

Mandatory Referral No. 2012020, Crossway Community Montessori Public Charter School

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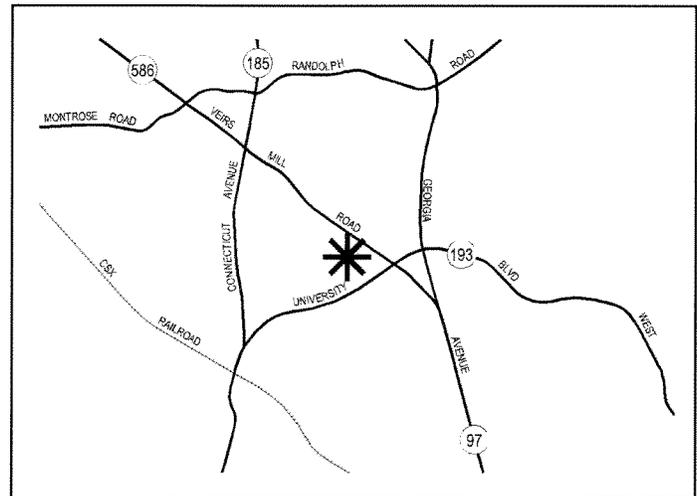
 Khalid Afzal, Master Planner/Supervisor, Area 2 Division, Khalid.Afzal@montgomeryplanning.org, 301.495.4650

 Glenn Kreger, Chief, Area 2 Division, Glenn.Kreger@montgomeryplanning.org, 301.495.4653

Staff Report Date: 6/14/12

Description

- 3015 Upton Drive, Kensington, MD; approximately 314,503 square feet (7.22 acres);
- R-60 Zone, 1989 *Master Plan for the Communities of Kensington-Wheaton*;
- Improvements to an existing structure to accommodate a Montessori Public Charter School;
- Other existing uses in the facility will remain;
- Filing Date: 4/16/2012; Completed date 5/08/2012;
- Applicants: Montgomery County Public Schools and Crossway Community, Inc.



Recommendation

Staff recommends **APPROVAL** with the following comments:

1. The terms of the previous Site Plan approval, conditions of approval and enforcement agreement remain in effect.
2. The proposed school must be limited to a maximum of 180 students.
3. The applicant must provide 120 parking spaces for all uses on site.
4. The applicant must implement the following measures to achieve the 10% trip reduction required under PAMR mitigation: 1) a minimum of 10% of students should come from the onsite daycare program; 2) a minimum of 10% of students should be siblings of existing students; and 3) a minimum of 10% of students should arrive via carpooling.
5. The applicant must provide adequate traffic control measures (e.g., staff directing the drop-off and pick-up of students) to ensure that vehicles entering the site do not backup onto Upton Street (outside of the site).
6. Any improvements that will enhance accessibility and transportation operations at the school site, such as improvements to sidewalks, entry driveways, and pedestrian pathways, must be in place as indicated by the phasing schedule, when the new school opens to students.
7. Any mandatory referral submission for future improvements at the school must include a traffic study if those improvements will increase the combined student core capacity of the various on-site programs beyond 288 students.

Project Description

A. The Site

Montgomery County Public Schools (MCPS) and Crossway Community Inc. (Crossway) have submitted a mandatory referral for the Crossway Montessori Public Charter School (the proposed school), in a portion of an existing building formerly occupied by the Pleasant View Elementary School, located at 3015 Upton Drive, in Kensington, Maryland. Crossway currently operates the following uses on the property:

Family Leadership Academy – Up to 45 units of affordable housing for single parents and their children for periods of 3 months to 5 years, adult education programs on health and safety, social and family development, financial literacy, and career planning and coaching.

- *Crossway Community Montessori School* – An accredited Montessori school, with 108 students, 8 teachers, and 18 staff members. The existing school provides all-day care for infants through 2-year olds, half-day pre-school programming for 2 and 3 year olds, half-day Montessori educational programming for 3 and 4 year olds, and full day Montessori educational programming for 5 and 6 year olds.
- *Before and after-school programming* – Fee based before-school care from 7:30 a.m. to 8:30 a.m., and after school care from 3:00 p.m. to 6:00 p.m. for students enrolled at the existing school.

The subject property contains a two-story, 45,330-square-foot structure located on two parcels with a combined acreage of approximately 7.22 acres, zoned R-60, located at the dead-end of Upton Drive in Kensington. Main access to the property is from Upton Drive; secondary access is available from College View Drive.

B. Project Vicinity

The immediately surrounding neighborhood consists of single-family detached dwelling units zoned R-60, townhomes zoned RT-10, and a cluster of park and educational facilities to the west that include Pleasant View Neighborhood Park, Albert Einstein High School, and Newport Mill Middle School.

C. Proposed Use

The proposed project will require interior modifications to the existing structure, the construction of a new 2,000-square foot lobby, and the paving of an outdoor terrace on the north side of the building. The proposed school will be co-located with existing uses already in the building. Exterior vehicular and pedestrian circulation patterns and uses will remain as they exist today.

