

1. Item_0_CACT_Agenda_2017_11_01

Documents:

[ITEM_0_CACT_AGENDA_2017_11_01.PDF](#)

2. Item_2_CACT_Draft_Minutes_2016_14_12 (2)

Documents:

[ITEM_2_CACT_DRAFT_MINUTES_2016_14_12 \(2\).PDF](#)

3. Item_5_CACT_2016_Priorities_Tracking_Sheet

Documents:

[ITEM_5_CACT_2016_PRIORITIES_TRACKING_SHEET.PDF](#)

4. Item_6_Annual_Report_16-170102

Documents:

[ITEM_6_ANNUAL_REPORT_16-170102.PDF](#)

5. Item_6b_Walk_Survey_160913

Documents:

[ITEM_6B_WALK_SURVEY_160913.PDF](#)

6. Item_11_Cottage_Housing_Ordinance_BC_Referral_Memo

Documents:

[ITEM_11A_ATTACHMENT_1_TO16-19_COTTAGE_HOUSING_ORDINANCE_CC
COMMENTS.PDF](#)

7. Item_11a_Attachment_1_TO16-19_Cottage_Housing_Ordinance_CC Comments

Documents:

[ITEM_11A_ATTACHMENT_1_TO16-19_COTTAGE_HOUSING_ORDINANCE_CC
COMMENTS.PDF](#)

8. Item_11b_Attachment_2_City_Council_1st_Reading_Minutes_Draft

Documents:

[ITEM_11B_ATTACHMENT_2_CITY_COUNCIL_1ST
READING_MINUTES_DRAFT.PDF](#)

9. Item_11c_Attachment_3_Cottage_Housing_Area_R-1A_District_Map_With Buffers

Documents:

[ITEM_11C_ATTACHMENT_3_COTTAGE_HOUSING_AREA_R-1A_DISTRICT_MAP_WITH_BUFFERS.PDF](#)

10. Item_11d_Attachment_4_ZA_Memo_Re_Cottage_Housing_Ord

Documents:

[ITEM_11D_ATTACHMENT_4_ZA_MEMO_RE_COTTAGE_HOUSING_ORD.PDF](#)

11. Item_12_WMATA_Sessions

Documents:

[ITEM_12_WMATA_SESSIONS.PDF](#)

AGENDA
CITIZENS ADVISORY COMMITTEE ON TRANSPORTATION
Wednesday, January 11, 2017
7:00 pm
City Hall, Dogwood Training Room
300 Park Avenue, Falls Church, VA 22046

+++++

1. **Public Comment** (7:00-7:05)
2. **ACTION ITEM:** Approval of December 2016 Minutes (7:05-7:10)
3. **Committee Members Reports:** (7:10-7:30)
4. **Staff Report** (7:30-7:45)
5. **DISCUSSION ITEM:** CACT Priority Tracking Sheet (7:45-7:50)
6. **DISCUSSION ITEM:** CACT Annual Report to Council for 2016 (7:50-8:10)
7. **DISCUSSION ITEM:** Falls Church 2040 – Introduction and Vision Chapter of the Comprehensive Plan-Vision Statement discussion-Doug (8:10-8:30)
8. **ACTION ITEM: Neighborhood Traffic Calming**-Selection of CACT designee for the Little Falls/Great Falls NTC project (8:30-8:40)
9. **DISCUSSION ITEM:** CACT Preparation for Council Work Session on January 17th on Neighborhood Traffic Calming (8:40-9:10)
10. **ACTION ITEM:** Cottage Housing Ordinance- CACT comments for staff (9:10-9:30)

INFORMATION ITEM: WMATA Public Event Announcement



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Please Do Not Remove
Posted January 6, 2017

Citizens Advisory Committee on Transportation

December 14, 2016- 7:00 pm- 10:25 pm

Draft Meeting Minutes

Attendance

CACT Members

Member	Present
Paul Baldino (Chair)	Yes
Hal Morgan (Vice-Chair)	No
Bill Ackerman	Yes
Andrea Caumont	Yes
Doug Devereaux	Yes
Addison Heard	No
Steve Knight	Yes

City Staff

1. Stephanie Rogers
2. Paul Stoddard
3. Jeff Sikes
4. Jack Trainor

Liaisons

Liaison	Present
Karen Oliver (City Council)	No
Russ Wodiska (Planning Commission)	No
Bhaskar Singhvi (Youth Representative)	Yes

Agenda

1. Public Comment
2. Minutes Approval- Action to approve minutes of the November 2016 CACT meeting
3. Committee Members Reports
4. Staff Reports
5. Discussion Item: Falls Church 2040- Introduction and Vision Chapter of the City's Comprehensive Plan
6. Discussion Item: CACT Annual Report to Council for 2016
7. Discussion Item: CACT Priority Tracking Sheet- Priorities for 2017
8. Action Item: Neighborhood Traffic Calming-Selection of Next NTC Project
9. Information Item: Walkability Survey-Presentation of Preliminary Results
10. Correspondence: Transportation Grant Applications and Schedule

1. Public Comment:

There was no public comment.

2. Minutes Approval for the November 2016 Meeting:

The minutes for the November 2016 CACT meeting were approved after a change to the statement concerning the CACT's recommendation to the Streetscape Taskforce on raised vs flush planting beds for street trees. The reported vote was 4-1 to affirm the CACT's recommendation for flush beds, but with taking into consideration "context sensitive" location of the site.

3. Committee Members Reports

- Chairman Baldino reported that he attended a VDOT public meeting on the widening of I-66 Inside the Beltway on December 8th. He reported that as part of the project VDOT intends to construct pedestrian/bike bridge over Rt. 29 at Fairfax Drive in 2018.
- Bill commented that the Streetscape Taskforce has completed its work and approved a plan to send forward to the City Council. It recommends the use of the Victor Stanley benches and the use of flush tree planting beds, but with the need to be open to raised beds if the particular site is more suited to this design.

4. Staff Report

- Stephanie reported that traffic counts were completed for the Parker-Kent project and the data will be used to complete the "after study" of the effectiveness of the project in terms of speed reduction. Staff will provide the results to the CACT when the report is completed.
- Stephanie also reported that the Roosevelt Street sidewalk project is out for bids with construction anticipated in the spring of 2017.
- Jeff reported that the City Council has scheduled a work session on the Neighborhood Traffic Calming Program on January 17th. Jeff also reported that the Purchase Order for survey and preliminary engineering services for the N Maple Ave traffic calming project has been approved and surveying should be completed this month on the project, with final design this spring.

5. Discussion Item: Falls Church 2040 –Introduction and Vision Chapter of the City's Comprehensive

Paul Stoddard presented a Power Point presentation of the proposed Vision chapter of the Comprehensive Plan and told of the public meetings and outreach since last summer to involve

the community. Paul asked the Committee to focus on the Vision Statement and wanted to know if the statement as drafted is an accurate portrayal of what the City should be like in 2040. After some discussion it was decided that Doug Devereaux would draft a vision statement and present to the CACT meeting in January. CACT members were asked to have any comments to him by January 6th.

6. Discussion Item: CACT 2016 Annual Report to City Council:

Chairman Baldino had prepared a draft of the CACT accomplishments for 2016 and priorities for 2017 that will be presented to the City Council in January. Staff has provided some missing information and he will have a completed draft for review by the CACT in January.

7. Discussion Item: CACT Priority Tracking Sheet:

The CACT Priority Tracking sheet has been updated to reflect recent activity.

8. Action Item: Neighborhood Traffic Calming -Selection of Next NTC Project:

Jeff had prepared a memo to the CACT with a recommendation for next NTC project. There are five street segments that have been ranked for traffic calming selection. Staff recommended that the next NTC project consist of 2 of the streets on the list since the streets intersect and one of the street segments in only one short block in length. The streets selected are Little Falls Street from Great Falls Street to W Columbia Street, and Great Falls Street from N Maple Ave to Little Falls Street. The CACT unanimously supported the staff recommendation. Staff will contact the community to begin work on this project in late January.

9. Information Item: Walkability Survey-Presentation of Preliminary Results-

Jack Trainor provided a Power Point presentation on the preliminary results of the Walkability Survey. Jack indicated that there were over 220 responses to the survey which covered many blocks along Broad and Washington Streets. Chairman Baldino asked what do we do with these data at this point. Andrea Caumont volunteered to work with Jack to write a summary of the results of the survey.

Status of 2016/2017 CACT Action Items

Updated: January 5, 2017

Action Item	Responsibility	Status
<p>Refine the Neighborhood Traffic Calming (NTC) Program: The CACT plans to work closely with petitioners and staff and to modify the administration of the program as needed to assure it fulfills the goal of improving safety on residential streets as efficiently and cost effective as possible.</p>	<p>Staff CACT</p>	<p>January 2017-Work Session with City Council to discuss accomplishments of NTC program and how we move forward</p>
<p>W&OD Trail Projects (1) construct at least one plaza (2) replace welcome signs at eastern and western entrances</p>	<p>Doug Paul B</p>	<p>CIP Funding proposed by Planning Commission CIP Funding not included in adopted budget Staff working on a master plan to develop a vision for the W&OD and provide policy guidance for grant applications</p> <p>August 3, 2015 Planning Commission work session September 9, 2015 CACT-comments provided November 2, 2015-City council work session February 2, 2016, CACT recommend approval to Council February 2016, Planning Commission-action and recommendation March 2016 –City Council-work session and adoption VPIS approved funding for welcome signs in 2015. This would involve installation of previously constructed, smaller versions of the City’s roadway signs. On April 11, Council adopted the W&OD Master Plan with the stipulation that signs must say “Welcome to Falls Church”. The VPIS signs do not say “Welcome”.. October 2016-W&OD Trail projects are up to date for the moment</p>
<p>Neighborhood Pace Car Program: develop proposal</p>	<p>Staff</p>	<p>April 2015: Andrea coordinating with WABA August 2015-staff to coordinate with WABA September 2015- Staff spoke with WABA about the program. Was referred to DDOT to inquire about their Pace Car Program Nov. 5th CACT meeting-staff update April 2016-staff requesting quote to print decal May 2016-staff waiting for printing price quote June 2016-staff received printing quote (500 decals for \$360)- Need to find funding October 2016-Funding is available for the</p>

		Neighborhood Pace Car Program from DPW
Play Streets: seek feedback from boards and commissions	Andrea/Stephanie	September 9, CACT to take action on memo to Boards and Planning Commission seeking work session. Andrea to present proposal to the Planning Commission on November 16th and the Recreation and Parks Advisory Board on November 4. May 2016-Guidelines for Play Street applications developed by DPW; Play Street Pilot on May 14 th on N. Virginia Ave. and Riley Street. June 2016: Play Street on Pine Street on June 24 th October 2016: The Play Streets events have been well attended. The Play Streets program could use text messages or News Flashes on the website to advertise upcoming events. Complete!
Development Plan Review- The CACT plans to intensify committee review of development plans seeking more comprehensive TDM management strategies and coordination with the city-wide transportation network and facilities.	CACT	
Bikeability Survey Survey the City's narrow marked streets (Park Ave., Maple Ave. and West Street) and the segment of the W&OD trail within the City limits and assess bikeability through factors affecting the safety, comfort and appeal of cycling. Summarize findings and recommendations in a report to Council, boards, committees and staff.	Paul B.	October 2016: The Bikeability survey will be revisited at a later time.
Walkability Survey Survey the commercial areas of Broad and Washington Streets and assess walkability through factors affecting the safety, comfort and appeal of the streets and sidewalks. Summarize findings and recommendations in a report to Council, boards, committees and staff.	Paul B. Steve	April 2016: First draft of the survey and instructions discussed. Revisions underway. Steve volunteered to convert the survey to an automated form. May 2016-CACT reviews and comments on Walkability Survey- CACT members to "survey" a block of Broad street and report results by end of May for discussion at June meeting. June 2016-CACT continued to refine Survey Instrument October 2016: The CACT made revisions to the online and paper versions of the Walkability Survey in September. The Walkability survey will be open late in the week of October 9 th . New data will become available soon through VDOT from Apple phones that will help identify heaviest travelled pedestrian routes. December 2016-Results of survey January 2017- Written summary of survey results

Joint Meeting with EDA to discuss options for increasing transit in the City.	CACT	Met with the EDA on February 2 to discuss areas of common interest and opportunities for cooperation Complete!
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City of Falls Church

Citizens Advisory Committee on Transportation

DATE: January xx, 2017

TO: Mayor Tarter and Members of the City Council

FROM: Citizens Advisory Committee on Transportation

SUBJECT: 2016 Annual Report of the Citizens Advisory Committee on Transportation

Introduction

This report summarizes the calendar year 2016 activities of the Citizens Advisory Committee on Transportation (CACT) and its priorities for 2017.

City Council established the CACT in 1976 to study and advise Council, the Planning Commission, and the City Manager on “matters related to the transportation of people.” In 2000, Council expanded the CACT’s responsibilities to include the Neighborhood Traffic Calming Program. This program authorizes the CACT to receive petitions from residents, conduct hearings, evaluate data, and recommend solutions to the City Manager to improve safety on residential streets.

Council appoints seven voting members and a non-voting youth representative to the CACT. The voting members are: Paul Baldino, Chair; Hal Morgan, Vice-Chair; Bill Ackerman; Andrea Caumont; Doug Devereaux; Addison Heard; and Stephen Knight. Bhaskar Singhvi is the youth representative. The Committee’s Council Liaison is Karen Oliver.

The CACT is supported by and works together with a City Interdisciplinary Team appointed by the City Manager. The members are Jeff Sikes, Development Services; Stephanie Rogers, Public Works; and Major Richard Campbell, Police.

Recommendations to Council

1. Neighborhood Traffic Calming

Fund a recurring Capital Improvement Program (CIP) line item of \$200,000 for Neighborhood Traffic Calming (NTC) and increase staffing from one to two positions to address the backlog of citizen petitions.

- The FY2017-2021 Adopted CIP included annual funding of \$200,000 for NTC, but no funds were appropriated in the FY17 Adopted Budget. However, at its November 28, 2016 meeting, Council allocated \$200,000 of unexpended FY16 budgeted funds to traffic calming, including the NTC Program.

- Staff projects the expenditure of \$230,000 on traffic calming projects in FY17. Spending per project is expected to be:

Pennsylvania Ave.	\$60,000
North Maple Ave.	\$100,000
Little Falls / Great Falls Sts.	<u>\$70,000</u>
Total:	<u>\$230,000</u>
- One staff position is assigned to NTC. This position has other transportation-related duties as well. Because each case requires extensive public engagement and coordination of contractors for traffic counts, design, and construction, this position manages two active NTC cases at a time.
- Currently (December 2016), there are ten pending NTC cases, so it would take five years to eliminate the backlog even if no additional traffic calming petitions are submitted. If two full time positions are assigned to the program, the existing backlog can be eliminated in two and one-half years.

