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April 30, 2013

VIA HAND DELIVERY

James Snyder
Director of Planning and Zoning City of Falls Church
City Hall
300 Park Ave.
Falls Church, VA 22046

Re: The Reserve at Tinner Hill; Letter of Transmittal and Justification for Application for Amendment to Comprehensive Plan at 540 and 580 South Washington St., Falls Church, VA

Dear Jim:

Venable represents Lincoln Property Company ("Lincoln") which has a contract to purchase the parcels at 540 and 580 South Washington Street (the "Site"). Please accept this Transmittal of and Justification for, an application to amend the City's Comprehensive Plan (and Land Use Map) designation for the site. The current use of the site is currently shown on Map as "Light Industry/Auto"; the current designation for the future use is "Business" and the request is to change this future use designation to "Mixed-Use".

Lincoln proposes to develop these sites as a mixed use project (including bonus height). The building will have ground floor retail uses that include:

- Neighborhood grocery store of about 29,000 square feet including mezzanine;
- Two commercial areas of about 8,000 square feet total (facing Washington. St.) that will most likely be restaurants; and
- Commercial leased space about 10,000 square feet at west end of bldg..
- Portico retail of about 1600 sf on S. Maple Ave.

There will be about 224 rental apartments averaging about 875 square feet – with a split of 70% one bedroom and 30% two bedroom. The project will contain business uses but it would also have a multi/family residential component.

The immediate area has undergone changes. For example, Pearson Square, a large mixed use project is located across S. Maple Avenue from this site. Demographic and market trends demonstrate that the future development in this area should be an innovative and integrated approach to a mixture of uses including retail, residential and offices.

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Lincoln expects that given the increasing mass of retail, and newer, smaller multi-family units, the surrounding will become more attractive to office users as well. The change in designation from business to mixed use on this site facilitates this dynamic.

While the current designation does accommodate multi-family uses and the City has approved similar mixed use developments in areas designated "Business", Lincoln suggests the more appropriate designation is "Mixed Use" and consequently has applied for such an amendment to the Comprehensive Plan. The City will retain the ability through the special exception process to control the height, massing, uses and overall character of any proposed mixed use project.

The appropriate filing fee and Application accompanies this Letter.

Thank you and the City Staff for its guidance and attentiveness to this project.

Sincerely,



David R. Lasso

DRL/jah
Enclosures

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April 30, 2013

VIA HAND DELIVERY

James Snyder
Director of Planning and Zoning City of Falls Church
City Hall
300 Park Ave.
Falls Church, VA 22046

Re: Letter of Transmittal for SECOND REVISED Application and Justification (April 24, 2013) for Special Exceptions for Mixed Use and for Building Height bonus; The Reserve at Tinner Hill, 540 and 580 South Washington St., Falls Church, VA

Dear Jim:

Venable represents Lincoln Property Company ("Lincoln") which has a contract to purchase the parcels at 540 and 580 South Washington Street. Please accept this letter which identifies and discusses the SECOND REVISED applications for the special exceptions required for Lincoln's proposal to develop these sites as a mixed use project with 30 additional feet of building height.

Lincoln and its development team have had extensive discussion with The City Council and Planning Commissions in public work-sessions and with stakeholders in the community, Boards and Commissions, elected and appointed official and staff members. The central concerns have been that there should be a greater "animation" along the South Maple Ave. which should include retail activity, greater articulation of the facades, an assurance the proposed grocery store will be constructed, and an improvement to the net income of the project to the City.

The revised building retail program will have many ground floor commercial uses. The Attached Tabular Sheet has the specific sizes of these spaces. The uses include:

- Neighborhood grocery store of about 29,000 square feet which includes a 4,000 sf mezzanine;
- Two commercially leased spaces of about 8,000 square feet total that are suitable for restaurants (a portion of this space are mezzanine areas in each);
- Commercially leased space of about 10,500 sf.
- Newly added "Portico Retail" spaces along S. Maple Avenue of about 1600 sf.

PORTICO RETAIL AND ADJUSTMENTS TO STREETScape, LANE WIDTHS AND MOVEMENT OF BUILDING.

You will see in the revised plans that the ground floor contains several spaces that are projections of the S. Maple Avenue facade. These new additions to the building are about 10 to 12 feet in width and are of various lengths. This Portico Retail is designed to be finished spaces ready to turn over to small “mom and pop” retailers on relatively short term leases at significantly lower rental rates.

