

County of Loudoun  
Department of Planning  
MEMORANDUM

**DATE:** February 16, 2010

**TO:**

Building and Development, ERT	William Marsh	MS 60
Building and Development, Zoning	Marilee Seigfried	MS 60
Fire, Rescue & Emergency Services	Maria Taylor (3)	MS 61
General Services	Randy Williford	MS 48
Health Department—Environmental	Alan Brewer	MS 68
Loudoun Water	Julie Atwell	MS 00B
Office of Transportation Services	Terri Smithson	MS 69
Parks, Recreation & Community Services	Mark Novak	MS 78
Planning, Community Information	Miguel Salinas	MS 62
Planning, Comprehensive	Cindy Keegan	MS 62
VA Dept. of Conservation & Recreation	S. René Hypes	
VDOT, District, Chantilly	Tom Van Poole (3)	MS 00
Board of Supervisors	Susan Buckley	MS 01
Planning Commission	Glen Bayless	MS 62

**FROM:** Marchant Schneider, Project Manager

**SUBJECT:** **SPEX 2009-0040, SPEX 2009-0041, SPMI 2010-0001, and CMPT 2010-0002  
Potomac Interceptor Odor Abatement Site**

**COMMENT**

**DUE DATE:** **March 18, 2010**

(Note: Please provide referral comments, one paper copy as well as one electronic copy, to [marchant.schneider@loudoun.gov](mailto:marchant.schneider@loudoun.gov) by the due date. If you have any questions, please contact me at 703-771-5669.)

Please find the enclosed information for your review:

1. Information Sheet
2. Statement of Justification
3. Vicinity map
4. Commission Permit Determination – CCOR-2009-0005
5. Phase I Archaeological submitted by Straughan Environmental Services
6. Traffic Checklist dated January 6, 2010
7. Traffic Summary
8. Proposed Elevations Design
9. Plat dated February 4, 2010

**NOTE:** Please see LMIS application documents if no hard copy is attached.  
Agencies outside the County can view documents at [www.loudoun.gov/lola](http://www.loudoun.gov/lola).

**SPEX 2009-0040, SPEX 2009-0041, SPMI 2010-0001, and CMPT 2010-0002  
Potomac Interceptor Odor Abatement Site**

**APPLICANT:** District of Columbia Water and Sewer Authority  
Barry Lucas, Program Manager  
Planning and Design Branch  
5000 Overlook Avenue, S.W.  
Washington, DC 20032  
202-787-2396

**OWNER:** Northern Virginia Regional Park Authority  
Paul A. Gilbert, Executive Director  
5400 Ox Road  
Fairfax Station, VA 22039  
703-352-5900

**REPRESENTATIVE:** A. Morton Thomas & Associates, Inc.  
Mr. J. Keith Sinclair, Jr., Associate  
14900 Conference Center Drive, Suite 180  
Chantilly, VA 20151  
703-817-1373  
ksinclair@amtengineering.com

**PROPOSAL:** A **Special Exception and Commission Permit** to allow a sanitary sewer odor abatement facility in the PHD-4 zoning district.  
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)  
A **Minor Special Exception** to modify the required Type 4 landscape buffer pursuant to Section 5-621.

**LOCATION:** Adjacent to southern boundary of Algonkian Regional Park and eastern boundary of Potomac Lakes Sportsplex.

**TAX MAP/PARCEL:** Tax Map /81/////////116F                      PIN # 010-10-0295-000

**CURRENT ZONING:** PDH-4

**PROPOSED ZONING:** n/a

**SURROUNDING ZONING/LAND USE:**

<b>NORTH</b>	A-3	Regional Park
<b>SOUTH</b>	PDH-4	Residential/Open Space
<b>EAST</b>	PDH-4	Residential/Open Space
<b>WEST</b>	PDH-4	Residential/Open Space

**ELECTION DISTRICT:** Sugarland Run

**Statement of Justification  
Commission Permit, Special Exception Application and  
Minor Special Exception Application for a  
Long Term Odor Abatement Facility  
Potomac Lakes Parcel H-5  
(Tax Map# /81////////116F; MCPI # 010-10-0295)**



**Summary of Proposed Project**

The District of Columbia Water and Sewer Authority (Applicant) proposes to construct an odor abatement facility associated with the Potomac Interceptor sewer. The Potomac Interceptor (PI) is operated and maintained by the District of Columbia Water and Sewer Authority (DCWASA). The PI conveys wastewater from Dulles International Airport along the Potomac River to the border of the District of Columbia (DC). At the DC/Maryland border the PI becomes the upper Potomac Interceptor Relief Sewer (UPIRS), continuing to the Potomac Pump Station in DC and from there to the Blue Plains Advanced Wastewater Treatment Plant in DC. This sewer line also accepts wastewater flows from Loudoun and Fairfax counties in Virginia as well as from several jurisdictions in Maryland and the District of Columbia.

The proposed facility is located in the northwest corner of a 100.63 acre parcel known as Potomac Lakes Parcel H-5. This parcel is zoned PDH-4 and is governed by the Revised 1993 Zoning Ordinance of Loudoun County. The property is located within the Sugarland Run Election District and is owned by the Northern Virginia Regional Park Authority. Also located in the northwest corner of this parcel are a sanitary sewer line and flow measurement facilities owned by Loudoun Water, that are used to convey and meter the amount wastewater flow from Loudoun Water facilities to the PI. The parcel is bordered by Algonkian Regional Park to the north and the Potomac Sportsplex to the west. On the east and south the property is bordered by open space parcels that are associated with the Potomac Lakes subdivision.

The purpose of this application is to obtain a Special Exception to construct an odor abatement facility within the PDH-4 Zoning District and a Special Exception to allow a structure required for the operation of a public utility to locate in the Floodplain Overlay District in accordance with the requirements of Section 4-1506 (D) of the Zoning Ordinance. In addition, a Minor Special Exception to modify the required Type 4 landscape buffer is also included as part of the application. The modifications to the buffer requirements being requested are the use of existing vegetation to comply with the landscape planting requirements and the elimination of the required fence from the buffer area. Use of existing vegetation for the buffer is being requested as the Odor Abatement Facility is located within a wooded area and the project is trying to reduce the disturbance to the existing forest to the extent practicable by minimizing the area of disturbance. The removal of the fence is being requested for the same reason as well as the fact that the fence will distract from the aesthetic qualities of the facility as it has been designed to replicate the appearance of a stone barn at the request of the property owner.

The PI Long-Term Odor Abatement Program will use a combination of active blower treatment units, sealed vents and intake-only vents fitted with passive carbon filters to effectively mitigate the odor problem along the entire PI system. This application is for Site# 46, an active blower treatment facility that is located in Loudoun County.

The objectives of the Long-Term Odor Abatement Program include:

- Provision of Long-Term control of odors in the specific area of the PI by practical, reliable and effective means;
- Maintenance of the integrity of the reinforced concrete sewer pipes by minimizing interference with the design function of the PI vent structures and PI sewer airflow dynamics thereby limiting the formation of corrosive conditions;
- Protection of public health with adequate conveyance of wastewater in the PI system to the Blue Plains Advanced Wastewater Treatment Plant, by maintaining the satisfactory condition of the PI for many decades to come.

### **Comprehensive Plan Considerations Relative to the Proposed Special Exception; Compliance with Plan Objectives**

The Application Property is located in the Potomac Community of the Suburban Policy Area per the Revised General Plan.

The Revised General Plan states that “Water and wastewater treatment and conveyance facilities will be planned, designed and maintained to be compatible with County development and environmental goals while functioning at a high level of efficiency”(Chapter 2, General Water and Wastewater Policy #3).

- *Compliance with Policy: The proposed use supports this policy as project will be compatible with its surroundings while providing a positive environmental impact by addressing odor issues associated with the PI sewer. In addition, the location for the facility is such that it achieves a significant separation from the surrounding residential communities.*

The Revised General Plan states that “New central water and wastewater lines and facilities be constructed in a manner that causes the least environmental risk and visual disruption. Disturbed areas (excluding permanent access easements to reach a facility) should be stabilized with native vegetation. New treatment facilities should be screened with trees, berms, and/or shrubs” (Chapter 2, General Water and Wastewater Policy #12).

- *Compliance with Policy: The proposed facility is sited in such a manner that screening will be provided by existing vegetation to the maximum practicable extent. In addition, it is located immediately adjacent to an existing access road that will allow easy access for both construction and maintenance vehicles while avoiding the impact of additional road construction. All equipment is housed within a building that has been designed to be compatible with its surroundings.*

The revised General Plan encourages architectural cohesiveness in the design of buildings and states “Business land uses will possess adequate on-site parking, storage and loading areas as well as landscape screening of these functions from surrounding neighborhoods. Designers should seek to reduce the potential impact of building size, exterior cladding of the building, signs and other features of an employment use that may create negative visual impacts on the surrounding community. Pedestrian and vehicular circulation systems in and around the business uses will form a safe and convenient network. Outdoor lighting will be designed for effective nighttime use of the facility and to reduce off-site glare to a minimum” (Chapter 6, General Business Land Use Policy #5).

- *Compliance with Policy: Adequate parking and loading areas have been provided immediately adjacent to the facility and the building has been sited to utilize existing vegetation to provide screening from the surrounding neighborhoods. The building has been designed to be just large enough to house the required equipment while providing sufficient area for operational and maintenance considerations. The proposed building style is modeled after the 19<sup>th</sup> Century Federal Style with stone façade over cinder block wall construction in order to provide a visual appearance that will be in harmony with that of the surrounding areas. The buildings are intended to match the style of the buildings along the C&O Canal. Currently, it is anticipated that no exterior lighting will be provided.*

The Revised General Plan encourages landscape screening of new uses from existing uses by the creation of a landscape edge mitigates visual and environmental impacts. The plan states “Design guidelines will be established to facilitate adequate landscaping, berms, pedestrian access, and environmentally sound stormwater run-off” (Chapter 6, Suburban Parking Policy #10).

- *Compliance with Policy: Existing vegetation will be used to provide screening of the building and parking/loading area resulting in a landscaped edge that will soften the visual impact of the project as well as provide a wildlife habitat area. Gravel will be used for parking area to reduce runoff and the runoff will flow through an existing wooded area that will provide filtration and nutrient absorption.*

The Revised General Plan encourage the incorporation of indigenous vegetation into any new planting areas and states “The County promotes the protection of the County’s vegetative and wildlife resources and the creation of wildlife habitats by encouraging the incorporation of indigenous vegetation into the landscape design of new development and encouraging a compact, concentrated development pattern” (Chapter 5, Plant and Wildlife Habitats Policy #7).

- *Compliance with Policy: The building and associated parking/loading facilities have been designed to produce a compact, concentrated area. Existing vegetation is used for screening and any new plant materials that may be necessary will be indigenous to the extent practicable.*

The Revised General Plan calls for the protection of surface water resources from contamination and pollution to prevent degradation of water quality in the watersheds. The plan states “The County will prepare and implement standards and principles to preserve open space and natural resources, minimize the creation of new impervious areas and to minimize increases in post-development runoff peak rate, frequency and volume. To the extent possible, these alternatives will recognize the unique characteristics of different properties and the densities and uses recommended by this plan” (Chapter 5, Surface Water Policy #16).

- *Compliance with Policy: The proposed project strives to minimize the creation of new impervious surfaces and preserve open space and natural resources by keeping the size of the improvements to the minimum extent practicable. This will also serve to minimize the increase in stormwater runoff and volume. Stormwater discharge will be in the form of sheet flow to the extent practicable in order to minimize potential erosion. In addition, the sheet flow discharge will be directed through a wooded area in order to receive the benefits of natural filtration and nutrient absorption.*

The Revised General Plan encourages the protection of water resource through the use of low impact development techniques as a means to replicate predevelopment runoff conditions. The plan states “The County will promote water conservation through innovative, cost effective reuse systems, domestic water saving devices, and low impact development techniques, which integrate hydrologically functional designs with methods for preventing pollution and through informed household use” (Chapter 5, Surface Water Policy #2),

- *Compliance with Policy: In order to minimize the amount of clearing, filtration devices will be provided for the downspouts in order to function in a method similar to that of a low impact development technique. This will allow for a more compact site and still allow for a hydrologically functional design. In addition, gravel surfaces will be used to the extent practicable and runoff will be directed through vegetated areas that will also provide filtration and water absorption.*

The Revised General Plan encourages the preservation of existing vegetation and wildlife habitat on developing properties. The plan states “The County will develop and apply incentive-based approaches to encourage the preservation of existing vegetation and wildlife habitat on developing properties as a priority” (Chapter 5, Forests, Trees and Vegetation Policy #10)

- *Compliance with Policy: The location and design of the proposed improvements have been done in such a manner that existing vegetation and wildlife will be preserved to the extent practicable while addressing the operational requirements of the facility.*

### **Zoning Issues for Consideration Relative to the Proposed Special Exception**

The responses listed below are provided to address the considerations outlined in Section 6-1310 of the Zoning Ordinance:

- (A) Whether the proposed special exception is consistent with the Comprehensive Plan.

*Response: Specific references to Plan compliance have been addressed in the section above entitled "Comprehensive Plan Considerations Relative to the Proposed Special Exception; Compliance with Plan Objectives". In summary, development of the proposed odor abatement facility will protect the green infrastructure in the area by minimizing necessary clearing to preserve existing vegetation and wildlife habitat and providing treatment of surface waters to minimize any effects to the watershed while providing improvements to existing infrastructure that serves the needs of the citizens of Loudoun County.*

(B) Whether the proposed special exception will adequately provide for safety from fire hazards and will have effective measures of fire control.

*Response: The proposed odor abatement facility will be constructed to provide for safety from fire hazards and will have effective integral measures of fire prevention control and fire suppression.*

(C) Whether the level of impact of any noise emanating from the site, including that generated by the proposed use, negatively impacts the uses in the immediate area.

*Response: The level of noise emanating from the site will be consistent with that expected in a residential area. It should also be noted that the facility is located in the northwest corner of the site where it is immediately adjacent to Algonkian Regional Park and the Potomac Lakes Sportsplex where it is as far away from any residential structure as practicable.*

(D) Whether the glare or light that may be generated by proposed use negatively impacts uses in the immediate vicinity.

*Response: There is no exterior lighting proposed with this project.*

(E) Whether the proposed use is compatible with other existing or proposed uses in the neighborhood or adjacent parcels.

*Response: The adjacent land is used as the Potomac Lakes Sportsplex and Algonkian Regional Park. In addition, there are sanitary sewer metering facilities owned and operated by Loudoun Water on the same on the same parcel as the proposed facility. All other adjacent parcels are vacant as they are open space parcels associated with residential subdivisions in the area. As the uses in the immediate vicinity are recreational or public utility related, the proposed use is compatible.*

(F) Whether sufficient existing or proposed landscaping, screening and buffering on the site and in the neighborhood to adequately screen surrounding uses.

*Response: The site is surrounded by significant wooded areas which serve to adequately screen the surrounding uses.*

(G) Whether the proposed special exception will result in the preservation of any topographic or physical, natural, scenic, archaeological or historic feature of significant importance.

*Response: As determined by a specific site survey and to the best of our knowledge there are no topographic or physical, natural, scenic, archaeological or historic feature of significant importance within the area that will be disturbed by construction.*

(H) Whether the proposed special exception will damage existing animal habitat, vegetation, water quality (including groundwater) or air quality.

*Response: Minimal, if any, impacts that will damage existing animal habitat, vegetation or water quality are anticipated. In addition, it is anticipated that air quality will be improved as a result of the reduction of the odor associated with the Potomac Interceptor sewer.*

(I) Whether the proposed special exception at the specified location will contribute to or promote the welfare or convenience of the public.