2. Bicycle Education Campaign

Develop a bicycle education program to prepare residents for increasing bicycle use on City streets and sidewalks.

- The City has demonstrated its commitment to bicycling as a transportation mode through its investment in sharrows, bike lanes, an intersection bike box, bike racks, and soon, Capital Bikeshare stations. This will add to the already noticeable increase in bicycling on Falls Church’s streets, sidewalks, and the W&OD Trail.
- To encourage cycling, assure the safety of cyclists, and minimize conflicts with drivers and pedestrians, the City should develop an education campaign to include press releases, brochures, and social media. The campaign might have two parts:
 - For drivers, pedestrians, and cyclists: Clear explanations of traffic laws and the principles of sharing streets and sidewalks.
 - For cyclists: Information on helmets, equipment safety checks, bicycling in traffic, positioning in traffic lanes and intersections, signaling, hazard avoidance maneuvers, and riding at night. The Bicycle Master Plan already calls for hosting a “city cycling “ class at least once a year.
- The City should also consider hosting a family bicycling event like the “Kidical Mass” rides sponsored by other localities including Arlington, Rockville, and Washington, DC.

2016 Highlights

1. Resource Commitment

- After the decision not to fund NTC in the FY17 Adopted Budget, the CACT appreciates Council’s November action to fund traffic calming at the full amount requested for the fiscal year.
- Council also authorized grant applications that will bring Capital Bikeshare to the City in 2017 and funded a limited term position to assist with implementation.

2. Application of the Revised Neighborhood Traffic Calming Program

FY16 was the first application of the revised Neighborhood Traffic Calming (NTC) Program. The new program provides for:

- Greater neighborhood engagement in identifying problems and solutions
- Consideration of traffic volume, roadway design deficiencies, proximity to pedestrian generators, and estimated risk in addition to traffic speed
- Identification of solutions, such as traffic signals and signs, that can be implemented by the Department of Public Works without community engagement
- Options for light solutions (e.g., narrowing travel lanes with pavement marking or installing speed feedback signs) that are less expensive and can be implemented relatively quickly instead of heavy solutions (e.g., speed tables and curb extensions) that require greater community engagement and time to design and install.

North Maple Avenue, Great Falls Street, and Little Falls Street were the first cases selected under the revised program.

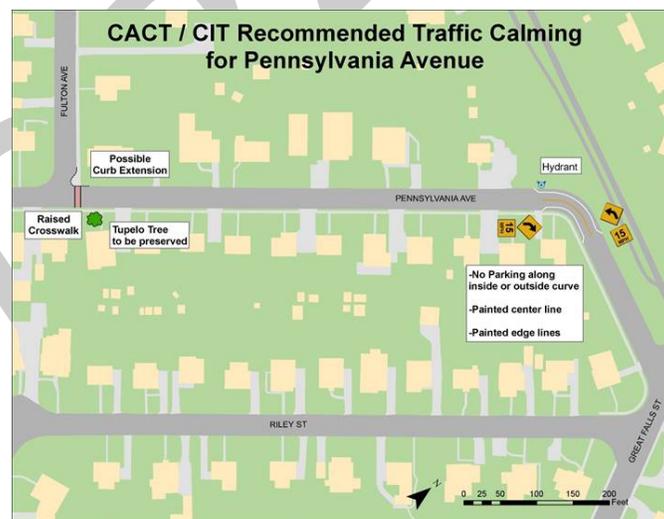
3. Administration of the Neighborhood Traffic Calming Program

a. Parker Avenue & Kent Street Intersection

Staff is conducting a study comparing the effect on traffic speed and volume of the light solutions applied in 2014 (pedestrian crossing signs, striping, and painted crosswalks) with the 2015 heavy solution (construction of curb extensions). This will guide decision making on how best to address future traffic calming needs. ***(Include information from report when available.)***

b. Pennsylvania Avenue

This project was completed in November 2016. It includes the painting of centerline and edge lines, advisory speed limit signs, a curb extension and raised crosswalk at the Fulton Avenue intersection, plantings, and the elimination of parking on the curve leading to Great Falls Street.



c. North Maple Avenue

In September 2016, crosswalks were painted across North Maple at West Columbia Street, at the Columbia Baptist Church parking lot, and across James Thurber Court and Garden Court. Curb extensions and crosswalks were painted at the Great Falls Street intersection and parking lanes were painted along both sides of North Maple.



In Spring 2017, physical curb extensions will be constructed across North Maple at the West Columbia Street intersection and a speed table will be installed mid-block.

d. Pending Cases

Ten petitions are pending:

- North Cherry Street
- South West Street
- Grove Avenue
- Lincoln Avenue
- North West Street
- North Oak Street
- Jackson Street
- North Virginia Avenue
- West Marshall Street
- South Spring Street

Data collection has been completed for North Cherry Street, South West Street, and Grove Avenue.

4. Project Accomplishments

a. Play Streets



With enthusiastic support from the Departments of Public Works and Recreation and Parks, the Play Street program began in 2016. This is the temporary closing of a neighborhood street to traffic so kids can have a safe place to play ball, ride bikes, skate, dance, and enjoy other informal play activities.

There have already been four Play Street events:

- May 14 North Virginia Avenue and Riley Street
- June 24 Pine Street
- August 19 Fulton Avenue
- September 29 Fulton Avenue

Staff has developed a simple set of rules and a no-cost permit process for Play Street events, adding a fun, safe, and community-building recreational opportunity for the City's children.



CACT members will work with staff to publicize the program for 2017 Play Street events.

b. Neighborhood Pace Car Program



Under this program, volunteers sign a pledge to drive within the speed limit, stop for pedestrians, drive courteously, and display a Pace Car sticker on their vehicles, thereby "setting the pace" and acting as mobile speed bumps.

Staff learned that the District of Columbia has implemented the Pace Car program in partnership with the Washington Area Bicyclists Association. The District granted permission to Falls Church

to use its sticker and modify its program brochure. Development Services is funding the printing of these materials. A copy of the District's program brochure is provided as Attachment 1.

A CACT member met with the Falls Church Elementary PTA and received support for the program and a promise of assistance in its implementation.

c. Residential Zone Parking Permits



The Residential Zone Parking Permit Program was established in 2016. Residents of the designated zone whose vehicles are registered with the Commissioner of Revenue are eligible for a zone parking permit and visitor passes. The first zone parking area is the Winter Hill neighborhood.

Planning staff led many community meetings to develop zone boundaries, procedures, hours of restricted parking, and fines for violations. Staff procured vehicle decals, developed decal distribution procedures, and ordered and coordinated the installation of parking signs.

Residents of other neighborhoods interested in modifying or creating parking restrictions may submit a request under the new program.

d. Walkability Survey

The CACT developed a survey for use by residents to assess and score the walkability of the commercial areas of Broad and Washington Streets on factors such as room to walk, condition of sidewalks, ease of crossing streets, and comfort and appeal of the walking experience.

With considerable staff support, the survey was conducted on the City website and in paper form from October 17 through November 20, 2016. Staff assisted in compiling the 224 completed surveys and the CACT is preparing a report to Council that summarizes the results.

A copy of the print survey is provided as Attachment 2.

A similar survey was proposed in last year's annual report to assess the bikeability of the City's sharrows-marked streets (then limited to Park Avenue, Maple Avenue, West Street, and the W&OD Trail). During 2016 the City significantly increased bike routes and lanes, and committed to the installation of Bikeshare stations. The CACT decided to defer the bikeability survey until the new infrastructure is in place.

e. W&OD Trail Projects

The Mason Row developer will rebuild the Park Avenue and Grove Avenue trail/street crossings. The Park Avenue intersection will connect to a new traffic signal and the Grove Avenue intersection will be realigned and the roadway narrowed.

The City is actively seeking grant funds to implement the W&OD Trail Master Plan projects, including improved trail/street crossings and the Walter Mess/Oak Street Plaza.



The Northern Virginia Regional Park Authority is currently developing concept plans to either widen the existing trail or construct a second parallel trail alongside the W&OD between Broad and Washington Streets. The second trail will permit the separation of walkers from cyclists providing a safer and more pleasant experience on this heavily used section of the trail.

f. Bike-to-Work Day

Three hundred and twenty-three cyclists registered for the May 20th Falls Church Pit Stop at the Little Falls Street crossing of the W&OD Trail. This number does not include those who registered in the last few days before the event. Cyclists were rewarded with t-shirts, food, games, and prizes. Local merchants and others participated, including Bikekinetic, Local Market, 24-hour Fitness, and even a church offering a Blessing of the Bikes.

Arlington County's electromagnetic pedestrian/bike counter on the trail near the fire station provides a more complete count and shows the volume of bike and pedestrian traffic on the trail. On Friday, May 20th:

- Inbound & outbound: 6:00am - 9:30am
 - Bikes = 926
 - Bikes + pedestrians = 1057
- Inbound & outbound: 12:00am – 11:59pm
 - Bikes = 2571
 - Bikes + pedestrians = 3089



g. Broadened Perspective

Attempting to better understand the context of City transportation issues, CACT members have increased interaction with other boards, authorities, and commissions, and participated in Citywide taskforces and regional transportation meetings. In 2016, this included:

- Joint meeting with the Economic Development Authority
- Streetscape Taskforce
- City Council Retreat
- Community Vision Workshops
- Public Hearings on the Budget and CIP
- VDOT's Transform I-66 Public Hearings
- Route 7 Corridor Transit Study
- Falls Church Elementary PTA
- Northern Virginia Regional Park Authority Board
- Fairfax Alliance for Better Bicycling
- VPIS Meetings

2017 Action Items

1. Continued Refinement of the Neighborhood Traffic Calming Program

With the completion of the first projects under the revised NTC program and the forthcoming staff report on the effectiveness of light solutions versus heavy solutions at the Parker/Kent intersection, the CACT plans a thorough review of the NTC process and examination of alternatives to speed the delivery of effective and cost-efficient solutions.

2. Parklets

The CACT plans to study and report to Council on the suitability of Parklets for Falls Church. Parklets convert one or more on-street parking spaces into public open space. They can preserve walking space while providing sidewalk cafés, seating space near businesses, recreational amenities, and public art. Parklets are privately funded and maintained by a hosting business or organization but provide public space accessible to all.

The City may find parklets to be well-suited to secondary streets adjacent to the commercial corridors.



The CACT will also attempt to build interest in participation in Park(ing) Day. This is celebrated in cities around the world on the third Friday in September with the transformation of a parking space into a temporary park to focus the public on the uses of open space and to motivate greater participation in civic processes that shape the urban environment. In 2016, Arlington County had five Park(ing) Day sites sponsored by private and public organizations.



3. Bicycle Advocacy

The CACT will explore the formation of a City bicycle advocacy group. One possibility is affiliation with the Fairfax Alliance for Better Bicycling (FABB), a 501(c)3 nonprofit organization that advocates, educates, and builds public support for bicycling in Fairfax County and surrounding jurisdictions. Among their other advocacy activities, FABB members spoke and submitted correspondence in support of the City's grant applications for Capital Bikeshare funding. CACT members have been in contact with the FABB Board of Directors and a meeting is planned.

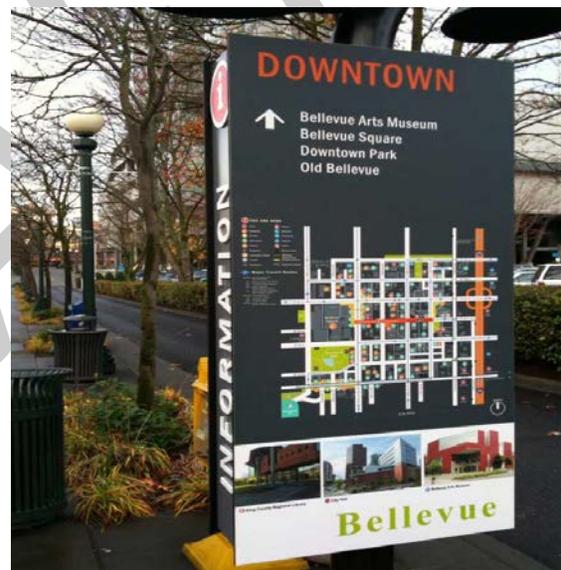
4. Wayfinding System

Cities need navigation or wayfinding systems to reduce driver confusion and to promote walking, biking, and mass transit. Falls Church currently has multiple layers of sign efforts that have evolved over time, with competing designs and varying degrees of effectiveness.

Municipal wayfinding systems do more than serve as tools for basic navigation, identification, and information. Wayfinding elements – such as monuments, directional aides, directories, and interpretive and regulatory signs - define a sense of place which can enhance the public’s experience with the entire community and environment.

To this end, the CACT proposes to work with other boards and commissions to outline a plan for development of a consistent wayfinding system that:

- Highlights the City’s unique identity as a destination
- Reduces visual clutter in order to add to the aesthetics of our community
- Improves pedestrian/biking/vehicle wayfinding to public facilities, shops, restaurants, and hotels
- Provides a pleasant and informative visitor experience



Conclusion

CACT members appreciate the opportunity to serve our City by improving the safety and effectiveness of the transportation network in a way that is consistent with the community’s civic culture. We look forward to assisting Council, the Planning Commission, and the City Manager in creatively addressing the challenges of increasing population and travel demand.

Attachments:

1. Neighborhood Pace Car Program Brochure
2. Walkability Survey

How walkable is the City of Falls Church?

Sponsored by the Citizens Advisory Committee on Transportation

The purpose of the survey is to assess the walkability of the City of Falls Church on factors such as the condition of sidewalks, ease of crossing streets, and comfort and appeal of the walking experience. We also want to identify problems that can be addressed to improve the City's walkability.

Survey Participants

Optional information that is only used to give you credit in final report to Council and to email you the results. All results, including comments, will be reported anonymously.

Name

Your answer

Email

Your answer

Enter the number of the block you are surveying

_____ E. Broad Street - north (toward Arlington)

_____ E. Broad Street - south (toward Fairfax)

_____ W. Broad Street - north (toward Arlington)

_____ W. Broad Street - north (toward Fairfax)

Streets included in the survey

Choose a street and side of the block for your survey. You may survey as many blocks as you wish, but please complete a separate survey form for each block.

