



**Special Exception Request S-2822, Siena School**

**Completed 12- 5-11**

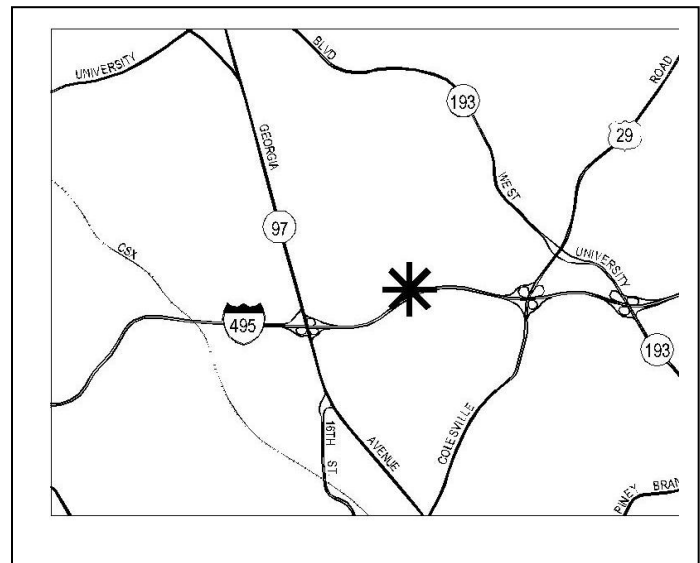
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**notice dates—not applicable**

**description**

- 1300 Forest Glen Road, Silver Spring
- R-60, 1986 Four Corners Sector Plan
- Approx 2.7 acres (special exception area)
  - 1.2 ac (Boys and Girls Club)
  - 2.5 ac (leased area from M-NCPPC Montgomery County Parks Department)

Applicant requests to operate a private educational institution, including a waiver of §59-E-2.83 (Parking Standards) from the minimum parking setback requirement along the east side of the 1.23-acre Boys and Girls Club Parcel.



Public Hearing scheduled by the Office of Zoning and Administrative Hearings for 1/5/2011

**summary**

Staff recommends approval with conditions since the application complies with the general conditions and standards for grant of a special exception for a private educational institution, subject to the approval of an 8-foot parking waiver to the parking facility side yard setbacks. The application does not conflict with any land use recommendations of the applicable master plan or alter the character of the area and is unlikely to result in any unacceptable noise, traffic, or environmental impacts on surrounding properties. Staff analysis addresses the following issues:

1. Non-inherent adverse affects regarding the limited continuation of the Boys and Girls Club Use.
2. Parking and traffic circulation.
3. There are no community comments.

## conditions of approval

1. Physical improvements are limited to those shown on the site and landscape plan submitted with the application, as provided in Attachment 2.
2. Up to eight large-scale events and activities that are inherent in the operation of a private educational institution are permitted in an academic year. These events include choir, band or orchestral concerts, career days, graduation, back-to-school, and dances.
3. The applicant must supply a parking agreement with Montgomery County Parks in order to use the Argyle Park/Schweinhaut Senior Center for the large-scale events as described in Condition 2, above.
4. Academic school year operations are limited to no more than 225 students and 55 staff (excluding volunteers, visiting coaches and parents) with grades 4 to 12. At no time shall the Petitioner admit a greater number of students than it is able to appropriately manage with the facilities, faculty and staff available at the time.
5. A summer program may be conducted for no more than 10 weeks. School operations may include summer day camps, including after-care and recreational activities, community accessible education, indoor/outdoor recreation, academic programs, drama and art classes, and facility rentals. The summer program is limited to 225 children, and 55 staff. At no time shall the Petitioner admit a greater number of students than it is able to appropriately manage with the facilities, faculty and staff available at the time.
6. Hours of operation for any on-site activity are from 7:30 A.M. until 9:00 P.M., Monday through Friday, and Saturday 8:00 A.M until 5:00 P.M.
7. The applicant must provide low-level lighting along the boardwalk path, leading to the play fields, along the south-end of the building.
8. The applicant must secure a waiver for an eight-foot reduction from the side yard setback requirement for the parking area adjacent to the east side of the property.
9. No vehicles destined for the school are allowed to be queued off-site and onto adjacent streets during the morning drop-off and afternoon pick-up periods.
10. Denote "staff-only" parking along the proposed parallel parking on the drive access and in the drop-off loop, closest to the Phase II building addition.
11. The applicant must satisfy the Policy Area Mobility Review (PAMR) by paying a total of \$163,800 to the Montgomery County Department of Transportation (MCDOT). Any payment schedule must be made consistent with the issuance of all building permits relating to the phases of physical and operational improvements as shown in Attachment 2 and Table 1 of technical staff report. If a partial payment agreement is not established, then the full amount is due at the time of initial building permits.
12. The applicant must establish a formal traffic management plan that includes the following:
  - a. Actively encouraging the continuation and improvement of the existing 50% non-auto (e.g., transit modes) and carpool travel modes to and from the site.
  - b. Formalizing the internal circulation controls of the arrival and departure times to separate student drop-offs/pick-ups, buses, and staff.
13. During Phase II construction and re-alignment of the driveways and pedestrian/drive access, the applicant must provide handicapped ramps on the sidewalk located on the

southeast side of the new building addition for ADA accessibility to and from the designated handicapped parking spaces.

14. The applicant must provide three inverted-U bike racks near the main entrance in a well-lit and weather-protected area.
15. The applicant must revise the landscape plan (LS-101) to provide an additional shade tree (e.g. red oak) in order to satisfy §59-E-2.83(d), Shading of Paved Areas.

### **project description**

The applicant, Siena School, is requesting a special exception to operate a private educational institution at 1300 Forest Glen Road, Silver Spring. The school is under contract to purchase approximately 1.2 acres of land from the Boys and Girls Club of Silver Spring, and lease an additional 1.5 acres from Montgomery County Department of Parks. The total special exception area is approximately 2.7 acres (see Attachment 1). Currently, the school leases classroom space at the Montgomery Hills Baptist Church, but needs a larger space to accommodate future growth. The Boys and Girls Club of Silver Spring has existed on the subject property under a private club special exception use, CBA-230 and CBA-541, since the mid-1950s.

The total project of approximately 40,000 square feet will occur over three phases: Phase I includes the renovation of the current 20,000-square foot, one-story building (see Attachment 2). Phase II includes removal of the in-ground pool in order to add a two-story, 20,000-square foot academic wing on the Boys and Girls Club site and redesigning the existing parking area to include landscaping and an enhanced circulation system; Phase III will add a 3,300-square foot second floor along the east side of the building.

Operationally, the enrollment and staffing will increase in conjunction with the physical improvements. Table 1 below describes in general each of school's phases. The existing Boys and Girls Club of Silver Spring will continue its programs at the site for a limited time and will lease the space from the applicant. Because of the similar programming between the current and proposed uses, the applicant is proposing to absorb the existing special exception use, as ancillary uses to the private educational institution, under §59-G-2.19(b), rather than continue under a separate special exception. It is anticipated that the existing use will vacate the current site, and leasing a portion of the building up to eight years from the date of when the Siena School receives title to the property.

The Boys and Girls Club will continue to offer its before- and after-school program as well as its summer camp in a leased portion of the school. Approximately 20 students arrive for the before-care, arrive by car around 7:30 A.M., prior to the start of the Siena School, and are bused to/from the local schools between 8:30 A.M. and 9:00 A.M. The reverse occurs in the afternoon, with up to 100 children arriving in buses between 2:50 P.M. and 4:25 P.M., and leaving via car at varying times, up to 7:00 P.M. Approximately 80 children per week are enrolled in the Boys and Girls Club summer program with the hours of operations between 7:30 A.M. and 7:00 P.M., Monday through Friday.

**Table 1: Phased Improvements**

| <b>Phase</b> | <b>Physical Improvement</b>   | <b>Operational Aspect (Siena School)</b>  |
|--------------|---|---|
| I            | Renovate existing ±20,000 SF of existing building   | 90 students (maximum)<br>5 staff (4 FT, 1 PT)<br>15 faculty (12 FT, 3 PT)<br>Summer Program: 80 students/week (Boys and Girls Club) and 30 students/week (Siena School) |
| II           | Remove pool and construct ±20,000 SF, two-story addition  | 140 students (maximum)<br>30 staff<br>Summer Program: 140 students and 30 staff   |
| III          | Construct a 2 <sup>nd</sup> floor (approx. 3,300 SF) near the eastern edge of the existing building | 225 students (maximum)<br>15 staff<br>40 faculty<br>Summer Program: 225 students and 55 staff   |

Siena School has indicated there will be occasional evening and weekend activities, meetings and guest lecturers; however, the number of participants will be limited to the number of on-site parking spaces. In instances that are all-school participation, for example, back-to-school night, and graduation, the school arranged with M-NCPPC Parks to allow overflow parking at Argyle Park/Schweinhaut Senior Center. Approximately 150 additional parking spaces are available, and within walking distance. No more than eight all-school events are proposed, which include events such as career day, graduation and back-to-school nights.

By this request, the school is establishing an elementary, middle and high school, with grades running from forth through senior year. Additionally, the school is requesting a separate after-school program from 3:45 P.M. until 6:00 P.M., where students can participate in supervised homework study and/or clubs such as film society, origami and cooking. Sport practices and games will also take place after school hours, in conjunction with the Siena School.

Siena School is proposing a summer camp program, in addition to the academic year program. The summer program is anticipated to run from mid-June until early August between 8:30 A.M. and 3:30 P.M. This proposal is a continuation of services offered by Siena School and includes programs such as reading, writing, math and art, as well as drama and sports-related activities. Up to 225 community members and students will be enrolled with the summer programs by Phase III of the School’s Master Plan.

### **neighborhood description**

The proposed site fronts on Forest Glen Road, at its intersection with Sligo Creek Parkway. The site sits up from the road, and there are steep slopes to the north and west of the special exception area. The site contains an existing one-story brick building, which houses the Boys and Girls Club of Silver Spring (see Attachment 3). This site is connected to the adjacent parks with staircases and walkways to allow for cross-access (see Attachment 4). There are sidewalks along both sides of Forest Glen Road, and there is a median separating the roadway from the residential driveway accesses. Residential homes are to the north, Sligo Creek stream valley buffer and Holy Cross Hospital to the west, and Argyle Park/Schweinhaut Senior Center to the east from the subject site.

The neighborhood can be generally described as Dennis Avenue to the north, I-495 (Beltway) to the south, Dallas Avenue to the east, and Georgia Avenue (MD97) to the west (see Attachment 5). The neighborhood is primarily zoned R-60. Staff identified 43 applications on 31 different properties for special exception uses within the staff-defined neighborhood, including the proposed site, primarily home-based uses, such as child daycare, medical, dental or general offices, home occupations, and accessory apartments. Holy Cross Hospital is within the defined neighborhood, and includes several modifications.

### **master plan conformance**

This site is located within the boundaries of the 1986 Four Corners Sector Plan. No specific site recommendations are listed within the Sector Plan; however, the Sector Plan contains overall general recommendations to preserve and protect the sense of community. Additionally, the Plan expresses the goal of “assuring the existing and future residents of the community are protected from intrusions of traffic, noise and pressures to redevelop existing stable, low-density uses” (page 29), and the community, and its development, should provide a full range of housing and services for all of its residents. The current use, the Boys and Girls Club of Silver Spring, was mentioned as an alternative recreational and community service within the Four Corners neighborhood.

Staff believes that the reuse of the existing building and change of use will continue to offer the Four Corners community with a full range of services. The school provides a college-preparatory program for students with mild to moderate language-based learning differences. Additionally, the school intends to continue providing its summer camps, expanding to children within the community, who do not attend during the school year. According to the applicant’s submittal, the Boys and Girls Club of Silver Spring will also continue their services for the short-term, providing before- and after-care programs as well as other recreational opportunities for the neighborhood. Staff believes that these proposed activities meet the Plan’s objectives of providing services for all while protecting the existing neighborhoods from negative impacts of new development.

**transportation planning**

The proposed project is within the Kensington/Wheaton Policy Area, which has a congestion standard of 1,600 Critical Lane Volumes (CLV). Staff identified five intersections that would be affected by the proposed development and examined these intersections to determine whether they met the applicable congestion standard. As described in Table 2 below, with the exception of the Forest Glen Road/Georgia Avenue intersection, the CLV values at all analyzed intersections are less than the congestion standard for the Kensington/Wheaton Policy Area (see Attachment 6).

For the proposed school, trip credits are given since a portion of both uses are already included on the transportation network but redistributed to a new location. The net increase of 141 in peak hour trips is less than the maximum 276 peak-hour trips generated by the proposed use (see Attachment 6). The redistribution of the site-generated traffic from the existing to the proposed school site results in no increase in the CLV value from the background to the total traffic condition. Thus, the LATR test is satisfied.