*Response: The proposed facility will contribute to the welfare of the public by greatly reducing odors along the Potomac Interceptor sewer.*

(J) Whether the traffic expected to be generated by the proposed use will be adequately and safely served by roads, pedestrian connections and other transportation services.

*Response: The only traffic generated by the proposed use will be those associated with the operation and maintenance of the facility. It is anticipated that there will be two trips per week for the purposes of inspecting the facility plus one to two additional trips per year for maintenance services on the equipment. Access to the site is via a private gravel road that enters onto Cascades Parkway just north of the Potomac Sportsplex. This access point is locking gate in order to discourage public access.*

(K) Whether, in the case of existing structures proposed to be converted to uses requiring a special exception, the structures meet all code requirements of Loudoun County.

*Response: There are no existing structures on the site that are being converted to a use that requires a special exception.*

(L) Whether the proposed special exception will be served adequately by essential public facilities and services.

*Response: The proposed use will be served adequately by essential public facilities and services. Sewer service will be provided by the Potomac Interceptor sewer. Domestic water service will be provided by a proposed well.*

(M) The effect of the proposed special exception on groundwater supply.

*Response: The proposed use is anticipated to have no negative impacts on the groundwater supply. The property will be developed in accordance with the County stormwater management quantity and quality control requirements.*

(N) Whether the proposed use will affect the structural capacity of the soils.

*Response: The proposed use will be developed in such a manner that the foundation system for the building will not exceed the structural capacity of the soils.*

(O) Whether the proposed use will negatively impact orderly and safe road development and transportation.

*Response: There are no negative impacts anticipated to the roadway/transportation network due to the low level of traffic generated by the use and the fact that the use is substantially setback from any public road and the access point to Cascades Parkway is controlled and conforms to safety requirements.*

(P) Whether the proposed special exception use will provide desirable employment and enlarge the tax base by encouraging economic development activities consistent with the Comprehensive Plan.

*Response: The proposed odor abatement facility is a public use which will not enlarge the County's tax base. However, employment opportunities will be available for the construction of the facility and the use will provide significant public benefit by improving the air quality in its service area.*

(Q) Whether the proposed special exception considers the needs of agriculture, industry, and business in future growth.

*Response: The Potomac Interceptor sewer addresses wastewater treatment needs of planned and approved business and industry uses within its service area.*

(R) Whether adequate on and off-site infrastructure is available.

*Response: Adequate on and off-site infrastructure is available to serve the site.*

(S) Any anticipated odors which may be generated by the uses on site, and which may negatively impact adjacent uses.

*Response: The purpose of the proposed facility is to remove and control the discharge of odorous gas generated by the Potomac Interceptor sewer. It is anticipated that the facility will provide a positive impact on a large area.*

(T) Whether the proposed special exception uses sufficient measure to mitigate the impact of construction traffic on existing neighborhoods.

*Response: Access to the site will be primarily through the Algonkian Parkway and Cascades Parkway. As this is the case, there is little or no impact anticipated on existing neighborhoods or schools. Also, due to the small scale of the project, it is anticipated that there will be small amount of construction related traffic generated by the site.*

The responses listed below are provided to address the standards outlined in Section 4-1507 of the Zoning Ordinance:

(A) The proposed use will not increase the danger to life and property due to increased flood heights or velocities.

*Response: The width of the reduction in conveyance area created by the proposed odor abatement facility in the Potomac River floodplain will be approximately 30 feet and the depth will be approximately 10 feet, resulting in a cross sectional area of approximately 300 square feet. The width of the floodplain on the Virginia side only at this point is approximately 3000 feet. It is anticipated that the net effect of this loss of conveyance area will be so negligible that there will no discernable increases in the flood height or velocity and, therefore, no increase in the danger to life and property due to increased flood heights or velocities.*

(B) The proposed use will not increase the danger that materials may be swept downstream to the injury of others.

*Response: Any materials stored on site will be within the building. The floor elevation of the building will be placed above the 100 year flood elevation and the design of the building will take into account flood related stresses. As this is the case, it is not anticipated that there will be any increase in the danger that materials may be swept downstream.*

(C) The proposed water supply and sanitation systems are designed to prevent disease, contamination, and unsanitary conditions.

*Response: The function of the proposed facility is to remove and control the discharge of odorous gas generated by the Potomac Interceptor Sewer. It does perform either water or wastewater treatment and, therefore, it is anticipated that there will be little potential for disease, contamination or unsanitary conditions.*

(D) The proposed use or structure must be located and designed to limit its susceptibility to flood damage, and available alternative locations, not subject to flooding, for the proposed use must be considered.

*Response: Due to the nature of its function, the facility must be located near the Potomac Interceptor Sewer. A study was done of the entire Potomac Interceptor Sewer to determine the number and placement of the odor abatement facilities that would be required in order to have a successful odor abatement program for the entire system. The proposed location for this facility is based on that study. Because the majority of this parcel is encumbered by floodplain, there are no locations outside of the floodplain that are close enough to the sewer to be practicable.*

(E) The proposed use is compatible with existing and planned development.

*Response: Please see response for item (E) under the discussion of considerations outlined in Section 6-1310 of the Zoning Ordinance above.*

(F) The proposed use is in harmony with the comprehensive plan.

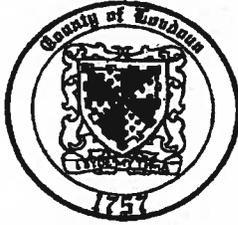
*Response: Please see response for item (A) under the discussion of considerations outlined in Section 6-1310 of the Zoning Ordinance above.*

(G) The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters expected at the site should not cause significant damage.

*Response: It is anticipated that any effects on the expected heights, velocity, duration, rate of rise and sediment transport of the flood waters expected at the site will be negligible and, therefore, should not cause significant damage. See response under item (A) above.*



VICINITY MAP  
SCALE: 1"=1000'



Loudoun County, Virginia

Department of Planning

1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, MSC #62

Leesburg, VA 20177-7000

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

file copy

Mr. J. Keith Sinclair, Jr., P.E., Associate  
A. Morton Thomas and Associates, Incorporated  
14900 Conference Center Drive, Suite 180  
Chantilly, Virginia 20151

January 25, 2010

Re: CCOR-2009-0005, DC WASA Odor Abatement Potomac Lakes;  
District of Columbia Water and Sewer Authority (DCWASA) proposal to construct an Odor Abatement Facility along the Potomac Interceptor sewage conveyance line at Site #46, Potomac Lakes Parcel H-5 (PIN 010-10-0295)

Mr. Sinclair,

This letter is in response to your letter to the County, dated December 28, 2009, requesting a Determination on whether a Commission Permit to construct an Odor Abatement Facility along the Potomac Interceptor sewage conveyance line at Site #46, Potomac Lakes Parcel H-5 (PIN 010-10-0295) to provide long-term control of odors along the Potomac Interceptor would be necessary.

As specified in Section 6-1101(A) of the Zoning Ordinance, no "public building or public structure, public utility facility or public service corporation facility ... shall be constructed, established or authorized, unless and until the general location or approximate location, character and extent thereof has been submitted to and approved by the Planning Commission as being substantially in accord with the adopted Comprehensive Plan."

Wastewater facilities, including the proposed odor abatement facility, are considered public facilities. A review of County records indicates that a Commission Permit for an odor abatement facility has never been approved for this parcel. Additionally, although the odor abatement facility would be associated with an existing public utility line, its size and significance merit additional evaluation. As the facility has not been the subject of a previous approval and has not been approved through the acceptance of a proffer and as the County does not have defined standards governing the construction, establishment, or authorization of the facility, it is not considered an existing feature of the Comprehensive Plan.

Therefore, a Commission Permit would be required for the installation of the odor abatement facility on the subject property to determine whether the location, character, and extent of the proposed facility are substantially in accord with the County Comprehensive Plan.

This determination is made in my capacity as the duly authorized agent of the Zoning Administrator. Be advised that any person aggrieved or any officer, department, board, or bureau of Loudoun County affected from any order, requirement, decision, or determination made by an administrative officer in the administration or enforcement of the provisions of the Zoning Ordinance may appeal said decision within 30 days to the Board of Zoning Appeals in strict accordance with Section 15.2-2311 of the Code of Virginia.

Sincerely,

Julie Pastor, AICP  
Director

cc: Dan Schardein, Zoning Administrator  
Cynthia Keegan, AICP, Program Manager, Community Planning

## **Armstrong, Van**

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**From:** Gorney, Joe  
**Sent:** Tuesday, October 27, 2009 5:18 PM  
**To:** ksinclair@amtengineering.com  
**Cc:** Armstrong, Van  
**Subject:** Pre-Application Meeting Follow-Up  
**Attachments:** PRAP-2009-0077-sample\_existing\_conditions.pdf

Mr. Sinclair,

Attached is a recent example of an existing conditions map for a 2.9-acre site. The applicant identified individual trees. For smaller projects we generally ask that individual trees of a certain size be identified and that the map include a table featuring common name, species, size, and condition rating (which is usually a numerical rating). The County Urban Forester could give you a recommended size to inventory. We also look for steep and moderately steep slopes, wetlands, perennial streams, intermittent streams, etc.

As for the Commission Permit, I recommend that one be requested since this is a separate public facility that was not considered as part of a previous approval.

I hope this helps.

Joe Gorney

Joseph C. Gorney, AICP, LEED AP, Senior Planner  
Loudoun County Department of Planning  
1 Harrison Street SE, 3rd Floor, MS #62  
PO Box 7000  
Leesburg, Virginia 20177-7000



**STRAUGHAN  
ENVIRONMENTAL  
SERVICES, INC.**

# **Archaeological Identification for Site 46, Algonkin Regional Park Loudon County, Virginia.**

Submitted to:

Black & Veatch Corporation  
18310 Montgomery Village Avenue  
Gaithersburg, MD 20879-3553

Submitted by:

Straughan Environmental Services, Inc.  
9135 Guilford Drive, Suite 100  
Columbia, MD 21046-2579

**9135 GUILFORD ROAD, SUITE 100  
COLUMBIA, MARYLAND 21046-2579  
301.362.9200 FAX 301.362.9245**

**Archaeological Identification for Site 46  
Algonkian Regional Park  
Loudon County, Virginia.**

**Project Location and General Description**

The site is located within Algonkian Regional Park east of Fairway Drive in Sterling, Virginia. Site 46 is 10,890 square feet (0.25 acres) and is bounded by forested land to the west, north and east, and a gravel hiking trail to the south (see Figure 2). The site is owned by the Northern Virginia Regional Park Authority.

Site 46 slopes very gently down to the north. Recent growth covers what likely was part of a cultivated field. Stormwater, largely from the south, has washed the surface, removing sediment and exposing tree roots (Figure 1 through 3).

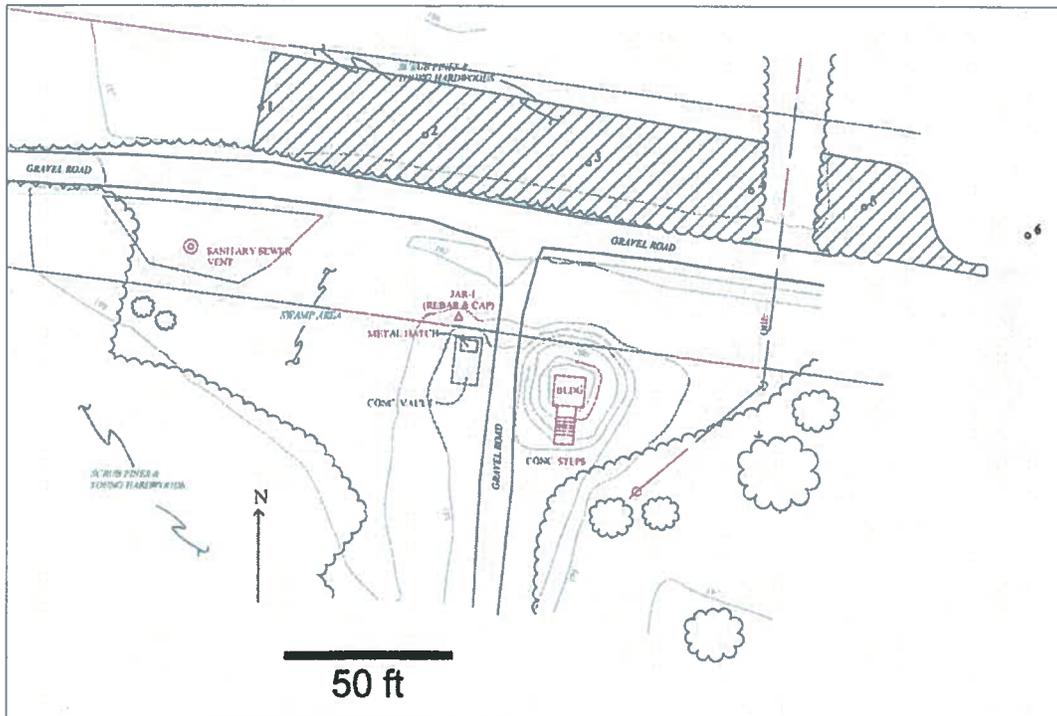


Figure 1. Site 46 map and shovel tests 1 through 6.



Figure 2. Site 46, looking southwest.

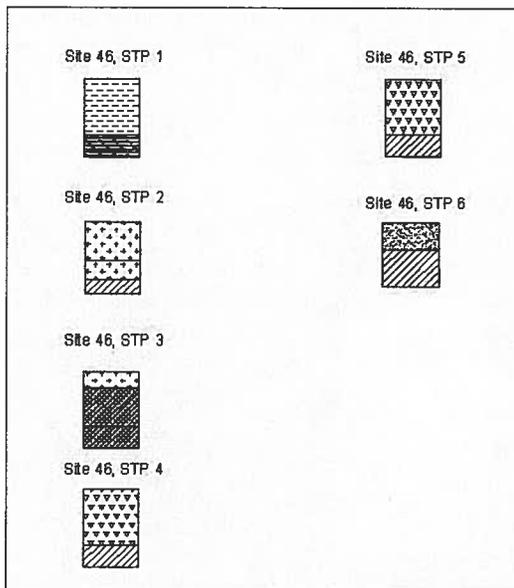


Figure 3. Site 46, washed surface and exposed tree roots.

At Site 46, six shovel test pits were dug (Figure 4, Table 1). Stratum 1 ranged from 0.3 ft to 1.0 ft in thickness. The soils in Stratum 1 were 10YR4/3 silty loam and silty clay; 10YR5/4 and 7.5YR4/6 silty clay loam; and 5YR4/3 clay loam. Stratum 2 ranged from 1.0 ft to 1.4 ft below grade. The soils were: 10YR5/3 silty clay loam; 7.5YR4/4 silty clay; and 5YR7/1 and 10YR5/4 clay. Stratum 3 appeared in STPs 2 and 3 only and went from 1.3 ft to 1.4 ft below grade. The soil was 10YR5/6 clay and 7.5YR7/3 silty clay. In all six of the STPs the soil of Stratum 2 and 3 were redox, suggesting poor drainage. No cultural material was found.

**Table 1. Shovel test and soils inventory.**

Site	STP	Stratum	Depth	Soil Color	Soil Texture
46	1	1	1	10YR4/3	Silty loam
46	1	2	1.4	10YR5/4	Silty loam redox
46	2	1	0.7	10YR5/4	Silty clay loam
46	2	2	1.05	10YR5/3	Silty clay loam
46	2	3	1.3	10YR5/6	Clay redox
46	3	1	0.3	7.5YR4/6	Silty clay loam
46	3	2	1	7.5YR4/4	Silty clay redox
46	3	3	1.4	7.5YR7/3	Silty clay redox
46	4	1	1	5YR4/3	Clay loam
46	4	2	1.4	5YR7/1	Clay redox
46	5	1	1	5YR4/3	Clay loam
46	5	2	1.4	5YR7/1	Clay redox
46	6	1	0.5	10YR4/3	Silty clay
46	6	2	1.15	10YR5/4	Clay redox



**Figure 4. Shovel test soil profiles for Site 46**

### **Conclusion**

Proposed construction at Site 46 will have no adverse effect on historically significant cultural resources. Based on the lack of historical cultural resources at this site a more comprehensive Phase I archaeological investigation was not necessary.

