

**Addendum to April 23, 2020, Staff Report for Alef Bet Montessori School, Adequate Public Facilities Test No. APF202001**

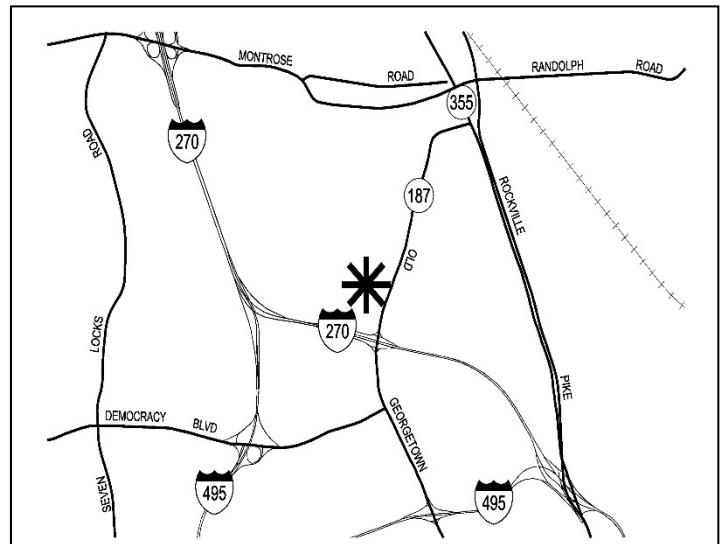
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- PB Patrick Butler, Supervisor, Area 2 Division, [patrick.butler@montgomeryplanning.org](mailto:patrick.butler@montgomeryplanning.org), 301.495.4561
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Completed: 7-20-20

**Description**

Continuation of the public hearing on April 23, 2020, and Addendum to the original staff report dated April 13, 2020. At its regularly scheduled public hearing on April 23, 2020, the Planning Board deferred action on this Adequate Public Facilities test, to: allow the Applicant additional time to address on-site circulation and access concerns and to coordinate with community members to determine appropriate enforcement condition.

- Location:** 6125 Tuckerman Lane.
- Master Plan:** 1992 *North Bethesda-Garrett Park Master Plan* area.
- Zone:** R-200.
- Property Size:** 0.59-acre.
- Applicant:** Alef Bet Montessori School.
- Accepted Date:** November 22, 2019.
- Review Basis:** APF review prior to Use and Occupancy Permit, Chapter 8-32.



**Summary**

- Staff recommends **approval with conditions**.
- Applicant requests expansion of enrollment from 39 students to 90 students.
- No expansion of the existing school/building is proposed.
- This review is limited to the transportation Adequate Public Facilities (APF) determination only. The Property is a recorded lot created by Plat No. 7383 in 1964, and neither a Preliminary Plan nor a Site Plan are required. Per Chapter 8-32, the Planning Board must find whether all applicable public facilities will be adequate to support the proposed development.

## STAFF RECOMMENDATION AND CONDITIONS:

Based on the requested revisions by the Planning Board, consultation with the Department of Permitting Services, and feedback from community members, the conditions have been updated as follows:

1. Total student occupancy is limited to 90 students, including early care, toddlers, preschool children, and elementary age children, and 12 staff members, for a total of 102 people.
2. Prior to issuance of the Use and Occupancy Certificate for the additional 51 students, for a total of 90 students, and continuing on all days the school is in session throughout the five years following APF approval, the Applicant must have an onsite certified traffic manager to direct traffic operations during the morning drop-off period (7:30 – 9:00 a.m.). The certified traffic manager shall have received certification as a “Temporary Traffic Control Traffic Manager” or equivalent accepted by the Maryland State Highway Administration, or may be an off-duty police officer. A copy of this certification or off-duty police officer contract must be filed with the Planning Department, the Montgomery County Department of Permitting Services, and the Montgomery County Department of Transportation.
3. Prior to issuance of the Use and Occupancy Certificate for the additional 51 students, for a total of 90 students, the Applicant must enter into a binding agreement with the Planning Board to perform a Transportation Management Plan (TMP) for five years. The TMP must be updated and filed annually with the Montgomery County Department of Permitting Services and the Montgomery County Department of Transportation. This TMP must be submitted within one month of the start of each school year. The Applicant must also hold an annual meeting with community members prior to the submittal of the TMP to present and discuss findings from the TMP. The TMP must meet the following requirements:
  - A) Outline the responsibilities of the onsite certified traffic manager. The onsite certified traffic manager must direct traffic operations during the morning drop-off period (7:30 – 9:00 a.m.) and prohibit queuing onto Tuckerman Lane.
  - B) The Applicant must record the number of vehicles entering the site during the peak morning period (7:30-8:30 a.m.) using automated vehicle counting technology. Daily vehicle counts must be uploaded to a publicly accessible website for review by Planning Department staff and community members. This website must be maintained by a traffic or monitoring consultant contracted by the Applicant.
    - I. The Applicant will be fined \$100 for each vehicle trip exceeding 50 vehicle trips accessing the site during the morning peak period (7:30-8:30 a.m.)
    - II. The Applicant must share daily vehicle count data with the Planning Department’s Development Applications and Regulatory Coordination (DARC) Division once per month. If the 50-vehicle trip threshold is exceeded during the morning peak period (7:30-8:30 a.m.), the per vehicle fine (\$100) must be paid to the DARC Division.
  - C) The TMP must include the following information:
    - I. Current and projected student enrollment
    - II. Daily AM peak vehicle counts onto the site, as recorded by the automated vehicle counting technology
    - III. Efforts to promote student family carpooling and teacher/staff carpooling

- IV. Student pick-up/drop-off data
  - V. On-site and adjacent street queuing trends and any operational changes to address potential queuing on Tuckerman Lane
  - VI. Any transportation issues observed on the property within the previous 12 months
  - VII. Off-site parking agreements
4. No vehicles may queue within the public right-of-way on Tuckerman Lane while accessing the Site. As with all traffic regulations, vehicle queuing in the public right-of-way where prohibited may be subject to enforcement.
  5. The Applicant must limit vehicle drop-offs during the morning peak hour (7:30-8:30 a.m.) to 50 students.
  6. Prior to issuance of the Use and Occupancy Certificate for the additional 51 students, for a total of 90 students, the Applicant must contribute \$1,200 to the Montgomery County Department of Transportation's CIP 507154 to support intersection improvements at Old Georgetown Road and Tuckerman Lane.
  7. Prior to issuance of the Use and Occupancy Certificate for the additional 51 students, for a total of 90 students, the Applicant must provide two (2) short-term bicycle parking spaces on-site, either inverted u-racks or an acceptable alternative.
  8. The Applicant must maintain off-site parking agreements to provide parking during special events. The off-site parking agreements must be included and updated annually in the Transportation Management Plan.
  9. Prior to issuance of the Use and Occupancy Certificate for the additional 51 students, for a total of 90 students, the Applicant must construct a second ADA accessible entrance, per request of the Department of Permitting Services. This entrance must include a wheelchair ramp, a 5-foot by 5-foot landing pad, and a 5-foot access aisle.

## **OVERVIEW**

At the Planning Board's public hearing on April 23, 2020, the Board deferred action on this Adequate Public Facilities test to: allow the Applicant additional time to address on-site circulation and access concerns and to coordinate with community members to determine appropriate enforcement condition.

## **CIRCULATION AND ACCESS IMPROVEMENTS**

The Planning Board raised two primary concerns at the April 23<sup>rd</sup> hearing: the functionality of the school's internal circulation and establishing justifiable enforcement conditions. As described in the original staff report, access to the school is served by a semicircular one-way drive aisle off Tuckerman Lane. The proposed circulation pattern has not changed; vehicles enter the site at the western driveway and circulate clockwise, exiting at the eastern driveway. Two travel lanes for pick-up and drop-off accommodates 12 vehicles, up to eight in the carpool lane and four parking spaces that are unoccupied during the morning drop-off and evening pick-up periods. Queuing onto Tuckerman Lane is prohibited.