The proposed school will be the first charter school in Montgomery County. Crossway will be responsible for programming and administration of the proposed school, students will attend tuition-free, and teachers will be MCPS employees. The proposed school will enroll a maximum of 180 students, ages 3 to 9, and will have 8 teachers and 5 staff. The existing Montessori school, with 108 students, 8 teachers, and 18 staff members will continue to be in the existing building. At full capacity, including existing student population and staff, the total number of students on the property will be a maximum of 288, with a staff of 39 (16 teachers and 23 staff members).

The proposed project will be implemented in two phases:

Phase 1:

Re-allocation of space throughout the building to create new classrooms to accommodate the proposed school's initial enrollment of 70 students.

- Interior renovation to create multi-use spaces on the second level including the conference center/auditorium.
- Construction of a new terrace at the rear of the building, accessible through existing doors.
- Construction of a dining facility for the proposed school.

Phase 2:

- Once the school reaches full enrollment of 180 students, one new classroom could be built on the lower level.
- Construction of a nutritional kitchen for the existing facility.
- Construction of a library and potentially another classroom.
- Construction of a new, 2,000-square foot, double height lobby with secured entry with improved handicapped access.

Initial school enrollment of 70 children will include children ages 3 to 4, in a half-day pre-school program (8:30 a.m. to 11:30 a.m.). Phase 2 work will be needed once the initial students advance from half-day into full-day program (8:30 a.m. to 3:00 p.m.). By then the proposed school will need a nutritional kitchen to comply with MCPS' lunch requirements for full-day schooling. Construction of Phase 2 will not start until the funds are secured; Crossway expects fundraising will be completed in 2 to 3 years, and estimates that the work to complete Phase 2 would then require approximately 15 months. Phase 1 work will be done mostly within the foot print of the existing building, with the exception of the paved dining terrace. Phase 2 work will include interior renovations and the new front lobby.

History of Previous Approvals

Staff researched the history of existing uses on site and discovered the following:

- MCPS closed the Pleasant View Elementary School in 1983 and conveyed the property to the County. On February 14, 1984, Ordinance 10-19 created Code “Section A-6.10, Re-Use of Public School Buildings” and set forth a process for District Council and Planning Board review (via site plan) of the disposition of closed school properties. In 1985, the Planning Board, via Site Plan 8-8606, approved the current uses on the site as described in the project description above.
- In 1987, Ordinance 11-3 repealed “Section 59-A-6.10, Re-Use of Public Buildings” and all of its requirements for review and approval by the District Council and Planning Board for re-use of public school sites, and created the current language in Section 59-G-2.19(e) of the Zoning Ordinance exempting County owned properties from special exception review.
- Section 59-G-2.19(g) goes on to state that although a special exception is not required for any private educational institution that is located in a building or on premises that have been used for a public school or that are owned or leased by Montgomery County, a site plan is required for construction of a private educational institution on vacant land, or a cumulative increase in the gross floor area of greater than 15% or 7,500 square feet, whichever is less, as it existed on February 1, 2000, in a private educational institution located in a building that has been used for a public school or is owned or leased by Montgomery County. The proposed public charter school may not be subject to this provision as it is a public school, but the applicant has agreed to follow the private school process for the purpose of this review. The proposed project is located on County property, and it does not add more than 15%, or 7,500 square feet of additional floor area (for a full chronology of site’s approval history, see Attachment 1).

Based on this history, staff has determined that all the requirements of the previous Site Plan approval remain in effect (see Attachments 8 and 9). However, since Ordinance 11-3 replaced the original Site Plan process with Section 59-G-2.19, a Mandatory Referral for the proposed charter school as an additional use on the site is the appropriate review process.

Since this Mandatory Referral review does not cover all existing uses on site, the community expressed a concern that the cumulative impact of all these uses would not be measured adequately. Even though the staff review is limited to the proposed public charter school addition to the site, staff analyzed the full description of all uses on site provided by the applicant, and the combined impact of traffic, parking, and circulation from all current and proposed uses as described in this report.

ANALYSIS

Master Plan

The site is located within the 1989 *Master Plan for the Communities of Kensington-Wheaton*. The Master Plan included a list of closed schools (p. 134) in its *Community Facilities Plan* chapter, and referred to the former Pleasant View Elementary School as “Crossways, Inc., a one-parent housing program, sponsored by Montgomery County Department of Housing and Community Development” (p.134). The master plan recognized the need for quality education in its objectives and policies (p. 136), relying on the Approved Master Plan for Educational Facilities, the annual CIP, and the annual Growth Policy as statements of direction to establish needs in the area. The master plan also stated that “[i]n examining the reuse of closed public school facilities, ensure that proposals are compatible with the adjoining properties and neighborhoods” (p.137).

The proposed use is consistent with Master Plan comments of "providing the operating public school facilities necessary to sustain high quality educational programs", by creating a tuition-free, countywide-accessible program. The proposed school would be an MCPS sponsored school, which would be compatible with the cluster of public educational facilities west of the site. When completed, the proposed interior renovations and exterior improvements will result in limited changes to the existing structure that will not alter existing compatibility with surrounding uses.