F.S.M. Traffic Study Guidelines (12/07)  
Checklist for Application Acceptance  
Page 1 of 4

Loudoun County Virginia  
Office of Transportation Services

Application Name: District of Columbia / Order Abatement Date: 1/4/09  
Application Type: Special Exception Facility Reviewer: George R. Phillips  
# of Guidelines Satisfied: 13 of 13  
Accept or Reject: Accept Comment: See Traffic  
Summary Attached Description  
4 vehicle trips per week by the facility. Total of 6 per week plus  
1-2 additional per year

- (1) **Study Area:** Roadways internal or adjacent to the development site shall be included in the traffic study. The study area should be defined at the scoping meeting and as a guideline should include other external roads to the extent that the project's generated traffic is anticipated to exceed 10 percent of the road's current/existing traffic volumes (at the time of application).

Does Study Meet Guidelines? yes Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (2) **Traffic Count Locations:** Traffic counts are required on the adjacent roads, the adjacent intersections beyond the project's frontage on adjacent roads in the study area. The AM/PM peak period traffic counts shall not be more than twelve (12) months old at the time of the application submission. Twenty-four (24) hour weekday traffic counts are also required for roadway segments.

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_

- (3) **Trip Generation:** As a general guide to vehicle trip generation, the latest edition of the Institute of Transportation Engineer's (I.T.E.). Trip Generation Report shall be used. These rates may be supplemented by additional information provided by the County. If the applicant chooses to use different rates, they shall be documented and agreed to at the scoping meeting prior to their use in the traffic analyses. Primary trip reductions associated with passby trips and methodologies for trip reductions associated with passby trips shall be discussed and agreed upon at the scoping meeting.

Does Study Meet Guidelines? yes Comments: 6 per week (12 round  
trips.  
\_\_\_\_\_  
\_\_\_\_\_

(4) **Traffic Volume Projections:** The traffic study shall include an agreed upon build out year and provide existing and projected traffic volumes, with and without the subject project, for Average Daily Traffic (ADT), as well as AM and PM peak hours. The peak hour of the project/individual land use(s) (as given in the ITE Trip Generation Report) should be added to the corresponding AM/PM existing peak hour of the adjacent roadway traffic volumes (to show the worst case scenario), if the peak hour of the project/individual land use(s) for the generator is greater than the peak hour of the adjacent roadway (per ITE Trip Generation Report). The existing peak hour of traffic on the roads adjacent to the subject project site shall be identified. These traffic volumes shall be provided at roadway intersections and commercial or private accessways/entrances.

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(5) **LOS Analysis:** : Level of Service (LOS) calculations for existing and projected conditions, with and without the subject project, for highway segments, intersection legs, and entrances shall be provided. Calculations shall be in accordance with the Highway Capacity Manual (HCM) and/or the Highway Capacity Software (HCS), or as may be agreed at the scoping meeting. Traffic volumes and LOS information shall be provided for each phase of development, to include conditions at date of project completion. Projections shall also be made for date of completion plus ten (10) years or to an agreed upon forecast year.

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(6) **Minimum Roadway/Intersection LOS Standards:** Recommendations for phased improvements to the road network links in order to maintain an acceptable LOS (minimum LOS "D") shall be provided. For each phase up to and including buildout, a minimum approach and overall LOS "D" at intersections shall apply.

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(7) **Background Traffic Assumptions:** Assumptions which determine projected background traffic, including through traffic growth rate to be applied on roadway links, shall be confirmed at the scoping meeting. The sources for determining future traffic projections will include one or more of the following:

- The Loudoun County Growth Summary or similar documents from Loudoun County.
- The Loudoun County transportation model which incorporates COG's Cooperative Forecasts for Loudoun County.
- Approved developments in the vicinity of the proposed development.

Specific other approved development names and respective development square footage or residential units in the study shall be provided.

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_

(8) **Traffic/Trip Distribution:** Directional trip distribution information shall be provided for project entrances and collector and arterial intersections within the study area for the phases and categories (e.g., residential, office, retail, industrial and institutional) of development.

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_

(9) **LOS Calculations Assumptions:** Traffic counts and LOS worksheets and projected traffic volume LOS analyses, using agreed upon analysis techniques, including existing AM/PM peak hour signal timing, shall be included as a part of the traffic study.

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_

(10) **Mode Choice:** Modal split information shall be provided for the phases of the analysis, with sources of information identified (e.g., COG model).

Does Study Meet Guidelines? yes Comments: N.A.  
\_\_\_\_\_  
\_\_\_\_\_

- (11) **Safety Locations:** Road safety hazards, as identified by the ISTEA set-aside funding criteria and/or as identified by the County at the scoping meeting, within the study area shall be analyzed for all roadway links and intersections in the traffic study.

Does Study Meet Guidelines? yes Comments: See attachment. No  
Observed safety issues

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- (12) **Traffic Mitigation Measures:** If trip reduction factors are used in the study, measures necessary to implement the reduction must be specified, with supporting documentation.

Does Study Meet Guidelines? yes Comments: N.A.

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- (13) **Bicycle & Pedestrian Accommodations:** When bicycle and pedestrian accommodations are used to reduce anticipated traffic volumes, a description of the physical and functional characteristics of the proposed bicycle and pedestrian accommodations shall be provided. If such separate bicycle accommodations (e.g., striped lanes or multi-purpose trails) are anticipated, they shall also be identified. A description of the functional characteristics shall be provided to identify the transportation options that these accommodations provide (e.g., pedestrian access to retail center, safe bicycle route to elementary school, inter-parcel connections to adjacent neighborhoods, access to W&OD trail, etc.)

Does Study Meet Guidelines? yes Comments: N.A.

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lmm/

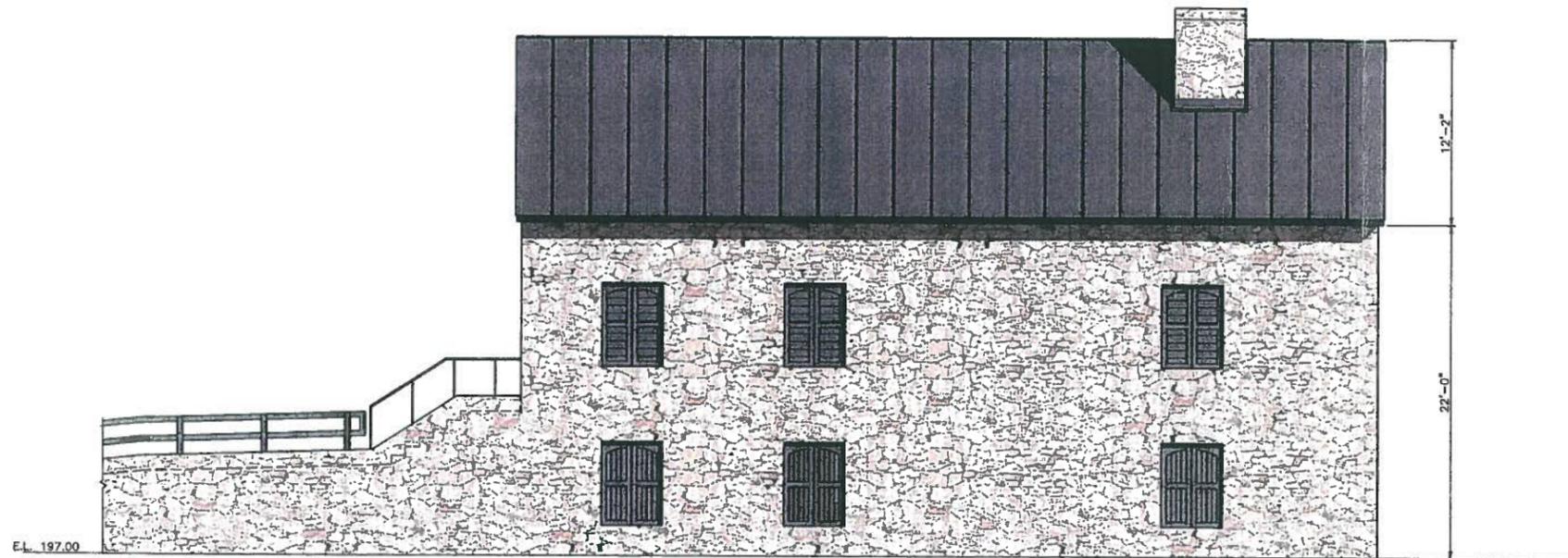
**Traffic Summary**  
**Long Term Odor Abatement Facility**  
**Potomac Lakes Parcel H-5A**  
**Loudoun County, Virginia**  
(Tax Map# /81////////116F; MCPI# 010-10-0295)



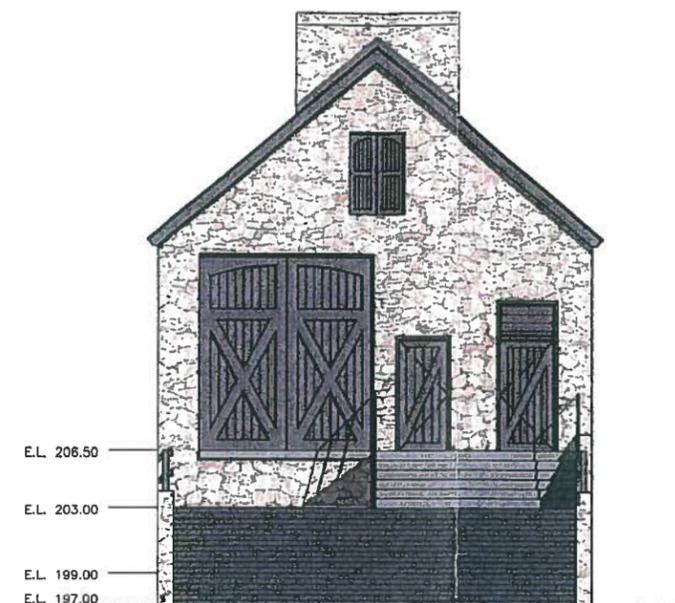
The District of Columbia Water and Sewer Authority (DCWASA) proposes to construct a building to enclose the filtration equipment that is necessary for the Potomac Interceptor Sewer long term odor abatement program. The building is generally unmanned with all equipment being monitored remotely at DCWASA's Blue Plains Advanced Wastewater Water Plant. It is anticipated that DCWASA personnel will make approximately 2 trips per week to the facility in order to make a visual inspection of all the equipment. In addition there are one to two trips per year anticipated for maintenance/replacement activities associated with the activated carbon filter. As this is the case, it is anticipated that there will be approximately 4 vehicles per week generated by this facility.

Access to the site is provided by an existing gravel road which runs eastward from the northern terminus of Cascades Parkway to the site. This gravel road continues eastward from the site as it also serves as a maintenance access for the Potomac Interceptor Sewer that runs through this portion. The existing gravel road is gated at the intersection with Cascades Parkway in order to discourage public use of the roadway. As stated above, the entrance is located at the northern terminus of Cascades Parkway. At this point, the road name changes to Fairway Drive and it becomes a privately maintained road that continues in a northwesterly direction and serves as the access to Algonkian Regional Park. The road terminates within Algonkian Regional Park so the only traffic on the road at the gravel access road entrance will be that created by the users of the park. Based upon observations made during a visit to the site there were no safety issues observed and there appears to be sufficient sight distance available for vehicles that will be entering onto Cascades Parkway from the gravel access road.

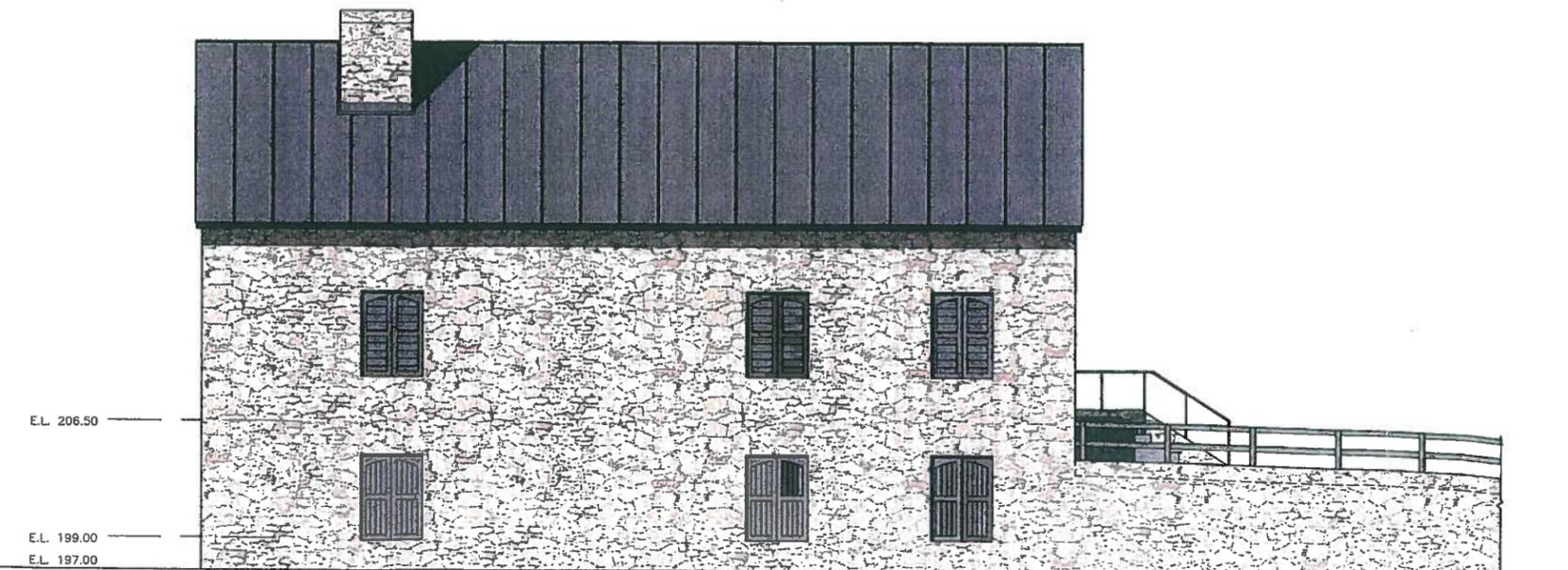
# POTOMAC INTERCEPTOR LONG TERM ODOR ABATEMENT PROGRAM