These new spaces are integral to the building and create roof area that will be considered for apartment balconies for the apartments or areas that can contain greenery-the appearance is that of a portico and hence the term Portico Retail.

We expect these spaces to have uses such as a coffee shop, florist, bakery, or other projects that will respond to the demands of the neighborhood. Lincoln is open to having the Tinner Hill Foundation and/or a mini visitor’s center operated by the Falls Church Chamber of Commerce in this space. This could also include information about the Arts District and its events.

One large space of Portico Retail includes the rear entrance to the grocery store.

Each retailer and the grocery store will have signage. There will be space between the retailers to provide nooks for seating, tables, and additional landscape. The streetscape is designed to maintain a minimum of 10’ clear sidewalk along S. Maple Avenue. Street trees and on street parking will be provided all of which will connect the proposed Gateway Park at the southern end of the site with Tinner Hill. The plan is to use tree grates so as to maximize walkable areas and avoid tripping hazards given the uses encourage activity on the sidewalk.

To gain more space for the portico retail and pedestrian corridor, and thus better accommodate these new uses, the travel lanes along S. Maple Ave. have been narrowed to 11’ and the entire building has been moved westward two feet. The latter maintains the City’s required 20’ wide sidewalk along S. Washington Street. The sidewalk area along Tinner Hill is 7’ in the area adjacent to the parking spaces.

Lincoln’s expectation is that these spaces can “respond” to the arts activities that will take place at the neighboring Creative Cauldron, within the proposed Gateway Park, and within the future neighboring Tinner Hill Park.

REVISIONS TO FAÇADE AND GROCERY STORE LOADING AREA.

The application contained a “concept” for the building. Lincoln has added balconies, some projecting and some “Juliette,” a variety of high quality (masonry, steel panels, metal features, and lots of glass) and has used the Portico retail to create greater articulation of the façade.

In response to concerns about the door over the loading/trash area of the grocery store, Lincoln will be using a door that blends into the façade; it will be closed except when trucks are actually pulling in or leaving and so it is very important to Lincoln that the door be attractive and a compliment to the architecture and streetscape environment.

We have learned that the grocery store requires the loading area to be able to accommodate 73.5’ long trucks and this required the use of rolled or mountable curbing near the loading dock since the truck will need room to maneuver safely. The design and materials used will retain the high quality streetscape in that immediate area.

TRAFFIC IMPACT

Wells & Associates has reviewed the revisions to the uses. A letter from Wells dated April 24, 2013 is provided in the package of materials. This letter explains how the “left in and left out” at S. Washington Street will be safe. This movement is crucial to retaining the grocery store.

GROCERY STORE

The design includes the specific requirements of the grocery store identified to the City including important features such as at grade parking inside the building committed to the grocery store, the main entrance (and retention of the Tinner Hill Monument) at S. Washington St. and Tinner Hill Street, and the loading/trash area as shown in the plans.

Because of the superior design, expected market area including the multifamily units in Pearson Square and those to be built at the Reserve, the grocery has executed a letter of intent; Lincoln expects an executed lease for the space designed for the grocery prior to zoning approval or shortly thereafter. Thereafter Lincoln will be committed to a schedule to complete the space so it can be occupied and operated.

In response to the request for an assurance the grocery store will be delivered, Lincoln agrees the final approval of the special exceptions shall be contingent upon Lincoln providing proof to the City Manager and City Attorney that a lease for the grocery store space has been executed. Upon providing proof of the executed lease, the City Manager and City Attorney would so certify to the City Council and the special exception would be final.

NET FISCAL IMPACT

Attached to this letter is the most recent tabulation of the specifics of the building (including parking). The City has prepared a range of net income based on 26 to 45 students; the next positive impact is about \$691,000 to \$962,000 respectively.

Please note that the City's impact analysis does not take into account indirect benefits such as increased per capita spending in the City's businesses.