**Table 2: Calculated Critical Lane Volume**

| Analyzed Intersection                          | Weekday Peak Hour | CLV Congestion Standard | Traffic Condition  |                        |                      |
|--|-------------------|-------------------------|--------------------|------------------------|----------------------|
|  |                   |                         | Existing           | Background             | Total                |
| Forest Glen Road and Boy & Girls Club Driveway | Morning           | 1,600                   | 506                | 517                    | 638                  |
|  | Evening           |                         | <b>427</b>         | <b>427</b>             | <b>390</b>           |
| Forest Glen Road and Sligo Creek Parkway       | Morning           | 1,600                   | 1,116              | 1,132                  | 1,251                |
|  | Evening           |                         | <b>923</b>         | <b>916<sup>1</sup></b> | <b>932</b>           |
| Forest Glen Road and Dameron Drive             | Morning           | 1,600                   | 931                | 931                    | 1,001                |
|  | Evening           |                         | <b>816</b>         | <b>816</b>             | <b>827</b>           |
| Forest Glen Road and Church Driveway           | Morning           | 1,600                   | 848                | 842 <sup>1</sup>       | 881                  |
|  | Evening           |                         | <b>760</b>         | <b>760</b>             | <b>762</b>           |
| Forest Glen Road and Georgia Avenue            | Morning           | 1,600                   | 1,634 <sup>2</sup> | 1,634 <sup>2</sup>     | 1,634 <sup>2,3</sup> |
|  | Evening           |                         | <b>1,567</b>       | <b>1,572</b>           | <b>1,575</b>         |

The applicant is proposing to continue alternative transportation modes for its staff and students due to its close proximity to public transportation and current travel patterns. Currently, 20% of students arrive via public transportation and 30% carpool, while 27% of the employees use public transportation. No busing is proposed for the Siena School, nor is bicycling and walking reported. The applicant proposes to increase carpooling to 50% of its student population. Staff recommends that Siena School formalize a traffic management plan that will actively encourage the continuation and improvement of non-auto, and carpool travel

<sup>1</sup> The redistribution of site-generated peak-hour trips from the existing to the proposed school site results in reducing the background CLV value compared with the existing CLV value.

<sup>2</sup> CLV value exceeds the 1,600 congestion standard.

<sup>3</sup> Even though the CLV value exceeds 1,600, the redistribution of site-generated peak-hour trips from the existing to the proposed school site results in no increase from the background CLV value to the total CLV value.

modes. Additionally, the applicant must formalize the proposed internal circulation controls of the arrival and departure times to separate the student drop-off/pick-up, buses (for the Boys and Girls Club) and staff.

Under the *FY12 Subdivision Staging Policy*, the Policy Area Mobility Review (PAMR) test requires mitigation of 10% of the future trips generated by the proposed development. The applicant will be required to mitigate 14 trips with a payment of \$163,800 (14 trips at \$11,700 per trip). The payment may be staggered with the development phases however; any payment schedule must be made consistent with the issuance of all building permits relating to the phases of physical and operational improvements as shown in Attachment 2 and Table 1 of technical staff report. If a partial payment agreement is not established, then the full amount is due at the time of initial building permits see Attachment 6).

### **environmental planning**

Although the area contained within special exception lease, both parcels are considered in their entirety for forest conservation regulatory purposes. Parcel N458 is currently improved with a brick building used as a Boys and Girls Club of Greater Silver Spring. Parcel P706, bisected by I-495, is M-NCPPC parkland and is used predominantly as active recreation space. The north portion of the site includes baseball/softball diamond and a rectangular multipurpose field, as well as the parking and some field space associated with the Boys and Girls Club facility. The south portion of the property is used as a portion of the Sligo Creek Golf Course.

The property is within the Sligo Creek watershed – a Use I watershed. Staff approved a Natural Resource Inventory/Forest Stand Delineation (NRI/FSD #420111360) on June 17, 2011. The 33.15-acre site contains 10.12 acres of forest and 0.61 acres of environmental buffers from Sligo Creek, but no streams or wetlands. The proposed project does not have any proposed activities within any streams, wetlands, or environmental buffers and is in compliance with the Environmental Guidelines.

This property is subject to the Chapter 22A, Montgomery County Forest Conservation Law. The project is exempt from the requirements of submitting a Forest Conservation Plan per an exemption request, 42012011E, approved on July 25, 2011. This exemption is based on an activity occurring on a tract of land where no more than 5,000 square feet of forest will be cleared. The proposed project does not affect any forest in a stream buffer or is not located on property in a special protection area and does not require approval of a new subdivision plan. Any changes from the approved exemption request may constitute grounds to rescind or amend any approval actions taken or appropriate enforcement actions. If there are any subsequent modifications planned to the approved plan, a separate amendment must be submitted to M-NCPPC for review and approval prior to those activities occurring.

### **community comment**

As of this writing, staff has received three letters of support from local citizens and civic associations (see Attachment 7). All letters state the benefit that the school would have on the neighborhood.

### **standards for evaluation**

The standard for evaluation under 59-G-1.21 requires consideration of the inherent and non-inherent effects of the proposed use at the proposed location. Inherent adverse effects are the physical and operational characteristics necessarily associated with the particular use, regardless of its physical size of scale or operations. Inherent adverse effects, alone, are not a sufficient basis for denial of a special exception.

Non-inherent adverse effects are the physical and operational effects not necessarily associated with the particular use, or adverse effects created by unusual characteristics of the site. Non-inherent adverse effects, alone or in conjunction with inherent effects, are a sufficient basis to deny a special exception.

The inherent characteristics of a private educational institution include: (1) buildings and structures, as well as outdoor areas for the children to play; (2) early and long hours of operation; (3) traffic to and from the site by the staff and parents; (4) deliveries of supplies and trash pick-up; (5) drop-off and pick-up areas for the students; and (6) noise from the children playing in the play areas.

Staff has identified one non-inherent aspect of this application: the existing special exception for a Boys and Girls Club. The use of the building has been unchanged for 50 plus years. However, over time as the nearby residential neighborhood “aged” the use of the club has declined. As a result, the Boys and Girls Club will lease a portion of the building from the Siena School until the club relocates. The activities which have been previously approved by the Board of Appeals will essentially be absorbed as accessory uses to the Siena School because some functions for both uses overlap (e.g., summer camps, before- and after-care programs).

Arrivals and departures will be staggered between uses. As provided in the application, the before-care students of the Boys and Girls Club will arrive at 7:30 A.M. and leave by bus at 8:30 A.M. About 20 students are enrolled in this before-care program. Siena School does not have a before-care program and students arrive in various modes of transportation (bus, carpool, Metro/walk, etc.) between 8:00 A.M. and 8:20 A.M. In the afternoon, after-care for the Boys and Girls Club begins around 2:50, with the arrival of students from the local schools, by bus. Siena School after-school activities begin around 3:30 P.M., with approximately 26% of students participating in the programs.

The Boys and Girls Club is a temporary use that will discontinue at this site after eight years after the Siena School receives title to the Boy’s and Girl’s property. The Siena School does not propose to increase their programming or enrollment until after the Boys and Girls Club departs. For Phase I, the overall anticipated number of students on-site at any one time is within previous approvals of the private club special exception. Staff has considered the



cumulative effects that both uses would have with regards to traffic, safety, environment and operations and found that this non-inherent effect would not cause an inordinate inconvenience or nuisance in the neighborhood. The uses provided by the Boys and Girls Club will complement the proposed private school use.

**conditions for granting a special exception (§59-G-1.2.1)**

(a) A special exception may be granted when the Board, the Hearing Examiner, or the District Council, as the case may be, finds from a preponderance of the evidence of record that the proposed use:

(1) Is a permissible special exception in the zone.

**Staff Analysis:** A private educational institution is a permissible special exception in the R-60 Zone.

(2) Complies with the standards and requirements set forth for the use in Division 59-G-2.

**Staff Analysis:** Based on the applicant's submittal, the proposed use would comply with the standards and requirements of section §59-G-2.

(3) Will be consistent with the general plan for the physical development of the District, including any master plan adopted by the Commission. Any decision to grant or deny a special exception must be consistent with any recommendation in a master plan regarding the appropriateness of a special exception at a particular location. If the Planning Board or the Board's technical staff in its report on a special exception concludes that granting a particular special exception at a particular location would be inconsistent with the land use objectives of the applicable master plan, a decision to grant the special exception must include specific findings as to master plan consistency.

**Staff Analysis:** The subject property is located within the boundaries of the 1986 Four Corners Sector Plan. The Plan does not contain any specific recommendations with regards to the subject site. However, it contains an overall goal of providing the Four Corners community with a full range of services. The proposed special exception use can provide an additional outlet for parents and children in the community with regards to mild learning disabilities, and the community may take advantage of summer programs offered; thereby continuing to offer alternative forms of recreational and community facilities as identified in the existing sector Plan. Therefore, the proposed use will be consistent with the overall goal of the Sector Plan.

(4) Will be in harmony with the general character of the neighborhood considering population density, design, scale and bulk of any proposed new structures, intensity

and character of activity, traffic and parking conditions and number of similar uses. The Board or Hearing Examiner must consider whether the public facilities and services will be adequate to serve the proposed development under the Growth Policy standards in effect when the special exception application was submitted.

**Staff Analysis:** The proposed use will be in harmony with the character of the surrounding residential neighborhood. The proposed private educational institution is a reuse of an existing building. Renovations to the building are minimal and the proposed additions and changes to the façade will be similar to the existing structure (see Attachment 8). The proposed use, in addition to the existing Boys and Girls Club, will increase the intensity of the activity only slightly, primarily during the morning and evening hours. The applicant intends to increase the school's operations, as the Boys and Girls Club departs, and does not anticipate reaching Phase III of development until after the club terminates its lease. The design, scale and bulk of the proposed addition are also in harmony with the surrounding neighborhood. The applicant is using the existing building footprint, coupled with the current pool area in its design and reuse of the site. The height of the building is to remain the same and the new building materials will be similar to existing materials as well (see Attachment 8). The site is surrounded by park on three of the four sides, and its front elevation is very similar to the existing building.

- (5) Will not be detrimental to the use, peaceful enjoyment, economic value or development of surrounding properties or the general neighborhood at the subject site, irrespective of any adverse effects the use might have if established elsewhere in the zone.

**Staff Analysis:** The proposed private educational institution will not be detrimental to the use, peaceful enjoyment, economic value or development of surrounding properties or the general neighborhood. The property has been used as a private club since the 1950s and has remained unchanged. The addition of the special exception with both the operational and physical changes to the site is phased, and will gradually increase over time, after the Boys and Girls Club depart and vacate their lease with the applicant.

- (6) Will cause no objectionable noise, vibrations, fumes, odors, dust, illumination, glare, or physical activity at the subject site, irrespective of any adverse effects the use might have if established elsewhere in the zone.

**Staff Analysis:** It is anticipated that any special exception will cause some or all of the above adverse effects. With regards to this special exception request, the applicant is proposing a reuse of the existing building, with renovations and construction over several years. As discussed throughout this report, the proposed application will cause no objectionable noise, vibrations, fumes, odors,

dust, illumination, glare or physical activity, irrespective of any adverse effects the use may have if established elsewhere.

- (7) Will not, when evaluated in conjunction with existing and approved special exceptions in any neighboring one-family residential area, increase the number, intensity, or scope of special exception uses sufficiently to affect the area adversely or alter the predominantly residential nature of the area. Special exception uses that are consistent with the recommendations of a master or sector plan do not alter the nature of an area.

**Staff Analysis:** There were 43 special exceptions applications on 31 different properties within the staff-defined neighborhood, including this site. The addition of this private educational institute will result in less than 1% of properties containing a special exception use within staff's defined neighborhood. Therefore, the proposed special exception will not result in an excessive concentration of special exception uses in general or private educational institutions in particular, and will not adversely affect the area or alter its residential character.

- (8) Will not adversely affect the health, safety, security, morals or general welfare of residents, visitors or workers in the area at the subject site, irrespective of any adverse effects the use might have if established elsewhere in the zone.

**Staff Analysis:** The proposed private educational institute will cause a marginal increase in activity in the neighborhood and not have any adverse effects on residents, visitors, or workers in the area.

- (9) Will be served by adequate public services and facilities including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage and other public facilities.

- (A.) If the special exception use requires approval of a preliminary plan of subdivision the adequacy of public facilities must be determined by the Planning Board at the time of subdivision review. In that case, subdivision approval must be included as a condition of the special exception.
- (B.) If the special exception does not require approval of a preliminary plan of subdivision, the Board of Appeals must determine the adequacy of public facilities when it considers the special exception application. The Board must consider whether the available public facilities and services will be adequate to serve the proposed development under the Growth Management Policy standards in effect when the application was submitted.

(C.) With regard to public roads, the Board or the Hearing Examiner must further find that the proposed development will not reduce the safety of vehicular or pedestrian traffic.

**Staff Analysis:** This modification does not require approval of a preliminary plan, and therefore, it must be analyzed under subsection (B). The site is adequately served by public facilities and will continue to be adequately served under the growth management policies in effect when the application was filed. The applicant is required to mitigate 14 trips under the PAMR regulations in effect at the time the application was submitted. The proposal will not reduce the safety of vehicular or pedestrian traffic.

**general development standards (§59-G-1.23, applicable subsections only)**

- a) **Development Standards.** Special exceptions are subject to the development standards of the applicable zone where the special exception is located, except when the standard is specified in Section G-1.21 or in Section G-2.

**Staff Analysis:** This site is located in the R-60 Zone. A comparison of the R-60 Zone development standards with the applicant’s proposal is in Table 3. Staff finds that the proposed special exception meets the required development standards of the zone. Staff measured the setbacks from the property line of the proposed Siena School, not the special exception area, which includes area leased by the applicant from M-NCPPC (see Attachment 1). Staff notes that with regards to the height of the building, the code allows for buildings located on a terrace, similar to the subject site, the height above the street grade may be increased by the height of the terrace.