Four employees facilitate the drop-off process and guide children from their parents' vehicles to the building entrance.

The dimension of several parking spaces have changed, but the total number of parking spaces provided on site is not altered. The Applicant is proposing 13 total parking spaces on-site: 12 standard/compact parking spaces and one ADA accessible parking space. The existing parking facilities satisfy the requirements for the school's proposed staffing levels, with 12 staff members. If the total number of parking on site is reduced, staff size must be reduced accordingly. The Applicant has provided a daily staff arrival timeline. Staff arrival on-site is staggered from 7:20 to 9:30 a.m., with six staff members arriving between 7:20 and 9:00 a.m. and six additional staff members arriving between 9:00 and 9:30 a.m.

The dimensionality of the semicircular driveway has been revised based on testimony from the community, feedback from the Planning Board, and consultation with the Department of Permitting Services (DPS) (Figure 1, Figure 2). The following modifications have been identified and will be implemented, for the Applicant to comply with DPS requirements and improve on-site circulation.

- The semicircular driveway's thru lanes will be widened by two feet, from 14-feet to 16-feet, to provide more room for vehicles to maneuver during the drop-off and pick-up periods.
- Once the school reaches 49 people onsite (students and staff), it is required by DPS to construct a second ADA accessible entrance. The entrance is proposed in the rear of the school, and includes a wheelchair ramp, 5-foot landing pad, and a 5-foot wide access aisle.
- A garbage enclosure was partially blocking four parking spaces on the western side of the site. The garbage enclosure has been relocated, and the parking spaces have been expanded. Three parking spaces are now 8-feet by 18.5-feet (including the wheel stop) and one parking space is designed for compact cars. The existing Fire Department access lane is not altered by these modifications.