Broad Street

100 E. Broad Street

100 - 1200 W. Broad Street

_____ N. Washington Street – east (toward Alexandria)

_____ N. Washington Street – east (toward Alexandria)

_____ S. Washington Street – east (toward Alexandria)

On the east side, the Falls Church City boundary ends at 500 S. Washington Street

_____ S. Washington Street – west (toward Tysons)

Washington Street

100 - 500 N. Washington Street

100 - 900 S. Washington Street



ADA statement: The City of Falls Church complies with the letter and spirit of the Americans with Disabilities Act. To request a reasonable accommodation for any type of disability, call 703-248-5350 (TTY 711).

Sidewalk

Does the sidewalk have any of these problems? Select all that apply:

- Sidewalks have missing sections
- Sidewalks are broken, cracked, or have other tripping hazards
- Sidewalks are blocked with poles, signs, overhanging foliage, etc.
- Bicyclists ride on sidewalks
- Sidewalk width is inadequate for people walking side-by-side (less than 5 feet clear)
- Too many driveway entrances
- Slopes on sidewalks and driveways may affect pedestrian stability, especially for people using wheelchairs or strollers
- None of the above (The sidewalk is satisfactory.)
- Other: _____

Overall Sidewalk Rating (1-Awful, 2-Many problems, 3-Some problems 4-Good, 5-Very good, 6-Excellent)

awful 1 2 3 4 5 6 excellent

Tell us more about the problems you encountered, including the specific location, and if applicable, the address and name of a business

"Do you have any other recommendations to improve the walkability of Falls Church?"

Pleasant Walk

Would any of the following make your walk more pleasant? Select all that apply:

- Additional buffering from automobile traffic
- More grass, flowers, or trees
- More shade
- Benches or other resting places for pedestrians
- Public art
- Signs to help find important destinations
- None of the above (My walk was pleasant.)
- Other: _____

Did any of the following make your walk less pleasant? (Select all that apply)

- Signs that are worn, damaged, blocked by vegetation, or not easily visible
- Dogs off leash or interfering with pedestrians
- Loiterers or suspicious activity
- Poor lighting
- Trash and/or graffiti
- Run down or vacant buildings
- Other: _____

Street Crossing

Did you have any of these problems while crossing the street? Select all that apply.

- Experienced a near miss with a motorist or cyclist
- Striped crosswalk or traffic signal needed
- Street crossing needs pedestrian island or median
- Traffic signal timing is too short for safe crossing
- Backed-up traffic blocks crosswalk
- Pedestrian signal pushbuttons are needed or do not work
- Limited visibility due to stopped cars, trees, shrubbery, etc.
- Crosswalk surface has tripping hazards for pedestrians or snags for wheelchairs or strollers
- Curb ramps are missing, too steep, or need repair
- Waiting area at corner is not large enough to accommodate people using wheelchairs or strollers
- Corners have puddles because of poor drainage
- Raised medians or islands don't have curb ramps or cut-throughs wide enough for wheelchairs or strollers
- None of the above (It was easy to cross the street.)
- Other: _____

Overall Street Rating (1-Awful, 2-Many problems, 3-Some problems 4-Good, 5-Very good, 6-Excellent)

awful 1 2 3 4 5 6 excellent

Tell us more about the problems you encountered, including the specific location, and if applicable, the address and name of a business

Overall Comfort Rating (1-Awful, 2-Many problems, 3-Some problems 4-Good, 5-Very good, 6-Excellent)

awful 1 2 3 4 5 6 excellent

Tell us more about the problems you encountered, including the specific location, and if applicable, the address and name of a business



ADA statement: The City of Falls Church complies with the letter and spirit of the Americans with Disabilities Act. To request a reasonable accommodation for any type of disability, call 703-248-5350 (TTY 711).

City of Falls Church

Meeting Date: 11-28-2016	Title: (TO16-19) ORDINANCE TO AMEND CHAPTER 48 “ZONING” TO PROVIDE PROVISIONS FOR SPECIAL EXCEPTIONS TO ALLOW COTTAGE HOUSING DEVELOPMENT IN THE R-1A, LOW DENSITY RESIDENTIAL ZONING DISTRICT	Agenda No: 10 (b) (1)	
Proposed Motion: MOVE to grant first reading for (TO16-19); refer to the Housing Commission, Human Services Advisory Council, and Planning Commission for comments; schedule second reading and public hearing for January 23, 2016; and advertise the same according to law.			
Originating Dept. Head: James Snyder, Director Development Services 703.248.5040 JBS 11-15-2016 John Boyle, Zoning Administrator 703-248-5126 JCB 11-15-2016 Carly Aubrey, Senior Planner 703-248-5106 CMA 11-15-2016		Disposition by Council:	
City Manager: Wyatt Shields 703.248.5004 FWS 11-23-16	City Attorney: Carol McCoskrie 703.248.5010 CWM 11-23-2016	CFO: Melissa Ryman 703.248.5120 MR 11-23-16	City Clerk: Celeste Heath 703.248.5014 CH 10/22/16

REQUEST: Council is requested to give first reading and refer to the Housing Commission, Human Services Advisory Council, and Planning Commission an Ordinance to amend Chapter 48 “Zoning” in the City Code. This ordinance will establish a residential cottage housing development option through the special exception process for certain R-1A zoned parcels, with recommendation by the Planning Commission and approval by City Council.

RECOMMENDATION: Staff recommends that the City Council give first reading to this ordinance and refer it to the Housing Commission, Human Services Advisory Council, and Planning Commission for comment.

BACKGROUND: According to the City’s Housing Chapter of the Comprehensive Plan, “in 2000, approximately 33 percent of the City’s households were one-person households. This relatively high ranking could be partially attributable to the fairly high percentage of persons age 65 and older, which was 12 percent of the total population in 2000. A high percentage of single-person households can increase the demand for smaller single family detached housing units, townhouses, apartments, and condominiums”. In 2015, the US Census estimates the City’s number of one-person households at 32.2% and the population of individuals 65 years and older at 14.2%. At the national level, the 2015 number of one-person households is approximately 27% and the population of individuals 65 years and older is 14.9%

26 Staff has received inquiries from citizens seeking to remain in the city while
27 “downsizing” their residence, particularly after their children have grown and moved
28 out. One way in which the City may achieve providing smaller single-family housing is
29 through a cottage housing ordinance, that could provide a more affordable housing
30 option for empty-nesters, seniors, and retirees to stay within the area they are familiar
31 with, while not having the financial and physical burdens of owning and maintaining a
32 larger home, especially in areas with high costs of living.

33
34 Cottage housing is generally defined as a grouping of small, single family dwelling
35 units clustered around a common area and developed with a coherent plan for the entire
36 site. They have gained popularity in recent years as a type of infill development on
37 small sites, within existing developed areas. Common elements of cottage housing
38 developments, also referred to as pocket neighborhoods, include clustered groups of
39 houses or apartments gathered around a shared open space (garden courtyard, pedestrian
40 street, series of joined backyards, or reclaimed alley), smaller sized homes, clustered
41 parking, and certain design elements such as porches. They can be in urban, suburban or
42 rural areas. The City of Winchester, Virginia, adopted a cottage housing ordinance in
43 2011. To date, they have not had an application. The current zoning administrator felt it
44 may be that the ordinance is too prescriptive, making it difficult for developers to
45 implement.

46
47 ***Key Elements***

48
49 ***Intent and Purpose***
50 The purpose of a cottage housing ordinance would be to help address the changing
51 composition of households in the City and to provide more diverse housing choices for
52 different segments of the population in the City, and to allow high quality infill
53 development that serves these different needs, but is compatible with surrounding areas
54 and existing neighborhoods because it is more dense but reduced in bulk. Cottage
55 development is planned, through unified control of the entire site, to provide benefits to
56 the residents through community amenities, and a sense of community through design
57 of buildings and the site, including common open space, and parking areas.

58
59 ***Applicability***

60 The proposed ordinance would apply to sites with a minimum of 45,000 square feet in
61 area (equivalent of four (4) R-1A lots) within the R-1A low density residential zoning
62 district. Cottage housing developments would need to meet the proposed special
63 exception criteria in Section 48-90(e), such as providing age-restricted housing, as
64 provided for under the Federal Housing for Older Persons Act of 1995. Specifically,
65 this act exempts some senior housing facilities and communities from liability for
66 familial status discrimination. Exempt senior housing facilities or communities can
67 lawfully refuse to sell or rent dwellings to families with minor children. In order to
68 qualify for the "housing for older persons" exemption, a facility or community must
69 prove that its housing is:

- 70 • Provided under any State or Federal program that HUD has determined to be
71 specifically designed and operated to assist elderly persons (as defined in the
72 State or Federal program); or
73 • Intended for, and solely occupied by persons 62 years of age or older; or
74 • Intended and operated for occupancy by persons 55 years of age or older.

75 In order to qualify for the "55 or older" housing exemption, a facility or community
76 must satisfy each of the following requirements:

- 77 • At least 80 percent of the units must have at least one occupant who is 55 years
78 of age or older; and
79 • The facility or community must publish and adhere to policies and procedures
80 that demonstrate the intent to operate as "55 or older" housing; and
81 • The facility or community must comply with HUD's regulatory requirements for
82 age verification of residents.

83 (http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/seniors)
84

85 ***Standards***

86 In addition to the special exception criteria, the following are some of the standards
87 under consideration for the proposed draft ordinance:

- 88 • Minimum lot size of 45,000 sq. ft. (correlates to four R-1A lots of 11,250 sq. ft.)
89 • 2.0 dwelling units per 10,000 sq. ft., rounded down (i.e. 9 dwelling units for a
90 45,000 sq. ft. lot)
91 • Maximum gross floor area of 1,000 square feet on main level (not including
92 covered unenclosed porches)
93 • Height of 1 ½ stories and 25 feet
94 • Maximum of 25% building coverage and 35% impervious surface coverage
95 (current R-1A standard for residential uses)
96 • Requirement for porches along front and/or side of unit
97 • Landscape buffers along adjacent properties
98 • Guest house, club house, or similar structure may be included
99 • Clustered parking with 1-2 driveways and curb cuts
100 • Incorporation of low-impact design techniques
101 • Commonly owned parcel with ownership of cottages through a condominium
102 association, a homeowner's association, or a similar mechanism

103 ***Review Process***

104 It is proposed that cottage housing developments would be allowed through a special
105 exception approved by the City Council followed by the standard site plan review
106 process. Proposed special exception criteria for evaluating a cottage housing
107 development and required development standards are included below in the draft
108 ordinance.
109

110 Currently, the following uses are permitted by-right in the R-1A zoning district: one-
111 family dwellings, churches, parish houses, parochial schools and similar religious
112 facilities, public parks, playgrounds, community centers, libraries, museums and
113 schools and similar public facilities, water and sewage pumping stations and water
114 supply reservoirs owned by the city or a public water authority, gardens, and group
115 homes.

116
117 The maximum height permitted in R-1A are the lesser of 35 feet or 2.5 stories for
118 residential and the lesser of 45 feet or 3 stories for other principal or conditional uses.
119 Maximum building coverage for R-1A is 25% for residential uses and 30 percent for
120 other uses.

121

122 ***Comprehensive Plan Analysis***

123 The following table provides the objectives and the Comprehensive Plan support for the
124 proposed criteria and standards included in the proposed cottage housing ordinance.

125

Criteria/Standard	Objective	Comprehensive Plan
Age-restricted housing	Provide for a diversity of housing stock for an increasing demographic	An increasing number of ...persons over age 65 are creating greater demands ...for senior housing and services. <i>Vision Chapter, Page 2, 4</i> Encourage a mix of residential housing types that can meet the current and future needs of residents of all levels of income, while benefiting community character. [Goal 2] <i>Ch. 10 Housing, Page 204</i> Encourage the creation of supportive and accessible housing for persons with disabilities and senior citizens. [Goal 4, Strategy A] <i>Ch. 10 Housing, Page 206</i>
Density/FAR See table below for more information	Less overall floor area ratio (FAR) than typical single-family home	In recent years many new homes and additions to existing homes have been built on infill lots in established residential neighborhoods. A number of these homes have been built at a much larger scale than the other homes in the neighborhoods and to the maximum lot coverage and height that the Zoning Ordinance allows. [Goal 7, Strategy B, Explanation] <i>Ch. 4 Land Use and Economic Development, Page 79 Rv</i>

Criteria/Standard	Objective	Comprehensive Plan
Proximity to designated revitalization areas	Encourage new housing that is easily accessible to areas providing commercial services and transit	The purpose of these Revitalization Areas is to designate where redevelopment will be encouraged. Each Area is oriented toward the most logical transit alternative, includes the ability for mixed use redevelopment according the City’s Zoning Ordinance, and allows for density greater than 3.0 floor area ratio in a portion thereof. [Revitalization Areas, Small Area Plans, & Urban Development Areas] <i>Ch. 4, Land Use & Economic Development, Resolution 2016-36</i> 3. Support economic activity by increasing access to City businesses and by increasing access to regional activity centers. [Goal 3] <i>Ch. 7, Transportation, Page 4</i>
Community Assets (Common Open Space, Common Building, Connectivity)	Provide shared open space and a common building for cottage housing residents, and community connection	Encourage developers and builders to dedicate land, particularly that which is densely vegetated, for open space within their developments. [Goal 5, Strategy C] <i>Ch. 5, Natural Resources and the Environment, Page 117</i> 3. Encourage developers to provide outdoor space as part of redevelopment projects [Implementation Strategy] <i>Ch. 6, Parks, Open Space, and Recreation, Page 13</i>
Design – porches, variations in materials and color, no blank walls	Create private outdoor space for individual cottages; blend in with existing community	C. Promote compatibility with existing neighborhoods, improvement of the existing housing stock, and environmental preservation in relation to infill residential development. [Goal 1] D. Develop a strategy for attracting innovative developers who have a respect for quality design. [Goal 1] <i>Ch. 3 Community Character, Appearance, and Design, Page 25</i>

