



**ARLINGTON COUNTY, VIRGINIA**  
**ARLINGTON COUNTY PLANNING COMMISSION**

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**ERIK GUTSHALL**  
 CHAIR

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 VICE CHAIR

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 COORDINATOR

**GIZELE C. JOHNSON**  
 CLERK

December 31, 2017

Arlington County Board  
 2100 Clarendon Boulevard, Suite 300  
 Arlington, Virginia 22201

**SUBJECT: Year-End Report 2017**

Dear Board Members:

This letter serves as the Arlington County Planning Commission’s Year-End Report to the Arlington County Board for calendar year 2017.

Established in 1956, the Arlington County Planning Commission is a citizen advisory board authorized under the Code of Virginia to promote the orderly development of the Arlington County and its environs by advising the Arlington County Board on land use and related matters. It is the only advisory body so chartered and required by the Commonwealth.

The agenda of the Commission is largely driven by the needs of the County Board: if an item related to land use, development, or planning is coming before the County Board for action, it must first be considered in a public hearing by the Planning Commission.

The Planning Commissioner hearings are streamed live online and along with the audio recordings are available on the [Commission’s website](#). Electronic copies of Commission documents are also available online, linked to hearing dates.

Membership on the Commission in 2017 increased from 9 to 11 and ended the year with 10 members. Changes to membership included the term expiration of one commissioner, Stephen Sockwell, on March 31, 2017. Commissioner Ginger Brown resigned as of January 5, 2017, and Chair Erik Gutshall resigned December 20, 2017. Commissioner Lantelme was added to the commission on February 7, 2017 and Commissioners Ricks, Shelby, and Weir were added on April 25, 2017.

As of December 31, 2017, the [Planning Commission members](#) are:

<b>Commissioner</b>	<b>Appointed</b>	<b>Reappointments</b>	<b>Term ending</b>
Jane Siegel <b>2018 Chair</b>	03/19/2013	04/04/2017	03/31/2021
James Schroll <b>2018 Vice Chair</b>	05/19/2015		05/31/2019
Elizabeth Gearin	12/15/2015		12/31/2019
Stephen Hughes	05/19/2015		05/31/2019
Nancy Iacomini	01/24/2012	1/26/2016	01/31/2020

James Lantelme	02/07/2017		02/28/2021
Kathleen McSweeney	12/15/2015		12/31/2019
David Ricks	04/25/2017		04/30/2021
Megan Shelby	04/25/2017		04/30/2021
Daniel Weir	04/25/2017		04/30/2021

**Officers:** In December 2016, the Planning Commission elected Erik Gutshall as Chair and Jane Siegel as Vice Chair for 2017. They served in these capacities throughout the year with Commissioner Gutshall resigning from the Commission on December 21, 2017 having been sworn in to serve on the County Board. In December 2017, the Planning Commission elected Jane Siegel as Chair and James Schroll as Vice Chair, for 12-month terms starting January 1, 2018.

**Public Hearings:** In 2017, the Planning Commission held 11 monthly public hearings, seven of which carried over to a second, third, and sometimes fourth night. There was a total of 22 nights of public hearings for the year. In addition, the Commission participated in three County Board Work Sessions: on March 7, 2017 to discuss the Planning Division’s FY17 Work Plan; June 13, 2017 to discuss Site Plan Review Committee Working Group recommendations, Operating Guide Revisions, and Planning Commissioner Orientation and Training; and December 12, 2017 to discuss the SPRC Operating Guide, Communicating the County’s Priorities, and the Planning Division’s FY18 Work Plan. The Planning Commission also held a joint meeting with the Economic Development Commission November 30.

During the year, the Planning Commission considered the following items:

