Loudoun County, Virginia
Department of Planning
1 Harrison Street, S.E., 3rd Floor, P.O. Box 7000, Leesburg, VA 20177-7000
Telephone (703) 777-0246 • Fax (703) 777-0441

March 27, 2009

Mr. Stephen Stecklein
Executive, Vice President and Chief Operating Officer
Dulles South Properties LLC
12529 Parklawn Drive
Rockville, MD 20852

RE: **SPEX 2009-0006 – Dulles Industrial Park South Lot 1**

Dear Mr. Stecklein:

This letter serves to inform you that the above referenced application has been reviewed for minimum checklist submission compliance. The following material has not been provided or needs to be clarified before the application can be officially accepted for processing:

1. On the first page of the Disclosure of Real Parties in Interest, it is stated that Steve Cranford with Dulles South Properties is the Applicant but Mr. Cranford is not listed on the Land Development Application form as an Applicant. Please clarify and update both forms.

2. Please provide information for AmeriGas, Inc. as an Applicant and William H. Gordon Associates, Inc. as an Agent on the Disclosure of Real Parties in Interest form. This information should include the company name, address, and relationship within Section C.1. And within Section C.2 or C.3 provide a listing of all individuals that are either shareholders or partners.

3. Please list the current owner name "Dulles Properties LLC" of the subject parcel along with the individual names already listed for the company in Section C.1. of the same disclosure form.

4. Please revise the plat title sheet to change the County Election District to the Dulles District. Sheets 2 and 3 are labeled correctly.

5. Revise the adjacent parcel information on Sheets 2 and 3 to include the current owner name and current legal description in the same format for all adjacent parcels.

6. Please revise the plat on the existing conditions plat sheet to show the location of well Site Id number WWIN-1981-0316.

7. Please revise the plat on Sheet 3 of 3 to correct the parking requirement for the Industrial/Manufacturing zoning tabulation. The correct requirement is **2**/1,000 s.f. of GFA.

8. George Phillips, Senior Transportation Planner, in our Office of Transportation Services reviews the Traffic Study for all legislative applications prior to acceptance. This application will not be accepted for review until Mr. Phillips has cleared it for acceptance. Please contact George Phillips at 703-777-0122 to discuss any questions you may have regarding traffic issues.

9. Please submit (2) set of pre-printed mailing labels with the **current owner and current owner mailing address** for all adjacent property owners. The two sets of mailing labels that were submitted do not include the correct owner names and owner addresses. Additionally, provide a list or schedule of meeting between the applicant and the surrounding communities either held or scheduled to be held.

Once this information is revised, please submit 18 hard copies of the revised plat and 18 additional hard copies of the statement of justification. Also include in Adobe/pdf format a soft copy of the plat and in MS Word format a soft copy of the statement of justification. Should you have any questions regarding the review and processing of your application, please feel free to contact me at 703-737-8446 or by email wini.polis@loudoun.gov.

Sincerely,

Wini Polis
Planner, Land Use Review

Cc: Van Armstrong, Land Use Review Program Manager, Department of Planning