The property is located just outside the boundaries of the recently approved *Wheaton CBD and Vicinity Sector Plan*. In its *Community Facilities* chapter, the sector plan explains that the plan’s estimated residential development could yield enough elementary school students to require a future elementary school, and recommended to “[r]etain the County-owned former elementary school building and site on Upton Drive, currently used by the Crossways Community, for a future elementary school if needed” (p.79).

The proposed use is compatible with the Wheaton Sector Plan recommendations. The terms of the agreement between MCPS and Crossway allow MCPS to revert the facility back to a public elementary school use in the future, if needed.

Neighborhood Compatibility

Building Scale – The project does not propose to change the location of the building, the distribution of outside open space, landscaping, or the layout of recreational facilities, which, in their existing condition, operate adequately, safely, and efficiently. The proposed school will be inserted into the existing structure without impacting the site layout, the existing building envelope, open space, parking and circulation.

Walkability - This property is located within an existing neighborhood with excellent pedestrian access. The property is well served by sidewalk and bike paths. Streets in close proximity to the school have sidewalks, and safe access will be increased by maintaining pedestrian paths to the school from College View Drive, Schoolhouse Circle, Kenton Drive, and through adjacent school grounds and community parks.

Circulation and Parking – The applicant provided an internal automobile circulation plan with pick-up/drop-off locations, which shows that the existing vehicular circulation pattern will be used to access and use the property. Staff concludes that this circulation plan is sufficient and adequate for the existing and proposed uses.

Previously approved Site Plan No. 8-86061 requires the subject property to provide 107 parking spaces. Staff observed during a site visit a total of 111 existing spaces currently on site. Based on the MCPS standards for parking on school sites (for teachers, staff, and visitors), the proposed charter school will require a total of 13 spaces (eight for teachers and staff, and five for parents/visitors), resulting in a total of 120 required parking spaces for all existing and proposed uses. The property will need 9 additional spaces to meet the required total. Staff recommends that the applicant provide 120 parking spaces, or implement measures to accommodate 120 vehicles on site (e.g. double parking for teachers/staff that will be there all day and leave at a certain time).

Zoning Analysis

The site comprises two adjoining lots, both zoned R-60. The following chart depicts the requirements of this zone. As submitted and shown on this chart, the proposed use will satisfy the requirements for the R-60 Zone.

Zoning Section	Development Standard	Required	Proposed
59-C-1.322 (a)	Minimum Lot Area	6000 sf (0.2066 acre)	314,503.2 sf (7.22 acre)(*)
59-C-1.322 (b)	Minimum Lot Width		
	Lot Width	60 ft	±819 ft (existing)(*)
	Width at front building line	25 ft	±912 ft (existing)(*)
59-C-1.323	(a) Minimum Setback from street	25 ft	98.9 ft (existing)(*)
	(b) Minimum Setback from Adj. Lot		
	(1) Side Yard		
	- Side (One Side)	8 ft	13.7 ft (existing)(*)
	- Side (Sum of Two)	18 ft	307.5 ft (existing)(*)
	(2) Rear	20 ft	67.5 ft (existing)(*)
59-C-1.327	Maximum Building Height	35 ft	29'-8"
59-C-1.328	Maximum % of lot area coverage	35%	14.4% (existing)(*)

Zoning Section	Development Standard	Required	Proposed
	Parking Facility Setbacks		
59-E-2.81	Front	25	32.4 ft (existing)(*)
	Side (One Side)	8	118 ft (existing)(*)
	Side (Sum of Two)	18	464.5 ft (existing)(*)

(*) No change proposed to existing conditions

Transportation Analysis

The proposed school is expected to generate 149 new trips (after mitigation) during the AM peak hour. When added to the existing traffic volume, plus approved development in the pipeline, this would result in a maximum Critical Lane Volume (CLV) of 572 at the nearest signalized intersection (University Boulevard West and East Avenue), which is less than the applicable maximum permitted standard of 1600 CLV.

The Policy Area Mobility Review (PAMR) requires developments located in the Kensington/Wheaton Policy Area to mitigate 10% of new peak-hour trips. The LATR/PAMR review guidelines provide guidance on how to calculate the number of certain peak hour trips (including private schools) according to the proposed use. The applicant has indicated that public charter school students will not be bused, which meant that for transportation purposes the charter school will behave like a private school. The total new peak hour trips used by staff for analysis and as a basis for mitigation are 166 trips. This already incorporates an assumption of carpooling and priority placement for siblings of existing students. To meet the mitigation requirement, at least 10% of the students for the proposed school should come from the existing on-site day care program, to reduce the total new peak hour trips from 166 to 149 (17 fewer trips). This is equal to the 10% trip reduction required under PAMR mitigation (see transportation staff analysis, Attachment 6).

Environmental Analysis

The project site is exempt from Article II of the Montgomery County Code, Chapter 22A (Forest Conservation Law), Section 22A-5(t) because the proposed project is a modification to an existing developed property and: (1) will not remove more than 5,000 square feet of forest; (2) will not affect any forest in a stream buffer or located on property in a special protection area which must submit a water quality plan; and (3) will not require approval of a new subdivision plan.