- 2 Policies (*Housing Conservation District Framework, Off-Street Parking*)
- Comprehensive Plan – Five Year Review
- 4 Comprehensive Plan Amendments (*Master Transportation Plan (MTP) street name Map Amendment, Chesapeake Bay Updates, MTP Transit Element Update, Affordable Housing Conservation District*);
- 6 General Land Use Plan (GLUP) Amendments (*Penzance, Queen’s Court, Fire Station 8, Courthouse Square, Washington Blvd and Kirkwood, Housing Conservation District*);
- 3 MTP Map Amendments (*Remove 13st Street S Segment, Courthouse Square, Washington Blvd and Kirkwood*)
- 2 Special GLUP Studies (*11<sup>th</sup> and Vermont, Washington Blvd and Kirkwood*)
- 1 Neighborhood Conservation Plan (*Williamsburg*);
- Rosslyn Streetscape Elements Plan
- 6 Site Plans (*Penzance, Queens Court, Ballston Station, 6711 Lee Highway, Century Center, Crystal Houses*);
- 6 Use Permits (*Wilson School, Rosslyn Highland Park (with SP#445), Fire Station 10 (with SP#445), Stratford School, New Elementary School at Thomas Jefferson, Williamsburg Field Lights*);
- 5 Rezoning (*Penzance, Queen’s Court, Ballston Station, 6711 Lee Highway, Fire Station 8*);
- 2 Local Historic District Designations (*Robert Ball Sr. Family Burial Ground, The Hermitage*);
- 1 Historic District Expansion (*Stratford School*)
- 8 Zoning Ordinance Amendments (*Accessory Homestay, Commercial Sign Area, Technical error correction, Outdoor Cafes, Accessory Dwellings, Historic District request, Housing Conservation District, Courthouse Square*)
- 1 Form-Based Code Amendment (*Architectural standards*)

5 Vacations (*Wilson School, Emanco, Penzance, Ballston Station, Stratford School*).  
 6 2232 Findings (*Wilson School, SP #445 (N. Pierce Street, Fire Station 10, Rosslyn Highlands Park, Queen’s Court park/playground), Stratford School, New Elementary School at Thomas Jefferson, Design Capacity increases for Arlington Public Schools Arlington Traditional, Claremont, Gunston, Kenmore, Long Branch, Oakridge, Patrick Henry, and Wakefield*)  
 2 Requests to Advertise (*Accessory Dwellings, Washington Boulevard/Kirkwood Special GLUP Study*)  
 Virginia Railway Express Crystal City Station Improvements Project

In addition, the Commission attended an educational presentation on *Applying the Fundamentals of Urban Design*.

The following table describes the site plans and Form-Based Code use permits that the Commission completed in 2017.

Use Permit/Site Plan	Density					PC Date	CB Date
	Office (sf)	Residential	Hotel	Retail (sf)	Other		
1555 Wilson (Penzance) SP #445		1,153,060 sf 892 units		30,060 sf		2/13/17	2/25/17
Queen’s Court SP #444		265,281 249 units			249 ADUs	2/13/17	2/25/17
Ballston Station SP#443		133,222 sf 119 units		9,879	48 ADUs	2/23/17	2/28/17
Century Center SP#442		312,014 sf 302 units		22,256		7/5/17	7/15/2017
Crystal Houses SP#13		260,212 sf 252 units				9/11/17	11/18/17
6711 Lee Highway SP#3		101,181 sf 27 units				11/9/17	11/18/17
<b>TOTALS</b>		<b>2,224,970 sf</b> <b>1,569 units</b>		<b>62,195</b>	<b>297</b>		

**Community Benefits**

The site plan development process provides for amenities for and benefits to the community beyond those that might be received from by-right development of the same properties. Site plan projects usually also deliver more formal benefits that are termed “Community Benefits,” which may include the undergrounding of utilities around a site by the developer, as well as street and certain other transportation or infrastructure improvements. The County has a valuation formula for items provided as these standard Community Benefits. When included as part of a site plan approval, the standard Community Benefits are noted in the staff report that accompany each site plan. In 2017, the site plans listed below generated more than \$15,000,000 in “Community Benefits.”

The following table of approved site plans notes the Community Benefits generated by each plan (excluding base benefits required by the Affordable Housing Ordinance for site plans):

Site Plan	Affordable Housing	Transportation (utility underground, TDM, etc.)	Public Art	Open Space	Other	Total Community Benefits
1555 Wilson (Penzance) SP #445	\$3,554,919	\$2,008,124	\$150,000	\$2,000,000	FS10 \$7,000,000	\$14,713,043
Queen's Court SP #444		\$332,652		\$75,000		\$407,652
Ballston Station SP#443		\$197,179	\$75,000			\$272,179
Century Center SP#442		\$106,698	\$75,000			\$181,698
Crystal Houses SP#13		\$241,137	\$75,000			\$316,137
6711 Lee Highway SP#3		\$47,439				\$47,439
Rosslyn Gateway SP#419						
<b>TOTALS</b>	<b>\$3,554,919</b>	<b>2,933,229</b>	<b>\$375,000</b>	<b>\$2,075,000</b>	<b>\$7,000,000</b>	<b>\$15,938,148</b>

Other non-standard benefits or amenities, such as indications of future open spaces, may be outlined in planning documents, such as sector plans and the Form-Based Codes. The Form-Based Code development process also yields substantial community benefits, although they are embedded in the Code rather than negotiated as part of individual development projects.