COMMUNITY BENEFITS OF THE RESERVE AT TINNER HILL

- Existing asphalt will be removed and contaminated soil removed.
- The new Gateway Plaza will be interconnected to other walkable assets.
- Storm water BMP's will be added, thereby greatly improving quality and quantity of runoff water into the Tripps Run Watershed.
- The constraint of a floodplain will be turned into an urban plaza.
- The Reserve will be designed and constructed to a LEED Silver standard or comparable standard, such as "NAHB Green."
- Bike facilities will be provided.
- Vehicular recharging station will be included.
- Accessible from mass transit.
- Amenity areas are solar oriented.
- Tinner Hill Foundation will receive increased support and the archway monument will be incorporated into the design and its prominence enhanced.
- S. Washington Street will become safely crossable thanks to new traffic controls.
- Enhancement of arts and cultural facilities possible at no cost to the City.
- The new gateway plaza will cost the developer about \$2m.
- \$100,000 is the approximate commitment to Tinner Hill Foundation for sidewalk treatment, pathways, kiosks, info desk, and other special treatment.
- Option for Festival Streetscape and Street.
- School Capital Cost contribution of \$1,577,310.
- Undergrounding of utilities at about \$1.2m.
- Traffic Signal cost of \$250,000.
- Fourteen affordable housing units at a value of approximately \$3.3m.
- Crosswalks.
- Commitment to Grocery Store.
- Positive fiscal impact of about \$691,000 to \$962,000 annually (see City's analysis; this number should increase as final calculation by the City are made.)

RESIDENCES

There will be about 224 rental apartments. The one bedroom units (70% of the total number of apartments) will average 750 sf and the two bedroom units (30%) will average 1,135 sf.

The developer will provide the requested fourteen ADU units (four two bedroom and ten one bedroom) at 60% of median gross income. One unit will be fully handicapped accessible. The remainder of ADU units will be handicapped adaptable.

You will see the Checklists for each special exception in the Application package and then sequentially the portion of the application that responds to each required item.

The changes to the application identified here are further evidence of how this project exceeds the primary and secondary criteria of the mixed use and height special exception.

For your ease of reference I'm including a revised statement of how the project meets the special exception criteria for the Mixed Use and Height Bonus:

SPECIAL EXCEPTION CRITERIA FOR MIXED-USE AND HEIGHT BONUS

The proposed development meets the primary and secondary criteria listed in Falls Church City Code ("Code"), Sections 48-90(d) (1) and (d) (2), and the following is a brief summary of the criteria listed in these Code Sections. Please refer to the justification materials and community benefits list for a more complete explanation of the proposed development and how it will benefit both the South Washington Street area and the City of Falls Church as a whole.

1. **Primary Criteria (Section 48-90(1)):**
 - a. **The resulting development conforms to the City's adopted Comprehensive Plan and Design Guidelines (Section 48-90(1) (a)).**

The Comprehensive Plan shows that the property is located in Planning Opportunity Area 6, and the proposed development meets or exceeds the strategies called for in that area:

1. Consolidation of lots to accommodate higher density.
2. Promotion of redevelopment that eliminates stand-alone automobile storage facilities.
3. Improve pedestrian accessibility with controlled cross walks at various locations.

4. Create a consistent design, in terms of building height and design, streetscape improvements, and other aspects of the built environment in the City and in Fairfax County.
5. Preserve historic resources at Tinner Hill area.
6. Create development to promote a positive image of the City as part of a gateway.
7. Locate buildings as close to South Washington Street as possible with parking located in the rear or in shared buildings or in structured facilities (in this case, underground).
8. Achieve consistent architectural goals.

Additionally, the Comprehensive Plan's Future Land Use Map designates the property as "business". The text of the comprehensive plan currently points out that while this means the area should be "primarily" recognized as retail or office districts rather than residential, "special exceptions for residential use and height bonuses have also been granted to create mixed use projects in 'business' areas since 2002".

The Comprehensive plan should be changed to reflect current practice, the City's goals and the changing environment. To do this, an application to change the comprehensive plan's designation from Business to "Mixed Use" has been submitted to the City and it is provided as a separate attachment.

The Design Guidelines show that the property is located in the Broad Street/Washington Street Area. As called for in the Guidelines, the proposed development will reflect an urban street front, will provide a consistent identity for the area, increase pedestrian activity, and indicate a clear gateway into the City. In addition, the proposed development will widen paving at crosswalks, provide public art by preserving the Tinner Hill monument and arch, and will orient all of its buildings toward the streets, all of which will work to increase pedestrian activity in the area.