**Table 3: Applicable Development Standards – R-60 Zone (Phase III, buildout scenario)**

| Development Standards – R-60          | Requirement   | Provided                                 |
|---------------------------------------|---|--|
| Maximum Building Height               | 2.5 stories or 35 ft. (mean height on a roof, other than a flat roof) | ±44 ft. (top of curve)<br>±35 ft. (mean) |
| Minimum Lot Area                      | 6,000 sq. ft.   | ±56,628 sq. ft.                          |
| Minimum Width at Front Building Line  | 60 ft.  | ±300 ft.                                 |
| Minimum Width at Proposed Street Line | 25 ft.  | ±300 ft.                                 |
| Minimum Front Yard Setback            | 25 ft.  | ±34 ft.                                  |

| Development Standards – R-60 | Requirement                                    | Provided   |
|------------------------------|--|--|
| Minimum Side Yard Setback    | 8 ft. one side,<br>18 ft. sum of<br>both sides | ±24 ft. right<br>side, 181 ft.<br>sum of both<br>sides |
| Minimum Rear Yard Setback    | 20 ft.   | ±21 ft.  |
| Maximum Building Coverage    | 35%  | 28%  |

- b) **Parking Requirements.** Special Exceptions are subject to all relevant requirements of Article 59-E.

**Staff Analysis:** §59-E-3.7 of the Zoning Ordinance requires a parking space for each employee, including teachers and administrators, plus sufficient off-street parking areas for the safe and convenient loading and unloading of students, and additional facilities for student parking. Based on this requirement, 55 parking spaces would be needed for staff at the conclusion of Phase III. Since minimum guidance is provided in the Zoning Ordinance regarding sufficient space for the loading and unloading of students, staff relied on the parking/loading ratio for a child daycare facility, which requires 1 parking space per 6 children, and applied it to the maximum departure and arrival time estimated by the applicant’s counts, as well as the number of student drivers. Staff arrived at a total parking need of 81 spaces. The applicant is providing 63 on-site parking spaces. There is certain leeway when calculating the number of spaces for students in elementary, middle or high school, in that parents can drop-off their children without parking and use a drive aisle. In daycare settings, parents need to escort their children inside to their classrooms. However, elementary, middle and high schools have faculty and staff that perform the task of escorting children to and from the parking area/entrance. Therefore, some of the parking areas can be accounted for in queuing during the drop-off and pick-up times. The applicant has provided a queuing analysis for each phase of development (see Attachment 9).

The internal driveway system will be re-aligned for better circulation as part of Phase II, and staggered arrivals and departures will occur by the nature of the school and the Boys and Girls Club operations. In general, the before-care students arrive prior to 8:00 A.M., when Siena students are dropped in the queue for the school. Four buses arrive and depart between 8:30 A.M. and 9:00 A.M., when classes begin and students are inside of the building. Approximately 462 feet of queue length and 779-feet of queue length are available for the dropping-off and picking-up of students in either program.

In addition to queuing, staff considered the percentage of students and faculty/staff that use alternate transportation to and from the school. Information provided by

the applicant indicates that approximately 20% of the students to the school arrive by public transportation, and 30% via carpool, in addition to the 27% of the faculty and staff who arrive via alternative transportation. The applicant proposes to increase carpool ridership to 50% by Phase III. Based on the existing and proposed transportation mitigation, staff estimates that the actual need for parking is reduced significantly. For larger-scale, all school events, the use of the nearby senior center parking will be able to absorb any overflow parking off of the adjacent, residential streets. Therefore, staff finds that the proposed reduced parking will be sufficient throughout all stages of development.

With regards to the shading of internal parking and driveways, staff has found that the shaded area is insufficient. As proposed, the parking area is approximately 30,041 square feet. Based on this calculation, 9,012 square feet are required to be shaded. According to the provided landscape plan, only 8,658 square feet are shaded, which means an additional shade tree is needed to provide the minimum shade cover. As a condition of this report, staff recommends a minimum of one additional red oak tree to satisfy this requirement.

In order to satisfy the parking setback requirements of §59-E-2.83, the applicant must obtain a waiver from the Board of Appeals to allow parking to encroach the side-yard. Since the applicant is not increasing the paved area by more than 50%, the applicant does not need to conform to the “double side-yard” setbacks; however, does need to request a zero lot line for the proposed parking area along the east property line. Staff is supportive of such a waiver.

- c) **Minimum Frontage.** For the following special exceptions the Board may waive the requirement for a minimum frontage at the street line if the Board finds that the facilities for ingress and egress of vehicular traffic are adequate to meet the requirements of Section 59-G-1.21:
- (1) Rifle, pistol and skeet-shooting range, outdoor;
  - (2) Sand, gravel, or clay pits, rock or stone quarries;
  - (3) Sawmill;
  - (4) Cemetery, animal;
  - (5) Public utility buildings and public utility structures, including radio and TV broadcasting stations and telecommunication facilities;
  - (6) Equestrian facility;
  - (7) Heliport and helistop.

**Staff Analysis:** Not applicable. The application satisfies the minimum frontage requirements of the R-60 Zone.

- d) **Forest conservation.** If a special exception is subject to Chapter 22A, the Board must consider the preliminary forest conservation plan required by that Chapter when approving the special exception application and must not approve a special exception that conflicts with the preliminary forest conservation plan.

**Staff Analysis:** This property is subject to Chapter 22A of the Montgomery County Code, Montgomery County Forest Conservation Law. However, it is exempt from the requirements of submitting a Forest Conservation Plan per an exemption request, 42012011E, approved on July 25, 2011. This exemption is based on an activity occurring on a tract of land where no more than 5,000 square feet of forest will be cleared; the modification does not affect any forest in a stream buffer; it is not located on property in a special protection area; and the modification does not require approval of a new subdivision plan.

e) **Water quality plan. *Not Applicable.***

f) **Signs.** The display of a sign must comply with Article 59-F.

**Staff Analysis:** The architectural renderings show the inclusion of wall-mounted and monument signs, located at the entrances to the site (see Attachment 8). The proposed signage is typical of this type of institutional use. Prior to obtaining building permits for the installation for signs, the applicant will need to provide the submitted concept signage plan to the “Sign Review Board.”

g) **Building compatibility in residential zones.** Any structure that is constructed, reconstructed or altered under a special exception in a residential zone must be well related to the surrounding area in its siting, landscaping, scale, bulk height, materials and textures, and must have a residential appearance where appropriate. Large building elevations must be divided into distinct planes by wall offsets or architectural articulation to achieve compatible scale and massing.

**Staff Analysis:** The proposed construction appears to be well related to the surrounding area in its siting, landscaping, and appearance and satisfies this standard (see Attachments 2 and 7).

h) **Lighting in residential zones.** All outdoor lighting must be located, shielded, landscaped or otherwise buffered so that no direct light intrudes into an adjacent residential property. The following lighting standards must be met unless the Board requires different standards for a recreational facility or to improve public safety:

- (1) Luminaries must incorporate a glare and spill light control device to minimize glare and light trespass.
- (2) Lighting levels along the side and rear lot lines must not exceed 0.1 foot-candles.

**Staff Analysis:** The applicant is proposing a residential-type light, mounted on a 16-foot high pole with a full cutoff. The lighting levels along the side and rear lot lines exceed 0.1 foot-candles. Staff notes, however, that the rear and side areas of the special exception about I-495 and parkland, respectively, and the lighting level will not substantially intrude onto residential properties.

**conditions for granting an educational institution, private (§59-G-2.19)**

(a) Generally. A lot, tract or parcel of land may be allowed to be used for a private educational institution if the board finds that:

(1) The private educational institutional use will not constitute a nuisance because of traffic, number of students, noise, type of physical activity, or any other element which is incompatible with the environment and character of the surrounding neighborhood;

**Staff Analysis:** The proposed application will not constitute a nuisance to the surrounding neighborhood for the reasons expressed in the “Conditions” sections of this report. The site contains an existing building built during the 1950s. The expansion, and any drop-off and pick-up, will be in the rear of the property. The site is surrounded by a mature tree stand, and physical activity will be directed towards Sligo Creek Parkway, away from the residences.

(2) Except for buildings and additions completed, or for which a building permit has been obtained before (date of adoption [April 2, 2002], the private educational institution must be in a building architecturally compatible with other buildings in the surrounding neighborhood, and, if the private educational institution will be located on a lot, tract, or parcel of land of 2 acres or less, in either an undeveloped area or an area substantially developed with single-family homes, the exterior architecture of the building must be similar to a single-family home design, and at least comparable to any existing homes in the immediate neighborhood;

**Staff Analysis:** The current building has been in existence since the 1950s. The proposed building additions are in the back of the building. The proposed building materials include brick, which is in keeping with the finish and color of the existing buildings. The building elevations are divided into individual sections, which will reduce the mass of the buildings. Additionally, the proposed addition will be less than the 35-foot maximum height allowed in the R-60 Zone, and will be lower than the existing building heights (see Attachment 8).

(3) The private educational institution will not, in and of itself or in combination with other existing uses, affect adversely or change the present character or future development of the surrounding residential community; and

**Staff Analysis:** As stated above, the private educational institution will not adversely alter the present character or future development of the surrounding residential community. The proposed use is consistent with the 1986 Four Corners Sector Plan.

(4) The private educational institution must conform with the following standards in addition to the general development standards as specified in Section G.1.23:



- a. Density – The allowable number of pupils per acre permitted to occupy the premises at any one time must be specified by the Board considering the following factors:
  - 1) Traffic patterns, including:
    - a) Impact of increased traffic on residential streets;
    - b) Proximity to arterial roads and major highways;
    - c) Provision of measures for Transportation Demand Management as defined in Section 42A-21 of the Montgomery County Code;
    - d) Adequacy of drop-off and pick-up areas for all programs and events, including on-site stacking space and traffic control to effectively deter queues of waiting vehicles for spilling over onto adjacent streets; and
  - 2) Noise or type of physical activity;
  - 3) Character, percentage, and density of existing development and zoning in the community;
  - 4) Topography of the land to be used for the special exception;
  - 5) Density greater than 87 pupils per acre may be permitted only if the Board finds that (i) the program of instruction, special characteristics of students, or other circumstances justify reduced space and facility requirements; (ii) the additional density will not adversely affect adjacent properties; (iii) additional traffic generated by the additional density will not adversely affect the surrounding streets.

**Staff Analysis:** The proposed special exception is for the relocation of the Siena School. The school proposes a maximum of 225 students on-site at the completion of Phase III of development. The special exception area is about 2.7 acres in size, with a density of 84 students per acre during the school year. The overall campus population increase is within the maximum allowed by the Zoning Ordinance.

The applicant is proposing to restrict vehicle trips by continuing the existing transportation modes for the staff and students, anticipating that 20% of the students and 27% of the staff will use public transportation, and 30% of the students will carpool. At the buildout, the school proposes to increase the use of carpooling to 50% by actively encouraging the continuation and improvement of both non-auto and carpooling travel modes.

The proposed addition is located towards the back of the site, surrounded by recreational areas on three sides. The athletic field is located towards Sligo Creek Parkway, which is away from the residential homes along Forest Glen Road. Based on traffic levels, noise considerations, community character, site topography, and other

factors, the maximum number of students proposed is a reasonable number to occupy the premises at any one time.

- b. Buffer – All outdoor sports and recreation facilities must be located, landscaped or otherwise buffered so that the activities associated with the facilities will not constitute an intrusion into adjacent residential properties. The facility must be designed and sited to protect adjacent properties from noise, spill light, stray balls and other objectionable impacts by providing appropriate screening measures, such as sufficient setbacks, evergreen landscaping, solid fences and walls.

**Staff Analysis:** There are no new outdoor sports and recreation facilities proposed with this application. The play areas already exist on the Sligo Creek Parkway side of the campus. The applicant has secured an agreement from the Department of Parks to use the adjacent park property as play fields. There are no houses immediately adjacent to the recreational area, rather a continuation of a stream valley park. The park area is surrounded by tall, mature trees. There are no lights associated with the field, nor any proposed. Staff finds that there is appropriate screening is used to buffer the sports and recreation facilities.

- c. If a Private Educational Institution operates or allows its facilities by lease or other arrangement to be used for: (i) tutoring and college entrance exam preparatory courses, (ii) art education programs, (iii) artistic performances, (iv) indoor and outdoor recreation programs, or (v) summer day camps; the Board must find, in addition to the other required findings for the grant of a Private Education Institution special exception, that the activities, in combination with other activities of the institution, will not have an adverse effect on the surrounding neighborhood due to traffic, noise, lighting, or parking, or the intensity, frequency, or duration of activities. In evaluating traffic impacts on the community, the Board must take into consideration the total cumulative number of expected car trips generated by the regular academic program and the after school or summer programs, whether or not the traffic exceeds the capacity of the road. A transportation management plan that identifies measures for reducing demand for road capacity must be approved by the Board.

**Staff Analysis:** The applicant is proposing to absorb the previously approved special exception use into its special exception request and intends to lease space back to the Boys and Girls Club. Activities, such as before- and after-care and summer camp programs are anticipated to continue up to eight years after Siena School receives title to the property. The activities associated with the Boys and Girls Club are not anticipated to have an adverse effect on the surrounding neighborhood. The cumulative effect of both uses will not generate an inordinate amount of trips, as both uses are staggered in arrival and departure times, as well as from operational (begin and end) times. The number of summer camp students will be minimal and Siena School is

not proposing to expand their student enrollment or programs until after the Boys and Girls Club ceases its operation. Additionally, 50% of the Siena School students arrive via carpool or public transportation.