Figure 1: Site Plan

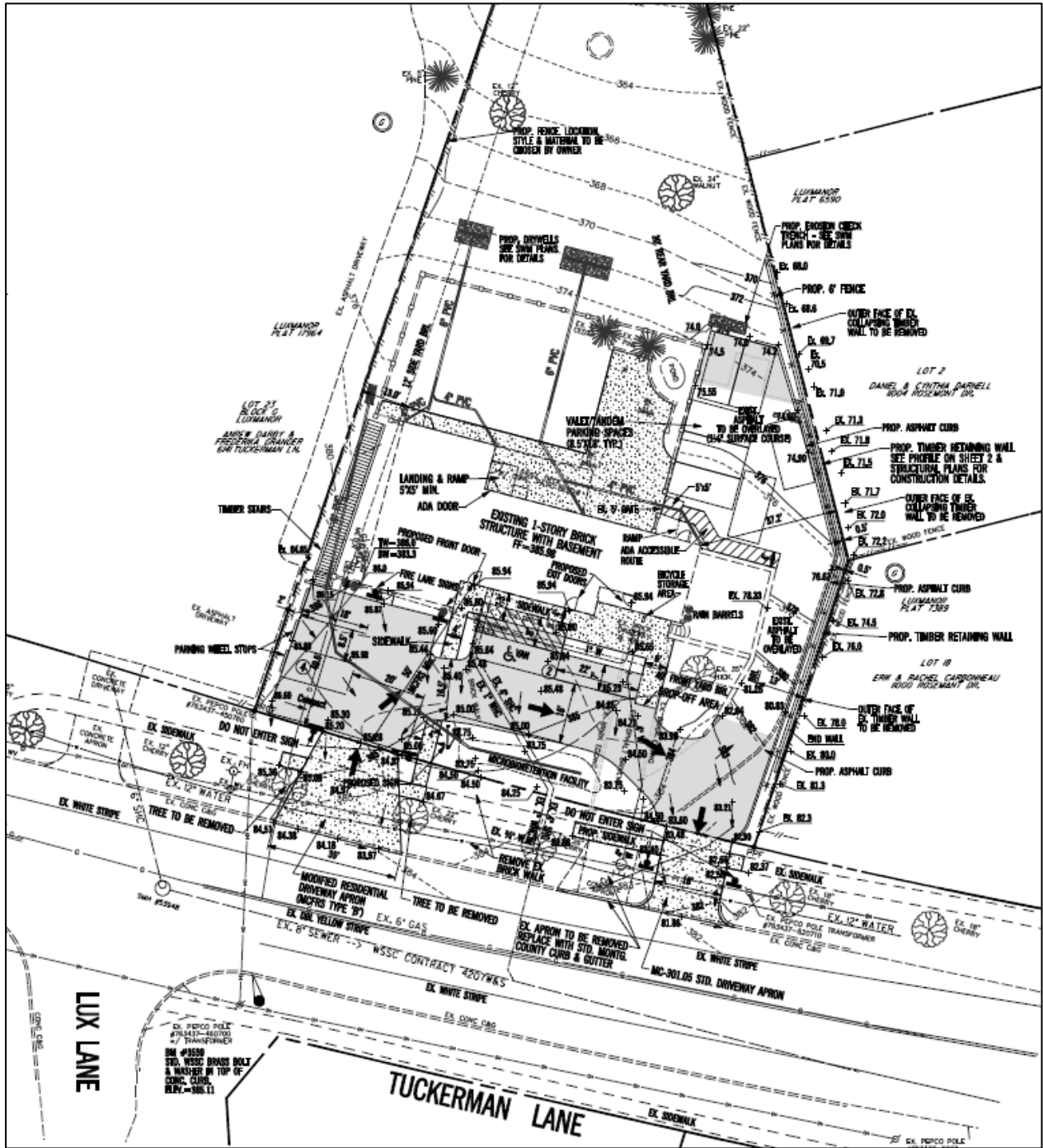


Figure 2: Driveway Dimensions