Sustainability - Montgomery County has a number of goals that work towards creating a sustainable community. These goals include reducing the carbon footprint of proposed development, promoting walkability, reducing urban heat island effect, and protecting air and water quality. Retaining and re-using an existing structure will contribute towards the

sustainability goals of the proposed project. Although the project will not seek LEED certification, the proposed reconfiguration of the existing structure will be designed to satisfy the criteria for LEED Silver.

Stormwater Management – The project is not located within a Special Protection Area. The Department of Permitting Services has verified that the project is not subject to the County’s stormwater management or erosion and sediment control review because exterior improvements will disturb fewer than 5,000 square feet, and will require less than 100 cubic yards of earth movement.

Parks Department

The school property is adjacent to the Pleasant View Local Park. Crossway Inc. has indicated that there is ample space to meet all outdoor recreation requirements for their educational programs on site. However, their agreement with MCPS has required Crossway to enter into an access agreement with the Montgomery County Parks Department for use of the Pleasant View Local park athletic field by Charter School students during regular school days. The applicant is not requesting exclusive use of the Park fields at this time but wishes to use the Park facilities on an “as available” basis. Following is a summary of Parks Department’s comments (see Attachment 7).

- Charter School students may use the Park fields at any time under supervision during daylight hours, if the field is not otherwise permitted by another user or is not being used by another party. There is no need for a permit in this case.
- Consistent with the current practice at other park-school sites, the School may work with the Park Manager who can arrange to limit or not allow permitting of the field(s) between the hours of 9:00 and 5:00 pm. The field would be available to any user, including the School, during these hours; however, it would not be permitted through Community Use of Public Fields (CUPF).
- After 5:00 pm, the School, or any other user, may get exclusive use of a field with a permit that can be obtained through CUPF.

Community Notification

Prior to submittal, the applicant notified adjoining and confronting neighbors, as well as interested community associations. A pre-application meeting was held on February 16, 2012, that was attended by 34 community members. According to minutes submitted along with the application, the following was discussed:

- History of Pleasant View School site
- Description of Crossway’s background, and the proposed Charter School program
- Proposed changes to the building and schedule
- Approval Process to be followed
- Traffic concerns along adjacent roads

After receiving the Mandatory Referral application, the Planning Department staff notified local citizen associations, adjoining and nearby property owners and other interested parties of the submittal and invited comments.

On May 23, 2012, staff met with a group of community members to review the information submitted along with the application. The following concerns were raised during the meeting, and in email communications received immediately thereafter:

1. *Community members requested clarification on the extent of uses on site, and the various approval processes required to approve them. **Answer:** A site plan was approved in 1986 for current uses including the residential/vocational training component, and a day care. The proposed school is being reviewed under a Mandatory Referral process as described in this report. Refer to Approvals History, (Attachment 1).*
2. *Community members expressed concern about the impact of the proposed uses on the immediately surrounding neighborhood, especially the traffic impacts on Upton Drive. They are concerned that the cumulative impact of all the uses on the surrounding neighborhood will not be adequately measured, given the fragmented approval process. **Answer:** While the Mandatory Referral review is for the proposed use as described in the current application, the impacts from existing and proposed uses have been considered during staff's analysis.*
3. *Because the admissions to the proposed school would be by lottery drawing from a county-wide population, and the students will not be bused, trip generation and mitigation should be based on private school ratios rather than public school ratios. **Answer:** Staff has used private school rates to determine trip generation for the proposed use. (See Transportation staff's memo, Attachment 5).*
4. *Community members raised questions about the traffic study's sole focus on the intersection of East Avenue and University Boulevard West, bypassing several internal neighborhood intersections closer to the School's main entrance. **Answer:** The LATR/PAMR review guidelines require review of signalized first tier (closest to subject property) intersections, if volumes for the closest signalized intersection fall within a certain range, which they do for this intersection. Additional street intersections closer to the school are not signalized.*

CONCLUSION

Based on information provided by the applicant and the analysis contained in this report, staff concludes that the proposed mandatory referral meets the applicable standards and guidelines for the environment, the Adequate Public Facilities Ordinance as well as the development standards for the R-60 Zone. Staff recognizes the community's concerns regarding traffic and parking impacts of the proposed use; however staff notes that the traffic study has demonstrated that all existing and proposed uses will not generate unacceptable traffic conditions in and around the site. The applicant's agreement with MCPS, which requires 10% on site students, 10% siblings, and 10% carpooling, will further ameliorate any potential adverse impacts of the proposed use. Although the site will be short nine parking spaces (based on the previous Site Plan requirement), staff believes that this shortfall is not significant enough to warrant denial as it can be easily remedied by providing additional spaces or by administrative measures to manage parking on site. Staff recommends approval of the mandatory referral with comments listed at the front of this report.