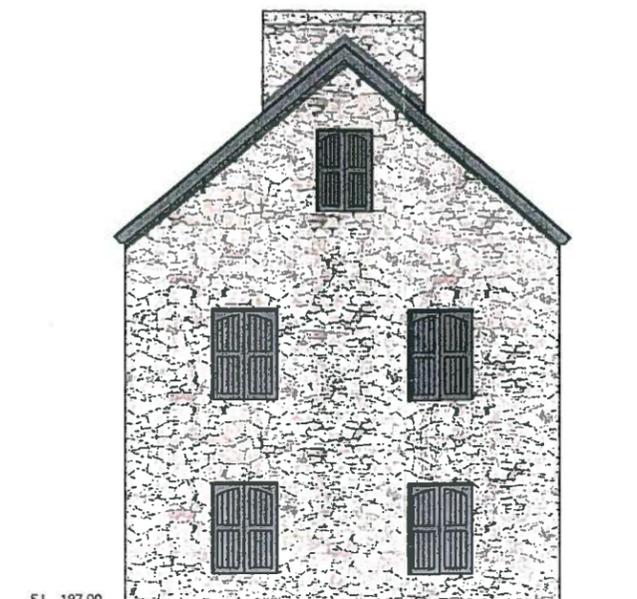
NORTH ELEVATION



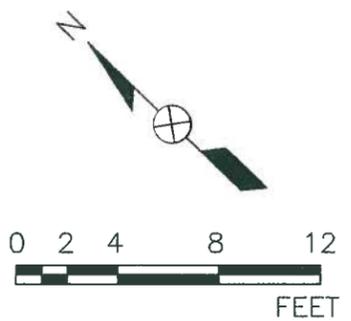
EAST ELEVATION



SOUTH ELEVATION



WEST ELEVATION

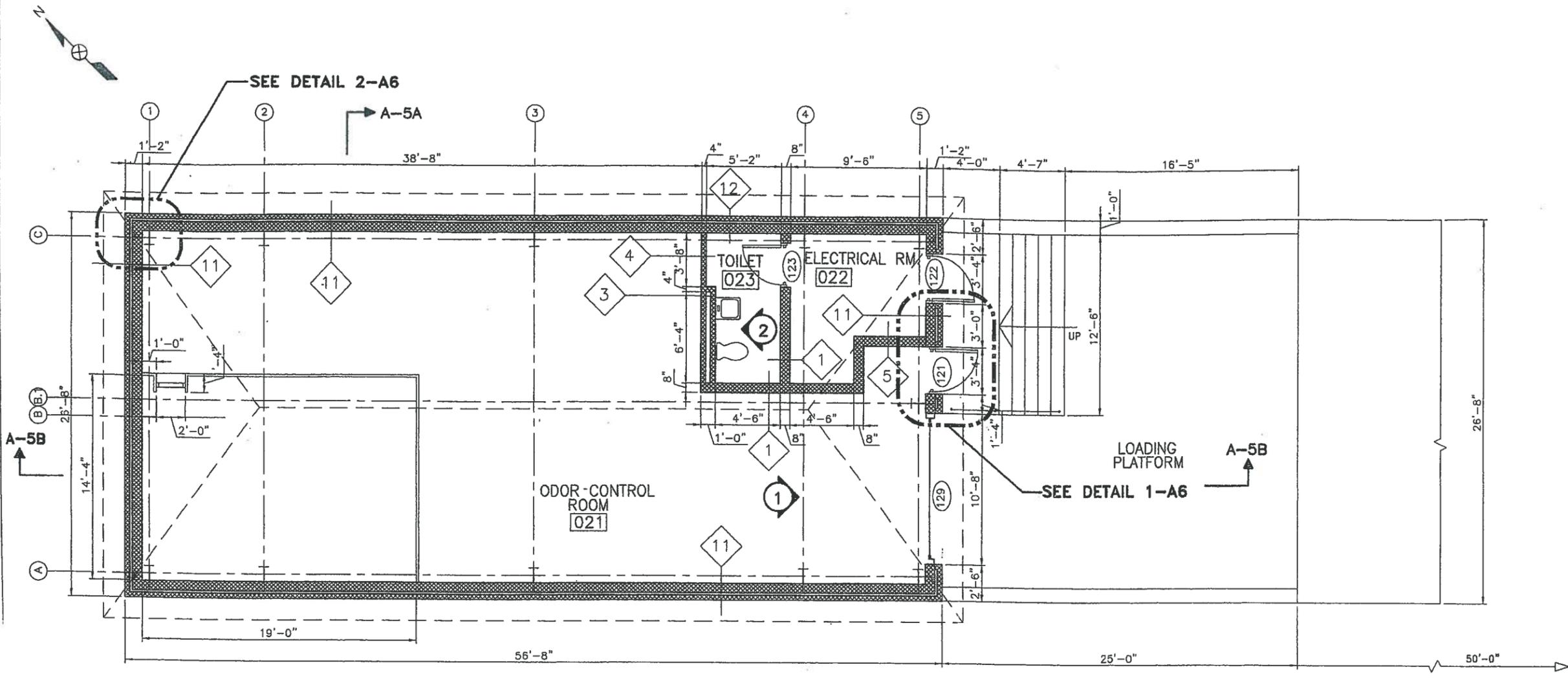


**SITE 46**  
**PROPOSED**  
**ELEVATIONS**

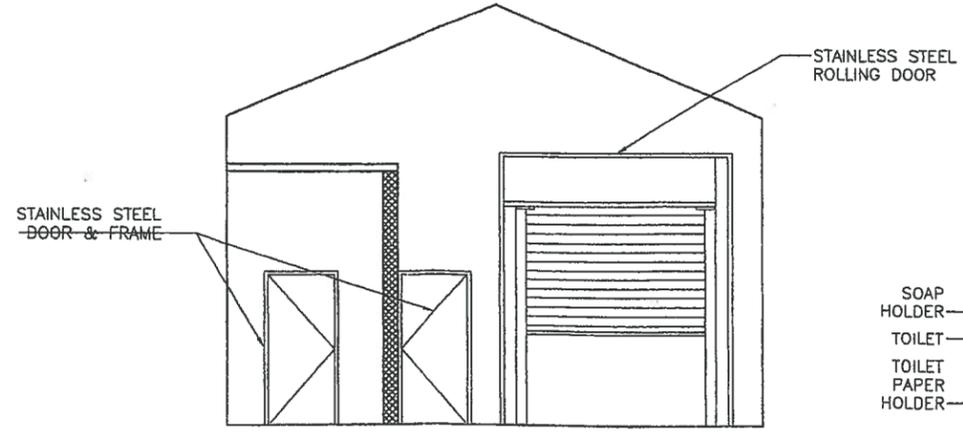


VICTOR WILBURN ARCHITECTS P.C.  
WASHINGTON D.C.

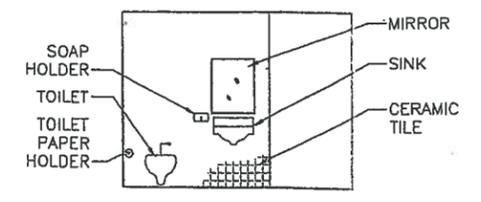
CONSTRUCTION	IN-HOUSE	<input type="checkbox"/>	XXXXXX
	CONTRACT NO.	<input type="checkbox"/>	XXXXXX
DESIGN	DCFA NO.	<input type="checkbox"/>	XXXXXX
	DCFA NO.	<input type="checkbox"/>	XXXXXX
DESIGN MGR.	IN-HOUSE	<input type="checkbox"/>	XXXXXX
	E.P.M.C. NO.	<input type="checkbox"/>	XXXXXX
INDEX NO.	XXXXXX	FOREMAN-INSPECTOR	
POST-BID REVISION			
NO.	DESCRIPTION	BY	DATE



**PLAN**  
SCALE: 1/4"=1'-0"



**ELEVATION 1**  
SCALE: 1/4"=1'-0"



**ELEVATION 2**  
SCALE: 1/4"=1'-0"

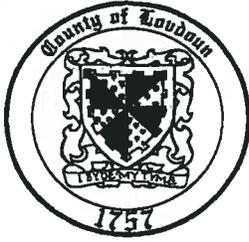


**PRE-FINAL DESIGN  
NOT FOR CONSTRUCTION**

NO.	DESCRIPTION	BY	DATE
	PRE-BID REVISION		
DISTRICT OF COLUMBIA WATER AND SEWER AUTHORITY			
POTOMAC INTERCEPTOR LONG TERM ODOR ABATEMENT PROGRAM DISTRICT OF COLUMBIA, MARYLAND, AND VIRGINIA			
SITE 46 PLAN			
ARCHITECTURAL			
SCALE	AS SHOWN	DRAWN	KK
INTERCEPTOR		CHECKED	VW
SYSTEM		SUBMITTED	
SURVEYED			V WILBURN
DATE	12/09/2004	RECOMMENDED	
CADD FILE	AP46.DWG		



VICTOR WILBURN ARCHITECTS P.C.  
WASHINGTON D.C.



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

February 16, 2010

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

**RE: SPEX 2009-0040, SPEX 2009-0041, SPMI 2010-0001, and CMPT 2010-0002  
Potomac Interceptor Odor Abatement Site**

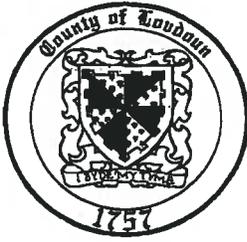
Dear Mr. Sinclair:

This letter serves to inform you that the above referenced land development application has been officially accepted for processing as of February 16, 2010. I have been asked to serve as the Project Manager and look forward to working with your team. Should you wish to review the public file, a hard copy is available in the file room located in the Department of Building and Development or to access documents electronically, please go to [www.loudoun.gov/lola](http://www.loudoun.gov/lola). This link also provides an additional opportunity for public input on active applications. If you have any further questions regarding the review and processing of this application, please feel free to contact me.

Sincerely,

Marchant Schneider  
Project Manager

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



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

February 16, 2010

**RE: SPEX 2009-0040, SPEX 2009-0041, SPMI 2010-0001, and CMPT 2010-0002  
Potomac Interceptor Odor Abatement Site**

Dear Adjacent Property Owner:

This letter serves to inform you that the above referenced land development application has been officially accepted for processing as of February 16, 2010. Should you wish to review the public file, a hard copy is available in the file room located in the Department of Building and Development or to access documents electronically, please go to [www.loudoun.gov/lola](http://www.loudoun.gov/lola). This link also provides an additional opportunity for public input on active applications. If you have any further questions regarding the review and processing of this application, please feel free to contact me.

Sincerely,

Marchant Schneider  
Project Manager

cc:

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

*Attachment on back*

**SPEX 2009-0040, SPEX 2009-0041, SPMI 2010-0001, and CMPT 2010-0002**  
**Potomac Interceptor Odor Abatement Site**

**APPLICANT:** District of Columbia Water and Sewer Authority  
Barry Lucas, Program Manager  
Planning and Design Branch  
5000 Overlook Avenue, S.W.  
Washington, DC 20032  
202-787-2396

**OWNER:** Northern Virginia Regional Park Authority  
Paul A. Gilbert, Executive Director  
5400 Ox Road  
Fairfax Station, VA 22039  
703-352-5900

**REPRESENTATIVE:** A. Morton Thomas & Associates, Inc.  
Mr. J. Keith Sinclair, Jr., Associate  
14900 Conference Center Drive, Suite 180  
Chantilly, VA 20151  
703-817-1373  
ksinclair@amtengineering.com

**PROPOSAL:** A **Special Exception and Commission Permit** to allow a sanitary sewer odor abatement facility in the PHD-4 zoning district.  
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)  
A **Minor Special Exception** to modify the required Type 4 landscape buffer pursuant to Section 5-621.

**LOCATION:** Adjacent to southern boundary of Algonkian Regional Park and eastern boundary of Potomac Lakes Sportsplex.

**TAX MAP/PARCEL:** Tax Map /81////////116F PIN # 010-10-0295-000

**CURRENT ZONING:** PDH-4

**PROPOSED ZONING:** n/a

**SURROUNDING ZONING/LAND USE:**

<b>NORTH</b>	A-3	Regional Park
<b>SOUTH</b>	PDH-4	Residential/Open Space
<b>EAST</b>	PDH-4	Residential/Open Space
<b>WEST</b>	PDH-4	Residential/Open Space

**ELECTION DISTRICT:** Sugarland Run



A. Morton Thomas and Associates, Inc.  
Consulting Engineers

# LETTER OF TRANSMITTAL

DATE	02/05/2010
AMT FILE NO.	109-304.001
YOUR FILE NO.	
RE:	DC WASA Odor Abatement Site #46

**To:** Loudoun County Department of Planning  
1 Harrison Street, S.E.  
3<sup>rd</sup> Floor  
Leesburg, VA 20177



Attention: Ms. Wini Polis

Phone: (703) 777-0246 Fax: (703) 777-0441

**WE ARE SENDING YOU**  Attached via hand the following items:

- Originals
- Prints
- Reproducibles
- Documents
- Specifications
- Bid Proposal
- Copy of Letter
- Corporate Brochure
- Disk
- Descriptions
- Other

COPIES	DATE	NO	DESCRIPTION
21	02/04/2010		Updated Commission Permit/Special Exception/Minor Special Exception Plat
21			Updated Statement of Justification

**THESE ARE TRANSMITTED** as checked below:

- For approval
- For your use
- As requested
- For review and comment
- Other
- Your drawings returned after loan to us. Thank you.

### REMARKS

Attached are the corrected documents. Let me know if you have questions or need additional information. Thank you for your assistance.

PLEASE CALL WITH ANY QUESTIONS OR COMMENTS. THANKS.

**COPY TO** J.D. Benoit, Black & Veatch  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNED:   
J. Keith Sinclair, Jr., P.E.

PHONE: 703-817-1373 FAX: 703-817-1393 E-MAIL: [ksinclair@amtengineering.com](mailto:ksinclair@amtengineering.com)  
14900 Conference Center Drive, Suite 180, Chantilly, VA 20151



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.

**SPEX 2009-0040, SPEX 2009-0041, SPMI 2010-0001**

**Potomac Interceptor Odor Abatement Site**

January 16, 2010

Page 2 of 2

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 your 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

## VanHorn, Ginni

---

**From:** Fish, Brian  
**Sent:** Tuesday, December 29, 2009 3:14 PM  
**To:** VanHorn, Ginni  
**Subject:** RE: Potomac Interceptor

Hi Ginni

They will need a SPEX per 4-1506(D), assuming the facility will be in a floodplain, but 4-1506(F) will not apply in this case.

Also, I am pretty sure they will still need a SPEX for the use despite the new parcel / zoning district, but until I actually see what they are proposing I can't say 100%. But the parcel is zoned PDH4, and the uses that are permitted are the uses permitted in the applicable R-District as shown on the CDP – and in every R District a wastewater treatment plant is a SPEX use.

I will be here in the office the rest of today and tomorrow, please call me or e-mail me if there are any questions!

--Brian

Brian Fish, Zoning Planner  
Loudoun County, Virginia  
Department of Building and Development  
1 Harrison Street, S.E., 3<sup>rd</sup> Floor  
P.O. Box 7000  
Leesburg, VA 20177-7000  
703-737-8223

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**From:** VanHorn, Ginni  
**Sent:** Tuesday, December 22, 2009 4:30 PM  
**To:** Fish, Brian  
**Subject:**

Hey Brian,

Another question about the DC Odor Abatement Facility....

Do they need a SPEX pursuant to 4-1506 (D) to allow the operation of a public utility.....and because the facility is 1510 sf, do they also need a SPEX pursuant to 4-1506 (F)? Let me know. Thanks. Ginni

Ginni Van Horn, Planner III, Land Use Review  
Loudoun County Department of Planning  
1 Harrison Street, 3rd Floor, MS 62  
Leesburg, VA 20177-7000  
703-777-0647 (direct)  
703-777-0246 (main line)

# LETTER OF TRANSMITTAL



**A. Morton Thomas and Associates, Inc.**  
Consulting Engineers  
Plan Control

TO

Loudoun County  
COMPANY

Department of Planning  
1 Harrison Street, S.E.  
3<sup>rd</sup> Floor  
P.O. Box 7000  
Leesburg, Virginia 20177

ADDRESS

703-777-0246  
PHONE FAX



12/17/2009

DATE

102-2

AMT PROJECT NO.

Potomac Interceptor - Site 46 Special Exception  
AMT PROJECT NAME

Daron K. Doran, P.E.

FROM



Potomac Interceptor Long Term Odor  
Abatement Program – Site 46  
Special Exception Plat Application

RE

File  
COPIES TO

# OF PAGES

## Sent Via:

MAIL

PICK-UP

MESSENGER

OVERNIGHT

E-MAIL

FAX

## Comments:

Please find the following attached for Loudoun County submission to the Department of Planning.