(b) Programs Existing before April 22, 2002.

- 1) Where previously approved by the Board, a private educational institution may continue the operation of (i) tutoring and college entrance exam preparatory courses, (ii) art education programs, (iii) artistic performances, (iv) indoor and outdoor recreation programs, or (v) summer day camps, whether such programs include students or non-students of the school, if the number of participants and frequency of events for programs authorized in 59-G-2.19(b) are established in the Board's approval.
- 2) Where not previously approved by the Board, such programs may continue until April 22, 2004. Before April 22, 2004, the underlying special exception must be modified to operate such programs, whether such programs include students or non-students of the school.

**Staff Analysis:** Programs conducted in the existing building by the Boys and Girls Club will remain, but shrink over time. The existing use will discontinue no later than eight years from the date that the Siena School receives title to the property.

(c) Site Plan.

- 1) In addition to submitting such other information as may be required, an applicant shall submit with his application a site plan of proposed development. Such plan shall show the size and shape of the subject property, the location thereon of all buildings and structures, the area devoted to parking and recreation facilities, all access roads and drives, the topography and existing major vegetation features, the proposed grading, landscaping and screening plans and such other features necessary for the evaluation of the plan.

**Staff Analysis:** The applicant has submitted a site plan of the proposed development (Attachment 2) that satisfies Code requirements. The proposed development, as depicted on the site plan, satisfies all applicable development standards of §59-C-1.32, assuming an eight-foot waiver of the parking facility side yard setbacks is approved.

- (1) No special exception, building permit or certificate of occupancy shall be granted or issued except in accordance with a site plan of development approved by the Board. In reviewing a proposed site plan of development the Board may condition its approval thereof on such amendments to the plan as shall be determined necessary by the Board to assure a compatible development which will have no adverse effect on

the surrounding community, and which will meet all requirements of this chapter. Any departure from a site plan of development as finally approved by the Board shall be cause for revocation of the special exception, building permit or certificate of occupancy, in the manner provided by law.

**Staff Analysis:** The applicant is aware that any departure from an approved site plan would be cause for revocation of the special exception grant.

## **Attachments**




- Attachment 1-** Special Exception Area Map
- Attachment 2-** Site and Landscape Plans (by development phases), per applicant submittal
- Attachment 3-** Existing Conditions Plan, per applicant submittal
- Attachment 4-** General Site Photographs
- Attachment 5-** General Location and Surrounding Area Map
- Attachment 6-** Memorandum from Ed Axler, Area 2 Transportation to Renée M. Kamen, Area 2, dated November 30, 2011
- Attachment 7-** Correspondence from Forest Glen and Northmont Civic Associations, Mr. Ravnitzky and Mr. and Mrs. Michael Moreau
- Attachment 8-** Architectural Renderings, per applicant submittal
- Attachment 9-** Queuing Analysis (by development phases), per applicant submittal

# ATTACHMENT 1

## Special Exception Area



### LEGEND

-  Special Exception Area (2.7 ac)
-  Boys and Girls Club (1.2 ac)
-  Parks Dept (1.5 ac)

1 inch = 200 feet  
Address: 1300 Forest Glen Road, Silver Spring MD 20901



# ATTACHMENT 2

M. N. C. P. & P. C.  
LIBER 574 FOLIO 305

M. N. C. P. & P. C.  
LIBER 1093 FOLIO 71

SLIGO CREEK PARKWAY

CAPITAL BELTWAY  
495

M. N. C. P. & P. C.  
LIBER 1095 FOLIO 633

BOYS AND GIRLS CLUB  
OF GREATER WASHINGTON  
BOYS CLUB OF SILVER SPRING  
LIBER 2586 FOLIO 308  
TAX MAP #723 PARCEL N434

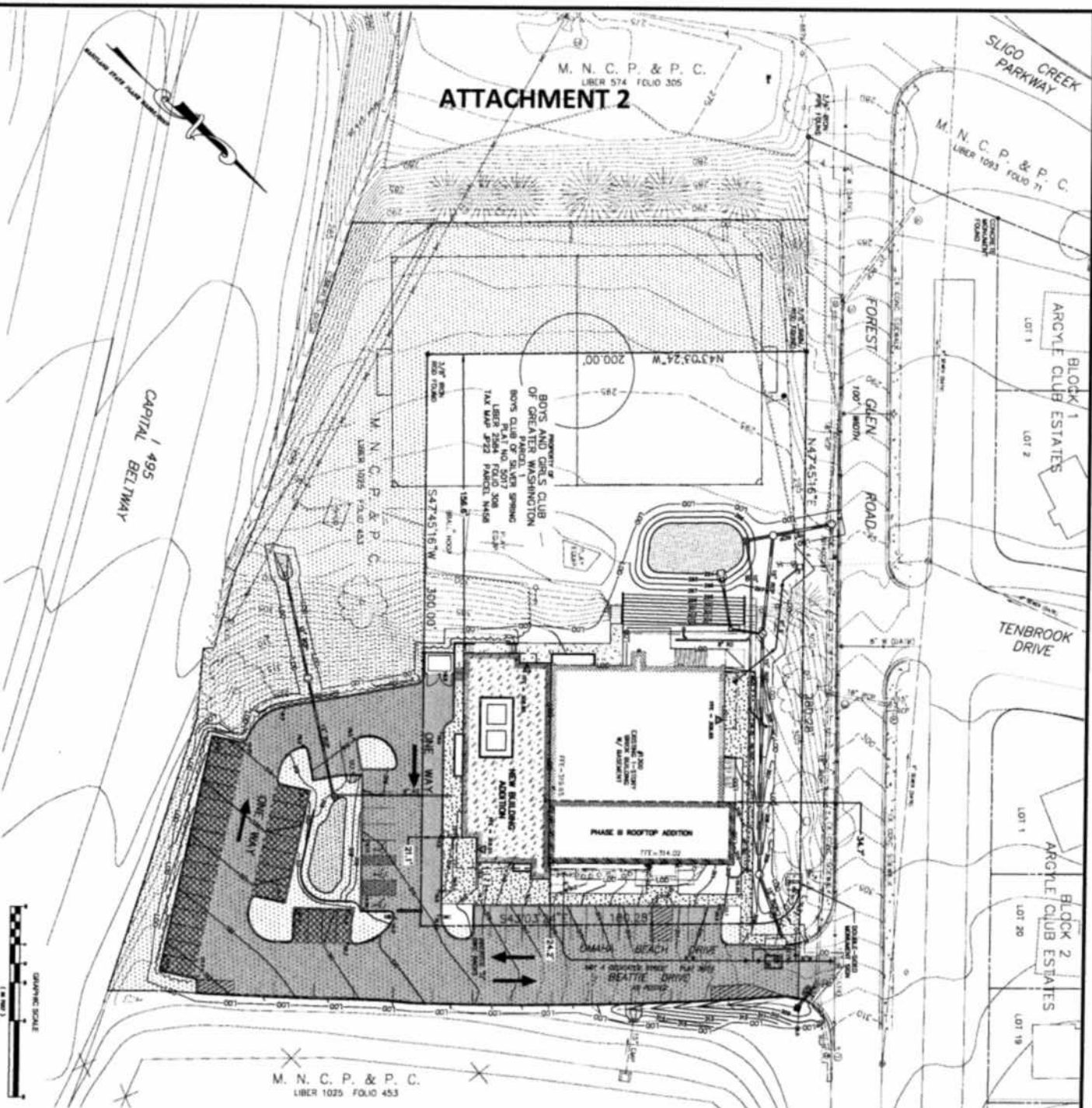
FOREST GLEN ROAD

BLOCK 1  
ARCYLE CLUB ESTATES  
LOT 1  
LOT 2

TENBROOK DRIVE

BLOCK 2  
ARCYLE CLUB ESTATES  
LOT 1  
LOT 20  
LOT 19

M. N. C. P. & P. C.  
LIBER 1025 FOLIO 453



**GENERAL NOTES**

1. THE EXISTING FOUNDATION OF THE MAIN SCHOOL BUILDING AND THE EXISTING FOUNDATION OF THE ADDITION ARE TO REMAIN AND BE REINFORCED WITH NEW REINFORCING BARS AND CONCRETE TO SUPPORT THE NEW ADDITION.
2. THE LOCATION OF THE EXISTING FOUNDATION IS SHOWN ON THIS SHEET AND THE LOCATION OF THE NEW FOUNDATION IS SHOWN ON THIS SHEET AND THE LOCATION OF THE NEW FOUNDATION IS SHOWN ON THIS SHEET.
3. THE LOCATION OF THE EXISTING FOUNDATION IS SHOWN ON THIS SHEET AND THE LOCATION OF THE NEW FOUNDATION IS SHOWN ON THIS SHEET.
4. THE LOCATION OF THE EXISTING FOUNDATION IS SHOWN ON THIS SHEET AND THE LOCATION OF THE NEW FOUNDATION IS SHOWN ON THIS SHEET.

**EXPLANATORY NOTES**

THE LOCATION OF THE EXISTING FOUNDATION IS SHOWN ON THIS SHEET AND THE LOCATION OF THE NEW FOUNDATION IS SHOWN ON THIS SHEET.

- SITE IMPROVEMENT LEGEND**
- EXISTING BUILDING
  - PHASE II ROOFTOP ADDITION
  - PHASE II BELOW-GRADE ADDITION
  - NEW ASPHALT PAVEMENT
  - NEW PORTLAND CEMENT CONCRETE WITH 12" THICK SLAB
  - NEW STIMULATED MANAGEMENT FACILITY (DRAINAGE-RETENTION)
  - NEW 6" THICK CONCRETE (7/8" COMPACT OF NEW BUILDING ADDITION)



| NO. | DATE     | DESCRIPTION       |
|-----|----------|-------------------|
| 1   | 11/11/01 | ISSUED FOR PERMIT |
| 2   | 11/11/01 | ISSUED FOR PERMIT |
| 3   | 11/11/01 | ISSUED FOR PERMIT |
| 4   | 11/11/01 | ISSUED FOR PERMIT |
| 5   | 11/11/01 | ISSUED FOR PERMIT |
| 6   | 11/11/01 | ISSUED FOR PERMIT |
| 7   | 11/11/01 | ISSUED FOR PERMIT |
| 8   | 11/11/01 | ISSUED FOR PERMIT |
| 9   | 11/11/01 | ISSUED FOR PERMIT |
| 10  | 11/11/01 | ISSUED FOR PERMIT |

**THE SENNA SCHOOL**  
1000 CAPITAL BELTWAY, N.W.  
WASHINGTON, D.C. 20004

**THE SENNA SCHOOL**  
1000 CAPITAL BELTWAY, N.W.  
WASHINGTON, D.C. 20004

**DESIGNER'S CERTIFICATION**  
I, THE UNDERSIGNED, A PROFESSIONAL ARCHITECT, HEREBY CERTIFY THAT I AM THE DESIGNER OF THE ABOVE DESCRIBED PROJECT AND THAT I AM A LICENSED ARCHITECT IN THE DISTRICT OF COLUMBIA.

A2-1



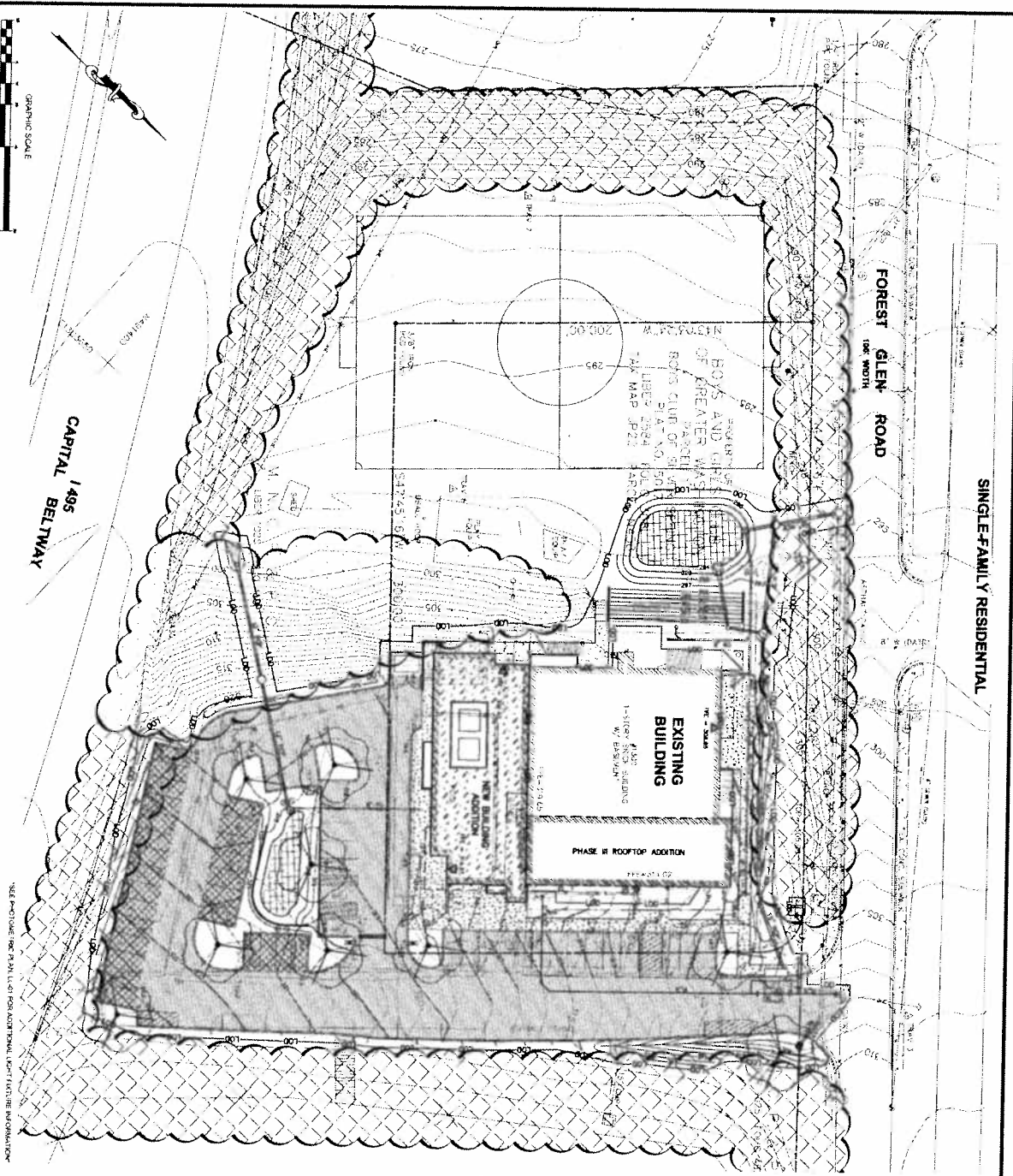
SE-1

SPECIAL EXCEPTION  
SITE PLAN

**SINGLE-FAMILY RESIDENTIAL**

**FOREST GLEN ROAD**  
(DK NORTH)

**CAPITAL BELTWAY**  
1495



**PLANT SCHEDULE**

| NO. | QTY | DESCRIPTION              | SIZE        | DATE |
|-----|-----|--------------------------|-------------|------|
| 1   | 1   | ORIENTAL BERRY / RED OAK | 8.5' x 7.0' |      |
| 2   | 1   | ORIENTAL BERRY / RED OAK | 8.5' x 7.0' |      |