LE:ha: M:/Area 2/Mandatory Referrals/East County/MR2012020 Crossway

Attachments

1. Approval History
2. Vicinity Map
3. Proposed Site Plan
4. Proposed Floor Plans
5. Proposed Building Views
6. Memorandum from Transportation Planning staff
7. Memorandum from Parks Department staff
8. Planning Board Resolution – Site Plan No. 8-8606
9. Development Program – Site Plan No. 8-8606

Attachment 1: Approval History

1984 - Montgomery County Ordinance No. 10-19 established procedures for District Council and Planning Board review and approval (via site plan) of public school facility re-use proposals.

1985 - District Council resolution No. 10-1358, adopted to approve the re-use of the Pleasant View School property, described the approval process to be followed and contained a list of approved priority uses that included housing for one-parent families, vocational training services, and child day care and pre-school uses.

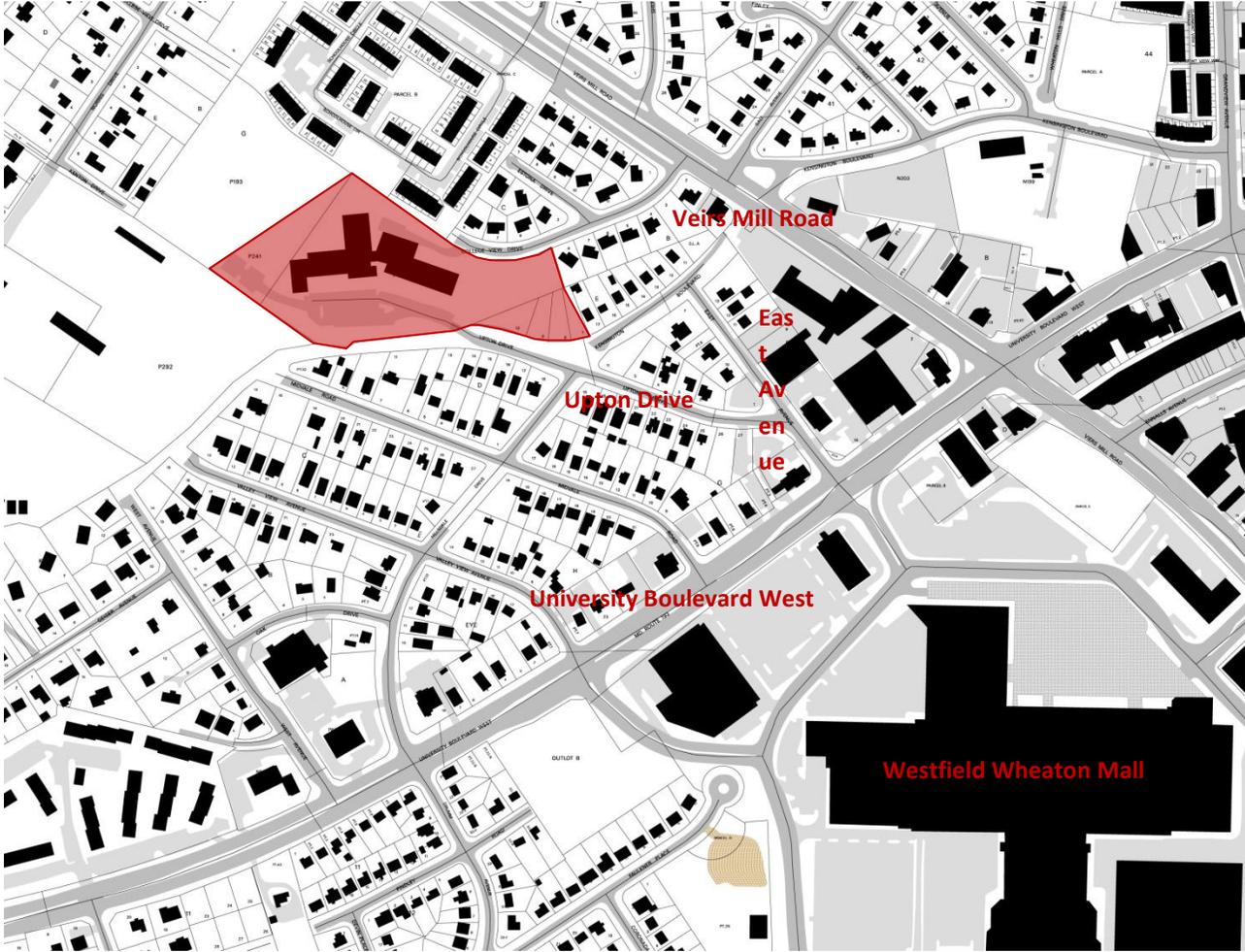
1986 - Site plan no. 8-86061, approved by the Planning Board, allowed 50 residential units (subsequently reduced to 45 units), counseling and administration offices, a day-care center, meeting rooms and outdoor recreational areas for neighborhood use, and landscaping, pathways with illumination from all building entrances to adjacent roads,. The Site Plan required 107 parking spaces within the original school site, and the applicant agreed to build 30 additional spaces on the adjoining lot (west of the property) for use of the adjoining park.

1987 - Ordinance No. 10-19 was repealed by Ordinance No. 11-3 (May 4, 1987). Public school re-use procedures outlined on 10-19 were deleted.