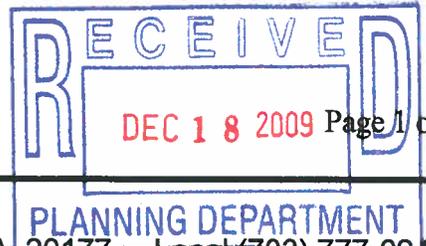
- 1 - Completed Minimum Submission Requirement For Special Exception Application form
- 1 - Completed and signed Land Development Application Form
- 1 - Signed Use Value Assessment Statement
- 1 - Notarized Disclosure of Real Parties In Interest disclosure form
- 1 - Fee Check for Filing fee of \$15,750.00 (Check #55745) made out to County of Loudoun
- 15 - 11"x17" Building Design including Floorplan and Building Elevations
- 1 - Record of Pre-Application Conference
- 15 - Statement of Justification letters
- 15 - 8.5"x11" Vicinity Map
- 19 - 24"x36" paper copies of Special Exception / Minor Special Exception Plat for submission to Planning
- 1 - Traffic Study Letter
- 1 - Community Meeting correspondence
- 1 - Mailing Labels (2 sets - one 8.5"x11" label sheet)

12750 Twinbrook Parkway  
Rockville, MD 20852-1700

Phone: (301) 881-2545

Fax: (301) 881-0814

E-mail: amt1@amtengineering.com



LOUDOUN COUNTY DEPARTMENT OF PLANNING  
1 Harrison Street, S.E., 3<sup>rd</sup> Floor, P.O. Box 7000, Leesburg, VA 20177 Local (703) 777-0246

MINIMUM SUBMISSION REQUIREMENTS FOR SPECIAL EXCEPTION APPLICATION

Application No. \_\_\_\_\_

**TO BE COMPLETED BY THE APPLICANT**

Project Name: Potomac Interceptor Long Term Odor Abatement Site #46

Proposed Use: Sanitary sewer odor abatement facility

Project Location: Adjacent to the southern boundary of Algonkian Regional Park and the eastern boundary of the Potomac Lake Sportsplex

Tax Map #(s): /81////////116F

Parcel #(s): 010-10-0295-000

Parcel Owner(s): Northern Virginia Regional Park Authority

Telephone No.: (703) 352-5900

Applicant/Authorized Agent: J. Keith Sinclair, Jr.

Telephone No.: (703) 817-1373

Engineer/Surveyor: A. Morton Thomas and Associates, Inc.

Telephone No.: (703) 817-1373

Attorney: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Signature of Person Completing Checklist: *J. Keith Sinclair, Jr.* Date: 12/16/2009

\*\*\*\*\*

**TO BE COMPLETED BY THE PLANNING OFFICE PERSONNEL**

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date Accepted/Not Accepted: \_\_\_\_\_

Reason(s) For Not Accepting: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

MCPI Number(s): \_\_\_\_\_

**A. APPLICANT RESPONSIBILITIES.** The applicant must complete all of the Special Exception information contained in this checklist, or present written approval for any deviation therefrom. Written approval from the designated department for any deviation from mandatory requirements must be obtained prior to application submission.

Where proposed project information is requested in this checklist for adjacent property to the proposal, this information may be limited to projects on file with the County or with an adjacent incorporated town or surrounding jurisdiction.

All plats or plans submitted with this application shall be folded to a size of approximately 8½" x 11" with the title block visible.

If the application is judged incomplete, the staff will identify in writing the deficiencies that must be corrected. The application will not be accepted for processing. The fee and materials will be returned to the applicant.

All required forms are available in the Department of Planning.

Approved Deviations:

Traffic summary to describe use, trip generation average, access to site, and public road entrance/safety considerations will be acceptable in lieu of full traffic study per FSM Section 4-200B per Mr. George Phillips of the Office of Transportation Services as discussed in the Pre-Application Conference held on October 27, 2009.

B. <b>LAND DEVELOPMENT APPLICATION FORM.</b> Submit a completed land development application form, including the following:	SUBMITTED		
	YES	NO	N/A
1. Name of the applicant(s).	√		
2. Applicant(s) address: city/state/zip.	√		
3. Applicant(s) telephone number(s).	√		
4. Authorized representative.	√		
5. Representative's address: city/state/zip code.	√		
6. Representative's telephone number(s).	√		
7. Property owner(s).	√		
8. Property owner(s) address: city/state/zip code.	√		
9. Property owner(s) telephone number(s).	√		
10. Present zoning classification(s). <sup>2</sup>	√		
11. Project location.	√		
12. Tax map & parcel number(s); MCPI number(s).	√		
13. Proposed name of the subdivision, development or business.	√		
14. Election district(s) in which the proposed special exception is located.	√		

1. Information available from the Office of Mapping
2. Information available from the Department of Building and Development
3. Information available from the Clerk of the Circuit Court
4. Information available from the Department of Planning

	SUBMITTED		
	YES	NO	N/A
15. Signature of the applicant.	√		
16. Signature of the owner.	√		
C. <u>CERTIFICATE OF PAYMENT OF TAXES</u> . Provide a certificate verifying that real estate taxes have been paid for all property included in the application. (A certificate of payment of taxes is available from the Treasurer's Office.)			√
D. <u>USE VALUE ASSESSMENT PROGRAM</u> . Provide a statement which identifies any parcel(s) currently subject to the County's Use Value Assessment that are included as part of this application. (A Land Use certificate is available from the Department of Financial Services.)	√		
E. <u>DISCLOSURE OF REAL PARTIES IN INTEREST</u> . Provide completed disclosure form(s).	√		
F. <u>FEES</u> . Provide a check made payable to the County of Loudoun.	√		
G. <u>BUILDING DESIGN</u> . Provide 15 copies of floor plans and elevations for the front, sides, and rear of any on-site structures proposed.	√		
H. <u>RECORD OF PRE-APPLICATION CONFERENCE</u> . Provide a copy of the documentation provided at the conference.	√		
I. <u>STATEMENT OF JUSTIFICATION</u> . Provide 15 copies of a written Statement of Justification describing the project and detailing the reason(s) why the granting of a special exception is appropriate. The statement must address the issues for consideration in Section 6-1310 of the Zoning Ordinance including a description of the proposed development's compliance with the environmental, cultural, land use, economic and fiscal, and design goals and policies of the Comprehensive Plan.	√		
J. <u>VICINITY MAP</u> . Provide 15 copies of a map labeled "Vicinity Map" at a scale of 1" = 1000', 8½" x 11" in size with approximate Virginia coordinate grid information with the proposal's property centered on the map. <sup>1</sup> Include the following information on the map:	√		
1. Approximate location of arterial and collector streets and any local streets connecting to the proposed project and street names or numbers; major streams or rivers; the Potomac River; the W&OD Trail. <sup>1</sup>	√		
2. Project boundaries and all existing lot boundaries (as shown on the County parcel maps) within the project and surrounding the project within the vicinity map area. <sup>1</sup>	√		
3. For adjacent property within 200 feet including property across the road from project, include the following:			
a. Approved and proposed projects or subdivision names, lot lines, section and lot numbers <sup>1</sup> and zoning <sup>2</sup> .	√		
b. Existing and proposed land uses at time of submission; lots; existing structures within 200 feet of the proposed project. <sup>1</sup>	√		
c. Adjacent open space easements, park and recreation land.	√		
4. Jurisdictional boundaries. <sup>1</sup>			√

1. Information available from the Office of Mapping

2. Information available from the Department of Building and Development

3. Information available from the Clerk of the Circuit Court Information available from the Department of Planning

**K. SPECIAL EXCEPTION PLAT.** Submit 15 copies of the plan at a scale of 1 inch = 200 feet.<sup>1</sup> If the proposed plan is not submitted at 1" = 200', a deviation to a more meaningful scale may be requested. At least three (3) plans must be provided at 1" = 200'. Four (4) copies are required when floodplain or mountainside exists on a site. To facilitate review of issues for consideration in Section 6-1310 of the Zoning Ordinance, the special exception plat shall include the following information:

	SUBMITTED		
	YES	NO	N/A
1. The scale, north point and date. <sup>1</sup>	√		
2. The boundary of the property showing bearings and distances. <sup>1</sup>	√		
3. Owner's names and zoning of adjacent property. <sup>2</sup>	√		
4. Signature of the property owner or applicant.	√		
5. Archaeological or historical features included in the State or National Register of Historic Places.			
a. Existing and proposed buildings; structures, walls, and fences on site. <sup>1</sup> For buildings and structures, indicate their date of construction, as determined by record search and visual survey, and whether it is planned that they be retained or demolished.			√
b. The applicant must also conduct a survey of historic architecture, known and potential historic and archaeological sites. Identify any known grave, object, or structure marking a place of burial, as determined by record search and visual survey.	√		
6. a. Show location and area footprint, height of proposed use and identify use. Dimensions must be drawn to scale.	√		
b. Parking/loading areas: building and parking setbacks (front, side and rear). <sup>2</sup> Dimensions must be drawn to scale.	√		
7. The proposed location, lighting and type of sign.			√
8. Adjacent property information including property across the road from project:			
a. Approved and proposed projects or subdivision names, lot lines, section and lot numbers and zoning. <sup>1</sup>	√		
b. Existing and proposed land uses at time of submission; lots; existing structures within 200' of the proposed project. <sup>1</sup>	√		
c. Existing and proposed abutting roads and their right-of-way widths. <sup>1</sup>			√
d. Existing nonresidential access points, existing and proposed roadway intersections and median breaks. <sup>1</sup>			√
f. Major roads identified in the County Transportation Plan and roads identified in the current Loudoun County/VDOT six-year plan. <sup>4</sup>			√
9. Location of proposed/existing well and septic system. Provision of evidence that application has been made to the County Health Department for proposed project's sewer and water systems if Loudoun County Sanitation Authority service is not available.	√		

1. Information available from the Office of Mapping

2. Information available from the Department of Building and Development

3. Information available from the Clerk of the Circuit Court

4. Information available from the Department of Planning

	SUBMITTED		
	YES	NO	N/A
10. On-site roadway information including: <sup>1</sup> a. Existing and proposed access points to existing state road system including roadway entrance widths. b. Existing and proposed locations of internal through public street network and right-of-way widths; access points with adjacent parcels.	√		√
11. Include parking/loading areas.	√		
12. The location and general description of vegetation and existing tree cover including: a. A description of type and extent of tree cover that identifies canopy, understory growth and other flora; b. An inventory of evergreen trees with calipers of 14 inches or larger and deciduous trees with calipers of 22 inches or larger (measured 4.5 feet above the ground); and c. Endangered species habitat <sup>5</sup> . d. The nature and extent of existing and/or proposed landscaping, screening or buffering on the site.	√ √ √ √		
13. Topography at contours not more than five (5) feet. <i>Note: The Director may request a two (2) foot contour.</i>	√		
14. The location of any steep slopes.			√
15. The location and type of any fuel and fuel storage and a listing, if known, of all hazardous or toxic substances as set forth in Title 40, Code of Federal Regulations Parts 116.4, 302.4 and 355; all hazardous waste as set forth in Commonwealth of Virginia Department of Waste Management.	√		
16. Where applicable, the limits of floodplain boundaries are to be delineated. The plan shall utilize and identify the source as the Floodplain Map of Loudoun County.	√		
17. Limits of any overlay districts on the property (HCC, AI, FOD, MDOD). <sup>2</sup>			
18. If requested by the Planning Director the applicant shall provide: a. A minimum of two cross-sections where a grade change of 3 feet or more is proposed or where buildings are proposed. The cross-sections shall illustrate existing and proposed topography, height and density of vegetation and the dimensions of proposed buildings. b. For projects adjacent to existing residentially zoned or used property, three-dimensional sketches providing a "bird's eye" (45°) view and at least two eye-level perspectives (30°) of the project illustrating the relationship between the proposed development and the surrounding community. <i>Note: The cross-sections and/or sketches shall be provided no later than the applicant's response to the initial agency comments (referrals).</i>			√

1. Information available from the Office of Mapping
2. Information available from the Department of Building and Development
3. Information available from the Clerk of the Circuit Court
4. Information available from the Department of Planning

	SUBMITTED		
	YES	NO	N/A
19. Identification of any Federal or State permits or conditions that directly limit development on the subject property.	√		
L. <b>TRAFFIC STUDY.</b> Provide 6 copies of a traffic analysis indicating the relationship of the proposed development to traffic, road and transit use and plans according to FSM Section 4-200B including the following elements:			√
1. Study area.			√
2. Traffic count locations.			√
3. Trip generation.			
4. Traffic volume projections.			√
5. Level of service analysis.			√
6. Minimum roadway/intersection level of service standards.			√
7. Background traffic assumptions.			√
8. Traffic/trip distribution.			√
9. Level of service calculation assumptions.			√
10. Mode choice.			√
11. Safety locations.			√
12. Traffic mitigation measures.			√

M. **COMMUNITY MEETINGS.** The applicant must submit a list or schedule of meetings between the applicant and the surrounding communities either held or scheduled to be held.

N. **MAILING LABELS.** The applicant must submit two (2) sets of pre-printed address/mailling labels with addresses of all adjacent property owners.

O. **CERTIFICATION OF APPLICATION SUBMISSION.** I hereby certify that the above stated information is included in the attached special exception application and accompanying materials. Further, I have included on the site plan any conditions required by proffers of an approved rezoning for this site, or required by a variance approval, special agreements or covenants.

APPLICANT SIGNATURE  DATE 12/16/2009

Application: \_\_\_\_\_ Accepted \_\_\_\_\_ Rejected

Checklist Reviewer \_\_\_\_\_

Date \_\_\_\_\_



**LOUDOUN COUNTY  
LAND DEVELOPMENT APPLICATION**



- (1) This application form must be filled out in its entirety.
- (2) An incomplete application form will result in rejection of this application prior to staff review.
- (3) If additional space is needed to complete any section of this application, attach a separate sheet containing all the required information and refer to such where appropriate on this form.
- (4) Do not write in shaded areas.
- (5) See attached instructions for completing the Land Development Application.