### Planning Commission Committees

[The Site Plan Review Committee \(SPRC\)](#), held 23 meetings in total during 2017. The Committee as a whole was managed by Commissioner Jane Siegel. Each Site Plan Review was chaired or co-chaired by individual Commissioners.

At the close of 2017, six site plans remained under active review: 11<sup>th</sup> and Vermont (SP #447), Red Cross Site (SP #446), Market Common Phase 2 (SP#339), Virginia Hospital Center (SP #177), 1770 Crystal Drive (SP#90), Crystal Drive Retail (SP #90).

Eight site plans are currently on hold: 2101 & 2201 Crystal Drive-Crystal Parks, River House, 223 23<sup>rd</sup> Street (SP #433)/Crystal City Block M (SP #11), Key Boulevard Apartments (SP#181), Shreve Apartments-East Falls Church (SP #427), Park Shirlington (SP #433), American Service Center.

Two site plans are in the preliminary stages of review: 1901 N. Moore St. (RCA Site), 1501 Arlington Blvd. (Best Western Site).

**SPRC Meetings in 2017**

<b>DATE</b>	<b>PROJECT</b>	<b>SPRC Chair (PC Member)</b>
01/9/2017	1555 Wilson Blvd.	E. Gutshall
01/19/2017	Ballston Station – SP #443	N. Iacomini
01/26/2017	New Century Center	S. Hughes
02/02/2017	Ballston Station – SP #443	N. Iacomini
02/27/2017	New Century Center	S. Hughes
05/15/2017	Rosslyn City Center	N. Iacomini
07/10/2017	Crystal Houses III	J. Lantelme
07/13/2017	Market Common Phase II	S. Hughes/D. Weir
07/24/2017	6711 Lee Highway	E. Gearin/M. Shelby
07/31/2017	Crystal Houses III	J. Lantelme
09/11/2017	Crystal Houses III	J. Lantelme
09/14/2017	Market Common Phase II	S. Hughes/D. Weir
09/18/2017	6711 Lee Highway	E. Gearin/M. Shelby
09/25/2017	The Berkeley	J. Schroll
10/02/2017	Red Cross 6711 Lee Highway	S. Hughes E. Gearin/M. Shelby
10/19/2017	11 <sup>th</sup> and Vermont	J. Schroll/D. Ricks
10/26/2017	Crystal Square Retail	E. Gearin/J. Siegel
10/30/2017	Market Commons Phase II	S. Hughes/D. Weir
11/20/2017	Crystal Square Retail Red Cross Site	E. Gearin/J. Siegel S. Hughes
12/11/17	11 <sup>th</sup> & Vermont	J. Schroll/D. Ricks
12/14/17	Crystal Square Retail	E. Gearin/J. Siegel
12/18/17	Virginia Hospital Center	N. Iacomini/J. Lantelme

[The Long Range Planning Committee \(LRPC\)](#), chaired by Commissioner Nancy Iacomini, held 15 meetings during 2017, which includes two joint meetings with ZOCO. Commission Elizabeth Gearin co-chaired the joint LRPC/ZOCO meetings with Commission Iacomini, and the Washington/Kirkwood Special GLUP Study. Agenda items focused on completing several planning studies, as shown below.

**LRPC Meetings in 2017**

2/02/2017	Ball’s Cemetery Historic District
2/21/2017	Washington/Kirkwood Special GLUP Study
2/22/2017	<ol style="list-style-type: none"> <li>1. Stratford School Historic District Expansion</li> <li>2. 11<sup>th</sup> Street and North Vermont Street GLUP Special Study</li> <li>3. 2017 Planning Division Work Plan</li> </ol>
3/30/2017	11 <sup>th</sup> and Vermont GLUP Special Study

4/20/2017	<ol style="list-style-type: none"> <li>1. Hermitage Historic District</li> <li>2. Chesapeake Bay Map Update and Ordinance Removal</li> <li>3. Residential Parking Study</li> </ol>
5/15/2017	Rosslyn Streetscape Plan
5/18/2017	Joint Meeting with ZOCO Courthouse Square Implementation
6/12/2017	Washington Blvd./Kirkwood Rd. Special General Land Use Plan Study “Plus”
6/15/2017	MARKS Study
6/28/2017	POPS
7/25/2017	Washington/Kirkwood Special GLUP Study
9/26/2017	<ol style="list-style-type: none"> <li>1. Residential Parking Study</li> <li>2. Communicating the County’s Priorities</li> </ol>
10/17/2017	Joint Meeting with ZOCO <ol style="list-style-type: none"> <li>1. Discussion of Proposed Housing Conservation District: a follow-up to the <i>Market Rate Affordable Housing – An Approach to Preservation Report</i> (March 2017) and related Zoning Ordinance Amendments</li> </ol>
11/1/2017	<ol style="list-style-type: none"> <li>1. Master Transportation Plan (MTP) Bike Element Framework</li> <li>2. Fire Station No. 8 GLUP Amendment, Rezoning, and 2232 Determination</li> </ol>
12/13/2017	<ol style="list-style-type: none"> <li>1. 3804 Wilson Boulevard Special GLUP Study</li> <li>2. 2300 9<sup>th</sup> St S Special GLUP Study</li> </ol>