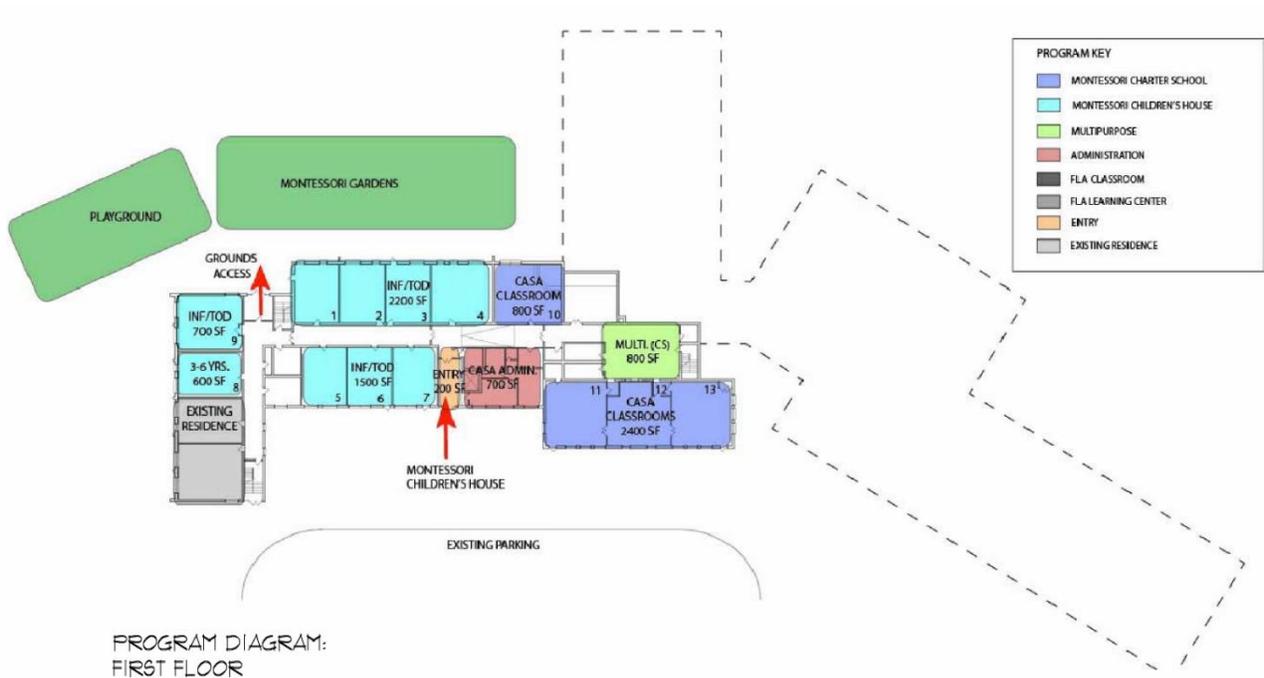
1989 – Crossway was incorporated, and it entered into a lease agreement for the former Pleasant View elementary School property.

2012 – MCPS / Crossway Inc. file a Mandatory Referral for the proposed Montessori Public Charter School. The charter school qualifies as a change of existing use of publicly owned property, therefore Mandatory Referral review is required per article 28, §7-112.

Attachment 2: Vicinity Map



Attachment 4: Proposed Floor Plan Diagrams



PROGRAM DIAGRAM:
FIRST FLOOR



PROGRAM DIAGRAM:
SECOND FLOOR

Attachment 6: Memorandum from Transportation Planning staff



MONTGOMERY COUNTY PLANNING DEPARTMENT THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

June 6, 2012

MEMORANDUM

TO: Luis Estrada, Planner Coordinator
Area 2 Planning Division

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

FROM: Marc Lewis-DeGrace, AICP, Transportation Planner
Area 2 Planning Division

SUBJECT: Mandatory Referral 2012020-MCPS-1
Crossway Montessori Public Charter School
Kensington/Wheaton Policy Area

This memorandum is Area 2 transportation planning staff's Adequate Public Facilities (APF) review of the subject Mandatory Referral for a proposed Public Charter School located on Upton Drive in Wheaton.

TRANSPORTATION-RELATED RECOMMENDATIONS

- The proposal should be limited to a maximum of 180 students.
- The Applicant must provide 120 parking spaces for all uses on site.
- The Applicant must implement the following measures: 1) a minimum of 10% of students should come from the onsite daycare program; 2) the school should give preferential treatment of siblings of existing students; and 3) a minimum of 10% of students should arrive via carpooling.
- The Applicant must provide adequate traffic control measures (staff directing the drop off and pickup of students, e.g.) to ensure that vehicles entering the site do not backup onto Upton Street (outside of the site).

DISCUSSION

Existing and Proposed Site Generated Traffic

The traffic study prepared by *The Traffic Group* shows that 80 vehicles currently travel along Upton Drive during the weekday AM peak hour (8:00 AM- 9:00 AM). The proposed school will have an enrollment of up to 180 students in Pre-K through grade 3. Although the proposed charter school is considered a Montgomery County public school, for transportation analysis purposes it will function as a private

school since it will not have busses to transport majority of its students as the traditional County public schools do.