**GENERAL NOTES:**  
 1. ALL PLANTING SHALL BE IN ACCORDANCE WITH THE LANDSCAPE ARCHITECT'S RECOMMENDATIONS.  
 2. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LANDSCAPE ARCHITECT'S RECOMMENDATIONS.  
 3. ALL PLANTING SHALL BE INSTALLED IN ACCORDANCE WITH THE LANDSCAPE ARCHITECT'S RECOMMENDATIONS.

**LEGEND**

- PROPERTY LINE
- EASEMENT
- STREET RIGHT OF WAY
- TREE
- LANDSCAPING
- UTILITY



**AMT**  
 ARCHITECTURAL MODELING TECHNOLOGIES, INC.  
 10000 W. CENTRAL EXPRESSWAY, SUITE 100  
 FORT WORTH, TEXAS 76155  
 TEL: 817.335.1111  
 WWW.AMT-ARCHITECTS.COM

**A2-2**

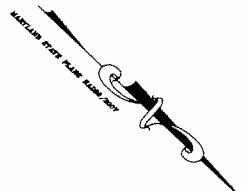
**PROJECT TITLE**  
 THE SEENA SCHOOL  
 1495 CAPITAL BELTWAY, SUITE 100  
 FORT WORTH, TEXAS 76155

| NO. | DATE       | DESCRIPTION        |
|-----|------------|--------------------|
| 1   | 11/11/2011 | ISSUED FOR PERMITS |
| 2   | 11/11/2011 | ISSUED FOR PERMITS |
| 3   | 11/11/2011 | ISSUED FOR PERMITS |
| 4   | 11/11/2011 | ISSUED FOR PERMITS |
| 5   | 11/11/2011 | ISSUED FOR PERMITS |
| 6   | 11/11/2011 | ISSUED FOR PERMITS |
| 7   | 11/11/2011 | ISSUED FOR PERMITS |
| 8   | 11/11/2011 | ISSUED FOR PERMITS |
| 9   | 11/11/2011 | ISSUED FOR PERMITS |
| 10  | 11/11/2011 | ISSUED FOR PERMITS |

**PROJECT**  
 LANDSCAPE & LIGHTING PLAN  
**LS-101**  
 SHEET 1 OF 2



ATTACHMENT 3 N. C. P. & P. C.  
LIBER 574 FOLIO 305



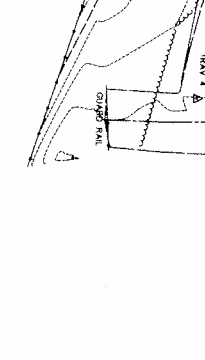
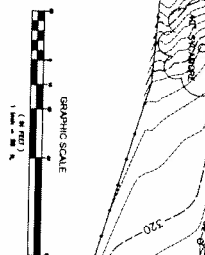
- STIPPLED**
1. FILL
  2. FILL
  3. FILL
  4. FILL
  5. FILL
  6. FILL
  7. FILL
  8. FILL
  9. FILL

**BENCHMARKS** UNO 28 DATUM

| NO. | MARK   | DESCRIPTION         |
|-----|--------|---------------------|
| 1   | BM 101 | CONCRETE FOUNDATION |
| 2   | BM 102 | CONCRETE FOUNDATION |
| 3   | BM 103 | CONCRETE FOUNDATION |
| 4   | BM 104 | CONCRETE FOUNDATION |
| 5   | BM 105 | CONCRETE FOUNDATION |
| 6   | BM 106 | CONCRETE FOUNDATION |
| 7   | BM 107 | CONCRETE FOUNDATION |
| 8   | BM 108 | CONCRETE FOUNDATION |
| 9   | BM 109 | CONCRETE FOUNDATION |

**TRAVEL** AND **ADJUSTED DATA**

| NO. | STARTING | ENDING   | REMARKS | DESCRIPTION    |
|-----|----------|----------|---------|----------------|
| 1   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 2   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 3   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 4   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 5   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 6   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 7   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 8   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |
| 9   | 4172.177 | 4172.177 | 271.03  | TRAVEL AND CAP |



**EXISTING CONDITIONS PLAN**

| NO. | DATE     | DESCRIPTION      |
|-----|----------|------------------|
| 1   | 10/20/21 | PRELIMINARY PLAN |
| 2   | 11/15/21 | REVISED PLAN     |
| 3   | 12/15/21 | FINAL PLAN       |

**THE SEMA SCHOOL**  
1001 MARKET STREET, SUITE 200  
BETHESDA, MARYLAND 20814

**PROJECT TITLE**  
THE SEMA SCHOOL  
1001 MARKET STREET, SUITE 200  
BETHESDA, MARYLAND 20814

**PROFESSIONAL DESIGNER**  
N. C. P. & P. C.  
LIBER 574 FOLIO 305

**DATE**  
11/15/21

**SCALE**  
AS SHOWN

**SHEET**  
C-101

**PROJECT**  
THE SEMA SCHOOL

**DATE**  
11/15/21

**SCALE**  
AS SHOWN

**SHEET**  
C-101



# ATTACHMENT 4

## Site Photographs



Figure 1 Looking southwest from Forest Glen Rd



Figure 2 Looking northeast from Sligo Creek Pkwy



Figure 3 South side of the building from Forest Glen Rd



Figure 4 East Side of Boys and Girls Club



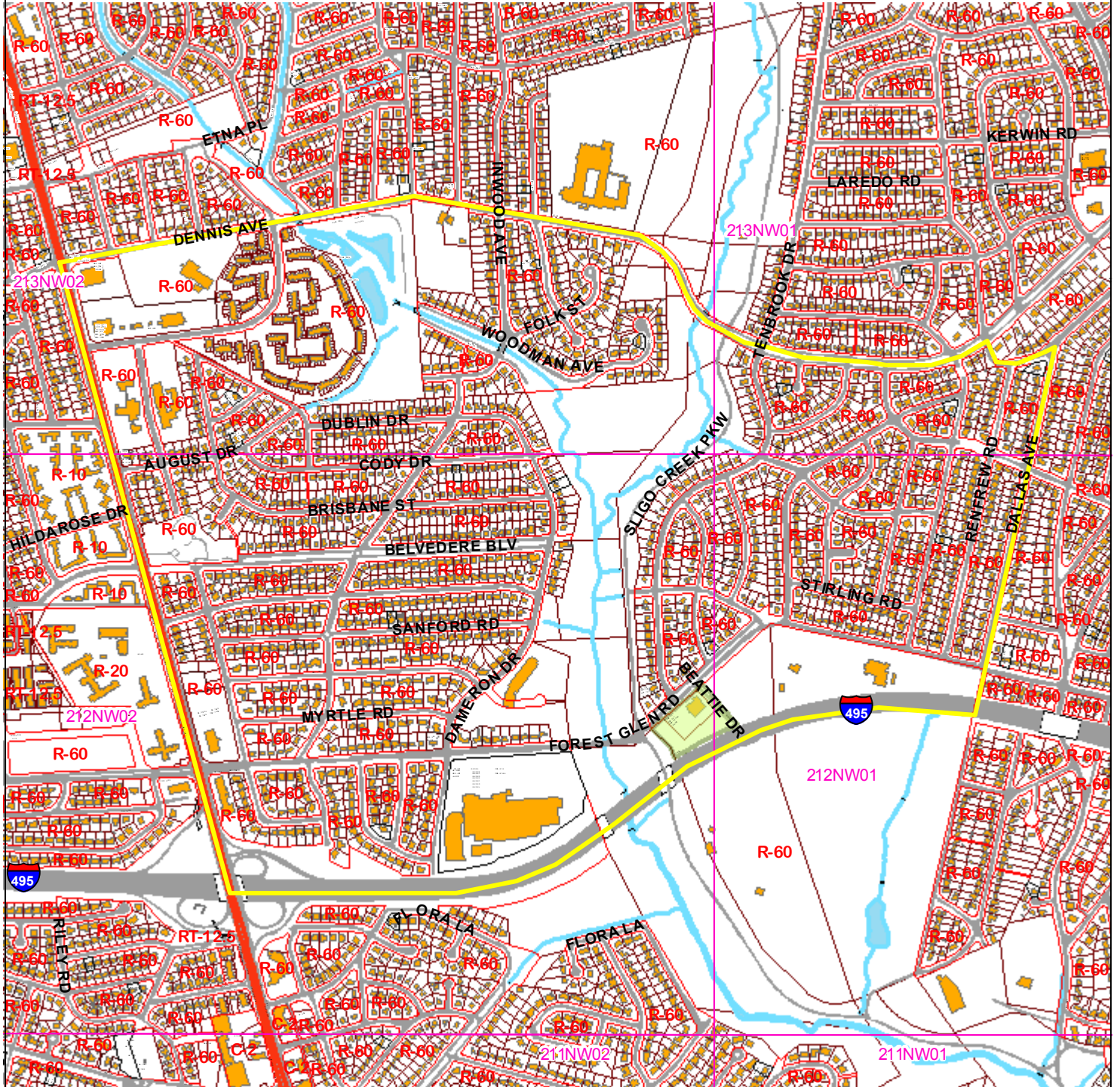
Figure 5 Grass median between Forest Glen Rd and adjacent homes



Figure 6 Pool area (to be removed and replaced with 20,000 SF addition)

# ATTACHMENT 5

## General Location and Surrounding Area Map



### LEGEND

-  Subject Site
-  Staff-defined Neighborhood
-  Parcel
-  Lake and Pond
-  Building
-  Stream and River

#### NOTICE:

The planimetric, property, and topographic information shown on this map is based on copyrighted Map Products from the Montgomery County Department of Park and Planning of the Maryland-National Capital Park and Planning Commission, and may not be copied or reproduced without written permission from M-NNPPC.

Property lines are compiled by adjusting the property lines to topography created from aerial photography and should not be interpreted as actual field surveys. Planimetric features were compiled from 1:14400 scale aerial photography using stereo photogrammetric methods.

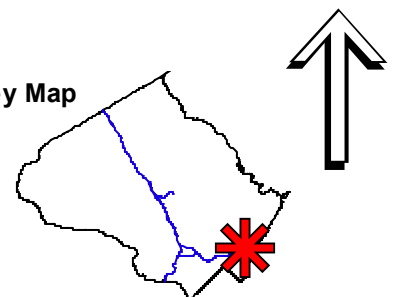
This map is created from a variety of data sources, and may not reflect the most current conditions in any one location and may not be completely accurate or up to date. All map features are approximately within five feet of their true location. This map may not be the same as a map of the same area plotted at an earlier time as the data is continuously updated. Use of this map, other than for general planning purposes is not recommended.

1 inch = 1,000 feet

Address: 1300 Forest Glen Road, Silver Spring MD 20901

### Key Map

NTS





## ATTACHMENT 6

# MONTGOMERY COUNTY PLANNING DEPARTMENT

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

November 30, 2011

### MEMORANDUM

**TO:** Renee Kamen, AICP, Senior Planner  
Area 2 Planning Division

**VIA:** Khalid Afzal, Team Leader, East County Team  
Area 2 Planning Division

**FROM:** Ed Axler, Transportation Planner Coordinator  
Area 2 Planning Division

**SUBJECT:** Board of Appeals Petition No. S-2822, The Siena School  
Kensington/Wheaton Policy Area

---

This memorandum is Area 2 transportation planning staff's Adequate Public Facilities (APF) review for the subject special exception case to relocate and increase the enrollment of the subject private school.