Criteria/Standard	Objective	Comprehensive Plan
Appropriately sized dwelling units for smaller households (Maximum of 1,500 square feet in size)	Affordability, diversity of housing stock, less energy use, and prevent overbuilding of the site.	...in 2000, approximately 33 percent of the City's households were one-person households. This relatively high ranking could be partially attributable to the fairly high percentage of persons age 65 and older, which was 12 percent of the total population in 2000. A high percentage of single-person households can increase the demand for smaller single family detached housing units, townhouses, apartments, and condominiums. <i>Ch. 10 Housing, Page 199</i>
Height limit of 1.5 stories and 25 feet	Less height and massing than typical single-family house (2.5 stories and 35 feet allowed). Maintain a feeling of adequate light and open space.	Building larger and in some cases taller houses can decrease the space between houses as well as change views and sunlight reception, decrease the number of trees and vegetation, reduced shading, and increased stormwater runoff. [Goal 7, Strategy B, Explanation] <i>Ch. 4 Land Use and Economic Development, Page 79 Rv</i>
Low Impact Development	Encourage pervious materials, green roofs, etc., to provide natural and on-site infiltration of stormwater	Encourage redevelopment that reduces the amount of impervious cover, increases or maintains native vegetation, and uses other best management practices. [Required Action under Goal 1, Strategy B] <i>Ch. 4 Land Use and Economic Development Page 74 Rv</i> Increase vegetative cover and tree canopy on rooftops and in parking areas to provide shade and reduce impervious surfaces. [Goal 4, Strategy E], <i>Ch. 5, page 117</i> Promote green building and low impact development within the City. [Goal 6, Strategy G] <i>Ch. 5, Natural Resources and the Environment, Page 119</i>
Clustered parking	Reduces curb cuts, creates pedestrian friendly environment	4. Avoid excessive curb cuts for vehicular access across pedestrian ways. [IV Guidelines for Streetscapes, B. Paving and Sidewalks] <i>Design Guidelines</i>

Criteria/Standard	Objective	Comprehensive Plan
Landscaped buffer between 10-20 feet	Provide screening from public streets and adjacent properties	...visually integrate developments into the existing landscape and minimize potential conflicts between abutting developments...[Goal of Landscape Ordinance] <i>Ch. 5, Natural Resources and the Environment, Page 106</i>

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The following table provides an estimated comparison of standard R-1A lot development of single-family houses versus a cottage housing development:

	Four R-1A lots @ 11,250 square feet	Cottage Housing on 45,000 square foot lot
Maximum Building Coverage @ 25%	11,250 sf (2,812.5 sf per lot)	10,000 sf (Nine cottage units plus one club house at 1,000 sf footprint)
Maximum Impervious Coverage @ 35%	15,750 sf	15,750 sf
Estimated GFA and FAR of dwelling units	39,375 gfa* FAR – 0.875 18,640 gfa** FAR – 0.414	15,000 gfa (Nine cottage units plus one club house at 1,500 gfa) FAR – 0.333
Residents	8-20 (assuming two to five individuals)	9-18 (assuming one to two individuals)

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*Using maximum building coverage and height limit (2,812.5 sf at 2.5 stories + basement = 9,843.75 sf x 4 dwelling units)

**Using 4,660 sf x 4 dwelling units (average home size including basement area between 2009-2016)

FISCAL IMPACT: Minimal

TIMING: Routine

(TO16-19)

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ORDINANCE TO AMEND CHAPTER 48 “ZONING” TO PROVIDE
PROVISIONS FOR SPECIAL EXCEPTIONS TO ALLOW COTTAGE
HOUSING DEVELOPMENT IN THE R-1A, LOW DENSITY RESIDENTIAL
ZONING DISTRICT

THE CITY OF FALLS CHURCH, VIRGINIA, HEREBY ORDAINS that Chapter 48
“Zoning” be amended and reenacted as follows:

Chapter 48. Zoning

Article II. Administration

Division 3. Amendments

Sec. 48-90. Special Exception

- (a) The purpose of this section is to provide procedures and criteria for City Council approval of special exceptions as permitted within the zoning districts.
~~The intent of this section is to allow for the consideration of all opportunities available to add to the office, retail, hotel, and other commercial uses in the city. Residential uses will be considered if they contribute significant positive net revenue benefits to the city and build community. Review of proposals will be guided by the needs of the city, market and economic conditions, and special characteristics of the parcel being considered.~~
- (b) In accord with the provisions of chapter 17 of the city Charter, the city council may provide for the regulation and restriction of the use of land, buildings and structures in the respective zoning districts of the city. The city council may also exercise its discretion by allowing for special exceptions to specific regulations and restrictions of the designated zoning districts of the city.
- (c) All applications for special exceptions shall result in development that promotes the health, safety, and welfare of persons living and working in the area.
- (d) The intent of this subsection is to allow for the consideration of all opportunities available to add to the office, retail, hotel, and other commercial uses in the city. Residential uses will be considered if they contribute significant positive net revenue benefits to the city and build community. Review of proposals will be guided by the needs of the city, market and economic

181 conditions, and special characteristics of the parcel being considered. These
182 special exceptions applications will be evaluated using the following primary
183 and secondary criteria. ~~Applications for special exceptions will be evaluated using~~
184 ~~the following primary and secondary criteria.~~ The primary criteria are essential to
185 the character and well-being of the city, whereas the secondary criteria are
186 discretionary in nature.

- 187 (1) Primary criteria:
- 188 a. The resulting development conforms to the city's adopted comprehensive
 - 189 plan and design guidelines;
 - 190 b. The resulting development provides for significant net new commercial
 - 191 square footage and allows for a mix of commercial and residential uses;
 - 192 c. The resulting development produces substantial positive net new commercial
 - 193 and residential revenue to the city;
 - 194 d. The resulting development in which 75 percent or more of its residential
 - 195 units qualify as affordable housing for low and moderate income purchasers
 - 196 or renters may be exempted from primary criteria contained in subsections
 - 197 (d)(1)b and c of this section.
- 198 (2) Following the evaluation of applications using the primary criteria in subsection
- 199 (d)(1) of this section, the following secondary criteria will be applied:
- 200 a. The resulting development is not disproportionate to surrounding land uses
 - 201 and planned land uses in size, bulk, or scale;
 - 202 b. The resulting development does not overburden the existing community
 - 203 facilities, including the school, transportation, and water and sewer systems;
 - 204 c. The resulting development provides community benefits, such as affordable
 - 205 housing, as it is described in article VII of this chapter;
 - 206 d. The resulting development contributes to a vibrant, pedestrian-oriented
 - 207 environment, both on site and in relation to adjoining properties, with street
 - 208 level activity throughout the day and evening;
 - 209 e. The resulting development offers creative use of landscaping, open space
 - 210 and/or public parks, public plazas, and walkways connecting to adjoining
 - 211 properties;
 - 212 f. The resulting development provides a variety of commercial services and
 - 213 products that are attractive to and meet the needs of all city residents for
 - 214 entertainment, art, recreation, dining, retail, and an array of consumable
 - 215 goods;
 - 216 g. The resulting development encourages local or independent businesses;
 - 217 h. The resulting development provides for a reduction of single-use parking
 - 218 requirements through the use of shared parking;

- 219 i. The resulting development encourages multi-modal transportation through
220 design and other techniques, to reduce the reliance on single-occupancy
221 vehicles, and utilizes sheltered stops for mass transit whenever feasible; and
222 j. The resulting development utilizes (Leadership in Energy and
223 Environmental Design) LEED criteria in the design of the project.

224 ~~(3) As a part of a petition for a special exception, the city council may impose~~
225 ~~conditions, as deemed necessary in the public interest to ensure compliance with~~
226 ~~the provisions in section 48-85. The city manager, or designee, shall lead the~~
227 ~~negotiation of conditions for the special exception.~~

228 ~~(4) Development phasing, as presented in the phasing plan, shall be governed by the~~
229 ~~development conditions stated in the resolution.~~

230 ~~(5) No occupancy permit shall be issued for any special use until the applicant has~~
231 ~~complied with all conditions.~~

232 ~~(6) A special exception will expire within 36 months of the date of approval, if~~
233 ~~either the use or any new proposed construction is not commenced within such~~
234 ~~36-month time period.~~

235 (e) Special exceptions for cottage housing development will be evaluated using the
236 following criteria that are considered essential to the character and well-being
237 of the city:

238 (1) The cottage housing development provides an **age-restricted community**, as
239 provided for under the Federal Housing for Older Persons Act of 1995, as
240 amended from time to time;

241 (2) The cottage housing development provides a coordinated site design that
242 encourages social interaction, minimizes the amount of impervious surfaces,
243 and promotes low impact development;

244 (3) The cottage housing development includes community amenities for its
245 residents such as common open space, community buildings and
246 connectivity to surrounding areas that provides for neighborhood
247 interaction, security, and a sense of community;

248 (4) The cottage housing development contributes to the neighborhood by
249 including design details that provides a visual connection between the
250 development and the surrounding neighborhood; and

251 (5) The cottage housing development meets the standards for **Leadership in**
252 **Energy and Environmental Design (LEED)** or an equivalent residential
253 green building certification program in the design of the project.

254 (6) The cottage housing development is located within **1,000 linear feet of a**
255 designated revitalization area.

256 (f) As a part of a petition for a special exception, the city council may impose
257 conditions, as deemed necessary in the public interest to ensure compliance
258 with the provisions in section 48-85. The city manager, or designee, shall lead
259 the negotiation of conditions for the special exception.

Comment [CA1]: City Council discussed limiting it to 62 and over, as provided for in HOPA. Staff would prefer flexibility for potential occupants and developers of cottage housing.

Comment [CA2]: City Council recommends a minimum of LEED Silver or equivalent residential green building certification program. Proposed amended text: "... (LEED) Silver certification, or an equivalent..."

Comment [CA3]: City Council was concerned about 1,000 feet from revitalization areas included too much of the City. Proposed amended text: "At least 50% of the cottage housing development is within 500 linear feet of a designated revitalization area." Refer to Attachment 3.

- 260 (g) Development phasing, as presented in the phasing plan, shall be governed by
261 the development conditions stated in the resolution.
- 262 (h) No occupancy permit shall be issued for any special use until the applicant has
263 complied with all conditions.
- 264 (i) A special exception will expire within 36 months of the date of approval, if
265 either the use or any new proposed construction is not commenced within such
266 36-month time period.
- 267 (j)~~(e)~~ Process. The process for making application for a special exception is as
268 follows:
- 269 (1) Each application for a special exception shall be made to the planning
270 director by the property owner, contract purchaser, or lessee. At the time of
271 application, the applicant shall pay a fee in accordance with a schedule
272 established by the city council.
- 273 (2) Each application for a special exception shall be reviewed by staff.
274 Following the initial staff review, the public hearing process shall proceed as
275 described in section 48-86.
- 276 (3) Application requirements. Each application for a special exception shall
277 include:
- 278 a. A conceptual development plan, prepared at a scale of not less than one
279 inch equals 50 feet;
- 280 b. Location and dimensions of the lot lines and rights-of-way;
- 281 c. Locations and dimensions of all structures and proposed uses within
282 structures, driveways, curb cuts, and parking and loading spaces and
283 aisles;
- 284 d. Sketch of architectural elevations of each facade indicating the height of
285 the structures, architectural style, and building materials;
- 286 e. Statement regarding the impacts on existing community facilities,
287 including the transportation, schools, and water and sewer systems,
- 288 f. Statement regarding conformance with the city's adopted comprehensive
289 plan and design guidelines;
- 290 g. Statement and data regarding the projected net revenues from the project
291 for special exceptions described in subsection (d);
- 292 h. Additional materials, as determined by the planning director, such as a
293 fiscal impact assessment, traffic impact assessment, massing model,
294 cross section drawing, or any other materials may be required to evaluate
295 the proposal;
- 296 i. Statement explaining how the application meets the criteria described in
297 subsections (d)(1) and (2) of this section, or subsection (e), as
298 applicable; and
- 299 j. A phasing plan, if applicable.

- 300 ~~(k)~~(f) Requests for special exceptions shall be considered following a review and
301 report from the city manager and city attorney of all state statutes referencing
302 municipality's granting of special exceptions prior to city council consideration.
303 ~~(l)~~(g) Requests for special exceptions may be granted in whole, granted in modified
304 form, or denied by the city council after considering the requirements listed in
305 subsection (e)(3) of this section.

306 Article IV. Districts

307 *****

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310 Division 2. R-1A, LOW DENSITY RESIDENTIAL DISTRICT

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314 Section 48-241. Special Exceptions

315 The purpose of this section is to help address the changing composition of
316 households in the City and to provide more diverse housing choices for different
317 segments of the population in the City, and to allow high quality infill development
318 that serves these different needs, but is compatible with surrounding areas and
319 existing neighborhoods because it is more dense but reduced in bulk. Cottage
320 development is planned, through unified control of the entire site, to provide
321 benefits to the residents through community amenities, and a sense of community
322 through design of buildings and the site, including common open space, and
323 parking areas. To achieve these purposes, the City Council may, where it finds the
324 following requirements and standards are met and that a need exists for housing
325 for a particular population, approve a special exception to allow cottage
326 development as described in Section 48-90 of this ordinance.

327 (a) Where a cottage development is proposed on a property of at least 45,000
328 square feet, to be developed under unified control, through ownership or a
329 condominium association, homeowners' association or similar mechanism, and
330 meets the following requirements, it may be approved by City Council.

- 331 (1) The site area is at least 45,000 square feet (equivalent of four (4) R-1A
332 lots), and any lot divisions within the site are removed by subdivision
333 within ninety (90) days or such other reasonable amount of time as is
334 approved by City Council. In the event the applicant fails to consolidate
335 the lots on the site within the time required by City Council, any cottage
336 development approval shall be null and void.
- 337 (2) The proposed development has a density of no more than the amount of
338 the total site size divided by 10,000 multiplied by two. Only whole units,
339 rounded down, permitted by the calculation may be constructed. Example
340 for a site totaling 45,000 square feet: $45,000 \div 10,000 = 4.5 \times 2.0 = 9$;

Comment [CA4]: City Council expressed concern about added density in established neighborhoods. Standards contained in the ordinance, such as unit size and height maximums, landscape buffers, etc., are intended to reduce the bulk and massing of the potential increased density.