[The Zoning Committee \(ZOCO\)](#), chaired by Commissioner Elizabeth Gearin, held eight meetings during 2017 including the two joint meetings with LRPC. Agenda items focused on a variety of proposed zoning ordinance amendments, including those related to the Columbia Pike Form Based Code.

**ZOCO Meetings in 2017**

3/29/ 2017	<ol style="list-style-type: none"> <li>1. Retail Sign Area</li> </ol>
4/26/ 2017	<ol style="list-style-type: none"> <li>1. Retail Sign Area</li> </ol>
6/12/ 2017	Joint Meeting with LRPC <ol style="list-style-type: none"> <li>1. Courthouse House Sector Plan Implementation</li> </ol>
7/31/ 2017	<ol style="list-style-type: none"> <li>1. Accessory Dwelling Regulations Revisions</li> </ol>
9/12/2017	<ol style="list-style-type: none"> <li>1. Outdoor Café Regulations on Private Property</li> <li>2. Accessory Dwelling Regulations Revisions</li> </ol>
9/27/2017	<ol style="list-style-type: none"> <li>1. Columbia Pike Form Based Code Architecture Amendment</li> </ol>
10/17/2017	Joint Meeting LRPC <ol style="list-style-type: none"> <li>1. Discussion of Proposed Housing Conservation District: a follow-up to the <i>Market Rate Affordable Housing – An Approach to Preservation Report</i> (March 2017) and related Zoning Ordinance Amendments</li> </ol>
11/14/ 2017	<ol style="list-style-type: none"> <li>1. Historic District Nomination Process</li> <li>2. Zoning Studies: 2017-2018 Work Plan</li> </ol>

**Planning Commission Representation on Other Committees:**

Individual Planning Commissioners have volunteered their time, provided valuable input, and represented the Planning Commission on various additional groups. During 2017, the [Public Facilities Review Committee \(PFRC\)](#), chaired by Steve Sockwell and beginning in March, James Schroll, held a total of twelve meetings to finish the review of three APS projects (the Stratford Elementary School expansion, new Wilson School, and new elementary school at Thomas Jefferson) as well as to discuss design concepts for Reed Elementary School, Lubber Run Community Center and Long Bridge Park.

In addition, Commission members led and/or contributed to the Public Spaces Master Plan, the Four Mile Run Working Group, the Williamsburg Field Lighting Workgroup, the Residential Parking Study, and updating the Bicycling Master Plan. Additionally, the Career Center Working Group will include and be led by Planning Commissioners. The attached list of Planning Commission Liaison Assignments identifies the many other Commissions and Committees on which Planning Commissioners served.

In closing, the Planning Commission would like to make special note of and express its continued appreciation for the support of Arlington County staff across multiple departments who are involved in the planning process and invaluable aided the Commission's work this past year. The staff's commitment to excellent planning has been instrumental in educating and assisting the Commission in the making of recommendations to the County Board. The Planning Commission is especially indebted to Michelle Stahlhut and Gizele Johnson, for their direct, responsive support of the Commission's business.

On behalf of all members of the Planning Commission, I want to thank the County Board for the opportunity to serve Arlington County. This past year saw the completion of seven major plans and ten major developments and redevelopments. Arlington County, with its commitment to sensible, thoughtful and progressive planning, continues to be a place where businesses want to be and people want to live.

Respectfully Submitted,  
Arlington County Planning Commission  
Erik Gutshall, 2017 Chair



cc: Hope Halleck, Clerk, Arlington County Board  
Mark Schwartz, County Manager, CMO  
Samia Byrd, Deputy County Manager, CMO  
Claude Williamson, Director, DCPHD  
Bob Duffy, Planning Director, DCPHD  
Aaron Shriber, Current Planning Supervisor, DCPHD  
Michelle Stahlhut, Coordinator, Planning Commission, DCPHD  
Gizele Johnson, Clerk, Planning Commission, DCPHD