### RECOMMENDATIONS

Area 2 transportation planning staff recommends the following conditions related to the transportation APF test for the subject special exception case:

1. The proposed special exception use must be limited to the following conditions:
  - a. A private school with a maximum enrollment of 225 students and school employees and a summer camp, both ending at or before 3:30 p.m. on weekdays and phased as follows:
    - 1) Up to 90 (non-summer) school students, 20 school employees, and 110 summer camp attendees at Phase I.
    - 2) Up to 140 school students and 110 summer camp attendees and 30 school employees at Phase II.
    - 3) Up to 225 regular year school students and 110 summer camp attendees and 55 school employees at Phase III.
  - b. An interim before- and after-care program for a maximum of 20 and 100 children, respectively.
2. The applicant must satisfy the Policy Area Mobility Review (PAMR) test by paying a total of \$163,800 to the Montgomery County Department of Transportation (MCDOT) towards transportation infrastructure improvements within the Kensington/Wheaton Policy Area. **A6-1**

\$46,800 PAMR payment must be made prior to issuance of any Phase II building permit and the remaining payment of \$117,000 must be made prior to issuance of any Phase III building permit.

3. The applicant must establish a formal traffic management plan that includes the following:
  - a. Actively encourage the continuation and improvement of the existing 50% “non-auto drive-alone” (i.e., carpools, transit, etc.) travel modes to and from the site.
  - b. Formalize the internal circulation controls of the arrival and departure times to separate student drop-off/pick-up, buses, and staff.
4. During Phase II construction and re-alignment of the driveways and pedestrian/drive access, the applicant must provide handicapped ramps on the sidewalk located on the southeast side of the new building addition for ADA accessibility to and from the designated handicapped parking spaces.
5. The applicant must provide three inverted-U bike racks near the main entrance preferably in a well-lit and weather-protected area.

With these recommendations above, the Local Area Transportation Review (LATR) and Policy Area Mobility Review (PAMR) tests will be satisfied and the proposed relocated and expanded private school will have no adverse impact on area roadways or nearby pedestrian facilities.

## **DISCUSSION**

### **Site Location**

The proposed school will be relocated from the Montgomery Baptist Church in the southeast quadrant of Forest Glen Road and Georgia Avenue (MD 97) to the Boys and Girl Club site in the southeast quadrant of Forest Glen Road and Sligo Creek Parkway.

### **Vehicular Access, Parking, and Site Circulation**

The proposed school will have access from Forest Glen Road at Beattie Drive. The necessary number of parking spaces for each phase is provided on the site. The plan provides for an internal one-way loop of 260 linear feet to store the queue of approximately 16 vehicles dropping off and/or picking up students, which is more than the required minimum of eight.

### **Pedestrian and Bicycle Facilities**

There are six-foot wide sidewalks along both sides of Forest Glen Road except on the south side east of Beattie Drive or towards M-NCPPC’s Argyle Local Park. With the proposed Recommendations No. 4, and 5 above, the proposed special exception will not adversely impact the existing pedestrian and bicycle facilities.

### **Master-Planned Roadways and Bikeways**

**A6-2**

The subject site is located at the western edge of the 1986 *Four Corners Sector Plan*. The 1996 *Forest Glen Sector Plan* lies immediately to the west of the *Four Corner Sector Plan* Boundary. Since the Forest

Glen Road, the principle access to this site, is located in these two sector plans, the analysis in this memo is based on the review of transportation recommendations of both sector plans. According to the *Forest Glen Sector Plan*, *Four Corners Sector Plan*, and *2005 Countywide Bikeways Functional Master Plan*, the following are the designated roadways and bikeways:

1. Forest Glen Road east of Woodland Drive is designated as a two-lane arterial, A-57, with an 80-foot wide right-of-way and a PB-9, Class III bikeway in both the *Four Corner and Sector Plans*. In the *Countywide Bikeways Functional Master Plan*, there is an existing Class I/shared use path, SP-13. The existing right-of-way along the property frontage is 96 feet wide and more than the master-planned recommended 80 feet.
2. Capital Beltway, I-495, is designated as an eight-lane divided freeway, F-8, with a 200-foot-wide right-of-way.
3. Sligo Creek Parkway is designated as a park road in the 1989 *Master Plans for the Communities of Kensington-Wheaton* with an existing Class 2 bikeway in the *Forest Glen Sector Plan*. In the *Countywide Bikeways Functional Master Plan*, a signed shared roadway, SR-14, is recommended along Sligo Creek Parkway. This road is a two-lane road with 28 feet of paved travelway.

Beattie Drive serves as an access driveway to the existing Boys and Girl Club. It has paved travelway ranging from 22 to 30 feet wide that is not within a public right-of-way and not listed in the *Forest Glen Sector Plan*.

#### **Available Transit Service**

Ride-On Route 8 operates along Forest Glen Road and provides service to the Wheaton, Forest Glen, and Silver Spring Metrorail Stations. The nearest bus stop is located at the intersection of Forest Glen Road and Beattie Drive.

#### **Local Area Transportation Review**

Table 1 below shows the number of peak-hour trips generated by the proposed land uses during the weekday morning peak period (6:30 A.M. to 9:30 A.M.) and the evening peak period (4:00 P.M. to 7:00 P.M.). Total trips include existing, pass-by, diverted, and new trips. Pass-by and diverted trips are those that drop-off/pick-up students at the subject site but are already on the road and on the way to/from other origins or destinations.

Table 1: Net Site-Generated Peak-Hour Trips

|  |           | Students | Weekday Peak-Hour Trips |       |             |       |
|--|-----------|----------|-------------------------|-------|-------------|-------|
|  |           |          | Morning                 |       | Evening     |       |
|  |           |          | Non-Pass-by             | Total | Non-Pass-by | Total |
| Expanded Private School at the Boys and Girl Club site                 | Phase I   | 90       | 111                     | 118   | 18          | 19    |
|  | Phase II  | 140      | 172                     | 183   | 28          | 30    |
|  | Phase III | 225      | 276                     | 294   | 45          | 48    |
| Trip Credit - Existing Private School at the Montgomery Baptist Church |           | -75      | -92                     | -98   | -15         | -16   |
| Relocation of Boys & Girl Club before the School's expanded build-out  |           | n/a      | -42                     | -42   | -84         | -84   |
| <b>Subtotal - Trip Credit</b>  |           |          | -134                    | -140  | -99         | -100  |
| Net Increase in Peak-Hour Trips  | Phase I   | +15      | (-23)                   | (-22) | (-81)       | (-81) |
|  | Phase II  | +65      | <b>38<sup>1</sup></b>   | 43    | (-71)       | (-70) |
|  | Phase III | +150     | <b>142<sup>1</sup></b>  | 154   | (-54)       | (-52) |

<sup>1</sup> Number used to calculate the required payment to satisfy the PAMR test below.

The applicant proposes to continue using the existing transportation modes for staff and students:

1. Use of Public Transit = 20% students and 27% staff.
2. Carpooling including drop-off/pick-up = 30% (proposed to be increased to 50%).
3. School sponsored busses, bicycling and walking = None reported.

Further traffic management should include the following:

1. Actively encourage the continuation and improvement of the above non-auto drive-alone travel mode to and from the site.
2. Formalize the internal circulation controls of the arrival and departure times to separate student drop-off/pick-up, buses, and staff.

The applicant submitted a traffic study to satisfy the LATR test because the proposed land use generates a total of 30 or more peak-hour trips within the weekday morning peak periods. Table 2 below shows the calculated Critical Lane Volume (CLV) values from the traffic study at the analyzed intersections for the following traffic conditions:

1. Existing: Existing traffic conditions as they exist now.
2. Background: The existing condition plus the trips generated from approved but un-built nearby developments.
3. Total: The background condition plus the site-generated trips.



Table 2: Calculated CLV Values at nearby Intersections

| Analyzed Intersection                          | Weekday Peak Hour | CLV Congestion Standard | Traffic Condition  |                    |                     |
|--|-------------------|-------------------------|--------------------|--------------------|---------------------|
|  |                   |                         | Existing           | Background         | Total               |
| Forest Glen Road and Boy & Girls Club Driveway | Morning           | 1,600                   | 506                | 517                | 638                 |
|  | Evening           |                         | 427                | 427                | 390                 |
| Forest Glen Road and Sligo Creek Parkway       | Morning           | 1,600                   | 1,116              | 1,132              | 1,251               |
|  | Evening           |                         | 923                | 916 <sup>2</sup>   | 932                 |
| Forest Glen Road and Dameron Drive             | Morning           | 1,600                   | 931                | 931                | 1,001               |
|  | Evening           |                         | 816                | 816                | 827                 |
| Forest Glen Road and Church Driveway           | Morning           | 1,600                   | 848                | 842 <sup>2</sup>   | 881                 |
|  | Evening           |                         | 760                | 760                | 762                 |
| Forest Glen Road and Georgia Avenue            | Morning           | 1,600                   | 1,634 <sup>1</sup> | 1,634 <sup>1</sup> | 1,634 <sup>13</sup> |
|  | Evening           |                         | 1,567              | 1,572              | 1,575               |

<sup>1</sup> This CLV value exceeds the policy area's 1,600 congestion standard

<sup>2</sup> The redistribution of site-generated peak-hour trips from the existing to the proposed school site results in reducing the background CLV value compared with the existing CLV value.

<sup>3</sup> Even though the CLV value exceeds 1,600, the redistribution of site-generated peak-hour trips from the existing to the proposed school site results in no increase from the background CLV value to the total CLV value.

Except at the Forest Glen Road/Georgia Avenue intersection, the CLV values at all analyzed intersections are less than the 1,600 congestion standard for the Kensington/Wheaton Policy Area. As indicated in Footnote No. 3, the redistribution of the site-generated traffic from the existing to the proposed school site results in no increase in the CLV value from the background to the total traffic condition.

Although not analyzed in the traffic study specifically, the traffic generated by the summer camp should not have an adverse impact because the traffic volumes are lower during the summer when the Montgomery County Public Schools are closed. Thus, the LATR test is satisfied for the proposed private school, interim before and aftercare programs, and summer camp.

Policy Area Mobility Review

Under the FY 12 *Subdivision Staging Policy*, the PAMR test requires the applicant to mitigate a total of 14 (10% of the 142) additional peak-hour trips generated by the proposed private school expansion within the weekday morning peak period. The applicant has proposed to pay a total of \$163,800 (\$11,700 per trip times 14 trips) to MCDOT to satisfy the PAMR mitigation requirement. Refer to the numbers in the last two rows of the fourth column on Table 1 above for the calculated PAMR trips. This total PAMR payment can be staged by paying the first \$46,800 (equaling 4 [10% of the 38] times \$11,700) in Phase 2, and the remanding \$117,000 (equaling 10 [10% of the 104 (=142-38)] times \$11,700) in Phase 3 as stated in Recommendation No. 2 above. The PAMR payment could be used towards construction of the missing sidewalk segment along Forest Glen Road between Tenbrook Drive and Sligo Creek Pkwy with coordination with M-NCPPC's Parks Department.

**A6-5**

EA  
cc: Craig Hedberg

## ATTACHMENT 7

November 28, 2011

TO: Montgomery County Planning Board

RE: The Siena School of Silver Spring

This letter is written on behalf of the Siena School from the members of the Forest Grove and Northmont Citizens' Associations. Our Associations border the current Siena School location and are in close proximity to the Boys and Girls Club on Forest Glen Road.

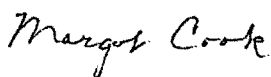
We have been impressed with the program run by the Siena School and applaud its goals of servicing bright, college bound students with mild to moderate language-based learning deficiencies such as dyslexia. Some of the students live in our neighborhoods and have benefitted greatly because of the specialized education Siena provides. We have also seen the youngsters as they avail themselves of Getty Park and have noticed their well mannered demeanor as they walk past our homes. At a meeting the school held for neighbors, there were several students who told us, in their own words, what Siena has meant to them. It was quite an impressive presentation!

The Boys and Girls Club has been in its location for over 50 years and has a special exception to run an educational program. Since the Siena School is in that same category, it only makes sense that it would qualify for the same special exception. The Siena School would certainly benefit our community by helping to form the adults of tomorrow in a positive way.

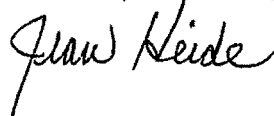
The Forest Grove and Northmont Citizens' Associations fully support the Siena School's proposed purchase of the Boys and Girls Club building and relocating to that location.

Respectfully submitted,

Margot Cook, President, FGCA



Jean Heide, Vice President, Northmont CA



1905 August Drive  
Silver Spring, MD 20902  
[mikerav@verizon.net](mailto:mikerav@verizon.net) 301-592-8808

August 16, 2011

Jilly Darefsky and Clay Kaufman  
Heads of School  
The Siena School  
9727 Georgia Avenue  
Silver Spring, MD 20910

Dear Ms. Darefsky and Mr. Kaufman:

Our family lives in the Forest Estates neighborhood not far from Forest Glen Road. We read about your goal of moving The Siena School into the old Boys & Girls School building on Forest Glen Road. I wanted to send you a letter of congratulations, support and encouragement.

I understand that the Siena School has an excellent educational reputation. I believe your school would be a fine addition and a valuable asset to our neighborhood. Learning and education is a fundamental pillar of our community.

I trust that members of the Planning Board will recognize that the Boys & Girls Building has long been considered an educational facility, and that the Board's zoning decision should reflect that reality and not a zoning artifact.