**PLEASE PRINT IN INK OR USE TYPEWRITER**

**TYPE OF APPLICATION** Special Exception

Application Number Assigned \_\_\_\_\_  
 Fee Amount Paid \_\_\_\_\_  
 Receipt Number \_\_\_\_\_  
 Date of Official Acceptance \_\_\_\_\_

Calculations of Bond (CPAP, CPAP REVISION, REST, STPL, STPL & STMP)

Not Applicable

Total Number of Cross-Sections (FPAL Type II & FPST)

Not Applicable

Estimated Square Feet of Land Disturbance (SPEX)

Project Name:

Potomac Interceptor Long Term Odor Abatement Site

#46

Subdivision Name (if different from project name):

Potomac Lakes

Subdivision Section:

Lot Numbers: Parcel H-5A

Description of Proposed Project: (Must be completed)

SPEX to allow construction of a sanitary sewer odor abatement facility in the PDH-4 zoning district  
 SPEX to allow construction of a sanitary sewer odor abatement facility in floodplain overlay district  
 SPMI to modify landscape buffer requirements

**Number and Types of Proposed Lots**

	Residential	Not Applicable	PROPOSED RESIDENTIAL UNITS (This section is to be completed for all residential applications).		
			Total Units	Quantity Affordable	Quantity Elderly
Non-residential			N/A	N/A	
Conservancy			N/A	N/A	
Open Space			N/A	N/A	
Other (Specify type)			N/A	N/A	
<b>Total Lots</b>		<b>Not Applicable</b>	<b>Total</b>	<b>N/A</b>	

**PROPOSED NON-RESIDENTIAL SQUARE FOOTAGE** This section must be completed for all non-residential applications and non-residential components of residential applications. Describe the type (s) in the appropriated category and the total square footage for the category:

Category	Description of Use	Square Footage
Ag-Residential		
Sales & Service		
Office		
Industrial		
Gov't, Utilities & Public Service	Building to house odor treatment equipment	1510
Recreation & Special Interests		
Transportation & Communications		
Education & Training		
Other (specify)		
<b>Total Square Footage</b>		

**PROJECT LOCATION**

Property Address:  
Not Assigned

Property Location:  
Adjacent to the southern boundary of  
Algonkian Regional Park and eastern  
boundary of Potomac Lakes Sportsplex

Adjacent Roads  
None

**ELECTION DISTRICT(S)**

Sugarland Run

**PROJEKTIWAZMAPIA ACREAGE AND ZONING INFORMATION**

Tax Map Number(s) or Pin	Zoning District(s)	Acreage	Zoning Status
	PDH-4	100.63	Existing
			Proposed
			Y

SURROUNDING LAND USES AND ZONING	
List all surrounding land uses and zoning districts adjacent to the property, including those across roads.	
LAND USE	
NORTH	Regional Park
SOUTH	Residential Open Space
EAST	Residential Open Space
WEST	Recreational Facilities
	A-3
	PDH-4
	PDH-4
	PDH-4
	ZONING

APPLICANT(S)	
Company Name	District of Columbia Water and Sewer Authority
Name of Person & Title	Barry Lucas, Program Manager Planning and Design Branch
Mailing Address	5000 Overlook Avenue, S.W.
City, State, Zip Code	Washington, D.C. 20032
Daytime Telephone	(202) 787-2396
E-mail Address	Barry.Lucas@dcwasa.com
Correspondent?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Company Name	
Name of Person & Title	
Mailing Address	
City, State, Zip Code	
Daytime Telephone	
E-mail Address	
Correspondent?	Yes <input type="checkbox"/> No <input type="checkbox"/>

PROPERTY OWNER(S)	
Company Name	Northern Virginia Regional Park Authority
Name of Person & Title	Paul A. Gilbert Executive Director
Mailing Address	5400 Ox Road
City, State, Zip Code	Fairfax Station, VA 22039
Daytime Telephone	(703) 352-5900
E-mail Address	executiveoffice@nvirpa.org
Correspondent?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

REPRESENTATIVE(S)	
Company Name	A. Morton Thomas & Assoc., Inc.
Name of Person & Title	J. Keith Sinclair, Jr. Associate
Mailing Address	14900 Conference Center Drive Suite 180
City, State, Zip Code	Chantilly, VA 20151
Daytime Telephone	(703) 817-1373
E-mail Address	ksinclair@amtengineering.com
Correspondent?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

CERTIFICATIONS	
APPLICANT(S):	The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health, Official, Director of Building and Development, or Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.
Barry Lucas	
Printed Name of Applicant	Barry Lucas
Signature of Applicant	<i>Barry Lucas</i>
Date	12/1/09

PROPERTY OWNER(S) (to be signed by all property owners):	I have read this completed application, understand its intent, and freely consent to its filing. Furthermore, I grant permission to the Department of Building and Development and/or Planning and other authorized government agents to enter the property and make such investigations and tests as they deem necessary.
Paul A. Gilbert	
Printed Name of Property Owner	Paul A. Gilbert
Signature of Property Owner	<i>Paul A. Gilbert</i>
Date	12/1/09



## Loudoun County, Virginia

[www.loudoun.gov](http://www.loudoun.gov)

The Office of the County Assessor

1 Harrison Street, SE, 5<sup>th</sup> Floor, P.O. Box 7000, Leesburg, VA 20177-7000

703.777.0267 • Fax 703.771.5234

### LAND USE CERTIFICATE



Date: 12/14/2009

The following property, \_\_\_\_\_, is **IN** the Land Use Program.  
Tax Map/PIN Number

\_\_\_\_\_  
Signature

Alison L. Burns, Land Use Coordinator

The following property, 010-10-0295-000, is **NOT IN** the Land Use Program.  
Tax Map/PIN Number

\_\_\_\_\_  
Signature

Alison L. Burns, Land Use Coordinator

I, J. Keith Sinclair, Jr., do hereby state that I am an

Applicant

Applicant's Authorized Agent listed in Section C.1. below

in Application Number(s): \_\_\_\_\_



and that to the best of my knowledge and belief, the following information is true:

**C. DISCLOSURES: REAL PARTIES IN INTEREST AND LAND USE PROCEEDINGS**

**1. REAL PARTIES IN INTEREST**

The following constitutes a listing of the names and addresses of all **APPLICANTS, TITLE OWNERS, CONTRACT PURCHASERS** and **LESSEES** of the land described in the application\* and if any of the forgoing is a **TRUSTEE\*\*** each **BENEFICIARY** of such trust, and all **ATTORNEYS**, and **REAL ESTATE BROKERS**, and all AGENTS of any of the foregoing.

All relationships to the persons or entities listed above in **BOLD** print must be disclosed. Multiple relationships may be listed together (ex. Attorney/Agent, Contract Purchaser/Lessee, Applicant/Title Owner, etc.) For a multiple parcel application, list the Parcel Identification Number (PIN) of the parcel(s) for each owner(s).

<i><b>PIN</b></i>	<i><b>NAME (First, M.I., Last)</b></i>	<i><b>ADDRESS (Street, City, State, Zip Code)</b></i>	<i><b>RELATIONSHIP (Listed in bold above)</b></i>
010-10-0295	District of Columbia Water and Sewer Authority	5000 Overlook Avenue, S.W. Washington, D.C. 20032	<b>Applicant</b>
010-10-0295	Northern Virginia Regional Park Authority	5400 Ox Road Fairfax Station, VA 22039	<b>Title Owner</b>
010-10-0295	J. Keith Sinclair, Jr. A. Morton Thomas and Associates, Inc.	14900 Conference Center Drive, Suite 180 Chantilly, VA 20151	<b>Agent</b>

\* In the case of a condominium, the title owner, contract purchaser, or lessee of 10% or more of the units in the condominium.

\*\* In the case of a TRUSTEE, list Name of Trustee, name of Trust, if applicable, and name of each beneficiary.

Check if applicable:

There are additional Real Parties in Interest. See Attachment to Paragraph C-1.

**2. CORPORATION INFORMATION** (see also Instructions, Paragraph B.3 above)

The following constitutes a listing of the **SHAREHOLDERS** of all corporations disclosed in this affidavit who own 10% or more of any class of stock issued by said corporation, and where such corporation has 100 or fewer shareholders, a listing of all of the shareholders, **and if such corporation is an owner of the subject land**, all **OFFICERS** and **DIRECTORS** of such corporation. (Include sole proprietorships, limited liability companies and real estate investment trusts).

**Name and Address of Corporation:** (complete name, street address, city, state, zip code)

A. Morton Thomas and Associates, Inc.  
 14900 Conference Center Drive, Suite 180  
 Chantilly, VA 20151

**Description of Corporation:**

There are 100 or fewer shareholders and all shareholders are listed below.

There are more than 100 shareholders, and all shareholders owning 10% or more of any class of stock issued by said corporation are listed below.

There are more than 100 shareholders but no shareholder owns 10% or more of any class of stock issued by said corporation, and no shareholders are listed below.

There are more than 500 shareholders and stock is traded on a national or local stock exchange.

**Names of Shareholders:**

<i>SHAREHOLDER NAME</i> (First, M.I., Last)	<i>SHAREHOLDER NAME</i> (First, M.I., Last)
Max Kantzer	
Jerry Kavadias	
Richard Khalil	
Stuart Robinson	
Daniel Schriever	
Murphy Tuomey	
Michael J. Wiercinski	

**Names of Officers and Directors:**

<i>NAME</i> (First, M.I., Last)	<i>Title</i> (e.g. President, Treasurer)
Michael J. Wiercinski	President
Jerry Kavadias	Vice President
Murphy Tuomey	Vice President
Rich Khalil	Treasurer
Stuart Robinson	Secretary

Check if applicable:

There is additional Corporation Information. See Attachment to Paragraph C-2.

**2. CORPORATION INFORMATION (see also Instructions, Paragraph B.3 above)**

The following constitutes a listing of the **SHAREHOLDERS** of all corporations disclosed in this affidavit who own 10% or more of any class of stock issued by said corporation, and where such corporation has 100 or fewer shareholders, a listing of all of the shareholders, **and if such corporation is an owner of the subject land**, all **OFFICERS** and **DIRECTORS** of such corporation. (Include sole proprietorships, limited liability companies and real estate investment trusts).

**Name and Address of Corporation:** (complete name, street address, city, state, zip code)

District of Columbia Water and Sewer Authority.

5000 Overlook Avenue, SW

Washington, DC 20032

---

**Description of Corporation:**

*There are 100 or fewer shareholders and all shareholders are listed below.*

*There are more than 100 shareholders, and all shareholders owning 10% or more of any class of stock issued by said corporation are listed below.*

*There are more than 100 shareholders but no shareholder owns 10% or more of any class of stock issued by said corporation, and no shareholders are listed below.*

*There are more than 500 shareholders and stock is traded on a national or local stock exchange.*

**Names of Shareholders:**

<i>SHAREHOLDER NAME (First, M.I., Last)</i>	<i>SHAREHOLDER NAME (First, M.I., Last)</i>
Non-Stock Entity	

**Names of Officers and Directors:**

<i>NAME (First, M.I., Last)</i>	<i>Title (e.g. President, Treasurer)</i>
George S. Hawkins	General Manager

Check if applicable:

There is additional Corporation Information. See Attachment to Paragraph C-2.

**2. CORPORATION INFORMATION (see also Instructions, Paragraph B.3 above)**

The following constitutes a listing of the **SHAREHOLDERS** of all corporations disclosed in this affidavit who own 10% or more of any class of stock issued by said corporation, and where such corporation has 100 or fewer shareholders, a listing of all of the shareholders, **and if such corporation is an owner of the subject land**, all **OFFICERS** and **DIRECTORS** of such corporation. (Include sole proprietorships, limited liability companies and real estate investment trusts).

**Name and Address of Corporation:** (complete name, street address, city, state, zip code)

Northern Virginia Regional Park Authority.  
5400 Ox Road  
Fairfax Station, VA 22039

**Description of Corporation:**

*There are 100 or fewer shareholders and all shareholders are listed below.*

*There are more than 100 shareholders, and all shareholders owning 10% or more of any class of stock issued by said corporation are listed below.*

*There are more than 100 shareholders but no shareholder owns 10% or more of any class of stock issued by said corporation, and no shareholders are listed below.*

*There are more than 500 shareholders and stock is traded on a national or local stock exchange.*

**Names of Shareholders:**

<i>SHAREHOLDER NAME (First, M.I., Last)</i>	<i>SHAREHOLDER NAME (First, M.I., Last)</i>
Non-Stock Entity	

**Names of Officers and Directors:**

<i>NAME (First, M.I., Last)</i>	<i>Title (e.g. President, Treasurer)</i>
Paul A. Gilbert	Executive Directory

Check if applicable:

There is additional Corporation Information. See Attachment to Paragraph C-2.

**2. CORPORATION INFORMATION (see also Instructions, Paragraph B.3 above)**

The following constitutes a listing of the **SHAREHOLDERS** of all corporations disclosed in this affidavit who own 10% or more of any class of stock issued by said corporation, and where such corporation has 100 or fewer shareholders, a listing of all of the shareholders, **and if such corporation is an owner of the subject land**, all **OFFICERS** and **DIRECTORS** of such corporation. (Include sole proprietorships, limited liability companies and real estate investment trusts).

**Name and Address of Corporation:** (complete name, street address, city, state, zip code)

A. Morton Thomas and Associates, Inc.  
 14900 Conference Center Drive, Suite 180  
 Chantilly, VA 20151

**Description of Corporation:**

*There are 100 or fewer shareholders and all shareholders are listed below.*

*There are more than 100 shareholders, and all shareholders owning 10% or more of any class of stock issued by said corporation are listed below.*

*There are more than 100 shareholders but no shareholder owns 10% or more of any class of stock issued by said corporation, and no shareholders are listed below.*

*There are more than 500 shareholders and stock is traded on a national or local stock exchange.*

**Names of Shareholders:**

<i>SHAREHOLDER NAME (First, M.I., Last)</i>	<i>SHAREHOLDER NAME (First, M.I., Last)</i>
Max Kantzer	
Jerry Kavadias	
Richard Khalil	
Stuart Robinson	
Daniel Schriever	
Murphy Tuomey	
Michael J. Wiercinski	

**Names of Officers and Directors:**

<i>NAME (First, M.I., Last)</i>	<i>Title (e.g. President, Treasurer)</i>
Michael J. Wiercinski	President
Jerry Kavadias	Vice President
Murphy Tuomey	Vice President
Rich Khalil	Treasurer
Stuart Robinson	Secretary

Check if applicable:

There is additional Corporation Information. See Attachment to Paragraph C-2.

**3. PARTNERSHIP INFORMATION**

The following constitutes a listing of all of the **PARTNERS**, both **GENERAL** and **LIMITED**, in any partnership disclosed in the affidavit.

**Partnership name and address:** (complete name, street address, city, state, zip)

\_\_\_\_\_

\_\_\_\_\_ (check if applicable) The above-listed partnership has no limited partners.

**Names and titles of the Partners:**

<i>NAME</i> <i>(First, M.I., Last)</i>	<i>Title</i> <i>(e.g. General Partner, Limited Partner, etc)</i>

Check if applicable:

\_\_\_\_\_ Additional Partnership information attached. *See Attachment to Paragraph C-3.*

**4. ADDITIONAL INFORMATION**

a. One of the following options **must** be checked:

In addition to the names listed in paragraphs C. 1, 2, and 3 above, the following is a listing of any and all other individuals who own in the aggregate (directly as a shareholder, partner, or beneficiary of a trust) 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE of the land:

Other than the names listed in C. 1, 2 and 3 above, no individual owns in the aggregate (directly as a shareholder, partner, or beneficiary of a trust) 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, or LESSEE of the land:

Check if applicable:

Additional information attached. *See Attachment to Paragraph C-4(a).*

b. That no member of the Loudoun County Board of Supervisors, Planning Commission, Board of Zoning Appeals or any member of his or her immediate household owns or has any financial interest in the subject land either individually, by ownership of stock in a corporation owning such land, or though an interest in a partnership owning such land, or as beneficiary of a trust owning such land.

**EXCEPT AS FOLLOWS: (If none, so state).**

**None**

Check if applicable:

Additional information attached. *See Attachment to Paragraph C-4(b).*

c. That within the twelve-month period prior to the public hearing for this application, no member of the Loudoun County Board of Supervisors, Board of Zoning Appeals, or Planning Commission or any member of his immediate household, either individually, or by way of partnership in which any of them is a partner, employee, agent or attorney, or through a partner of any of them, or through a corporation (as defined in the Instructions at Paragraph B.3) in which any of them is an officer, director, employee, agent or attorney or holds 10% or more of the outstanding bonds or shares of stock of a particular class, has or has had any business or financial relationship (other than any ordinary customer or depositor relationship with a retail establishment, public utility, or bank), including receipt of any gift or donation having a value of \$100 or more, singularly or in the aggregate, with or from any of those persons or entities listed above.

**EXCEPT AS FOLLOWS: (If none, so state).**

**None**

Check if applicable:

Additional information attached. *See Attachment to Paragraph C-4(c).*

**D. COMPLETENESS**

That the information contained in this affidavit is complete, that all partnerships, corporations (as defined in Instructions, Paragraph B.3), and trusts owning 10% or more of the APPLICANT, TITLE OWNER, CONTRACT PURCHASER, OR LESSEE of the land have been listed and broken down, and that prior to each hearing on this matter, I will reexamine this affidavit and provide any changed or supplemental information, including any gifts or business or financial relationships of the type described in Section C above, that arise or occur on or after the date of this Application.