Using the Montgomery County trip generation rates for a private school, the proposed school would generate 166 new trips during the AM peak hour. There will be no new peak hour trips in the evening since the proposed school's students are dismissed at 3:00 PM, before the start of the PM peak period at 4:00 PM.

Based on a letter dated May 30, 2012, the Applicant is proffering to that at least 10% of the vehicle trips will be mitigated by having 10% of its students come from the existing onsite programs enrolled in the proposed school. In the same letter dated May 30, 2012, the Applicant has also proffered encourage carpooling and give preference to siblings of existing students, which will help further reduce the trip generation.

On-Site Vehicular Circulation and Parking

A previously approved Site Plan for the property (Site Plan No. 8-86061), requires the subject property to have 107 parking spaces for the existing uses currently on site. Based on the MCPS standards for parking on school sites (teachers, administrators, and visitors), the proposed school will require a total of 13 new spaces (eight for teachers and five for parents/visitors), resulting in a total of 120 parking spaces for all existing and proposed uses. A site visit observed that there are 111 existing spaces currently on site. Staff recommends that the Applicant provide for 120 on-site parking spaces, or implement measures to accommodate 120 spaces on site (e.g. double parking for teachers who will be there all day and leave at a certain time).

The Applicant has provided an internal vehicle circulation plan showing pickup/drop-off location and pattern, which is adequate for student and employee safety. Appropriate traffic control measures (such as teachers and administrators directing parents) should be in place to ensure that vehicles entering the site do not backup onto Upton Street (outside of the site).

Available Transit Service and Pedestrian and Bicycle Facilities

Transit service is available on University Boulevard West (MD 193) via Ride-On route 34, which operates between Aspen Hill and the Friendship Heights Metrorail Station.

A sidewalk exists along the east side of East Avenue and the north side of Upton Drive between the subject school site and University Boulevard West. Since the proposed school is for Pre-K through grade 3, students are not expected to walk or bicycle to the school on their own.

Adequate Public Facilities (APF) Transportation Test

Local Area Transportation Review

The applicant submitted a traffic study dated May 8, 2012, to satisfy the LATR and PAMR requirements. The proposed school is expected to generate 149 new trips during the AM peak hour, which, when added to the existing traffic volume, would result in a maximum Critical Lane Volume (CLV) of 572 at intersection of the University Boulevard West and East Avenue intersection, which is less than the maximum permitted standard of 1600 CLV.

Policy Area Mobility Review

To satisfy the Policy Area Mobility Review (PAMR) requirement of the APF test, developments located in the Kensington/Wheaton Policy Area are required to mitigate 10% of new peak-hour trips generated by their proposed land use(s).

In a letter dated May 30, 2012, the Applicant has proffered that at least 10% of its students come from the on-site programs, which would reduce the total new peak hour trips from 166 to 149. The proposed mitigation would reduce trip generation by 17 fewer trips than an equivalent private school, which is equal to the 10% trip reduction required under PAMR mitigation (Table 1).

Table 1: Site-Generated Trips

Type of Land Use	Number of Students	New weekday AM Peak-Hour Trips
Proposed School	180	166
Onsite Students	(-10%)	(-17)
Total Number of Vehicle Trips		149

Conclusion

Based on the staff analysis of the information provided by the applicant, staff concludes that, subject to the recommendations described at the beginning of this report, the proposed charter school would not have any adverse impacts on the traffic, circulation, and safety of the users of the proposed school and the residents of the adjoining community.

Attachment 7: Memorandum from Parks Department staff

MEMORANDUM

6/6/2012

TO: Luis Estrada, Area 2, Planning Department

**FROM: Doug Powell, Plan Review Coordinator, Park Planning and Stewardship
Division, Department of Parks**

**RE: Crossway Community Montessori Public Charter School
Mandatory Referral**

The subject property is located at 3015 Upton Drive in Kensington, Maryland and is adjacent to Pleasant View Local Park. This Park contains a soccer field/softball field that is included in the Department of Parks Capital Improvement Program for renovation in the fall of 2012. The Applicant, Crossway Montessori Public Charter School, has outdoor open space available on its site for school related recreation but has requested consent from the Department of Parks to use the Park field(s) for some of its recreation needs. The Applicant is not requesting exclusive use of the Park fields at this time but wishes to use the Park facilities on an "as available" basis. After review of the proposed plan, the Department of Parks would make the following Comments and Recommendations:

- Applicant (School) may use the Park fields at any time during daylight hours, if the field is not otherwise permitted by another user and is not being used by another party. There is no need for a permit in this case.

- Consistent with the current practice at other park-school sites, the School may work with the Park Manager who can arrange to limit or not allow permitting of the field(s) between the hours of 9:00 and 5:00 pm. In this case the field would be available to any user, including the School, during these hours; however it would not be permitted through Community Use of Public Fields (CUPF).