It is very important to have vibrant adaptive educational programs like yours for students facing unique challenges so they can excel and become top contributors to our community.

When you finally get approval to move in, I hope you can take steps to make your new home as energy-efficient, water efficient and "green-rated" a building as possible so you can continue to serve as a role model for our area.

Sincerely,



Michael Ravnitzky

November 28, 2011

Michael and Lisa Moreau  
1609 Myrtle Road  
Silver Spring, MD 20902-5722

To the Planning Board,

We live in the Forest Grove neighborhood bordering the Boys and Girls Club on Forest Glen Road. We have read and heard about The Siena School's proposed purchase of the building and relocation of its school, and we fully support the project.

The Siena School has built an excellent educational reputation and we believe it would be a fine addition and valuable asset to the neighborhood. Education is a fundamental pillar of our community, and the students served by The Siena School desperately need the kind of specialized education Siena offers. We understand that a number of local area students attend Siena, including those who can walk to the new property. The school, already operating in a facility in our neighborhood, has been active and honest in keeping us informed of its plans, and we look forward to working with the school for many years to come.

We understand that for almost 60 years the Boys and Girls Club has had a special exception to run an educational program in this location. We hope that you will give consideration to the fact that the building has long been considered an educational facility and we trust that the board's decision will reflect that reality, and not just treat it as a zoning artifact.

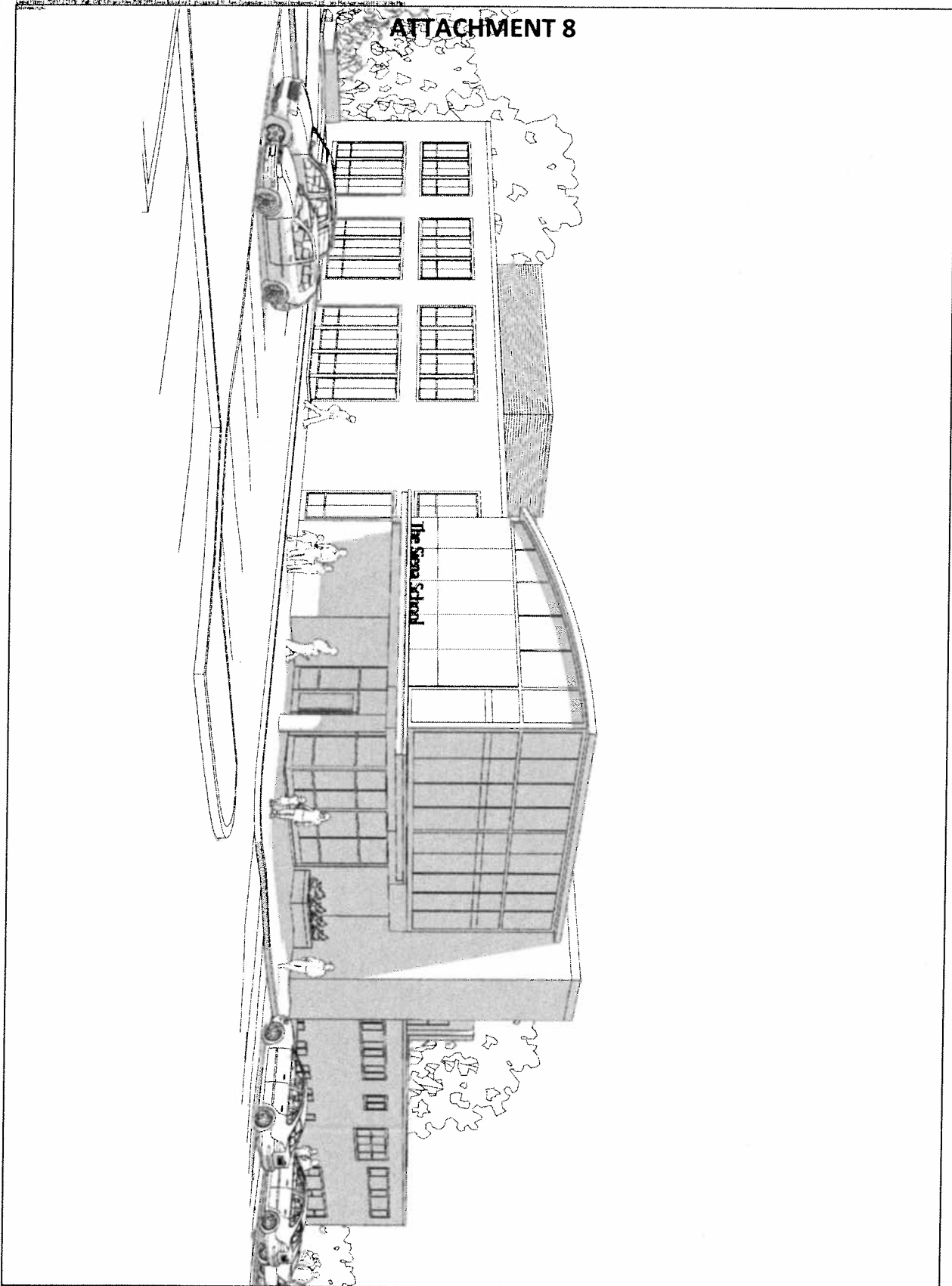
It is very important to have vibrant educational programs in our community, particularly for students who face unique challenges. We want all students to be able to excel and become strong contributors to our community, and the Siena project has our full support.

Sincerely,

*Mr. and Mrs. Michael C. Moreau*

Mr. and Mrs. Michael C. Moreau

# ATTACHMENT 8



The Siena School

1300 Forest Glen Road  
Shaw Spring, MD 20910

**cox grase + spack**  
architects



2200 E. South Ave.  
Suite 200  
Annapolis, MD 21403  
410.293.7172  
www.coxgrase.com

**Unon Engineering**

Structural Engineering  
4600 Lee Circle, Suite 440  
Pikesville, MD 21113  
410.781.2200

**Metropolitan Consulting**

Engineers  
M.P.E.  
4245 Lakeside Dr.  
Columbia, MD 21046  
410.272.4444

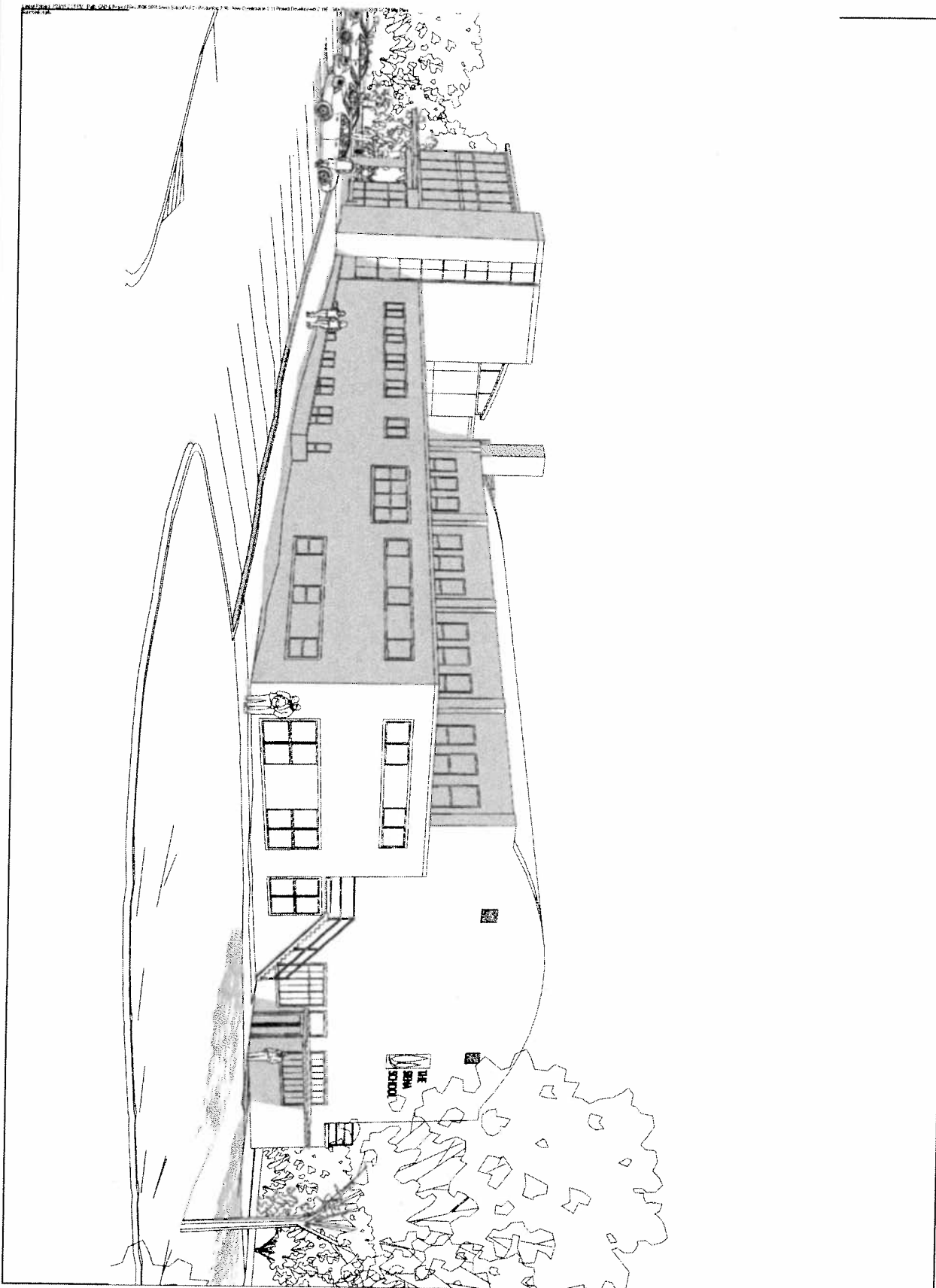
**A. Morton Thomas &**

Associates, Inc.  
Civil Engineering  
11700 Vermont Avenue  
Suite 300  
Baltimore, MD 21286

A8-1

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| Project No. | Scale        |
| 28142       | 1/8" = 1'-0" |
| Client No.  | Drawing No.  |
|             |              |

**A3.0**



The Siena School

1300 Foster Glen Road  
Silver Spring, MD 20910

**cox grase + spack**  
architects  
2700 V Street, NW  
Washington, DC 20007  
Tel: 202-833-3344

Linton Engineering  
Structural Engineers  
4600 Lido Center Blvd, Suite 400  
Farmingdale, NY 11737  
Tel: 516-253-0288

Metropolitan Consulting  
Engineers  
W.P.E.  
140 Woodrow Wilson Blvd  
Silver Spring, MD 20910  
Tel: 301-588-8800

A. Morton Thomas &  
Associates, Inc.  
Civil Engineering  
1700 North Point Blvd, Suite 400  
Farmingdale, NY 11737  
Tel: 516-861-0200

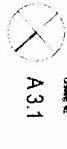
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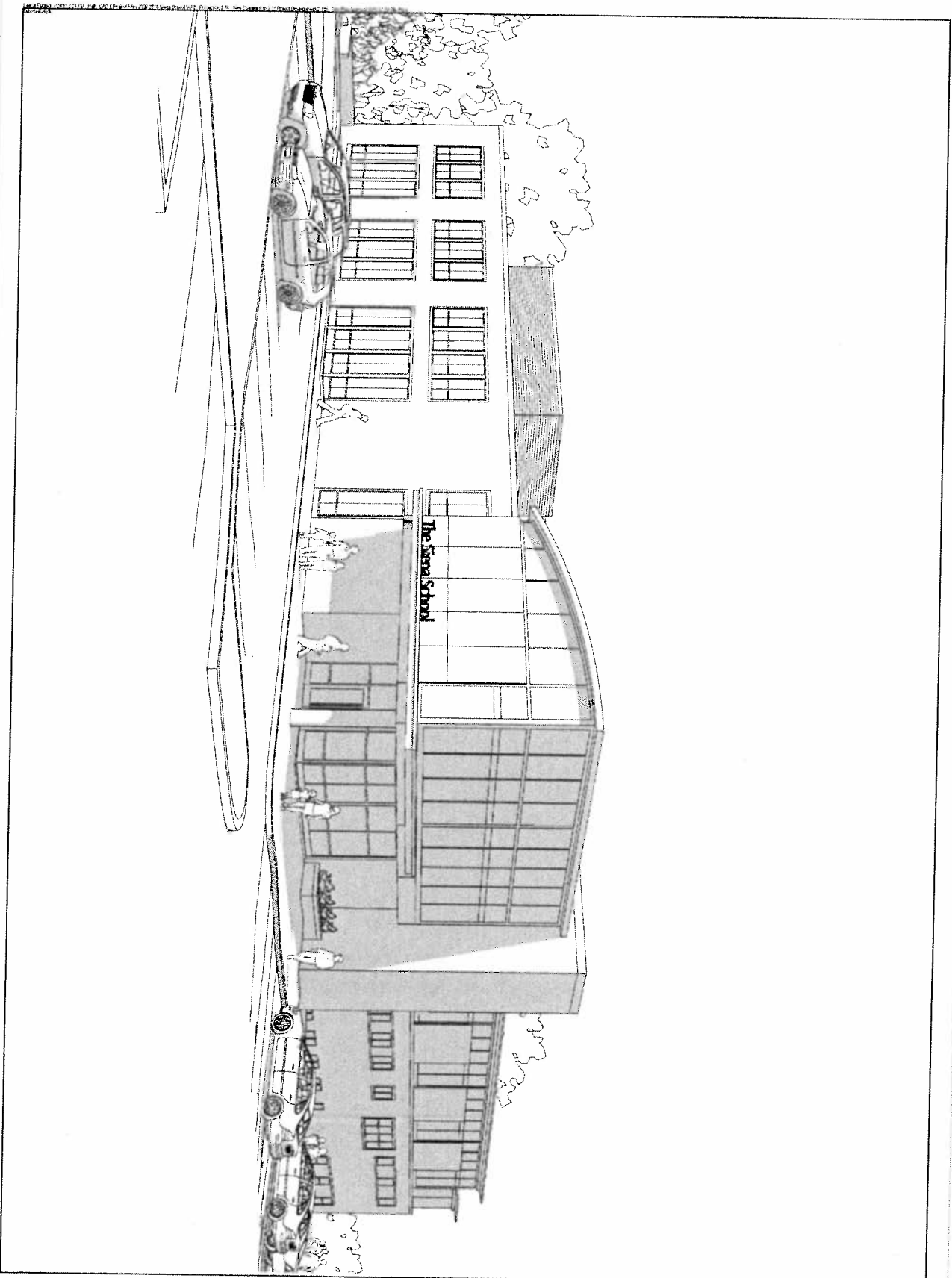
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| No.      | Name          | Signature |
| 07-24-11 | Shawn Edwards |           |