WITNESS the following signature:

*J. Keith Sinclair, Jr.*

check one: [ ] Applicant or [ X ] Applicant's Authorized Agent

J. Keith Sinclair, Jr., Applicant's Authorized Agent

(Type or print first name, middle initial and last name and title of signee)

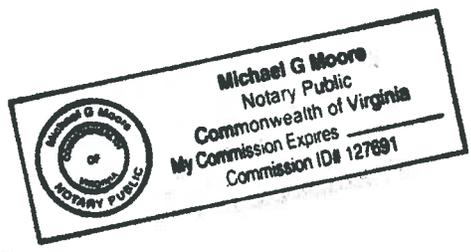
Subscribed and sworn before me this 16 day of December 2009, in the State/Commonwealth of Virginia in the County/City of Fairfax.

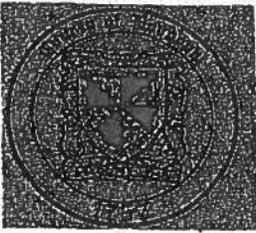
*[Signature]*

Notary Public

My Commission Expires: 3/31/13

Notary Registration Number: \_\_\_\_\_





Loudoun County, Virginia

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

RECORD OF PRE-APPLICATION CONFERENCE

PRE-APPLICATION CASE NUMBER/NAME/CASE TYPE	PRAP 2009-0077 District of Columbia Water & Sewer Authority Odor Abatement Facility	SPEX 10/27/09 1:00
DATE OF CONFERENCE		

ATTENDANCE LISTING

NAME	AFFILIATION
VAN ARMSTRONG	LOUDOUN CO. PLANNING DEPT.
JOE GORNEY	LOUDOUN CO. PLANNING DEPT.
Steve Phillips	Loudoun OTS
Keith Sinclair	A. MORTON THOMAS + ASSOC.
ROBERT TUTTLE	BLACK & VENTCH
BRIAN FISH	LOUDOUN COUNTY BID - ZONING
DARON DORAN	A. MORTON THOMAS

I verify that a pre-application conference on the above-referenced proposal has been conducted in accordance with Article VI of the Loudoun County Zoning Ordinance. No matters discussed shall be binding on either the applicant or the County. A copy of this form shall be submitted by the applicant with the official application for checklist review. A summary of issues discussed is not required to be submitted with the official application.

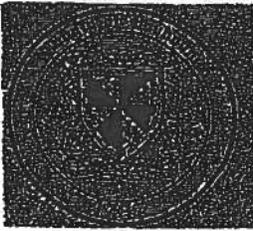
Director, Department of Planning or Designee:

Date:

Van Arty

10/27/09

Application Fee: SPEX (SENSITIVE ENVIRONMENT): \$15,750.00  
W/ CMPT COMP PROCESS ZD  
AND/OR SPM1



Loudoun County, Virginia

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

### SYNOPSIS OF PRE-APPLICATION CONFERENCE ISSUES DISCUSSED

<b>PRE-APPLICATION CASE NUMBER/NAME/CASE TYPE</b>	PRAP 2009-0077	SPEX
<b>DATE OF CONFERENCE</b>	District of Columbia Water & Sewer Authority Odor Abatement Facility	10/27/09 1:00

#### 1. ISSUES RAISED BY THE APPLICANT

POTOMAC INTERCEPTOR SEWER LINE PROPOSAL TO ADD AN ODOR ABATEMENT FACILITY (STRUCTURE). INCLUDES FAN AND CARBON FILTER, NOT PERMANENTLY STAFFED. WEEKLY VISITS FOR MAINTENANCE CHECKS. LOCATED ON ALCONKIAN PARK - NVRPA. STRUCTURE RAISED ~~TO~~ FOR THE FLOOR ELEVATION ABOVE THE 100 YEAR FLOOD ELEVATION.

#### 2. COMPREHENSIVE PLANNING ISSUES DISCUSSED

REVISED GEN'L PLAN - WITHIN SUBURBAN POLICY AREA. WASTEWATER TREATMENT SUPPORTED BY POLICY. CONSIDER BLDG. DESIGN COMPATIBLE W/ AREA NEIGHBORS, SCREENING/BUFFERING. MINIMIZE IMPERVIOUS SURFACES (LID SOLUTIONS) W/IN FLOODPLAIN. MINIMIZE CLEARING & TREE LOSS. AVOID WETLAND AREAS. SEE ATTACHED NOTES. DETERMINE IF CMPT REQUIRED. - COMM. PLAN. TO FOLLOW @P.

3. ZONING ISSUES DISCUSSED \_\_\_ 1972. \_\_\_ 1993  Revised 1993 Zoning Ordinance

USE CLOSEST TO SEWAGE TREATMENT PLANT. WITHIN A-3 ZONING DISTRICT (PROPERTY SPLIT ZONED). TYPE 4 LANDSCAPE BUFFER REQUIRED AROUND FACILITY. - INCLUDING 6' FENCE/WALL. - MAY BE MODIFIED (S-621-UTILITY) BY MINOR SPEX CO-PROCESSED.  
SEC 4-150.7 SPEX CRITERIA APPLIES. - IN FLOODPLAIN OVERLAY DISTRICT.

4. TRANSPORTATION ISSUES DISCUSSED

MINIMAL CONCERN. TRAFFIC SUMMARY REQUIRED TO DESCRIBE USE, TRIP GENERATION AVG., ACCESS TO SITE, PUBLIC ROAD ENTRANCE/SAFETY CONSIDERATIONS.

To scope traffic study, contact George Phillips, Office of Transportation Services 703-737-8624.

5. OTHER ISSUES DISCUSSED

6. REVIEW AND PROCESSING PROCEDURES DISCUSSED

SPEX APPLICATION ~ 4-6 MONTHS W/ 2 PUBLIC HEARINGS TO PLANNING COMMISSION + BOARD OF SUPERVISORS. SPMI OR CMPT MAY BE CO-PROCESSED.

Conference Coordinator:

Van City

Date:

10/27/09

**PRAP 2009-0077: District of Columbia Water & Sewer Authority  
Odor Abatement Facility – Potomac Interceptor  
October 27, 2009**

**PROPOSAL**

The District of Columbia Water & Sewer Authority requests guidance for the construction of an Odor Abatement Facility on the Potomac Interceptor Sewer. The structure would be single-story, approximately 26 x 56 feet in plan dimension, within the Algonkian Regional Park, and within the Potomac River floodplain.

**COMMISSION PERMIT**

The County will determine the need for new public facilities and will identify suitable sites based on the Revised General Plan, appropriate area plans, land use, and growth policies (Revised General Plan, Chapter 3, General Public Facilities Policies, Policy 2).

In accordance with the Revised 1993 Zoning Ordinance, a Commission Permit is required when a public utility or public service facility is constructed to determine if the general location, character, and extent of the proposed use are in substantial accord with the Comprehensive Plan.

**PLANNED LAND USE**

The property is located within the Potomac Community of the Suburban Policy Area as part of a Residential community.

**Wastewater Treatment**

Water and wastewater treatment and conveyance facilities will be planned, designed, and maintained to be compatible with County development and environmental goals while functioning at a high level of efficiency (Revised General Plan, Chapter 2, General Water and Wastewater Policies, Policy 3).

New central wastewater and water lines and facilities should be constructed in a manner that causes the least environmental risk and visual disruption. Disturbed areas (excluding permanent access easements to reach a facility) should be stabilized with native vegetation. New treatment facilities should be screened with trees, berms, and/or shrubs (Revised General Plan, Chapter 2, General Water and Wastewater Policies, Policy 12).

**DESIGN**

**Building Design**

Structure design considerations include architectural cohesiveness. The Revised General Plan states that designers should seek to reduce the potential impact of building size, exterior cladding of the building, signs, and other features that may create visual impacts on the surrounding community (Revised General Plan, Chapter 6, General Business Land Use Policies, Policy 5).

Staff also recommends the use of natural stone, brick, and wood and discourages the use of standard concrete block to help ensure compatibility with the adjacent uses. Views of ground-mounted mechanical equipment should be filtered or screened.

### **Landscape Treatment**

Consider landscape screening of the use from surrounding uses for various functions, including on-site parking, storage, and loading areas. Incorporate adequate landscaping and berms (Revised General Plan, Chapter 6, Suburban Parking Policies, Policy 10). Incorporate indigenous vegetation into the landscape (Revised General Plan, Chapter 5, Plant and Wildlife Habitats Policies, Policy 7).

Overall, landscaped edges screen and soften views of the use, enhance the visual quality of the project, mitigate environmental effects, allow the incorporation of indigenous vegetation into the project, and provide habitat for wildlife.

A general depiction of existing vegetation, disturbed areas, and planned trees, shrubs, grasses, perennials, parking areas, and/or berms would help assess the visual impact of the project.

### **GREEN INFRASTRUCTURE**

County Geographic Information Systems (GIS) records indicate forest resources, habitat, floodplains, and predicted wetlands on or near the site. Care should be taken during construction to avoid any direct or indirect impacts to these resources, including soil compaction.

### **Water Resources & Stormwater Management**

The Revised General Plan calls for the protection of surface water resources from contamination and pollution and preventing the degradation of water quality in the watersheds. Impervious surfaces, including parking lots and rooftops, are anticipated sources of runoff and pollutants, such as litter, road salts, oil, grease, and heavy metals, which impact water quality (Revised General Plan, Chapter 5, Surface and Groundwater Resources, text). Increased storm runoff volumes and velocities could scour adjacent drainageways, impact wetland resources, and impact adjacent properties.

Design standards and principles should preserve open space and natural resources, minimize the creation of new impervious areas, and to minimize increases in post-development runoff peak rate, frequency, and volume (Revised General Plan, Chapter 5, Surface Water Policies, Policy 16). Additionally, the County supports the federal goal of no net loss to wetlands (Revised General Plan, Chapter 5, River and Stream Corridor Resources Policies, Policy 23).

To protect water resources and the integrity of neighboring properties, the Revised General Plan calls for low impact development (LID) techniques, which integrate hydrologically functional designs with methods for preventing pollution (Revised General Plan, Chapter 5, Surface Water Policies, Policy 2). LID approaches seek to control runoff discharge, volume, frequency, and quality in order to mimic predevelopment

runoff conditions through a variety of small-scale site design techniques. LID techniques can help reduce sedimentation and erosion, trap and remove pollutants such as nitrogen, phosphorus, metals, and organic compounds, protect wildlife habitat, store flood waters, and maintain the overall water quality of nearby streams. These facilities should be located as close as possible to impervious areas and utilize the landscape and soils to naturally move, store, and filter run-off. The associated flow reductions and water quality improvements can then benefit the receiving streams. LID techniques include:

- Permeable paving;
- Porous concrete;
- Native landscaping enhanced through the routing of runoff through these areas;
- Rain gardens;
- Native-vegetated drainage swales for the movement and temporary storage of runoff;
- Vegetated filter strips that slow runoff speed, trap sediment and pollutants, and provide additional water absorption;
- The collection and use of rooftop runoff for irrigation; and,
- Green roofs.

### **Forest Resources**

County policies encourage the preservation of existing vegetation and wildlife habitat on developing properties (*Revised General Plan, Chapter 5, Forests, Trees, and Vegetation Policies, Policy 10*).

Staff recommends the following:

- Use indigenous plants to replace those impacted by construction;
- Consider constructing the facility in an area already devoid of woody vegetation;
- Remove invasive alien plants and manage the access easement to prevent their spread (see DCR list);
- Avoid floodplains, wetlands, and forest resources wherever practicable;
- Protect Critical Root Zones during construction (1 to 1½ feet for every 1-inch of caliper); and
- Avoid soil compaction.

### **OTHER CONSIDERATIONS, QUESTIONS, & SUGGESTED COMMITMENTS**

- Noise: back-up power, pressure relief?
- Amount of truck traffic?
- Lights (downward-directed, fully-shielded) & signage;
- Visible discharge of any sort (vapor)?
- Odor?

Joe Gorney, AICP, LEED AP, Senior Planner  
Loudoun County Planning Department  
WP: 703-777-0246

**Sinclair, Keith**

---

**From:** Jenkins, Debra [Debra.Jenkins@loudoun.gov]  
**Sent:** Wednesday, December 09, 2009 5:16 PM  
**To:** Sinclair, Keith  
**Cc:** Doran, Daron; JD Benoit; Buckley, Susan  
**Subject:** RE: HOA Groups



Keith,

I am following up with the information Supervisor Buckley promised to send, your timing is impeccable as she and I just finished discussing this! Below is the HOA name and contact information for those developments in the Sugarland Run District located near the path. Please let us know if we can be of further assistance.

Best regards,

Debra Jenkins

**Cascades Community Association**

**Mailing address:** 47620 Saulty Dr., Potomac Falls, VA 20165

**Phone number:** 703-406-0820

**Board Contact:** Steve Olekszyk, Board President

**To Email All Board Members:**

boardofdirectors@cascadesva.com

**Property Management:**

Martha Kaczmarczyk, General Manager,

marthak@cascadesva.com

**Website:** [www.cascadesva.com](http://www.cascadesva.com)

**Falcon's Landing**

**Mailing address:** 20522 Falcons Landing Circle, Potomac Falls, VA 20165

**Phone number:** 703-404-5100

**Board Contact:** Barbara Brannon,

marketing@falconslanding.org

**Website:** [www.falconslanding.org](http://www.falconslanding.org)

**Lowes Point**

**Board Contact:** Seth Blackwell, President

**Property Management:**

Laura Poole, Community Manager

Loudoun Management Associates (LMA)

P.O. Box 2070, Purcellville, VA 20134-2070

12/14/2009

540-751-1888, [laura@lmainc.com](mailto:laura@lmainc.com)

**Website:** <http://www.lmainc.com/HOA.aspx>

### **River Bank Woods**

**Board Contact:** Mike Morgan, Board President,  
[president@riverbankwoods.org](mailto:president@riverbankwoods.org)

**Property Management:**

Laura Poole, Community Manager  
Loudoun Management Associates (LMA)  
P.O. Box 2070, Purcellville, VA 20134-2070  
540-751-1888, [laura@lmainc.com](mailto:laura@lmainc.com)

**Website:** [www.riverbankwoods.org](http://www.riverbankwoods.org)

### **River Crest – Southbank**

**Board Contact:** Ed Sandidge, Board President

**To Email All Board Members:**

[hoa@rivercrest.org](mailto:hoa@rivercrest.org)

**Property Management:**

Michael Constant  
Zalco Realty - Rivercrest Community Management  
8701 Georgia Avenue, Silver Spring, MD 20910-3713  
301-495-4158

**Website:** [www.rivercrest.org](http://www.rivercrest.org)

---

**From:** Sinclair, Keith [<mailto:ksinclair@amtengineering.com>]

**Sent:** Wednesday, December 09, 2009 4:38 PM

**To:** Jenkins, Debra

**Cc:** Doran, Daron; JD Benoit

**Subject:** HOA Groups

Debra,

I am trying to follow-up on some information from Supervisor Buckley. She was going to send us a list of HOA groups that we need to contact in regard to the Potomac Interceptor Odor Abatement Project. I believe there is a directory of HOA groups for the Sugarland Run District and that she was planning on sending that to me with the groups that we need to contact highlighted. I would appreciate it if you would be kind enough to check on that and let me know the status. Thank you for your assistance.