- b. The resulting development provides for significant net new commercial square footage and allows for a mix of commercial and residential uses (Section 48-90(1)(b)).**

Currently, the 540 S. Washington Street is the site of a Saab car dealership, and 580 S. Washington Street is used as a Meineke automobile service facility. Both properties are served by significant surface parking. The proposed development will remove these automobile-oriented uses, providing significant net new commercial square footage and allowing for a mix of commercial and residential uses. The proposed development provides about 47,000 sf of new commercial space (more specifically described in the attached Table) as follows:

- Neighborhood grocery store of about 25,000 square feet which includes a 4,000 sf mezzanine;
- Two retail areas of about 8,000 square feet total that are suitable for restaurants; and
- Commercially leased space of about 10,500 sf.
- Newly added “Portico Retail” spaces along S. Maple Avenue of about 1300 sf.
- Newly added shared commercial service area of about 1400 sf.

This new commercial space is integrated with and will serve the 224 residential units proposed at the site, which occupy approximately 248,000 sf (counting balconies). This represents about 18% commercial space and increase of about 2 percent as originally proposed. (Please refer to the attached Table.)

This project provides the opportunity to program arts uses with the performance areas in this space, Gateway Park and with the S. Maple Ave. Festival Street/Arts District if the City desires that option.

c. The resulting development produces substantial positive net new commercial and residential revenue to the City (Section 48-90(1) (c)).

In conjunction with this application, information has been submitted to the City to be input into the City’s cost/revenue impact model to predict the project’s net new revenue, and a report has been received, which is attached separately (showing a range of \$691,000 to \$962,000; this number should increase as the City makes final calculations). As recognized by the Comprehensive Plan, the parcels that make up the property are underutilized currently in terms of their density and use. The proposed development will significantly increase the assessed value of and resultant property tax revenue generated by the property. In addition, by creating a vibrant, attractive gateway into the City, the development will encourage additional consumers to enter the area and patronize commercial uses throughout the City.

2. Secondary Criteria (Section 48-90(2))

a. The development is not disproportionate to surrounding land uses and planned land uses in size, bulk or scale (Section 48-90(2) (a)).

The proposed development is a concrete podium of commercial uses with five floors of multi-family above, with a total height of about 85 feet. The exterior is masonry, and the building is fully consistent with Pearson Square Residential and the adjacent “Tax Analysts” office building. The area of the footprint of this project is “low” and the height of the new building will blend well with its environment and set the stage for future development. Given the high-quality design and construction of the building and its prominent place at the entrance to the City, a building of this scale is appropriate. The proposed development works in conjunction with existing buildings to further create a dramatic, defined gateway into the City.

Shadow studies have been done showing the shadow of the Reserve does not “hit” the façade of Pearson Square except for a short period in the morning of a few days—just as Pearson Square’s shadow “hits” the Reserve on occasion. Both buildings have a concrete podium commercial ground level and five floors of stick built residences. The Reserve is taller at the street level because its commercial space is about 27’, while Pearson Square is only 14’ to 16’.

- b. The resulting development does not overburden the existing community facilities, including the school, transportation and water and sewer systems (Section 48-90(2) (b)).**

Transportation

A traffic study has been conducted by Wells and Associates that evaluates the anticipated traffic impacts of the application and provide specific recommendations to mitigate those impacts. That Study has been provided to the Staff. Some revisions to counts will be made to reflect the changes in the retail plan for the site. The application envisions a vibrant mixed-use development that will be sensitive to the transportation concerns of the City. By providing a variety of complementary uses on the same site as well as its proximity to the Pearson Square and Tax Analyst developments, the proposed development will encourage self-contained, pedestrian trips. Additionally, due to its location proximate to several bus routes including a future intermodal transportation center and with implementation of Transportation Demand Management (“TDM”) measures, a percentage of the trips generated by the residential and commercial components of the proposed development are anticipated to utilize non-auto modes of transportation. TDM measures will include convenient bicycle storage facilities, transit incentives, and resources conducive to teleworking. Furthermore, the developer proposes to contribute to a new traffic signal at the intersection of South Washington Street and Tinner Hill Street. The new signal will serve to increase vehicular accessibility not only for the subject site but for surrounding developments as well. The signal will also provide a much safer pedestrian crossing of South Washington Street which is currently lacking.

Water & Sewer

The City’s utility engineer has confirmed that water and sewer service is adequate. The project will greatly improve storm water management with BMPs as the existing development has virtually no storm water management measures.

- c. The resulting development provides community benefits such as affordable housing, as it is described in Section 38-43 (Section 48-90(2) (c)).**

The developer is proposing an affordable dwelling unit contribution in keeping with similar mixed use developments contributions, with about 6% of the total units being affordable dwelling units when at 60% of median household income. Fourteen ADU’s will be provided. A more thorough list is set out in the letter above.