- After 5:00 pm the School, or any other user, may get exclusive use of a field with a permit that can be obtained through CUPF.
- The Park fields will not be available for use during the fall of 2012 during the field renovation work.

Pc: Mike Riley
Brian Woodward
Steve Chandlee
David Quintanilla
John Hench
Brooke Farquhar



MONTGOMERY COUNTY PLANNING BOARD
OPINION

Site Plan Review #8-86061
Project Pleasant View Crossways

Action: (Motion was made by Commissioner Heimann, seconded by Commissioner Christeller, with a vote of 5-0, Commissioners Heimann, Christeller, Floreen, Keeney, and Krahnke voting for and no one voting against.)

On June 18, 1986, Bucher, Meyers Polniaszek, Silkey & Associates submitted an application for the approval of a site plan for property in the R-60 zone. The application was designated Site Plan Review #8-86061.

On December 11, 1986, Site Plan Review #8-86061 was brought before the Montgomery County Planning Board for a public hearing. At the public hearing, the Montgomery County Planning Board heard testimony and received evidence submitted in the record on the application. Based on the testimony and evidence presented by the staff and on the staff report hereby adopted by the Montgomery County Planning Board, which is attached hereto and made a part hereof, the Montgomery County Planning Board finds:

1. the Site Plan meets all of the requirements of the zone in which it is located;
2. the locations of the buildings and structures, the open spaces, the landscaping, and the pedestrian and vehicular circulation systems are adequate, safe and efficient; and
3. each structure and use is compatible with other uses and other site plans and with existing and proposed adjacent development.

and approves Site Plan Review #8-86061 subject to the following conditions, to be addressed prior to release of building permits:

1. A Site Plan Enforcement Agreement and Development Plan shall be submitted to staff for review and approval.
2. The Planning Board approves a waiver of the \$380 filing fee based on the request of the Department of Housing and Community Development in a letter dated July 15, 1986.
3. The Site Plan Enforcement Agreement shall include a provision ensuring the availability of meeting rooms for community meetings, and of outdoor recreation facilities for neighborhood use. The Site Plan Enforcement Agreement shall also ensure that all landscaping shall be

in place within 3 years of occupancy, with Phase One landscaping to be in place prior to occupancy.

4. The recommendations of the Transportation Planning Division memo dated November 17, 1986, shall be met prior to occupancy.
5. The Planning Board grants a waiver of the parking lot's setback to the proposed Kensington Boulevard right-of-way. Should Kensington Boulevard be developed, the nine closest parking spaces shall be removed to increase the setback to 20 feet. The Site Plan Enforcement Agreement shall include provisions for their removal.
6. The site plan shall include a total of six picnic tables. Site lighting for all paths and the locations of all tree preservation fences to be shown on a plan. The Site Plan Enforcement Agreement shall include a schedule for staff inspection of tree fences and replacement of trees which don't survive. Staff shall review and approve all such documents and plans.
7. All service deliveries shall be made from Upton Drive and signage at both entries shall indicate where deliveries are allowed. Staff shall review and approve revised site plans.
8. The applicant shall grade and cover the 30 car parking lot with blue stone chips. The parking lot shall be for park use and it shall be finished prior to occupancy, it shall meet with staff's approval and it's phasing shall be contained within the Site Plan Enforcement Agreement.
9. The applicant shall record this lot in conformance with the Subdivision Regulations prior to release of building permits.

Mailing date: December 18, 1986

DEVELOPMENT PROGRAM

Pleasant View Crossways

Site Plan #8-86061

Project Description

Pleasant View Crossways will consist of 50 rental units, counseling and administration offices, and a day-care center. The rental units are divided into 28 one-bedroom and 22 two-bedroom units.

Landscape Phasing

Phase I - To include all plant materials required for screening and the 5% internal green space in the parking lot as shown on the landscape plan. This will be completed prior to occupancy.

Phase II - Shade trees and shrub beds to be completed (as shown on the landscape plan) no later than three years after occupancy.

Localized Features

1. The applicant shall construct 30 parking spaces to be used for the adjoining ball fields and for park use. The applicant agrees to grade and cover the parking spaces with blue stone chips.
2. The applicant shall construct pathways to connect all the building entrances and to extend along Kensington Boulevard to meet with the sidewalk along Upton Drive.
3. Lighting for all on-site paths should be installed prior to occupancy.

The above features shall be completed prior to occupancy of the building.

Special Features

The applicant agrees to:

1. Remove the nine closest parking spaces if the Kensington Boulevard right-of-way is developed so as to increase the setback to 20 feet requiring only a five-foot waiver. The applicant shall notify the Planning Board of such changes.
2. Provide meeting rooms for community meetings and recreational facilities for neighborhood use.

Inspections

There shall be three inspections:

1. The first inspection shall be prior to grading for tree preservation fences and the replacement of any plant material, in kind, that does not live;
2. The second inspection shall be prior to occupancy of the building; and
3. The final inspection shall be three years after occupancy for Phase II landscaping.

The applicant will notify M-NCPPC by letter for inspections in accordance with this Development Program and Site Plan Enforcement Agreement.