating grading or other land disturbing activities, all associated permits required by federal, state, and local laws/regulations shall be obtained and evidence of such submitted to the County.
  - If existing vegetation will be used towards tree canopy or buffer yard requirements, please provide a tree conservation plan.
  - If service will be provided to the public after 5:00 PM, please provide site lighting meeting the specifications of the Zoning Ordinance and FSM Chapter 7.

- If the layout of the existing lot will be altered for this site then a Boundary Line Adjustment (BLAD) is required. The BLAD must be approved before this site plan can be approved.
- Any dedication not included in the BLAD requires a Dedication Plat (DEDI). The DEDI must be approved prior to approval of this site plan.
- Include soils map symbols and k-factors on the soils map and soils map key. Make sure you show the layout of the project (including travelways, buildings, etc) on the soils map. A copy of this soils map shall also be provided separately with the geotechnical report.
- Any waiver of a FSM requirement will require formal submission of a FSM Waiver Request. Submit a letter to Mr. Terrance Wharton, Director of Building and Development, your justification, and a check to the 2nd floor Land Development Counter. Please note that submission of a waiver request does not guarantee approval of the waiver and may add time to the review of the site plan.
- If there are predicted wetlands (as per Loudoun County WebLOGIS), please verify with the Army Corps of Engineers (ACOE) if the wetlands are present (Jurisdictional Determination) and delineate accordingly on the plan.
- Verify that this site has adequate recycling within the dumpster area.

**Other Issues Discussed -**

**Archaeology/Historic Resources:** See FSM comments above.

**Preliminary Soils Report:** Not discussed.

**Geotechnical Report:** See FSM comments above.

**Endangered Species Survey:** See FSM comments above.

**Tree Cover Inventory:** See FSM comments above.

**Tree Conservation Plan:** See FSM comments above.

**Tree Preservation:** See FSM comments above.

**Overlay Districts:** Not discussed.

**8. LSDO Issues Discussed:** Not discussed.

**9. Other Issues Discussed:** See above.



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### RECORD OF PRE-SUBMISSION CONFERENCE

**Pre-Submission Name & Number:** Cracker Barrel (PSUB-2011-0012)

**Date & Time of Conference:** May 11, 2011 at 11:00 AM

**Conference Coordinator:** Anita Tierney, Senior Engineer / Project Manager

#### ATTENDEES:

NAME	AFFILIATION	EMAIL ADDRESS	PHONE #
Jamie Ledbetter	Design and Engineering	jledbetter@dandeinc.us	615-370-1779
Teresa Miller	Loudoun County – Zoning	Teresa.miller@loudoun.gov	703-737-8787
Anita Tierney	Loudoun County - Engineer	Anita.Tierney@loudoun.gov	703-737-8839

I verify that a pre-submission conference on the above referenced proposal has been conducted in accordance with the Loudoun County Facilities Standards Manual Section 8.0. **No matter discussed shall be binding on either the applicant or the County.** The applicant shall submit a copy of this form with the official application for checklist review. A summary of issues discussed is not required to be submitted with the official application.

**County Representative Designee:**

**Anita Tierney, Senior Engineer/Project Manager  
Loudoun County Government  
Department of Building and Development**