The developer will provide additional contributions in line with similar developments within the City. A commitment to design and construct to LFED Silver standards or to a similar standard, such as NAHB Green is provided, and the developer will underground all aerial utilities contiguous to the site depending on costs and availability of easements. The developer proposes to review this in detail with the City to determine what poles can be undergrounded along S. Washington Street.

- d. The resulting development contributes to a vibrant, pedestrian-oriented environment both on site and in relation to adjoining properties, with street level activity throughout the day and evening (Section 48-90(2) (d)).**

The current uses at the site are distinctly automobile-oriented, with the majority of the property occupied by a surface parking lot. The proposed development will move almost all parking within enclosed structures, which will contribute further to the walkable nature of the area.

The provision of streetscape along the entire development's three sides facing streets and an equivalent treatment on the fourth side facing the south will contribute to the vibrant, pedestrian-oriented environment with connectivity to adjacent commercial and park areas. The mix of uses, including a grocer, restaurant, retail, and other commercial opportunities will provide a balanced commercial center that will generate pedestrian traffic throughout the day and evening. The street level retail uses will be very visible and will encourage customers to enter the area to shop and visit not only this development, but the additional retail located at Pearson Square, the Tax Analysts building, and along Washington Street.

- e. The resulting development offers creative use of landscaping, open space and/or parks, public plazas or and walkways connecting to adjoining properties (Section 48-90(2) (e)).**

Three sides of the proposed building will have the attractive "streetscape" design and fixtures, and there will be enhanced connections around the site to nearby businesses, parks, and residences. A "mini park" is planned for the very important south frontage, and this amenity will invite pedestrians to rest, talk, sit, eat and simply enjoy the area.

- f. The resulting development provides a variety of commercial services and projects that are attractive to and meet the needs of all city residents for entertainment, art, recreation, dining retail and array of consumable goods (Section 48-90(2)(f)).**

As stated above, the proposed development envisions a mix of commercial uses. This includes an upscale grocer in an area that is lacking in available grocery stores currently. These commercial entities will serve the residential uses within the proposed development, as well as the neighborhood as a whole.

g. The resulting development encourages local or independent businesses (Section 48-90(2) (g)).

Although the grocer may be a national chain, the remaining retail and restaurant space provide a unique opportunity for local and independent businesses, and the high-quality development will help the area as a whole attract and cultivate local and independent businesses. The Portico Retail provides an excellent opportunity for local “mom and pop” and incubator businesses.

h. The resulting development provides for a reduction of single use parking requirements through shared parking Section 48-90(2) (h)).

As shown in the table below, the developer is recommending shared parking. The developer will explore with the final parking provided with the City to determine any additional parking reductions are justified based on the characteristics of the property and its proximity to a proposed multi-modal transit site, as well as several bus lines, will lead to fewer automobile trips. Additionally, it is expected that some residents will bike to work (or to a multi-modal transit location for switching to bus or rail), and that the commercial uses will be patronized at least in part by pedestrians and cyclists. The tabulation attached to this letter sets out the complete parking tabulation.

i. The resulting development encourages multi-modal transportation through design and other techniques to reduce the reliance on single occupancy vehicles, and utilizes sheltered stops for mass transit whenever feasible Section 48-90(2) (i)).

As discussed, the property is in close proximity to a proposed multi-modal transit site, as well as several bus lines. Additionally, it is expected that some residents will bike to work (or to a multi-modal transit location for switching to bus or rail), and that the commercial uses will be patronized at least in part by pedestrians and cyclists. The design includes attractive and user friendly places for bikes to be parked and stored.

j. The resulting development utilizes LEED criteria in the design of the project Section 48-90(2) (j)).

The proposed development is planned to be LEED Silver designed and built to standards or a similar level, such as “NAHB Green.”, and will otherwise be designed using green design principles and elements. By removing the existing imperious parking lots and implementing a new storm water management plan, the development will greatly reduce storm water runoff in the area.

Special Exception for Height Bonus.

The property is currently zoned B-3, which permits a by-right height of up to 55 feet. The developer proposes the requested development to be a maximum height of 85 feet.