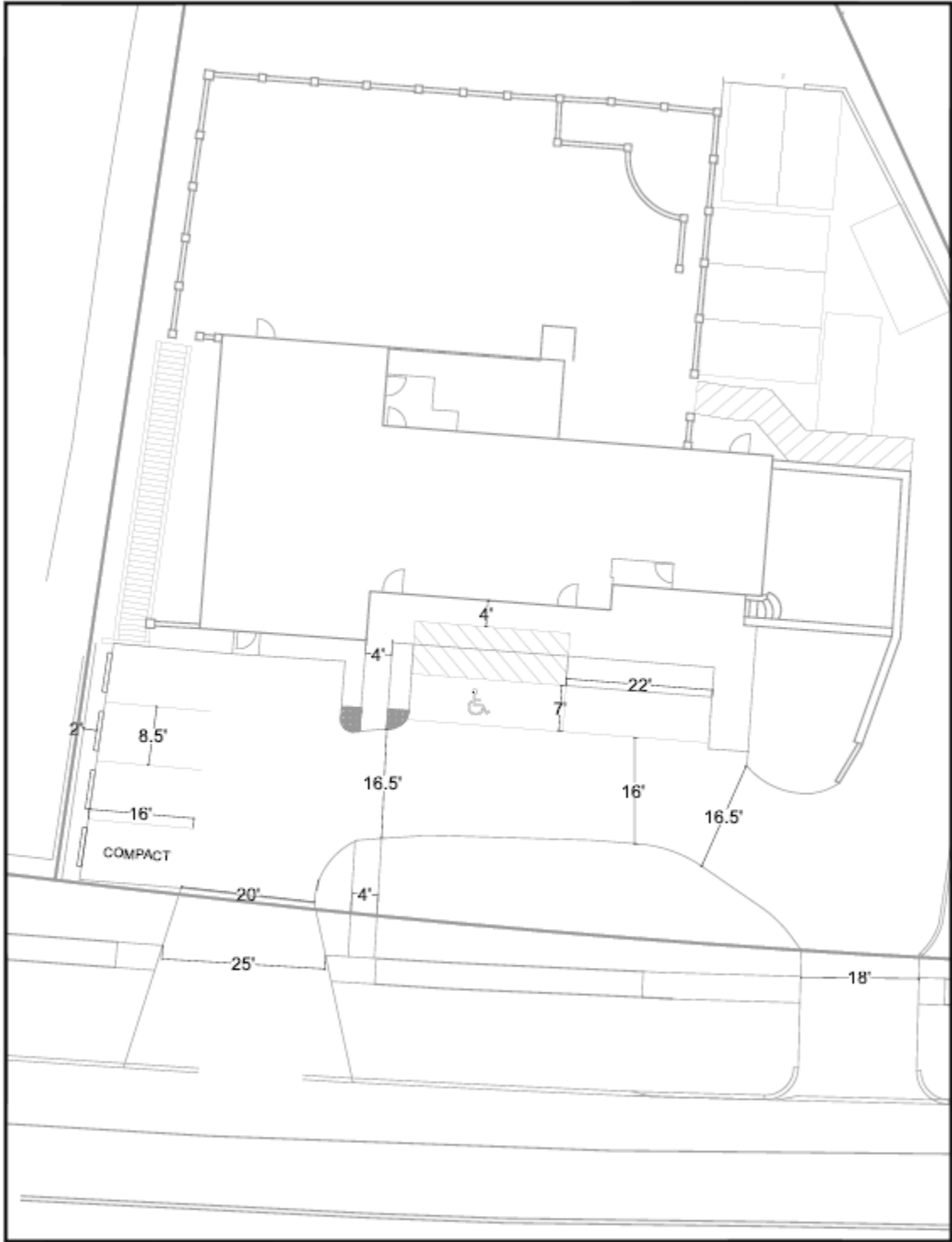
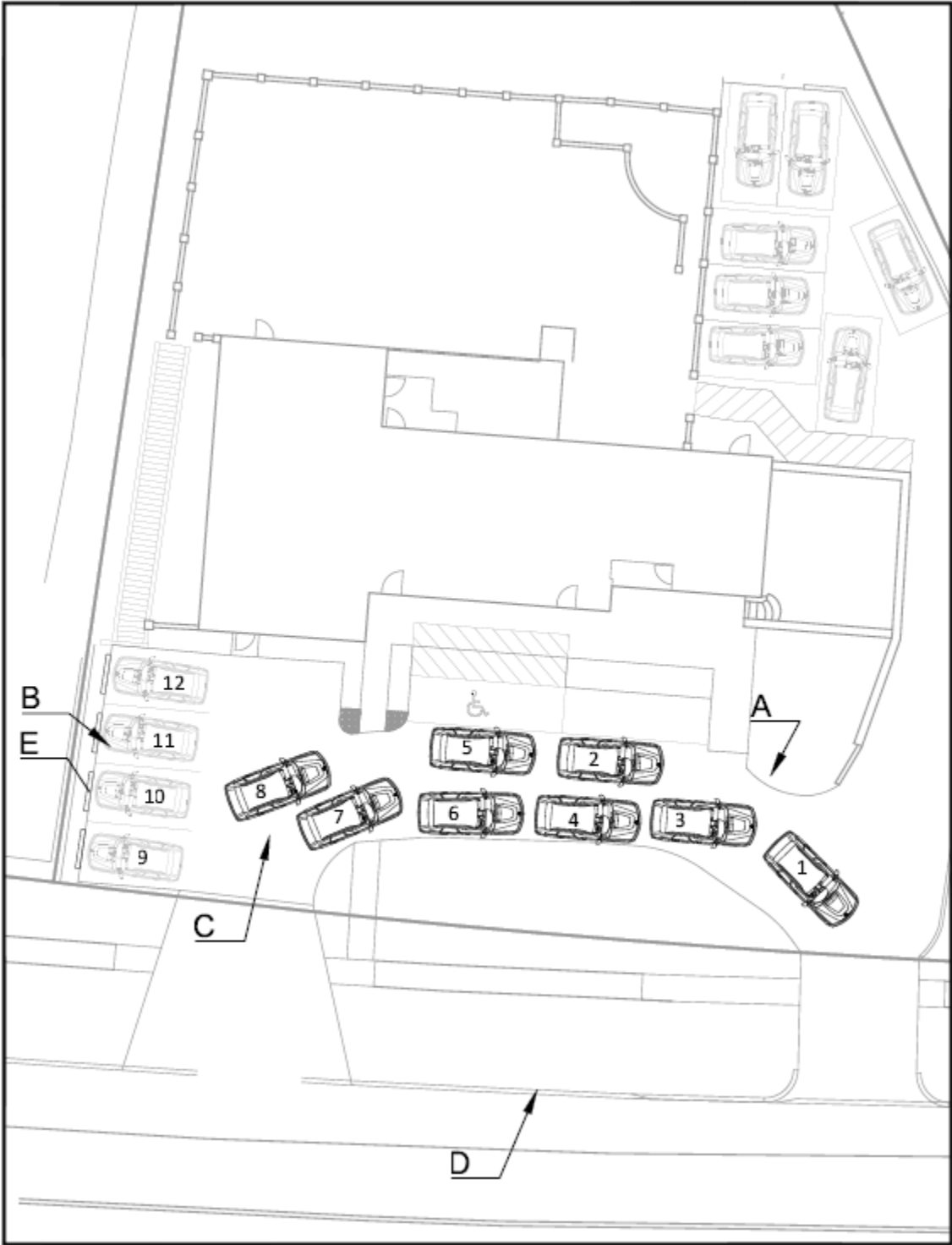