Sincerely,

J. Keith Sinclair, Jr., P.E.  
Associate

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**A. MORTON THOMAS & Associates, Inc.**  
14900 Conference Center Drive, Suite 180  
Chantilly, VA 20151

Phone: 703-817-1373 | Fax: 703-817-1393  
[ksinclair@amtengineering.com](mailto:ksinclair@amtengineering.com)

12/14/2009

**Sinclair, Keith**

---

**From:** Sinclair, Keith  
**Sent:** Tuesday, December 15, 2009 5:36 PM  
**To:** board of; marthak@cascadesva.com  
**Cc:** JD Benoit; Barry Lucas; Jenkins, Debra; Supervisor Buckley; Doran, Daron; Fegley, Thomas  
**Subject:** FW: Information Package for PILTOA Site 46  
**Importance:** High  
**Attachments:** P-1, Site 46 Narrative + Illustrations.doc; P-2, Site 46 Map.pdf; P-3, Site 46 Aerial.pdf; P-4, Site 46 Site Plan.pdf; P-5, Site 46 Bldg Plan.PDF; P-6, Scan 46 Arch Elevations.pdf; P-7, Site 46 Arch Rendering.pdf; P-8, Odor Control Eqmt Pic.pdf; P-9, Site 46 Mechanical Plan.pdf

<b>Tracking:</b>	<b>Recipient</b>	<b>Delivery</b>
	board of	
	marthak@cascadesva.com	
	JD Benoit	
	Barry Lucas	
	Jenkins, Debra	
	Supervisor Buckley	
	Doran, Daron	Delivered: 12/15/2009 5:37 PM
	Fegley, Thomas	Delivered: 12/15/2009 5:37 PM

Dear Members of the Board for the Cascades Community Association,

My name is Keith Sinclair. I work with the consulting engineering firm A. Morton Thomas & Associates, Inc. Along with another engineering firm, Black & Veatch, we are assisting the District of Columbia Water and Sewer Authority (DCWASA) with proposed improvements to the Potomac Interceptor Sewer. Some of the improvements will be taking place in the vicinity of your community. As this is the case, DCWASA would like to request the opportunity to meet with the appropriate representatives of your Community/Homeowners Association at your earliest opportunity. The purpose of the meeting would be to inform you of the nature and extent of the proposed improvements and address any questions/concerns you may have. Attached to this e-mail you will find an information package concerning the project that involves new construction. Your attention to this matter is appreciated. Thank you for your consideration.

Sincerely yours,

J. Keith Sinclair, Jr., P.E.  
 Associate

---

**A. MORTON THOMAS & Associates, Inc.**  
 14900 Conference Center Drive, Suite 180  
 Chantilly, VA 20151

Phone: 703-817-1373 | Fax: 703-817-1393  
[ksinclair@amtengineering.com](mailto:ksinclair@amtengineering.com)

12/17/2009



**Sinclair, Keith**

---

**From:** Sinclair, Keith  
**Sent:** Tuesday, December 15, 2009 5:36 PM  
**To:** board of; marthak@cascadesva.com  
**Cc:** JD Benoit; Barry Lucas; Jenkins, Debra; Supervisor Buckley; Doran, Daron; Fegley, Thomas  
**Subject:** FW: Information Package for PILTOA Site 46  
**Importance:** High  
**Attachments:** P-1, Site 46 Narrative + Illustrations.doc; P-2, Site 46 Map.pdf; P-3, Site 46 Aerial.pdf; P-4, Site 46 Site Plan.pdf; P-5, Site 46 Bldg Plan.PDF; P-6, Scan 46 Arch Elevations.pdf; P-7, Site 46 Arch Rendering.pdf; P-8, Odor Control Eqmt Pic.pdf; P-9, Site 46 Mechanical Plan.pdf

<b>Tracking:</b>	<b>Recipient</b>	<b>Delivery</b>
	board of	
	marthak@cascadesva.com	
	JD Benoit	
	Barry Lucas	
	Jenkins, Debra	
	Supervisor Buckley	
	Doran, Daron	Delivered: 12/15/2009 5:37 PM
	Fegley, Thomas	Delivered: 12/15/2009 5:37 PM

Dear Members of the Board for the Cascades Community Association,

My name is Keith Sinclair. I work with the consulting engineering firm A. Morton Thomas & Associates, Inc. Along with another engineering firm, Black & Veatch, we are assisting the District of Columbia Water and Sewer Authority (DCWASA) with proposed improvements to the Potomac Interceptor Sewer. Some of the improvements will be taking place in the vicinity of your community. As this is the case, DCWASA would like to request the opportunity to meet with the appropriate representatives of your Community/Homeowners Association at your earliest opportunity. The purpose of the meeting would be to inform you of the nature and extent of the proposed improvements and address any questions/concerns you may have. Attached to this e-mail you will find an information package concerning the project that involves new construction. Your attention to this matter is appreciated. Thank you for your consideration.

Sincerely yours,

J. Keith Sinclair, Jr., P.E.  
 Associate

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 14900 Conference Center Drive, Suite 180  
 Chantilly, VA 20151

Phone: 703-817-1373 | Fax: 703-817-1393  
[ksinclair@amtengineering.com](mailto:ksinclair@amtengineering.com)

**Sinclair, Keith**

---

**From:** Sinclair, Keith  
**Sent:** Tuesday, December 15, 2009 6:10 PM  
**To:** pplante@falconslanding.org  
**Cc:** JD Benoit; Barry Lucas; Tuttle, Robert G.; Doran, Daron; Fegley, Thomas; Jenkins, Debra; Supervisor Buckley  
**Subject:** FW: Information Package for PILTOA Site 46  
**Importance:** High  
**Attachments:** P-1, Site 46 Narrative + Illustrations.doc; P-2, Site 46 Map.pdf; P-3, Site 46 Aerial.pdf; P-4, Site 46 Site Plan.pdf; P-5, Site 46 Bldg Plan.PDF; P-6, Scan 46 Arch Elevations.pdf; P-7, Site 46 Arch Rendering.pdf; P-8, Odor Control Eqmt Pic.pdf; P-9, Site 46 Mechanical Plan.pdf

Tracking:	Recipient	Delivery	Read
	pplante@falconslanding.org		
	JD Benoit		
	Barry Lucas		
	Tuttle, Robert G.		
	Doran, Daron	Delivered: 12/15/2009 6:11 PM	Read: 12/16/2009 8:50 AM
	Fegley, Thomas	Delivered: 12/15/2009 6:11 PM	Read: 12/15/2009 7:29 PM
	Jenkins, Debra		
	Supervisor Buckley		

Mr. Plante,

Thank you for your e-mail yesterday giving us dates that you are available to meet with us concerning the Potomac Interceptor Long Term Odor Abatement facility project. We would like to meet with you in the afternoon (after 1:00 PM) on Monday, January 4, 2010. Please let me know a time that is most convenient for you. I have attached an information package to this e-mail that will give you additional information concerning the project. Thanks for your assistance.

Sincerely yours,

J. Keith Sinclair, Jr., P.E.  
 Associate

---

**A. MORTON THOMAS & Associates, Inc.**  
 14900 Conference Center Drive, Suite 180  
 Chantilly, VA 20151

Phone: 703-817-1373 | Fax: 703-817-1393  
[ksinclair@amtengineering.com](mailto:ksinclair@amtengineering.com)



12/17/2009

## Sinclair, Keith

---

**From:** Peter Plante [pplante@falconslanding.org]

**Sent:** Monday, December 14, 2009 4:05 PM

**To:** Sinclair, Keith

Mr. Sinclair,

I don't have any opportunities until the 1st and 2nd weeks in January

The following date work for me Jan 4 after 12:00

Jan 6, 7 & 8

Jan 12-15

Let me know if any of these can work.

Thanks,

*Peter F Plante*

*Director of Facilities Management*

*Falcons Landing*

*20522 Falcons Landing Circle*

*Potomac Falls, Virginia 20165*

*703-404-5122*

*703-404-5101*

*[pplante@falconslanding.org](mailto:pplante@falconslanding.org)*

## Sinclair, Keith

---

**From:** laura@lmainc.com  
**Sent:** Wednesday, December 16, 2009 3:40 PM  
**To:** Sinclair, Keith  
**Cc:** JD Benoit; Barry Lucas; Jenkins, Debra; Supervisor Buckley  
**Subject:** Re: Information Package for PILTOA Site 46

**Attachments:** laura.vcf



laura.vcf (479 B)

Keith,

River Bank Woods will be holding their Annual Meeting at 7:30pm on January 26 at \*/20797 Miranda Falls Square, Potomac Falls VA 20165/\*.  
As I mentioned, Loudoun Water is already scheduled to present. The Board is inviting you to present as well, but ask that you keep your presentation to about 10 minutes, if possible. Please let me know if you'll be there, and I will add you to the agenda.

Thanks

Laura

Sinclair, Keith wrote:

> Ms. Poole,  
>  
> Thank you for returning my call and taking the time to speak with me  
> this afternoon concerning the District of Columbia Water and Sewer  
> Authority's Potomac Interceptor Long Term Odor Abatement Facility Site  
> #46 which will be located near the Potomac Sportsplex in Sterling.  
> Since you are the Community Manager of the Lowes Point and River Bank  
> Woods Homowner's Association (HOA), I would be appreciative if you  
> would forward this e-mail to the appropriate people in the respective  
> HOAs so that we can set up a time to attend one of their community  
> meetings and present information concerning the proposed project. I  
> have attached information that describes the project for their review.  
> We would like to meet with them at the earliest possible opportunity  
> and would appreciate any help you can give us in order to make that  
> happen. Thank you for your assistance.

> Sincerely yours,

> J. Keith Sinclair, Jr., P.E.  
> Associate

> A. MORTON THOMAS & Associates, Inc.\*  
> 14900 Conference Center Drive, Suite 180 Chantilly, VA 20151

> Phone: 703-817-1373 | Fax: 703-817-1393 ksinclair@amtengineering.com  
> <mailto:ksinclair@amtengineering.com>

> \*From:\* Sinclair, Keith  
> \*Sent:\* Monday, December 07, 2009 11:47 AM  
> \*To:\* Jenkins, Debra  
> \*Subject:\* Information Package for PILTOA Site 46  
> \*Importance:\* High

**Sinclair, Keith**

---

**From:** Sinclair, Keith  
**Sent:** Tuesday, December 15, 2009 5:30 PM  
**To:** laura@lmainc.com  
**Cc:** JD Benoit; Barry Lucas; Jenkins, Debra; Supervisor Buckley  
**Subject:** Information Package for PILTOA Site 46  
**Importance:** High  
**Attachments:** P-1, Site 46 Narrative + Illustrations.doc; P-2, Site 46 Map.pdf; P-3, Site 46 Aerial.pdf; P-4, Site 46 Site Plan.pdf; P-5, Site 46 Bldg Plan.PDF; P-6, Scan 46 Arch Elevations.pdf; P-7, Site 46 Arch Rendering.pdf; P-8, Odor Control Eqmt Pic.pdf; P-9, Site 46 Mechanical Plan.pdf

Ms. Poole,

Thank you for returning my call and taking the time to speak with me this afternoon concerning the District of Columbia Water and Sewer Authority's Potomac Interceptor Long Term Odor Abatement Facility Site #46 which will be located near the Potomac Sportsplex in Sterling. Since you are the Community Manager of the Lowes Point and River Bank Woods Homowner's Association (HOA), I would be appreciative if you would forward this e-mail to the appropriate people in the respective HOAs so that we can set up a time to attend one of their community meetings and present information concerning the proposed project. I have attached information that describes the project for their review. We would like to meet with them at the earliest possible opportunity and would appreciate any help you can give us in order to make that happen. Thank you for your assistance.

Sincerely yours,

J. Keith Sinclair, Jr., P.E.  
Associate

---

**A. MORTON THOMAS & Associates, Inc.**  
14900 Conference Center Drive, Suite 180  
Chantilly, VA 20151

Phone: 703-817-1373 | Fax: 703-817-1393  
[ksinclair@amtengineering.com](mailto:ksinclair@amtengineering.com)



**From:** Sinclair, Keith  
**Sent:** Monday, December 07, 2009 11:47 AM  
**To:** Jenkins, Debra  
**Subject:** Information Package for PILTOA Site 46  
**Importance:** High

12/17/2009

**Sinclair, Keith**

---

**From:** Sinclair, Keith  
**Sent:** Tuesday, December 15, 2009 5:42 PM  
**To:** [hoa@rivercrest.org](mailto:hoa@rivercrest.org)  
**Cc:** JD Benoit; Barry Lucas; Jenkins, Debra; Supervisor Buckley; Doran, Daron; Fegley, Thomas  
**Subject:** Meeting and Information Package for PILTOA Site 46  
**Importance:** High  
**Attachments:** P-1, Site 46 Narrative + Illustrations.doc; P-2, Site 46 Map.pdf; P-3, Site 46 Aerial.pdf; P-4, Site 46 Site Plan.pdf; P-5, Site 46 Bldg Plan.PDF; P-6, Scan 46 Arch Elevations.pdf; P-7, Site 46 Arch Rendering.pdf; P-8, Odor Control Eqmt Pic.pdf; P-9, Site 46 Mechanical Plan.pdf

Tracking:	Recipient	Delivery	Read
	<a href="mailto:hoa@rivercrest.org">hoa@rivercrest.org</a>		
	JD Benoit		
	Barry Lucas		
	Jenkins, Debra		
	Supervisor Buckley		
	Doran, Daron	Delivered: 12/15/2009 5:42 PM	
	Fegley, Thomas	Delivered: 12/15/2009 5:42 PM	Read: 12/15/2009 7:28 PM

Dear Members of the Board for the River Crest - Southbank Homeowners Association,

My name is Keith Sinclair. I work with the consulting engineering firm A. Morton Thomas & Associates, Inc. Along with another engineering firm, Black & Veatch, we are assisting the District of Columbia Water and Sewer Authority (DCWASA) with proposed improvements to the Potomac Interceptor Sewer. Some of the improvements will be taking place in the vicinity of your community. As this is the case, DCWASA would like to request the opportunity to meet with the appropriate representatives of your Community/Homeowners Association at your earliest opportunity. The purpose of the meeting would be to inform you of the nature and extent of the proposed improvements and address any questions/concerns you may have. Attached to this e-mail you will find an information package concerning the project that involves new construction. Your attention to this matter is appreciated. Thank you for your consideration.

Sincerely yours,

J. Keith Sinclair, Jr., P.E.  
 Associate

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**A. MORTON THOMAS & Associates, Inc.**  
 14900 Conference Center Drive, Suite 180  
 Chantilly, VA 20151

Phone: 703-817-1373 | Fax: 703-817-1393  
[ksinclair@amtengineering.com](mailto:ksinclair@amtengineering.com)



12/17/2009

South Bank Homeowners Association  
7500 Old Georgetown Road  
Bethesda, MD 20814-1633

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Bethesda, MD 20814-1633

Northern Virginia Regional Park Authority  
5400 Ox Road  
Fairfax Station, VA 22039-1022

Northern Virginia Regional Park Authority  
5400 Ox Road  
Fairfax Station, VA 22039-1022

Loudoun County Board of Supervisors  
1 Harrison Street, 5<sup>th</sup> Floor  
P.O. Box 7000  
Leesburg, VA 20177-7000

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1 Harrison Street, 5<sup>th</sup> Floor  
P.O. Box 7000  
Leesburg, VA 20177-7000

Cascades Community Association, Inc.  
47620 Saulty Drive  
Sterling, VA 20165-4792

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Leesburg, VA 20177-7000

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47620 Saulty Drive  
Sterling, VA 20165-4792

# Receipt of Payment

**Receipt Number :** 090015609  
**Transaction Number :** A000000006463  
**Payment Method:** CHECK  
**Check Number:** 55745



**Date:** 2009-12-30  
**Amount:** \$15,750.00  
**Check Escrow Flag:** N  
**Check Writer:** A MORTON THOMAS

## Detail Information

15,750.00 SPEX-2009-0040 TOTAL FEE