Up to 30 feet of bonus height may be granted if the project is exemplary in terms of conformance to the Primary Criteria 1 and 2 set out above and assists in conformance with Primary Criteria 2 and 3. The amount of new commercial area is more than three times the area of the existing commercial automotive activity. More importantly, the new commercial activity replaces commercial uses which are discouraged by the City's comprehensive plan. The net new commercial and retail income is far greater than that of the existing uses and far superior in terms of making the area a desirable play to live, work, and play. Many of the difficult to achieve goals of the Comprehensive Plan will be met by the proposed development. For these reasons, this plan is exemplary in its achievement of the primary criteria set out above.

Bonus height may be awarded for certain preferred uses when located on primary street frontage. These uses include outdoor dining, grocery store and other uses specifically requested by the City. This development proposes a new public park, an option for a Festival Street/Arts District, grocery store, arts/entertainment venue, and outdoor dining; Portico Retail all of which are considered preferred uses, justifying a bonus height of 30 feet.

It is important to note here that the grocery store (a preferred use) requires a ceiling height of about 27 feet, and that this required ceiling height is a major reason why the bonus is needed. As discussed, the design of this project, and in particular its height, is an exceptional complement to the existing Pearson Square and Tax Analyst buildings. The project sets a high bar for quality in terms of design, use, and materials, and if the proposed project were to be lowered by 30 feet, the integrity of the design would be greatly compromised, likely making the development infeasible.

The location and unique physical characteristics of the site make the requested building height appropriate. The property is located adjacent to the Pearson Square development, which reaches a height of 75', so that the requested height of 85' in certain locations is not out of the character of the surrounding neighborhood. The Pearson Square development is a six story high building at some points and five stories at others. Our building is six stories high but steps down the site to work with the slope of the site as Pearson Square. The building steps down the site in order to work with the sloped site grade from the high points on Tinner Hill Street to the low points in the new Gateway Park. Again this is similar to Pearson Square which has similar steps in the building to work to the site slopes.

Additionally, the proposed height of 85' is not for the entire length of the building. Approximately 60% of the building length is 74' 2" high as measured from average site grade to roof of building and the remain 40% of the building length is 84' 10" high as measured from the average site grade to the roof of the building.

Finally, in response to concerns of Pearson Square's owner and some residents of Pearson Square, some units on the top level have been relocated within the building, thus lowering the height of a portion of the Reserve and the tallest feature of the Reserve (the corner at Tinner Hill and S. Maple) is considered for lowering as well. It should be noted that the orientation of the Reserve should allow for a southern exposure for the amenity areas. Further, the Reserve's orientation also respects the view and impact upon the single family detached community at Tinner Hill across S. Washington Street. On balance the height and orientation of the Reserve is superior.

CONCLUSION

The Reserve at Tinner Hill is a redevelopment that fully reflects the City's vision of South Washington Street and a gateway into Falls Church. The project meets or exceeds the primary and secondary criteria used to evaluate the merits of the special exceptions. Therefore, the requested special exceptions for residential use and height bonus at the City's gateway should be granted.

Finally, I want to direct your attention to two very important aspect of Lincoln's original proposal that remain viable.

First, the detailed Statement of Justification includes a portion that identifies an option for making South Maple Avenue an area to display/and sell goods, crafts and host a wide variety of activities. While the design has now added Portico Retail, this area can still be used for festivals and other activities related to the arts and history of the area. Lincoln is committed to a full examination of this feature of the project. In short, the project proposes to provide to the City its first "Arts District".

South Maple Avenue would thus connect the plaza area around the Tax Analyst building, the shops (and soon to arrive grocery store) along Tinner Hill St. with the gateway park to be constructed on the current Meineke Auto repair site. Coupled with the commitment to celebrate the Tinner Hill historic resources, inclusion of Portico Retail, proposed outdoor and indoor performance facilities with the addition of a park and the possible inclusion of related Arts uses, the project will provide an opportunity for Creative Cauldron and other arts and activities in the City to prosper.

The second point I would like to make note of here, is that Lincoln would like to begin obtaining permits and start construction as soon as it can. Lincoln requests that this project be considered for concurrent processing of the Special Exceptions and the Site Plan for the project. As the City develops its procedures and policies to accomplish this, Lincoln will cooperate and respond as quickly as it can.

Thank you and the City Staff for its guidance and attentiveness to this project.

Sincerely,

A handwritten signature in blue ink that reads "David R. Lasso". The signature is written in a cursive style with a large initial 'D'.

David R. Lasso

DRI/jah
Enclosures