- 341 However, for 48,000 square feet: 48,000 divided by 10,000=4.8 x 2.0= 9.6,
342 which allows 9 units.
- 343 (3) The site is not occupied by any structure that has been designated as an
344 historic structure pursuant to City Code Section 48-788, unless final
345 approval for the demolition or razing of such structure has been approved
346 pursuant to the City Code and Virginia law.
- 347 (4) Dwelling units shall be detached, except that two dwelling units in any
348 proposed Cottage development may be constructed as semidetached, after
349 City Council finds that including such semidetached units will better
350 serve the purposes of cottage development as set forth above. Every
351 dwelling unit shall have a maximum gross floor area of 1,000 square feet
352 on the main level and may include one upper level of no more than 50%
353 of gross floor area of main level. The square feet of required porches shall
354 not be included in the floor area calculation.
- 355 (5) No building in the proposed development will exceed 1 ½ stories or be
356 more than 25 feet in height. No basements or crawl space will be
357 permitted.
- 358 (6) Each dwelling unit shall be equipped with sprinklers or otherwise
359 equipped with a fire suppression system approved by the fire marshal as
360 adequate to suppress a fire.
- 361 (7) Lot Coverage. The cottage housing development shall have a maximum
362 building coverage of 25% and a maximum impervious surface coverage of
363 35%.
- 364 (8) Low Impact Design. All roof gutters and parking area runoff shall
365 discharge into rain barrels, vegetated swales, underground storage
366 containers, rain gardens, or other preferable infiltration-based or
367 retention-based systems, designed and sized appropriately to capture, at a
368 minimum, the first inch of rainfall and to prevent runoff to a public street
369 or an abutting property. Additional, low impact development techniques,
370 including but not limited to, pervious paving in parking area and/or
371 walkways, and green or living roofs should be used.
- 372 (9) The proposed development will provide a variety of building designs
373 through building elements, features and treatments. The following
374 building design requirements must be met, at a minimum:
- 375 a. Each dwelling unit shall have a porch with a length that is at least
376 50% of the length of the façade along which it runs and a minimum
377 depth out from that wall of 5 feet. Porches may be roofed and
378 screened, but shall not be enclosed by walls or glass windows.

Comment [CA5]: Staff proposed addition: "(4) A cottage housing development shall not result in the demolition of more than one single-family residence in existence at the time of the adoption of this ordinance as it applies to cottage housing." Refer to Zoning Administrator memo dated 12/2/16, Attachment 4.

Comment [CA6]: City Council recommended deleting or rewording this prohibition. Proposed amended text: a) ~~or crawl space~~; or b) or crawl space over 4.5' in height

- 379 b. Structures must include building articulation, change in materials or
380 textures, or other architectural features that avoids the placement of
381 identical building elevations adjacent to each other.
382 c. Street facing facades and those facing common or community areas
383 shall avoid blank walls and incorporate one or more of the following:
384 i. Changes in exterior material and paint color;
385 ii. Windows which may include bay windows; and/or
386 iii. Building modulation with a depth measuring at least one foot.
387 (10) Units and other buildings shall be oriented toward each other or a
388 common area as far as reasonably practicable so as to create a sense of
389 community.
390 (11) The proposed development shall provide community amenities for use by
391 all residents in the development, as follows:
392 a. A minimum of 400 square feet of common open space per dwelling
393 unit is required. Parking areas, yard setbacks, spaces between
394 buildings of 12 feet or less in width, private open space, and driveways
395 do not qualify as common open space.
396 b. If the proposed development includes a guest house, club house or
397 similar structure (“community building”), such community building
398 shall be available for the common use of all residents within the
399 development. Community buildings may include a meeting room,
400 guest room (which shall not include the kitchen facilities) for stays of
401 14 days or less, or kitchen facilities to facilitate social functions of the
402 association owners. A community building that is available to all
403 residents shall not be counted as a dwelling unit and no guest staying
404 there shall be a City resident by virtue of staying there.
405 c. The proposed development shall have sidewalks along all public
406 streets adjacent to the development, and a system of interior walkways
407 that connects each cottage to the others and the parking area, and to
408 the sidewalks abutting adjacent public streets.
409 (12) The cottage development will comply with Zoning Ordinance 48-1147 or
410 provide similar assurance, approved by City Council, that the site and all
411 landscape will be maintained.
412 (13) The proposed development shall provide Vehicle Access and Parking as
413 follows:
414 a. Vehicle access to the site shall be by no more than two driveways, each
415 of which has a curb cut not less than 20 feet wide. Vehicle access
416 within the site shall be by a private driveway or street not less than 20
417 feet in width and constructed of materials sufficient to bear the weight
418 of emergency vehicles. No parking or other obstructions may be

Comment [CA7]: City Council thought this language was acceptable but that repetition in design is sometimes useful.
Proposed amended text: Structures must include building articulation, change in materials or textures, or other architectural features that avoids the placement of identical building elevations adjacent to each other. The intent of this provision is addressed in the remainder of (9).

Comment [CA8]: Staff is considering allowing for flexibility in this requirement dependent upon surrounding conditions, e.g. location/extent of existing sidewalks.

Comment [CA9]: City Council expressed concern about the potential for cul-de-sac or pipestem lot configurations. The special exception process gives the City Council authority to approve a proposed cottage housing development. The special exception criteria and standards in this section emphasizes a sense of community through building and site design, therefore depending on the particular site, a cul-de-sac or pipestem lot configuration may not meet the criteria or standards in this ordinance.

- 419 allowed on such private streets, which shall meet requirements of the
420 fire marshal for additional width and vehicle access to accommodate
421 emergency vehicles
422 b. Vehicle parking shall be clustered in one or two location and screened
423 from adjacent properties and public streets as described below in
424 Minimum Yard Requirements.
425 c. All streets in the development shall be private and shall be maintained
426 by the Association or other owner.
427 d. All vehicle parking generated by the site shall be hosted entirely on the
428 site.

429 (14) Minimum Yard Requirements

- 430 a. The cottage housing development shall provide a common area
431 landscape buffer not less than 20 feet in depth adjacent to the public
432 street from which it is accessed, and from abutting properties by a
433 common area landscape buffer not less than 10 feet in depth, and
434 containing such trees, shrubs, plantings and fences as necessary to
435 satisfy the provisions of Sec. 48-1183(2)(a) and (b). No drive aisles,
436 roads, vehicle parking or buildings shall be located within the
437 required landscape buffers.
438 b. For dwellings units and community buildings: 20 feet from a public
439 right of way, 10 feet from a side property line, 20 feet from a rear
440 property line, not less than 10 feet from another dwelling, structure or
441 private street. Provided, however, that semidetached dwelling units
442 shall be treated as one structure for the purpose of establishing
443 minimum yard requirements.
444 c. Projections into yards: Bay windows, box windows, chimneys and
445 similar architectural features, and cantilevers not more than one-third
446 of the wall length may project not more than three feet into any
447 required yard. Stoops, porches, decks and patios may be provided as
448 shown, with dimensions and locations, on a site plan approved by the
449 planning commission.

450 (15) Accessory Structures

- 451 a. Detached garages are not permitted except when provided in a
452 common area other than the required perimeter landscape buffer,
453 either as part of the approved site plan or when added later by way of
454 a site plan amendment.
455 b. Garages shall not be converted to any use other than vehicle storage.

456 (16) Neither detached sheds nor other accessory structures are permitted,
457 unless used by the Association.

Comment [CA10]: Staff proposed (e) The site plan shall include authority for the police department to enforce parking on the private street. Refer to Zoning Administrator memo dated 12/2/16, Attachment 4.

Comment [CA11]: City Council recommended lessening the yard setback and landscape buffer requirements because may be difficult to meet both. The proposed landscape buffers would be contained within the proposed building setbacks, which are lesser than what is currently required in R-1A.

Comment [CA12]: City Council recommended replacing this language that distance requirements shall meet fire code and other life safety requirements. Proposed amended text: ~~not less than 10 feet from another dwelling, structure or private street.~~ Replace with: Distances between dwellings and structures shall meet all applicable fire and life safety codes.

458 (b) In order to achieve the purposes set forth above, and/or enable a proposed
459 development to meet the criteria of this section 48-241(2), the City Council may
460 modify other requirements of this Division 2, Section 241 for the cottage
461 development.

462 (c) The City council may approve a cottage development where it finds the
463 development, based on the site and building designs, any condominium or
464 homeowner documents or voluntary conditions agreed to by the applicant, and
465 any other materials that are found by the City Council reasonably to bind the
466 development into the future, meets the criteria set forth in Section 48-90 of this
467 ordinance.

468
469 1st Reading:
470 2nd Reading:
471 Adoption:
472 (TO16-19)

City of Falls Church

Meeting Date: 11-28-2016	Title: (TO16-19) ORDINANCE TO AMEND CHAPTER 48 “ZONING” TO PROVIDE PROVISIONS FOR SPECIAL EXCEPTIONS TO ALLOW COTTAGE HOUSING DEVELOPMENT IN THE R-1A, LOW DENSITY RESIDENTIAL ZONING DISTRICT	Agenda No: 10 (b) (1)	
Proposed Motion: MOVE to grant first reading for (TO16-19); refer to the Housing Commission, Human Services Advisory Council, and Planning Commission for comments; schedule second reading and public hearing for January 23, 2016; and advertise the same according to law.			
Originating Dept. Head: James Snyder, Director Development Services 703.248.5040 JBS 11-15-2016 John Boyle, Zoning Administrator 703-248-5126 JCB 11-15-2016 Carly Aubrey, Senior Planner 703-248-5106 CMA 11-15-2016		Disposition by Council:	
City Manager: Wyatt Shields 703.248.5004 FWS 11-23-16	City Attorney: Carol McCoskrie 703.248.5010 CWM 11-23-2016	CFO: Melissa Ryman 703.248.5120 MR 11-23-16	City Clerk: Celeste Heath 703.248.5014 CH 10/22/16

REQUEST: Council is requested to give first reading and refer to the Housing Commission, Human Services Advisory Council, and Planning Commission an Ordinance to amend Chapter 48 “Zoning” in the City Code. This ordinance will establish a residential cottage housing development option through the special exception process for certain R-1A zoned parcels, with recommendation by the Planning Commission and approval by City Council.

RECOMMENDATION: Staff recommends that the City Council give first reading to this ordinance and refer it to the Housing Commission, Human Services Advisory Council, and Planning Commission for comment.

BACKGROUND: According to the City’s Housing Chapter of the Comprehensive Plan, “in 2000, approximately 33 percent of the City’s households were one-person households. This relatively high ranking could be partially attributable to the fairly high percentage of persons age 65 and older, which was 12 percent of the total population in 2000. A high percentage of single-person households can increase the demand for smaller single family detached housing units, townhouses, apartments, and condominiums”. In 2015, the US Census estimates the City’s number of one-person households at 32.2% and the population of individuals 65 years and older at 14.2%. At the national level, the 2015 number of one-person households is approximately 27% and the population of individuals 65 years and older is 14.9%

26 Staff has received inquiries from citizens seeking to remain in the city while
27 “downsizing” their residence, particularly after their children have grown and moved
28 out. One way in which the City may achieve providing smaller single-family housing is
29 through a cottage housing ordinance, that could provide a more affordable housing
30 option for empty-nesters, seniors, and retirees to stay within the area they are familiar
31 with, while not having the financial and physical burdens of owning and maintaining a
32 larger home, especially in areas with high costs of living.

33
34 Cottage housing is generally defined as a grouping of small, single family dwelling
35 units clustered around a common area and developed with a coherent plan for the entire
36 site. They have gained popularity in recent years as a type of infill development on
37 small sites, within existing developed areas. Common elements of cottage housing
38 developments, also referred to as pocket neighborhoods, include clustered groups of
39 houses or apartments gathered around a shared open space (garden courtyard, pedestrian
40 street, series of joined backyards, or reclaimed alley), smaller sized homes, clustered
41 parking, and certain design elements such as porches. They can be in urban, suburban or
42 rural areas. The City of Winchester, Virginia, adopted a cottage housing ordinance in
43 2011. To date, they have not had an application. The current zoning administrator felt it
44 may be that the ordinance is too prescriptive, making it difficult for developers to
45 implement.

46
47 ***Key Elements***

48
49 ***Intent and Purpose***
50 The purpose of a cottage housing ordinance would be to help address the changing
51 composition of households in the City and to provide more diverse housing choices for
52 different segments of the population in the City, and to allow high quality infill
53 development that serves these different needs, but is compatible with surrounding areas
54 and existing neighborhoods because it is more dense but reduced in bulk. Cottage
55 development is planned, through unified control of the entire site, to provide benefits to
56 the residents through community amenities, and a sense of community through design
57 of buildings and the site, including common open space, and parking areas.

58
59 ***Applicability***

60 The proposed ordinance would apply to sites with a minimum of 45,000 square feet in
61 area (equivalent of four (4) R-1A lots) within the R-1A low density residential zoning
62 district. Cottage housing developments would need to meet the proposed special
63 exception criteria in Section 48-90(e), such as providing age-restricted housing, as
64 provided for under the Federal Housing for Older Persons Act of 1995. Specifically,
65 this act exempts some senior housing facilities and communities from liability for
66 familial status discrimination. Exempt senior housing facilities or communities can
67 lawfully refuse to sell or rent dwellings to families with minor children. In order to
68 qualify for the "housing for older persons" exemption, a facility or community must
69 prove that its housing is:

- 70 • Provided under any State or Federal program that HUD has determined to be
71 specifically designed and operated to assist elderly persons (as defined in the
72 State or Federal program); or
73 • Intended for, and solely occupied by persons 62 years of age or older; or
74 • Intended and operated for occupancy by persons 55 years of age or older.

75 In order to qualify for the "55 or older" housing exemption, a facility or community
76 must satisfy each of the following requirements:

- 77 • At least 80 percent of the units must have at least one occupant who is 55 years
78 of age or older; and
79 • The facility or community must publish and adhere to policies and procedures
80 that demonstrate the intent to operate as "55 or older" housing; and
81 • The facility or community must comply with HUD's regulatory requirements for
82 age verification of residents.

83 (http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/seniors)

84

85 ***Standards***

86 In addition to the special exception criteria, the following are some of the standards
87 under consideration for the proposed draft ordinance:

- 88 • Minimum lot size of 45,000 sq. ft. (correlates to four R-1A lots of 11,250 sq. ft.)
89 • 2.0 dwelling units per 10,000 sq. ft., rounded down (i.e. 9 dwelling units for a
90 45,000 sq. ft. lot)
91 • Maximum gross floor area of 1,000 square feet on main level (not including
92 covered unenclosed porches)
93 • Height of 1 ½ stories and 25 feet
94 • Maximum of 25% building coverage and 35% impervious surface coverage
95 (current R-1A standard for residential uses)
96 • Requirement for porches along front and/or side of unit
97 • Landscape buffers along adjacent properties
98 • Guest house, club house, or similar structure may be included
99 • Clustered parking with 1-2 driveways and curb cuts
100 • Incorporation of low-impact design techniques
101 • Commonly owned parcel with ownership of cottages through a condominium
102 association, a homeowner's association, or a similar mechanism

103 ***Review Process***

104 It is proposed that cottage housing developments would be allowed through a special
105 exception approved by the City Council followed by the standard site plan review
106 process. Proposed special exception criteria for evaluating a cottage housing
107 development and required development standards are included below in the draft
108 ordinance.
109

110 Currently, the following uses are permitted by-right in the R-1A zoning district: one-
111 family dwellings, churches, parish houses, parochial schools and similar religious
112 facilities, public parks, playgrounds, community centers, libraries, museums and
113 schools and similar public facilities, water and sewage pumping stations and water
114 supply reservoirs owned by the city or a public water authority, gardens, and group
115 homes.

