



## Loudoun County, Virginia

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Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

Telephone (703) 777-0246 • Fax (703) 777-0441

January 16, 2010

Mr. J. Keith Sinclair, Jr.  
A. Morton Thomas & Associates, Inc.  
14900 Conference Center Drive  
Suite 180  
Chantilly, VA 20151

**RE: SPEX 2009-0040, SPEX 2009-0041, SPMI 2010-0001  
Potomac Interceptor Odor Abatement Site**

Dear Mr. Sinclair:

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. Provide on the disclosure of real parties in interest form the information for the applicant and owner of the subject property. Both entities can be listed within Section 2 as a non-stock entity. Officers and directors of the title owner should be listed within this same section.
2. Thank you for submitting a statement of justification. Please revise this document to include the property is governed by the Revised 1993 Zoning Ordinance and is located in the Sugarland Run Election district.
3. Please provide in the statement of justification the purpose of the proposed application. This proposal includes two special exception applications and one minor special exception. Please state that the applicant is proposing a special exception to construct an odor abatement facility in the PDH-4 zoning district and a special exception to allow a structure required for operation of a public utility to locate in the Floodplain Overlay District pursuant to Section 4-1506(D). The application further proposes a minor special exception to modify the required Type 4 landscape buffer. Please identify why the standards of Section 5-621 cannot be met for the landscape buffer requirement.
4. Please submit a copy of the environmental investigation performed by Straughan Environmental Services on November 4, 2009. In Plat Note Number 8, it is indicated in this report there are no archeological sites within the special exception area.
5. Please revise the vicinity map on the plat to include a pinpoint or location marker as to where the proposed facility is to be located.

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6. Include in the General Notes section additional information stating the purpose of this legislative application. Please see Checklist Note Number three for details.
7. Revise the adjacent property information shown on the Existing Conditions Plan, Sheet SE-002 as changes have occurred to the MCPI Numbers and current ownership. Please also revise all plat pages for this information including the Special Exception Plat page.
8. Provide the adjacent property information on the Overall Site Plan sheet for parcels located across Algonkian Parkway and south of the subject parcel. These parcels include MCPI Numbers 006-25-5154, 006-25-2478, and 011-20-8388. Please also show and add or correct the adjacent property information for MCPI Numbers 010-27-2277 and 010-27-3927.
9. Please include on the Special Exception Plat page Building Inset a cross-section for the 100-year flood elevation at the location of the proposed structure. Also, include topographic elevation labels on the existing contour lines.
10. Please add to the Illustrative Landscape Plat page the requirements for the Type 4 landscape buffer and the proposed modification.

Once this information is updated, please submit an electronic copy of the plat and statement of justification for an additional review. Should you have any questions regarding the review and processing of you application, please feel free to contact me at 703-737-8446 or by email at [wini.polis@loudoun.gov](mailto:wini.polis@loudoun.gov).

Sincerely,



Wini Polis, Planner

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