



LAND USE SITE PLAN

- For newly acquired property or other owned property not listed, or if **you have answered YES to structures planned, added or demolished or land acquired or disposed, you must upload a new Site Plan.** If uncertain as to your current Site Plan on file with DGS, please contact DGS to obtain a copy via email at DRES-info@dgs.virginia.gov or call DGS at (804) 225-4011.

A Land Use Plan consisting the following should be uploaded (see examples below):

1. A Site Plan showing:
 - The agency name, the tract or campus name, the acreage, the longitude/latitude, the locality name, a graphic scale, and a north arrow.
 - Existing buildings with names, roads, parking lots, major pedestrian avenues, archeological sites, historic landmarks, timber management areas, areas leased for mineral extraction.
 - All land uses must be shown, including buffer areas, agricultural uses, areas under forest management (on a facility site), floodplain areas, areas leased to others for management.
 - Future development plans showing development as envisioned by the agency's six year capital plan, including proposed buildings, roads, parking lots and major pedestrian avenues, proposed Property boundaries, whether expanded or reduced. **Future Facilities (planned) will be crosshatched or clearly identified by some other technique.**
 - Additional land proposed for acquisition to expand If the property or any portion thereof is not being used and is not planned for future use, then indicate the location and acreage and include an evaluation whether it should be identified as surplus property.
 - The facility, showing the location and the proposed use(s).
 - Indicate any buildings planned for demolition or other removal.
 - The scale of the plan shall allow for easy identification of the details and features. Normally a scale of 1" = 500 ft. is sufficient.
2. The approval of the cognizant board or governing body of the department, agency or institution of the Land Use Plan (or the agency head in the absence of a board or governing body), along with a recommendation on whether the property should be declared surplus by the department, agency or institution.