116
117 The maximum height permitted in R-1A are the lesser of 35 feet or 2.5 stories for
118 residential and the lesser of 45 feet or 3 stories for other principal or conditional uses.
119 Maximum building coverage for R-1A is 25% for residential uses and 30 percent for
120 other uses.

121

122 ***Comprehensive Plan Analysis***

123 The following table provides the objectives and the Comprehensive Plan support for the
124 proposed criteria and standards included in the proposed cottage housing ordinance.

125

Criteria/Standard	Objective	Comprehensive Plan
Age-restricted housing	Provide for a diversity of housing stock for an increasing demographic	An increasing number of ...persons over age 65 are creating greater demands ...for senior housing and services. <i>Vision Chapter, Page 2, 4</i> Encourage a mix of residential housing types that can meet the current and future needs of residents of all levels of income, while benefiting community character. [Goal 2] <i>Ch. 10 Housing, Page 204</i> Encourage the creation of supportive and accessible housing for persons with disabilities and senior citizens. [Goal 4, Strategy A] <i>Ch. 10 Housing, Page 206</i>
Density/FAR See table below for more information	Less overall floor area ratio (FAR) than typical single-family home	In recent years many new homes and additions to existing homes have been built on infill lots in established residential neighborhoods. A number of these homes have been built at a much larger scale than the other homes in the neighborhoods and to the maximum lot coverage and height that the Zoning Ordinance allows. [Goal 7, Strategy B, Explanation] <i>Ch. 4 Land Use and Economic Development, Page 79 Rv</i>

Criteria/Standard	Objective	Comprehensive Plan
Proximity to designated revitalization areas	Encourage new housing that is easily accessible to areas providing commercial services and transit	The purpose of these Revitalization Areas is to designate where redevelopment will be encouraged. Each Area is oriented toward the most logical transit alternative, includes the ability for mixed use redevelopment according the City’s Zoning Ordinance, and allows for density greater than 3.0 floor area ratio in a portion thereof. [Revitalization Areas, Small Area Plans, & Urban Development Areas] <i>Ch. 4, Land Use & Economic Development, Resolution 2016-36</i> 3. Support economic activity by increasing access to City businesses and by increasing access to regional activity centers. [Goal 3] <i>Ch. 7, Transportation, Page 4</i>
Community Assets (Common Open Space, Common Building, Connectivity)	Provide shared open space and a common building for cottage housing residents, and community connection	Encourage developers and builders to dedicate land, particularly that which is densely vegetated, for open space within their developments. [Goal 5, Strategy C] <i>Ch. 5, Natural Resources and the Environment, Page 117</i> 3. Encourage developers to provide outdoor space as part of redevelopment projects [Implementation Strategy] <i>Ch. 6, Parks, Open Space, and Recreation, Page 13</i>
Design – porches, variations in materials and color, no blank walls	Create private outdoor space for individual cottages; blend in with existing community	C. Promote compatibility with existing neighborhoods, improvement of the existing housing stock, and environmental preservation in relation to infill residential development. [Goal 1] D. Develop a strategy for attracting innovative developers who have a respect for quality design. [Goal 1] <i>Ch. 3 Community Character, Appearance, and Design, Page 25</i>

Criteria/Standard	Objective	Comprehensive Plan
Appropriately sized dwelling units for smaller households (Maximum of 1,500 square feet in size)	Affordability, diversity of housing stock, less energy use, and prevent overbuilding of the site.	...in 2000, approximately 33 percent of the City's households were one-person households. This relatively high ranking could be partially attributable to the fairly high percentage of persons age 65 and older, which was 12 percent of the total population in 2000. A high percentage of single-person households can increase the demand for smaller single family detached housing units, townhouses, apartments, and condominiums. <i>Ch. 10 Housing, Page 199</i>
Height limit of 1.5 stories and 25 feet	Less height and massing than typical single-family house (2.5 stories and 35 feet allowed). Maintain a feeling of adequate light and open space.	Building larger and in some cases taller houses can decrease the space between houses as well as change views and sunlight reception, decrease the number of trees and vegetation, reduced shading, and increased stormwater runoff. [Goal 7, Strategy B, Explanation] <i>Ch. 4 Land Use and Economic Development, Page 79 Rv</i>
Low Impact Development	Encourage pervious materials, green roofs, etc., to provide natural and on-site infiltration of stormwater	Encourage redevelopment that reduces the amount of impervious cover, increases or maintains native vegetation, and uses other best management practices. [Required Action under Goal 1, Strategy B] <i>Ch. 4 Land Use and Economic Development Page 74 Rv</i> Increase vegetative cover and tree canopy on rooftops and in parking areas to provide shade and reduce impervious surfaces. [Goal 4, Strategy E], <i>Ch. 5, page 117</i> Promote green building and low impact development within the City. [Goal 6, Strategy G] <i>Ch. 5, Natural Resources and the Environment, Page 119</i>
Clustered parking	Reduces curb cuts, creates pedestrian friendly environment	4. Avoid excessive curb cuts for vehicular access across pedestrian ways. [IV Guidelines for Streetscapes, B. Paving and Sidewalks] <i>Design Guidelines</i>

Criteria/Standard	Objective	Comprehensive Plan
Landscaped buffer between 10-20 feet	Provide screening from public streets and adjacent properties	...visually integrate developments into the existing landscape and minimize potential conflicts between abutting developments...[Goal of Landscape Ordinance] <i>Ch. 5, Natural Resources and the Environment, Page 106</i>

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The following table provides an estimated comparison of standard R-1A lot development of single-family houses versus a cottage housing development:

	Four R-1A lots @ 11,250 square feet	Cottage Housing on 45,000 square foot lot
Maximum Building Coverage @ 25%	11,250 sf (2,812.5 sf per lot)	10,000 sf (Nine cottage units plus one club house at 1,000 sf footprint)
Maximum Impervious Coverage @ 35%	15,750 sf	15,750 sf
Estimated GFA and FAR of dwelling units	39,375 gfa* FAR – 0.875 18,640 gfa** FAR – 0.414	15,000 gfa (Nine cottage units plus one club house at 1,500 gfa) FAR – 0.333
Residents	8-20 (assuming two to five individuals)	9-18 (assuming one to two individuals)

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*Using maximum building coverage and height limit (2,812.5 sf at 2.5 stories + basement = 9,843.75 sf x 4 dwelling units)

**Using 4,660 sf x 4 dwelling units (average home size including basement area between 2009-2016)

FISCAL IMPACT: Minimal

TIMING: Routine

(TO16-19)

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ORDINANCE TO AMEND CHAPTER 48 “ZONING” TO PROVIDE
PROVISIONS FOR SPECIAL EXCEPTIONS TO ALLOW COTTAGE
HOUSING DEVELOPMENT IN THE R-1A, LOW DENSITY RESIDENTIAL
ZONING DISTRICT

THE CITY OF FALLS CHURCH, VIRGINIA, HEREBY ORDAINS that Chapter 48
“Zoning” be amended and reenacted as follows:

Chapter 48. Zoning

Article II. Administration

Division 3. Amendments

Sec. 48-90. Special Exception

- (a) The purpose of this section is to provide procedures and criteria for City Council approval of special exceptions as permitted within the zoning districts.
~~The intent of this section is to allow for the consideration of all opportunities available to add to the office, retail, hotel, and other commercial uses in the city. Residential uses will be considered if they contribute significant positive net revenue benefits to the city and build community. Review of proposals will be guided by the needs of the city, market and economic conditions, and special characteristics of the parcel being considered.~~
- (b) In accord with the provisions of chapter 17 of the city Charter, the city council may provide for the regulation and restriction of the use of land, buildings and structures in the respective zoning districts of the city. The city council may also exercise its discretion by allowing for special exceptions to specific regulations and restrictions of the designated zoning districts of the city.
- (c) All applications for special exceptions shall result in development that promotes the health, safety, and welfare of persons living and working in the area.
- (d) The intent of this subsection is to allow for the consideration of all opportunities available to add to the office, retail, hotel, and other commercial uses in the city. Residential uses will be considered if they contribute significant positive net revenue benefits to the city and build community. Review of proposals will be guided by the needs of the city, market and economic

181 conditions, and special characteristics of the parcel being considered. These
182 special exceptions applications will be evaluated using the following primary
183 and secondary criteria. ~~Applications for special exceptions will be evaluated using~~
184 ~~the following primary and secondary criteria.~~ The primary criteria are essential to
185 the character and well-being of the city, whereas the secondary criteria are
186 discretionary in nature.

187 (1) Primary criteria:

- 188 a. The resulting development conforms to the city's adopted comprehensive
189 plan and design guidelines;
- 190 b. The resulting development provides for significant net new commercial
191 square footage and allows for a mix of commercial and residential uses;
- 192 c. The resulting development produces substantial positive net new commercial
193 and residential revenue to the city;
- 194 d. The resulting development in which 75 percent or more of its residential
195 units qualify as affordable housing for low and moderate income purchasers
196 or renters may be exempted from primary criteria contained in subsections
197 (d)(1)b and c of this section.

198 (2) Following the evaluation of applications using the primary criteria in subsection
199 (d)(1) of this section, the following secondary criteria will be applied:

- 200 a. The resulting development is not disproportionate to surrounding land uses
201 and planned land uses in size, bulk, or scale;
- 202 b. The resulting development does not overburden the existing community
203 facilities, including the school, transportation, and water and sewer systems;
- 204 c. The resulting development provides community benefits, such as affordable
205 housing, as it is described in article VII of this chapter;
- 206 d. The resulting development contributes to a vibrant, pedestrian-oriented
207 environment, both on site and in relation to adjoining properties, with street
208 level activity throughout the day and evening;
- 209 e. The resulting development offers creative use of landscaping, open space
210 and/or public parks, public plazas, and walkways connecting to adjoining
211 properties;
- 212 f. The resulting development provides a variety of commercial services and
213 products that are attractive to and meet the needs of all city residents for
214 entertainment, art, recreation, dining, retail, and an array of consumable
215 goods;
- 216 g. The resulting development encourages local or independent businesses;
- 217 h. The resulting development provides for a reduction of single-use parking
218 requirements through the use of shared parking;

- 219 i. The resulting development encourages multi-modal transportation through
220 design and other techniques, to reduce the reliance on single-occupancy
221 vehicles, and utilizes sheltered stops for mass transit whenever feasible; and
222 j. The resulting development utilizes (Leadership in Energy and
223 Environmental Design) LEED criteria in the design of the project.
- ~~(3) As a part of a petition for a special exception, the city council may impose
224 conditions, as deemed necessary in the public interest to ensure compliance with
225 the provisions in section 48-85. The city manager, or designee, shall lead the
226 negotiation of conditions for the special exception.
227~~
- ~~(4) Development phasing, as presented in the phasing plan, shall be governed by the
228 development conditions stated in the resolution.
229~~
- ~~(5) No occupancy permit shall be issued for any special use until the applicant has
230 complied with all conditions.
231~~
- ~~(6) A special exception will expire within 36 months of the date of approval, if
232 either the use or any new proposed construction is not commenced within such
233 36-month time period.
234~~
- 235 (e) Special exceptions for cottage housing development will be evaluated using the
236 following criteria that are considered essential to the character and well-being
237 of the city:
- 238 (1) The cottage housing development provides an **age-restricted community**, as
239 provided for under the Federal Housing for Older Persons Act of 1995, as
240 amended from time to time;
- 241 (2) The cottage housing development provides a coordinated site design that
242 encourages social interaction, minimizes the amount of impervious surfaces,
243 and promotes low impact development;
- 244 (3) The cottage housing development includes community amenities for its
245 residents such as common open space, community buildings and
246 connectivity to surrounding areas that provides for neighborhood
247 interaction, security, and a sense of community;
- 248 (4) The cottage housing development contributes to the neighborhood by
249 including design details that provides a visual connection between the
250 development and the surrounding neighborhood; and
- 251 (5) The cottage housing development meets the standards for **Leadership in**
252 **Energy and Environmental Design (LEED)** or an equivalent residential
253 green building certification program in the design of the project.
- 254 (6) The cottage housing development is located within **1,000 linear feet of a**
255 designated revitalization area.
- 256 (f) As a part of a petition for a special exception, the city council may impose
257 conditions, as deemed necessary in the public interest to ensure compliance
258 with the provisions in section 48-85. The city manager, or designee, shall lead
259 the negotiation of conditions for the special exception.

Comment [CA1]: City Council discussed limiting it to 62 and over, as provided for in HOPA. Staff would prefer flexibility for potential occupants and developers of cottage housing.

Comment [CA2]: City Council recommends a minimum of LEED Silver or equivalent residential green building certification program. Proposed amended text: "... (LEED) Silver certification, or an equivalent..."

Comment [CA3]: City Council was concerned about 1,000 feet from revitalization areas included too much of the City. Proposed amended text: "At least 50% of the cottage housing development is within 500 linear feet of a designated revitalization area." Refer to Attachment 3.

- 260 (g) Development phasing, as presented in the phasing plan, shall be governed by
261 the development conditions stated in the resolution.
- 262 (h) No occupancy permit shall be issued for any special use until the applicant has
263 complied with all conditions.
- 264 (i) A special exception will expire within 36 months of the date of approval, if
265 either the use or any new proposed construction is not commenced within such
266 36-month time period.
- 267 (j)~~(e)~~ Process. The process for making application for a special exception is as
268 follows:
- 269 (1) Each application for a special exception shall be made to the planning
270 director by the property owner, contract purchaser, or lessee. At the time of
271 application, the applicant shall pay a fee in accordance with a schedule
272 established by the city council.
- 273 (2) Each application for a special exception shall be reviewed by staff.
274 Following the initial staff review, the public hearing process shall proceed as
275 described in section 48-86.
- 276 (3) Application requirements. Each application for a special exception shall
277 include:
- 278 a. A conceptual development plan, prepared at a scale of not less than one
279 inch equals 50 feet;
- 280 b. Location and dimensions of the lot lines and rights-of-way;
- 281 c. Locations and dimensions of all structures and proposed uses within
282 structures, driveways, curb cuts, and parking and loading spaces and
283 aisles;
- 284 d. Sketch of architectural elevations of each facade indicating the height of
285 the structures, architectural style, and building materials;
- 286 e. Statement regarding the impacts on existing community facilities,
287 including the transportation, schools, and water and sewer systems,
- 288 f. Statement regarding conformance with the city's adopted comprehensive
289 plan and design guidelines;
- 290 g. Statement and data regarding the projected net revenues from the project
291 for special exceptions described in subsection (d);
- 292 h. Additional materials, as determined by the planning director, such as a
293 fiscal impact assessment, traffic impact assessment, massing model,
294 cross section drawing, or any other materials may be required to evaluate
295 the proposal;
- 296 i. Statement explaining how the application meets the criteria described in
297 subsections (d)(1) and (2) of this section, or subsection (e), as
298 applicable; and
- 299 j. A phasing plan, if applicable.