Drawing Title  
PHASE 2 PERSPECTIVE

Client Name

|             |            |
|-------------|------------|
| Drawn By    | Checked By |
| TR          | ML         |
| Approved    | Date       |
| JFLB        | 02-28-11   |
| Drawing No. | Client No. |
| A3.1        |            |





The Siena School

1300 Forest Glen Road  
Silver Spring, MD 20910



**cox grase + spack**  
architects

2000 N. Sibley Ave.  
Suite 200  
Baltimore, MD 21287  
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**Linton Engineering**

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**Metropolitan Consulting Engineers**

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2000 N. Sibley Ave.  
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**A. Norton Thomas & Associates, Inc.**

Civil Engineering  
1000 North Avenue  
Baltimore, MD 21205  
Tel: 410-528-7344

A8-3

|   |            |
|---|------------|
| Drawn by  | Checked by |
| Revised by  | Revised by |
| Project No.   | Sheet No.  |
|  |            |
| A32   |            |



The Siena School

1300 Forest Glen Road  
Shaw Spring, MD 20910



**cox graca + spack**  
architects  
2000 N. State St.  
Baltimore, MD 21201  
Tel: 410.528.2121  
Fax: 410.528.2122

**Linton Engineering**  
1000 N. State St.  
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**Metropolitan Consulting Engineers**  
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**A. Morton Thomas & Associates, Inc.**  
Civil Engineering  
1000 N. State St.  
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Fax: 410.528.2122

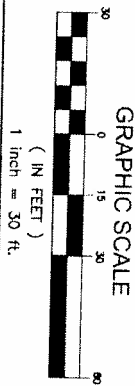
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| Project   | CS-11    |
| Date      | 07/11/00 |
| Sheet No. | A33      |

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PHASE 3 PERSPECTIVE

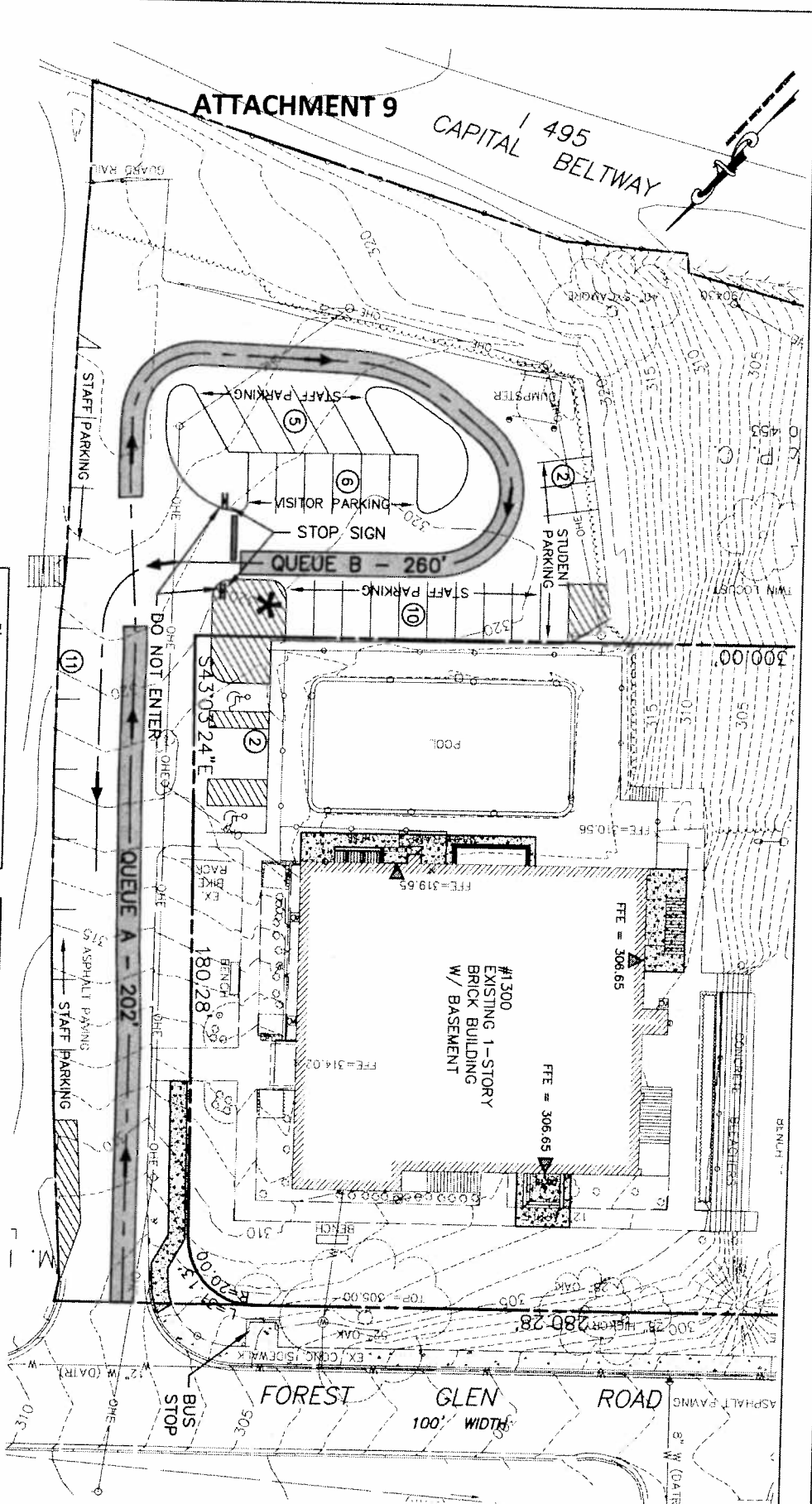




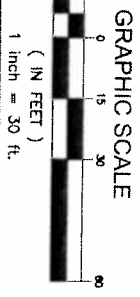
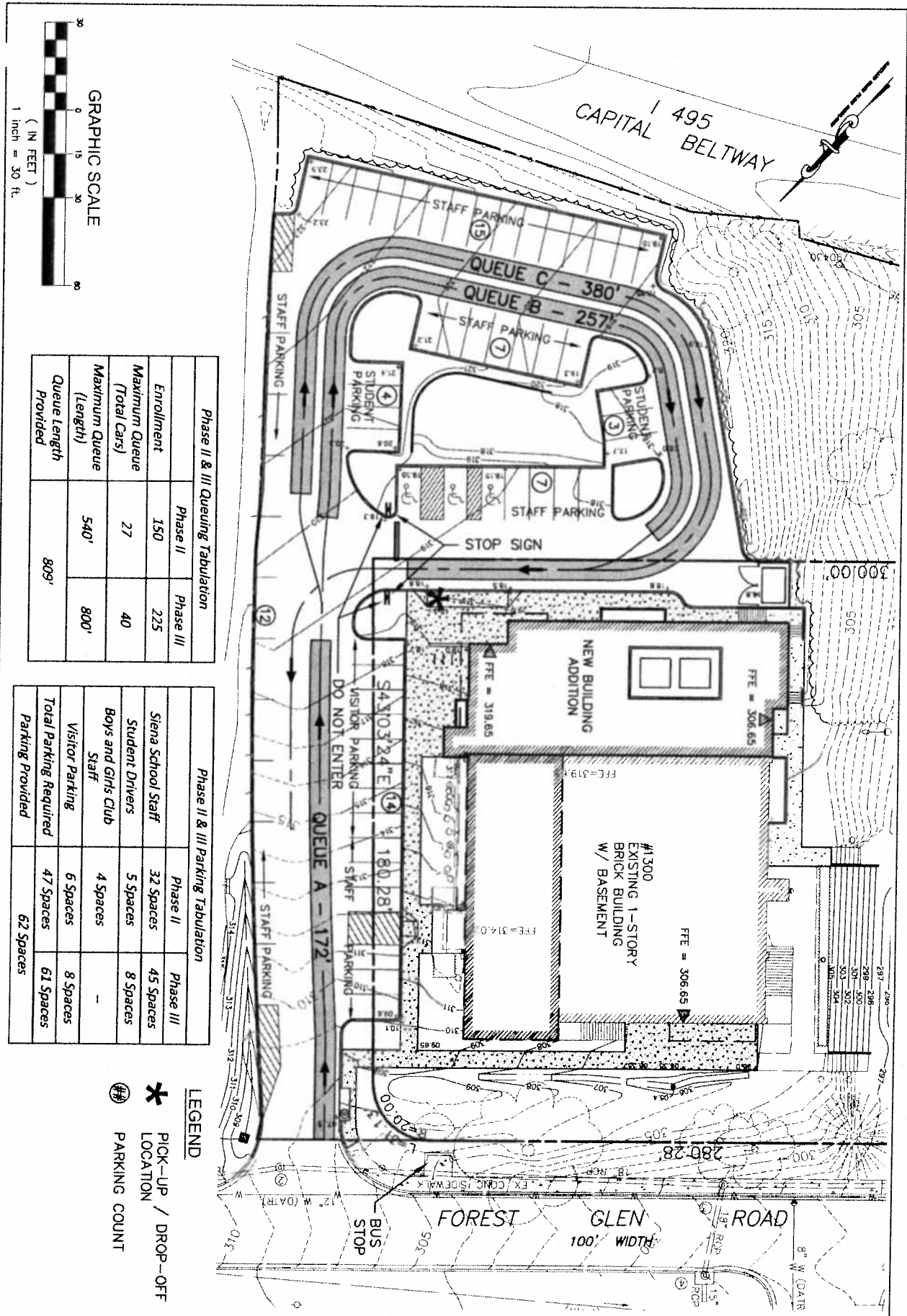
| Phase I Queuing Tabulation |      |
|----------------------------|------|
| Enrollment                 | 90   |
| Maximum Queue (Total Cars) | 17   |
| Maximum Queue (Length)     | 340' |
| Queue Length Provided      | 462' |

| Phase I Parking Tabulation |           |
|----------------------------|-----------|
| Sienna School Staff        | 20 Spaces |
| Student Drivers            | 3 Spaces  |
| Boys and Girls Club Staff  | 4 Spaces  |
| Visitor Parking            | 6 Spaces  |
| Total Parking Required     | 33 Spaces |
| Parking Available          | 36 Spaces |

- LEGEND**
- \* PICK-UP / DROP-OFF LOCATION
  - # PARKING COUNT



|   |  |                                     |
|---|--|-------------------------------------|
| <b>PARKING/QUEUING PLAN</b><br>AMT JOB#: 110-599.001  | <b>THE SIENNA SCHOOL</b><br><b>PHASE I</b> | SCALE: 1" = 30'<br>DATE: 10-11-2011 |
| <b>A. Morton Thomas &amp; Assoc., Inc., 12750 Twinbrook Parkway, Rockville, MD 20852</b><br>Ph: (301) 881-2545, Fax: (301) 881-0814 |  |                                     |



| Phase II & III Queuing Tabulation |          |           |
|-----------------------------------|----------|-----------|
|                                   | Phase II | Phase III |
| Enrollment                        | 150      | 225       |
| Maximum Queue (Total Cars)        | 27       | 40        |
| Maximum Queue (Length)            | 540'     | 800'      |
| Queue Length Provided             | 809'     |           |

| Phase II & III Parking Tabulation |           |           |
|-----------------------------------|-----------|-----------|
|                                   | Phase II  | Phase III |
| Siena School Staff                | 32 Spaces | 45 Spaces |
| Student Drivers                   | 5 Spaces  | 8 Spaces  |
| Boys and Girls Club Staff         | 4 Spaces  | -         |
| Visitor Parking                   | 6 Spaces  | 8 Spaces  |
| Total Parking Required            | 47 Spaces | 61 Spaces |
| Parking Provided                  |           | 62 Spaces |

**LEGEND**

\* PICK-UP / DROP-OFF LOCATION

(P) PARKING COUNT

|                       |  |                  |
|-----------------------|--|------------------|
| PARKING/QUEUING PLAN  | <b>THE SIENA SCHOOL<br/>PHASE II &amp; III</b> | SCALE: 1" = 30'  |
| AMT JOB#: 110-599.001 |  | DATE: 10-11-2011 |