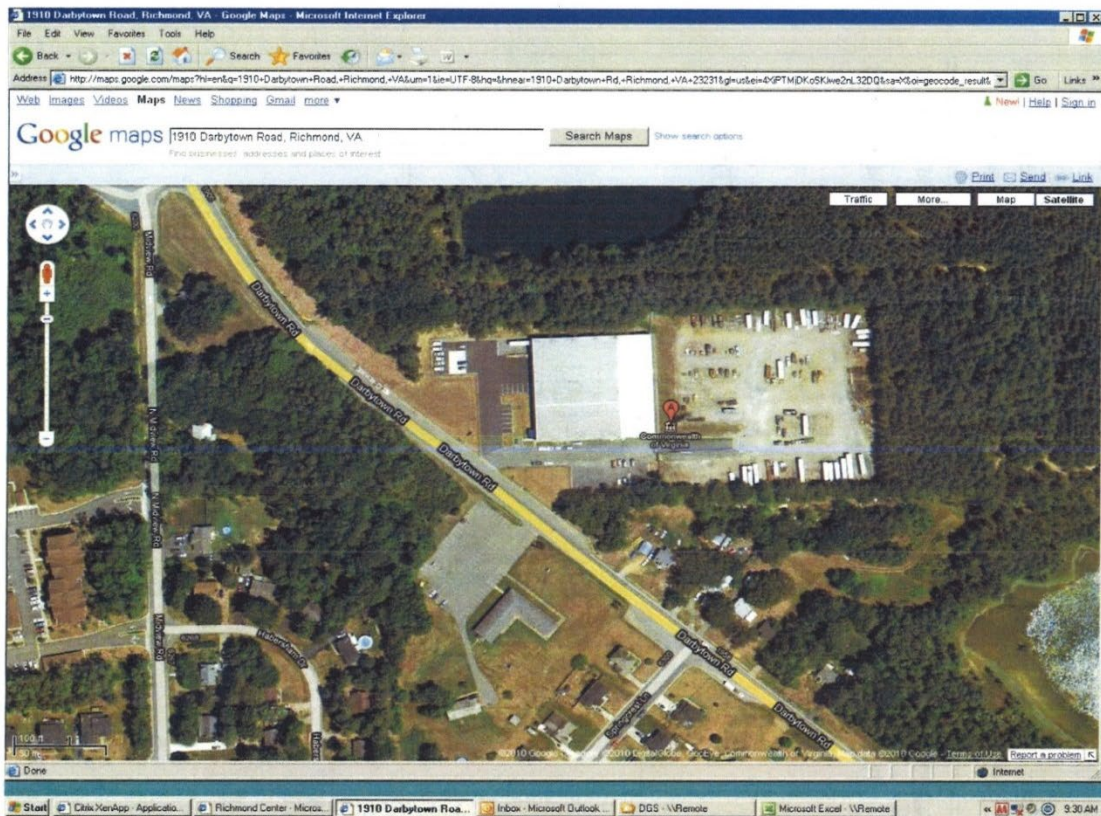
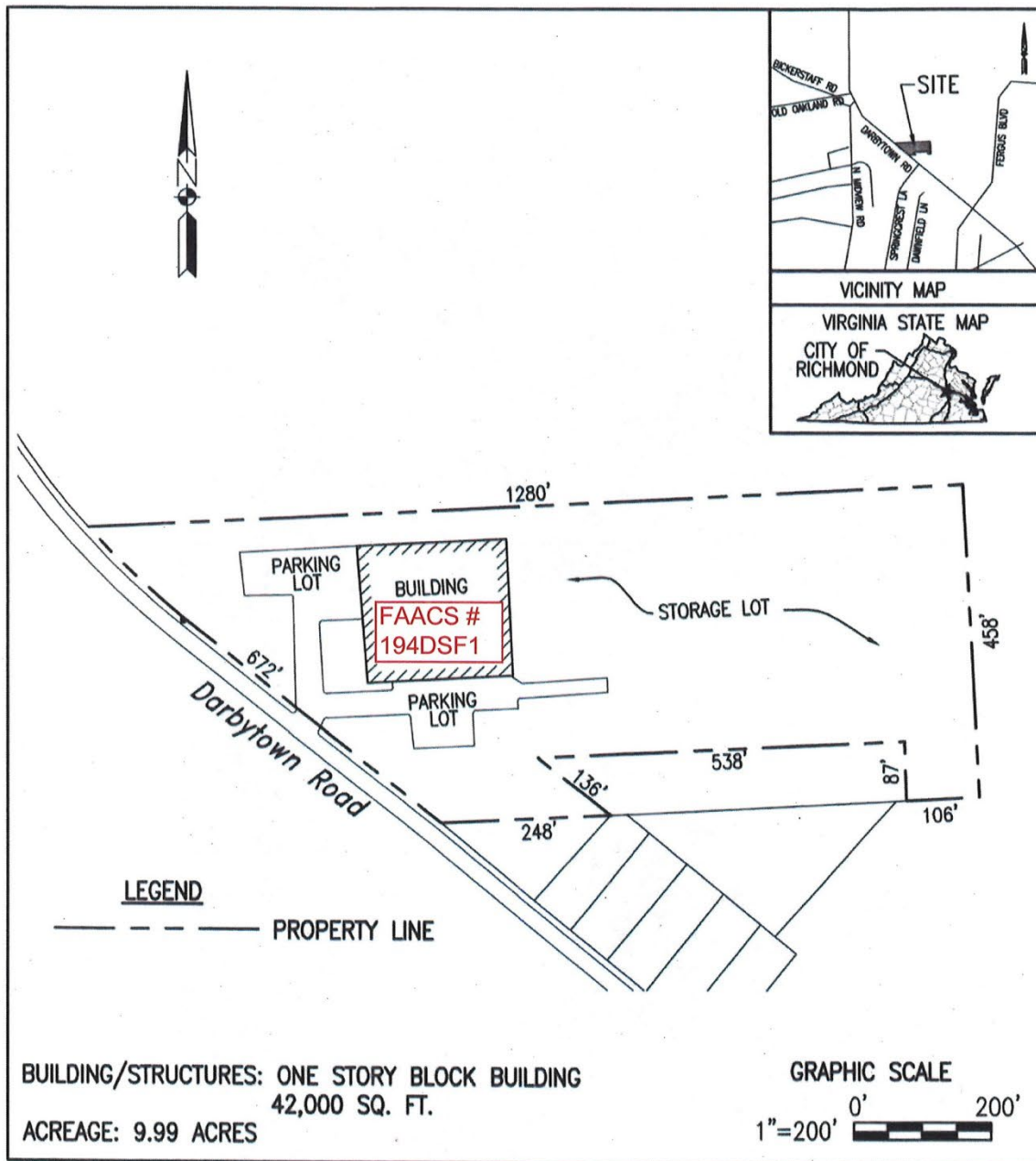


EXHIBIT A



SUBJECT PARCEL
 VIRGINIA SURPLUS WAREHOUSE / 1910 DARBYTOWN ROAD / PARCEL ID #25443

<p>Austin Brockenbrough ENGINEERING • CONSULTING 1011 Boulder Springs Drive, Suite 200 Richmond, Virginia 23225 804.592.3900 main 804.592.3901 fax www.brockenbrough.com</p>	VIRGINIA DEPARTMENT OF GENERAL SERVICES BUREAU OF FACILITIES MANAGEMENT			DWG. NO.: 1
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