300 ~~(k)~~(f) Requests for special exceptions shall be considered following a review and
301 report from the city manager and city attorney of all state statutes referencing
302 municipality's granting of special exceptions prior to city council consideration.
303 ~~(l)~~(g) Requests for special exceptions may be granted in whole, granted in modified
304 form, or denied by the city council after considering the requirements listed in
305 subsection (e)(3) of this section.

306 Article IV. Districts

307 *****

309 Division 2. R-1A, LOW DENSITY RESIDENTIAL DISTRICT

310 *****

311 Section 48-241. Special Exceptions

312 The purpose of this section is to help address the changing composition of
313 households in the City and to provide more diverse housing choices for different
314 segments of the population in the City, and to allow high quality infill development
315 that serves these different needs, but is compatible with surrounding areas and
316 existing neighborhoods because it is more dense but reduced in bulk. Cottage
317 development is planned, through unified control of the entire site, to provide
318 benefits to the residents through community amenities, and a sense of community
319 through design of buildings and the site, including common open space, and
320 parking areas. To achieve these purposes, the City Council may, where it finds the
321 following requirements and standards are met and that a need exists for housing
322 for a particular population, approve a special exception to allow cottage
323 development as described in Section 48-90 of this ordinance.

324 (a) Where a cottage development is proposed on a property of at least 45,000
325 square feet, to be developed under unified control, through ownership or a
326 condominium association, homeowners' association or similar mechanism, and
327 meets the following requirements, it may be approved by City Council.

328 (1) The site area is at least 45,000 square feet (equivalent of four (4) R-1A
329 lots), and any lot divisions within the site are removed by subdivision
330 within ninety (90) days or such other reasonable amount of time as is
331 approved by City Council. In the event the applicant fails to consolidate
332 the lots on the site within the time required by City Council, any cottage
333 development approval shall be null and void.

334 (2) The proposed development has a density of no more than the amount of
335 the total site size divided by 10,000 multiplied by two. Only whole units,
336 rounded down, permitted by the calculation may be constructed. Example
337 for a site totaling 45,000 square feet: $45,000 \div 10,000 = 4.5 \times 2.0 = 9$;
338
339
340

Comment [CA4]: City Council expressed concern about added density in established neighborhoods. Standards contained in the ordinance, such as unit size and height maximums, landscape buffers, etc., are intended to reduce the bulk and massing of the potential increased density.

- 341 However, for 48,000 square feet: 48,000 divided by 10,000=4.8 x 2.0= 9.6,
342 which allows 9 units.
- 343 (3) The site is not occupied by any structure that has been designated as an
344 historic structure pursuant to City Code Section 48-788, unless final
345 approval for the demolition or razing of such structure has been approved
346 pursuant to the City Code and Virginia law.
- 347 (4) Dwelling units shall be detached, except that two dwelling units in any
348 proposed Cottage development may be constructed as semidetached, after
349 City Council finds that including such semidetached units will better
350 serve the purposes of cottage development as set forth above. Every
351 dwelling unit shall have a maximum gross floor area of 1,000 square feet
352 on the main level and may include one upper level of no more than 50%
353 of gross floor area of main level. The square feet of required porches shall
354 not be included in the floor area calculation.
- 355 (5) No building in the proposed development will exceed 1 ½ stories or be
356 more than 25 feet in height. No basements or crawl space will be
357 permitted.
- 358 (6) Each dwelling unit shall be equipped with sprinklers or otherwise
359 equipped with a fire suppression system approved by the fire marshal as
360 adequate to suppress a fire.
- 361 (7) Lot Coverage. The cottage housing development shall have a maximum
362 building coverage of 25% and a maximum impervious surface coverage of
363 35%.
- 364 (8) Low Impact Design. All roof gutters and parking area runoff shall
365 discharge into rain barrels, vegetated swales, underground storage
366 containers, rain gardens, or other preferable infiltration-based or
367 retention-based systems, designed and sized appropriately to capture, at a
368 minimum, the first inch of rainfall and to prevent runoff to a public street
369 or an abutting property. Additional, low impact development techniques,
370 including but not limited to, pervious paving in parking area and/or
371 walkways, and green or living roofs should be used.
- 372 (9) The proposed development will provide a variety of building designs
373 through building elements, features and treatments. The following
374 building design requirements must be met, at a minimum:
- 375 a. Each dwelling unit shall have a porch with a length that is at least
376 50% of the length of the façade along which it runs and a minimum
377 depth out from that wall of 5 feet. Porches may be roofed and
378 screened, but shall not be enclosed by walls or glass windows.

Comment [CA5]: Staff proposed addition: "(4) A cottage housing development shall not result in the demolition of more than one single-family residence in existence at the time of the adoption of this ordinance as it applies to cottage housing." Refer to Zoning Administrator memo dated 12/2/16, Attachment 4.

Comment [CA6]: City Council recommended deleting or rewording this prohibition. Proposed amended text: a) ~~or crawl space~~; or b) or crawl space over 4.5' in height

- 379 b. Structures must include building articulation, change in materials or
380 textures, or other architectural features that avoids the placement of
381 identical building elevations adjacent to each other.
382 c. Street facing facades and those facing common or community areas
383 shall avoid blank walls and incorporate one or more of the following:
384 i. Changes in exterior material and paint color;
385 ii. Windows which may include bay windows; and/or
386 iii. Building modulation with a depth measuring at least one foot.
387 (10) Units and other buildings shall be oriented toward each other or a
388 common area as far as reasonably practicable so as to create a sense of
389 community.
390 (11) The proposed development shall provide community amenities for use by
391 all residents in the development, as follows:
392 a. A minimum of 400 square feet of common open space per dwelling
393 unit is required. Parking areas, yard setbacks, spaces between
394 buildings of 12 feet or less in width, private open space, and driveways
395 do not qualify as common open space.
396 b. If the proposed development includes a guest house, club house or
397 similar structure (“community building”), such community building
398 shall be available for the common use of all residents within the
399 development. Community buildings may include a meeting room,
400 guest room (which shall not include the kitchen facilities) for stays of
401 14 days or less, or kitchen facilities to facilitate social functions of the
402 association owners. A community building that is available to all
403 residents shall not be counted as a dwelling unit and no guest staying
404 there shall be a City resident by virtue of staying there.
405 c. The proposed development shall have sidewalks along all public
406 streets adjacent to the development, and a system of interior walkways
407 that connects each cottage to the others and the parking area, and to
408 the sidewalks abutting adjacent public streets.
409 (12) The cottage development will comply with Zoning Ordinance 48-1147 or
410 provide similar assurance, approved by City Council, that the site and all
411 landscape will be maintained.
412 (13) The proposed development shall provide Vehicle Access and Parking as
413 follows:
414 a. Vehicle access to the site shall be by no more than two driveways, each
415 of which has a curb cut not less than 20 feet wide. Vehicle access
416 within the site shall be by a private driveway or street not less than 20
417 feet in width and constructed of materials sufficient to bear the weight
418 of emergency vehicles. No parking or other obstructions may be

Comment [CA7]: City Council thought this language was acceptable but that repetition in design is sometimes useful.
Proposed amended text: Structures must include building articulation, change in materials or textures, or other architectural features that avoids the placement of identical building elevations adjacent to each other. The intent of this provision is addressed in the remainder of (9).

Comment [CA8]: Staff is considering allowing for flexibility in this requirement dependent upon surrounding conditions, e.g. location/extent of existing sidewalks.

Comment [CA9]: City Council expressed concern about the potential for cul-de-sac or pipestem lot configurations. The special exception process gives the City Council authority to approve a proposed cottage housing development. The special exception criteria and standards in this section emphasizes a sense of community through building and site design, therefore depending on the particular site, a cul-de-sac or pipestem lot configuration may not meet the criteria or standards in this ordinance.

- 419 allowed on such private streets, which shall meet requirements of the
420 fire marshal for additional width and vehicle access to accommodate
421 emergency vehicles
422 b. Vehicle parking shall be clustered in one or two location and screened
423 from adjacent properties and public streets as described below in
424 Minimum Yard Requirements.
425 c. All streets in the development shall be private and shall be maintained
426 by the Association or other owner.
427 d. All vehicle parking generated by the site shall be hosted entirely on the
428 site.

429 (14) Minimum Yard Requirements

- 430 a. The cottage housing development shall provide a common area
431 landscape buffer not less than 20 feet in depth adjacent to the public
432 street from which it is accessed, and from abutting properties by a
433 common area landscape buffer not less than 10 feet in depth, and
434 containing such trees, shrubs, plantings and fences as necessary to
435 satisfy the provisions of Sec. 48-1183(2)(a) and (b). No drive aisles,
436 roads, vehicle parking or buildings shall be located within the
437 required landscape buffers.
438 b. For dwellings units and community buildings: 20 feet from a public
439 right of way, 10 feet from a side property line, 20 feet from a rear
440 property line, not less than 10 feet from another dwelling, structure or
441 private street. Provided, however, that semidetached dwelling units
442 shall be treated as one structure for the purpose of establishing
443 minimum yard requirements.
444 c. Projections into yards: Bay windows, box windows, chimneys and
445 similar architectural features, and cantilevers not more than one-third
446 of the wall length may project not more than three feet into any
447 required yard. Stoops, porches, decks and patios may be provided as
448 shown, with dimensions and locations, on a site plan approved by the
449 planning commission.

450 (15) Accessory Structures

- 451 a. Detached garages are not permitted except when provided in a
452 common area other than the required perimeter landscape buffer,
453 either as part of the approved site plan or when added later by way of
454 a site plan amendment.
455 b. Garages shall not be converted to any use other than vehicle storage.

456 (16) Neither detached sheds nor other accessory structures are permitted,
457 unless used by the Association.

Comment [CA10]: Staff proposed (e) The site plan shall include authority for the police department to enforce parking on the private street. Refer to Zoning Administrator memo dated 12/2/16, Attachment 4.

Comment [CA11]: City Council recommended lessening the yard setback and landscape buffer requirements because may be difficult to meet both. The proposed landscape buffers would be contained within the proposed building setbacks, which are lesser than what is currently required in R-1A.

Comment [CA12]: City Council recommended replacing this language that distance requirements shall meet fire code and other life safety requirements. Proposed amended text: ~~not less than 10 feet from another dwelling, structure or private street.~~ Replace with: Distances between dwellings and structures shall meet all applicable fire and life safety codes.

458 (b) In order to achieve the purposes set forth above, and/or enable a proposed
459 development to meet the criteria of this section 48-241(2), the City Council may
460 modify other requirements of this Division 2, Section 241 for the cottage
461 development.

462 (c) The City council may approve a cottage development where it finds the
463 development, based on the site and building designs, any condominium or
464 homeowner documents or voluntary conditions agreed to by the applicant, and
465 any other materials that are found by the City Council reasonably to bind the
466 development into the future, meets the criteria set forth in Section 48-90 of this
467 ordinance.

468
469 1st Reading:
470 2nd Reading:
471 Adoption:
472 (TO16-19)

1 DRAFT EXCERPT OF MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL
 2 FOR THE CITY OF FALLS CHURCH, VIRGINIA
 3 HELD IN THE COUNCIL CHAMBERS,
 4 300 PARK AVENUE AT 7:30 PM
 5 MONDAY, NOVEMBER 28, 2016
 6

Draft Excerpt of discussion on (TO16-19) ORDINANCE TO AMEND CHAPTER 48
 “ZONING” TO PROVIDE PROVISIONS FOR SPECIAL EXCEPTIONS TO ALLOW
 COTTAGE HOUSING DEVELOPMENT IN THE R-1A, LOW DENSITY RESIDENTIAL
 ZONING DISTRICT

7
 8
 9 The following members were present for the discussion: Ms. Connelly, Mr. Duncan, Ms. Hardi,
 10 Ms. Oliver, Mr. Snyder, Mr. Sze, and Mayor Tarter. Also present were Mr. Shields, Ms.
 11 McCoskrie, and Ms. Heath.

12
 13
 14 [\(TO16-19\) ORDINANCE TO AMEND CHAPTER 48 “ZONING” TO PROVIDE](#)
 15 [PROVISIONS FOR SPECIAL EXCEPTIONS TO ALLOW COTTAGE HOUSING](#)
 16 [DEVELOPMENT IN THE R-1A, LOW DENSITY RESIDENTIAL ZONING DISTRICT](#)

17 [10\(b\)\(1\) \(TO16-19\) REVISED 11-28-16 Cottage Housing Ordinance - Demo provision](#)
 18 [deleted](#)

19
 20 Senior Planner Carly Aubrey reviewed the staff report.

21
 22 Mayor Tarter asked the City Attorney whether all age restricted housing projects can prohibit
 23 minors. Ms. McCoskrie said the operator of the housing project probably could prohibit them,
 24 but as Ms. Aubrey noted, the City could not impose such a restriction. Mayor Tarter said, as a
 25 practical matter, the restriction would not be imposed because the operator would be the
 26 individual homeowner. Ms. McCoskrie noted it could be a requirement for the entire project, but
 27 the requirement could not be initiated by the City.

28
 29 Ms. Connelly asked about the restriction that the development must be within 1,000 linear feet of
 30 a revitalization area and what it would look like on a map in the context of the Broad
 31 Street Revitalization Area. Ms. Aubrey said 1,000 linear feet was a little less than a quarter mile.
 32 Ms. Connelly asked if that meant Park Avenue would be within 1,000 feet. Ms. Aubrey said it
 33 would.

34
 35 Mayor Tarter asked where the revitalization areas were located. Ms. Aubrey said they were on
 36 Broad Street, Gordon Road Triangle, Washington, and Seven Corners. Mayor Tarter said that
 37 was a good portion of the City. Ms. Aubrey said staff would produce an overlay map to illustrate
 38 the 1,000 linear foot concept in relation to the revitalization areas.

39
 40 Ms. Hardi said she was excited to see an innovative approach to encourage generational
 41 diversity. She said the staff report noted that the City of Winchester passed a similar ordinance in
 42 2011, but had received no applications because the ordinance was too restrictive. She asked if
 43 any lessons had been learned from their experience and how the ordinance before Council
 44 differed. She also asked about specific parking regulations. Ms. Aubrey said the current parking

45 standards, a minimum of one parking space per dwelling unit, would apply. Ms. McCoskrie said
46 spaces would be required to be clustered in common areas. Ms. Aubrey said they could be
47 clustered in one or two locations with one or two driveways. In response to the first question,
48 Ms. Aubrey said she looked at many ordinances and found that if the use was by-right, the
49 ordinance tended to be very proscriptive and if the use was conditional it was less so. She said
50 the proposed ordinance fell somewhere in the middle, it had a lot of detail, but there was
51 flexibility built in since it would be done through a special exception process.

52

53 Mayor Tarter asked if each project would have its own cul-de-sac. Ms. Aubrey said a pipe stem
54 design with a private street might also be utilized. Mayor Tarter asked if the units would have no
55 frontage on a public street. Ms. Aubrey said that was correct, all the houses would focus around a
56 common area or a pedestrian pathway.

57

58 Mr. Snyder asked if the strike-through at lines 228-234 indicated changes to the general special
59 exception ordinance. Ms. Aubrey said that those lines were moved to line 256-266, but the
60 language remains the same. He asked if there were any other changes to the underlying special
61 exception ordinance besides the addition of the cottage housing language. Ms. McCoskrie said
62 there were not. He said he supported the direction of the ordinance.

63

64 Mayor Tarter opened the matter to public comment.

65

66 Bob Young (608 Timber Lane) spoke in support of the ordinance stating that it was a step in the
67 right direction toward addressing a substantial need in the City.

68

69 There being no further public comment, the matter was closed to the public.

70

71 Ms. Aubrey displayed a map of City revitalization areas. Ms. Connelly asked Ms. Aubrey to
72 point out a 1,000 linear foot area on the map as an illustration of how far the use could extend
73 from a revitalization area. Ms. Aubrey said she would also provide a zoning map overlay
74 because it should be kept in mind that any project would have to be in the R-1A zoning district
75 and be 45,000 square feet in size. She said there could be some lot consolidation, but that could
76 be difficult. She said there are four sites that have 45,000 square feet and another 13 with 33,000
77 square feet that might possibly be consolidated with another lot.

78

79 Ms. Connelly asked staff to create a map that clearly showed where the proposed activity would
80 be allowed.

81

82 Mayor Tarter said there were also cases where three lots could be consolidated to form a 45,000
83 square foot lot and noted that the prohibition against tearing down houses to create such projects
84 had been eliminated, making it possible to consolidate a number of lots. He said he liked the idea
85 of trying something new and different, but he thought the ordinance and concept needed to be
86 refined. He noted that 1,000 feet from the revitalization areas was a substantial area. He
87 expressed concern that:

88

- 89 • Council needed to see a better visualization of where a project could possibly happen and
90 how many lots could be consolidated since consolidation might create something that
may not have been intended or desired.

- 91 • The impact on established residential neighborhoods had not been thoroughly thought
92 through. He said that because the ordinance adds the possibility of more density and cul-
93 de-sac configurations that people may not expect in established residential
94 neighborhoods, unintended consequences must be explored.
95

96 Mayor Tarter said serving seniors was a laudable goal and suggested that the age limit should be
97 62, not 55 and that decision should not be left open to individual developers. He asked for an
98 estimate of the fiscal impact of such projects that showed the service costs associated with
99 different age limits. He said he believed the concept was interesting but it needed some more
100 thought and work to avoid unintended consequences.
101

102 Mr. Duncan asked if it was possible to gather all the information to address Council's
103 concerns so answers would be available to Council and the Boards and Commissions before the
104 December break. Ms. Aubrey said she would have to check the board schedules to determine
105 that. He said all of the concerns raised should be addressed, but he felt there was enough before
106 the Council to be able to move forward on the item. He said the concept had been discussed
107 before and there was interest in the community as well.
108

109 Mr. Sze asked staff to provide the critical analysis requested by the Mayor. He said he was under
110 the impression that there would only be limited opportunity to utilize the proposed zoning on
111 large lots within the R-1A district. He said that after the discussion he felt like Falls
112 Church could be the Little City of little cottages, which may not be such a good thing. He said
113 the proposed ordinance is an unusual mix of prescription, desires, and pro forma specs, which
114 might be unavoidable, but had led to some concerns for him. Mr. Sze asked that:

- 115 • Each cottage housing development should meet a minimum of LEED *Silver* Certification
116 and that should be noted on line 251. He said the draft ordinance allowed an equivalent
117 residential green building certification program which might lessen any burden.
118 • The phrase "or crawl space" be removed from line 356. He said the requirement that no
119 basement or crawl space would be permitted basically required a slab on grade
120 foundation which was not appropriate for the local climate because structures should be
121 at least 4 inches above the earth. He said he believed the requirement was meant to
122 minimize the number of steps up to the unit, but that could be achieved by other means as
123 designed by the architect.
124 • The requirement regarding avoiding placement of identical building elevations adjacent
125 to each other was acceptable, but noted that repetition is sometimes useful in design.
126 • Staff considers requiring 50% of yard setbacks to allow for the unique shape of some
127 properties because he thought the proposed setbacks were overly restrictive and would
128 hinder the architect or developer in the placement of buildings.
129 • Language requiring landscape buffering and sidewalks all around be softened because it
130 did not seem possible to meet both of the requirements.
131 • The requirements regarding separation of units be changed at line 440 to delete "not less
132 than 10 feet from another, dwelling, structure, or private street" and add at the end the
133 paragraph "but in all cases the distance between dwellings or structures shall meet fire
134 code and other life safety requirements." He said that requiring every unit to be equipped
135 with a sprinkler system that single family homes don't generally have diminishes the need
136 for a lot of separation between houses.

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Ms. Oliver asked the City Attorney if the types of changes that Mr. Sze suggested would require another first reading. Ms. McCoskrie said she didn't believe any edit mentioned in the current discussion would require a new first reading.

MOTION: Mr. Snyder MOVED, seconded by Ms. Connelly, approval of (TO16-19) on first reading; refer to the Housing Commission, Human Services Advisory Council, and Planning Commission for comments; schedule second reading and public hearing for January 23, 2017; and advertise the same according to law and that along with this resolution would be the minutes of this meeting relating to this subject matter so that the questions raised will be before those boards and commissions as they review this ordinance.

MOTION: Mr. Sze MOVED, seconded by Hardi to amend the motion to refer (TO16-19) to all boards and commissions.

ROLL CALL VOTE on AMENDMENT: There being no further discussion, the Mayor asked the Clerk to call the roll on the motion:

Ms. Connelly: AYE
Mr. Duncan: AYE
Ms. Hardi: AYE
Ms. Oliver: AYE
Mr. Snyder: AYE
Mr. Sze: AYE
Mayor Tarter: AYE

The motion passed 7-0.

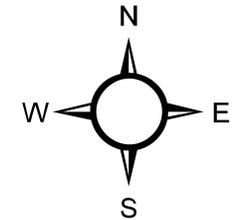
ROLL CALL VOTE on ORIGINAL MOTION: There being no further discussion, the Mayor asked the Clerk to call the roll on the motion:

Ms. Connelly: AYE
Mr. Duncan: AYE
Ms. Hardi: AYE
Ms. Oliver: AYE
Mr. Snyder: AYE
Mr. Sze: AYE
Mayor Tarter: NAY

The motion passed 6-1.

Cottage Housing Area

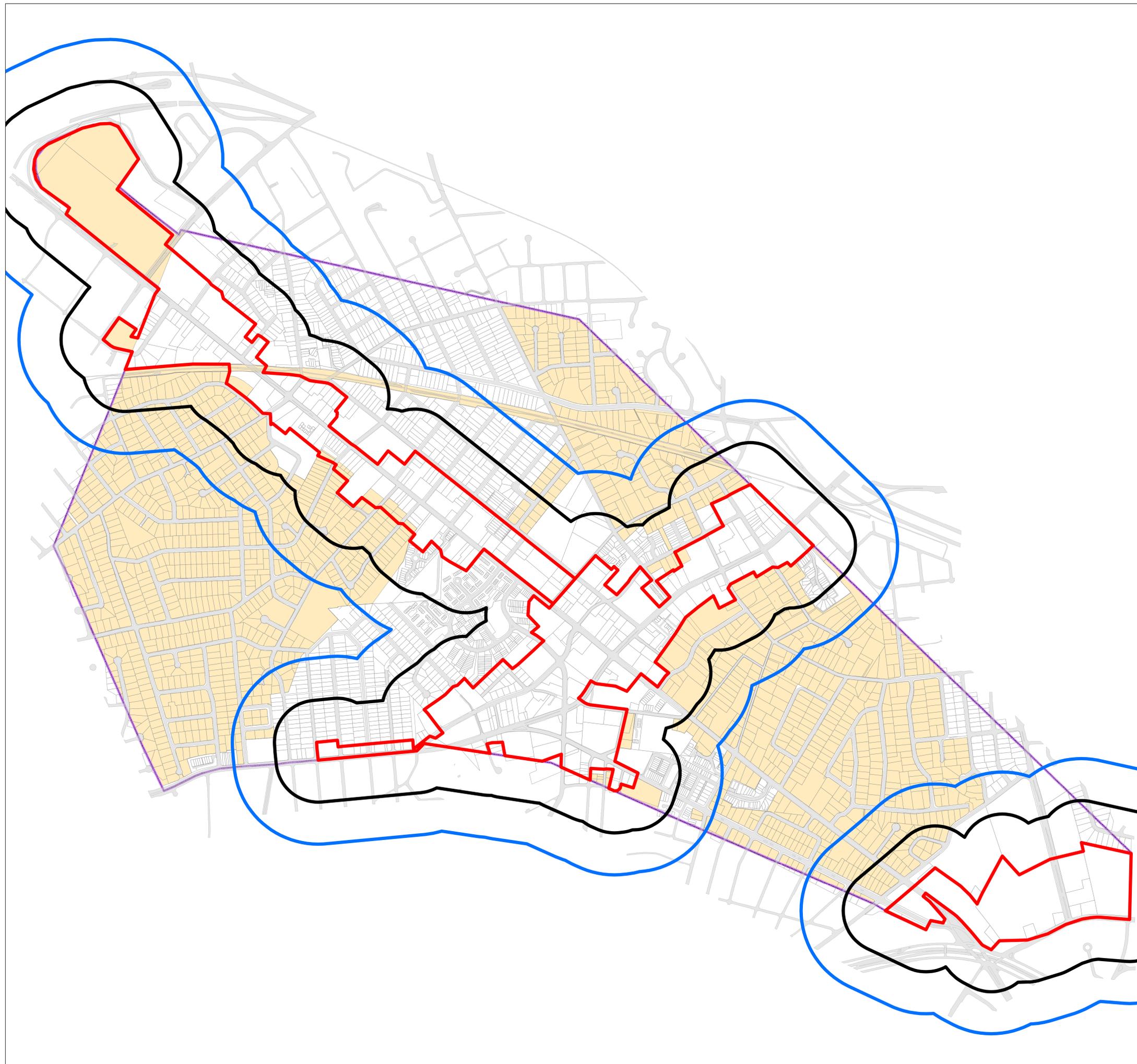
1000 foot buffer
500 foot buffer



City of Falls Church

Legend

-  RevitalizationZones 1000 ft buffer
-  RevitalizationZones 500 ft buffer
-  RevitalizationZones
-  R-1A District





CITY OF
**FALLS
CHURCH**

MEMORANDUM

DATE: December 2, 2016
TO: Carly Aubrey, Senior Planner
FROM: John C. Boyle, Zoning Administrator
SUBJECT: Cottage Housing Ordinance comments

The following will serve as my comments on TO16-19, known as the ‘Cottage Housing’ ordinance, sent to boards and commissions for their comment—

1. In an earlier draft of the ordinance there was a provision that the site plan approval grant specific authority to the police department to enter the property to enforce parking. This is intended to avoid a situation where residents park on private streets that also serve as emergency vehicle and fire access to the site. There will be requirements that these private streets be posted as “no parking”, however staff is very concerned that the HOA or property manager will lack the ability to keep access clear, or would have to resort to a towing service, which is a harsh and irregular solution. Because of the tightly compact nature of these developments, we anticipate that the emergency access private streets will only be wide enough for an emergency vehicle, unlike a public city street that can accommodate on-street parking. In other words, the presence of a single parked vehicle can block emergency access to the site. Staff strongly advises that the following language be restored to the ordinance at or about line #436:

“e. The site plan shall include authority for the police department to enforce parking on the private street.”

2. While not specifically a zoning concern, staff strongly believes there should be a limit to the number of houses that can be demolished to construct a cottage housing development. Such a provision was included in the previous draft at line #351 and stated:

“(4) A cottage housing development shall not result in the demolition of more than one single-family residence in existence at the time of the adoption of this ordinance as it applies to cottage housing.”

Without such a provision, there is no safeguard against future scenarios by which it becomes economically viable to purchase multiple houses and demolish them for cottage housing. Staff believes the demolition of multiple single-family houses to construct cottage housing is beyond the intended impact of this ordinance, and inconsistent with the goals of the master plan.

Please Join Virginia's WMATA Board Members for a Discussion of the Challenges & Opportunities in **Getting Metro Back on Track**

Forums are open to the public and accessible via Metrorail

Wednesday, January 25, 2017 at 7 p.m.
Greater Reston Chamber of Commerce
1886 Metro Center Drive, Suite 230
Reston, Virginia

Monday, January 30, 2017 at 7 p.m.
Durant Arts Center
1605 Cameron Street
Alexandria, Virginia

WMATA has put forward several "tough choices" in order to balance its budget — everything from increasing fares to eliminating bus routes to reducing train frequency. Hear from Virginia's WMATA Board Members at these two forums about the decisions they face in representing the needs of the Commonwealth and its residents.

These two forums are sponsored by the Northern Virginia Transportation Commission. They are separate and distinct from WMATA's public hearings on its FY2018 budget. Visit www.novatransit.org to learn more about NVTC and the upcoming forums.