Figure 3: Circulation Diagram



## **CONDITIONS AND TRANSPORTATION MANAGEMENT PLAN**

Since the Planning Board hearing, Planning staff have worked to establish justifiable and enforceable conditions. Condition 3 has been significantly modified to ensure the Applicant is accountable for potential violations. The primary modifications to Condition 3 and the Transportation Management Plan are detailed below:

- The Applicant has agreed to record the number of vehicles entering the site during the peak morning period (7:30-8:30 a.m.) using automated vehicle counting technology. Daily vehicle counts must be uploaded to a publicly accessible website for review by Planning Department staff and community members, and this website will be maintained by a traffic or monitoring consultant contracted by the Applicant.
- The Applicant has agreed to a \$100 fine for each vehicle trip exceeding 50 vehicle trips accessing the site during the morning peak period (7:30-8:30 a.m.). The Applicant will share daily vehicle count data with the Planning Department's Development Applications and Regulatory Coordination (DARC) Division once per month. If the 50-vehicle trip threshold is exceeded during the morning peak period (7:30-8:30 a.m.), the Applicant will pay a per vehicle fine (\$100) to the DARC Division.
- Per consultation with DPS, the Applicant is required to construct a second ADA accessible entrance before expanding beyond 49 people on site. This entrance is illustrated on the revised site plan, and includes a wheelchair ramp, a 5-foot landing pad, and a 5-foot access aisle. Staff parking was rearranged to accommodate the rear ADA entrance
- Additionally, the Applicant will conduct an annual meeting with community members prior to the submittal of the TMP to present and discuss findings from the TMP.

## **COMMUNITY COORDINATION**

Per the direction of the Planning Board, staff has continued coordinating with community members to address their concerns regarding this application and has provided regular status updates. A timeline of meetings and key communications between Planning staff and community members since the April 23<sup>rd</sup> Planning Board hearing is detailed below:

- On May 4, 2020, Planning staff held a phone meeting with a community member to discuss the Applicant's responses to the Traffic Impact Statement and the Planning Board's questions.
- On June 24, 2020, following several meetings with DPS, Planning staff reviewed DPS' required site modifications with the same community member by phone.
- On July 6, 2020, Planning staff shared the revised site plan and circulation diagrams with community members who previously contacted staff and expressed interest in reviewing modifications to the site and the revised conditions. An updated version of the site plan was shared with the same community members by email on July 10, 2020.
- Planning staff attempted to facilitate several meetings between the Applicant and community members in July to review modifications to the site and the revised conditions, but these meeting invitations were declined by community members. Planning staff, the Applicant, and community members are meeting on Tuesday, July 21, 2020, to discuss the modifications to the site and the revised conditions.



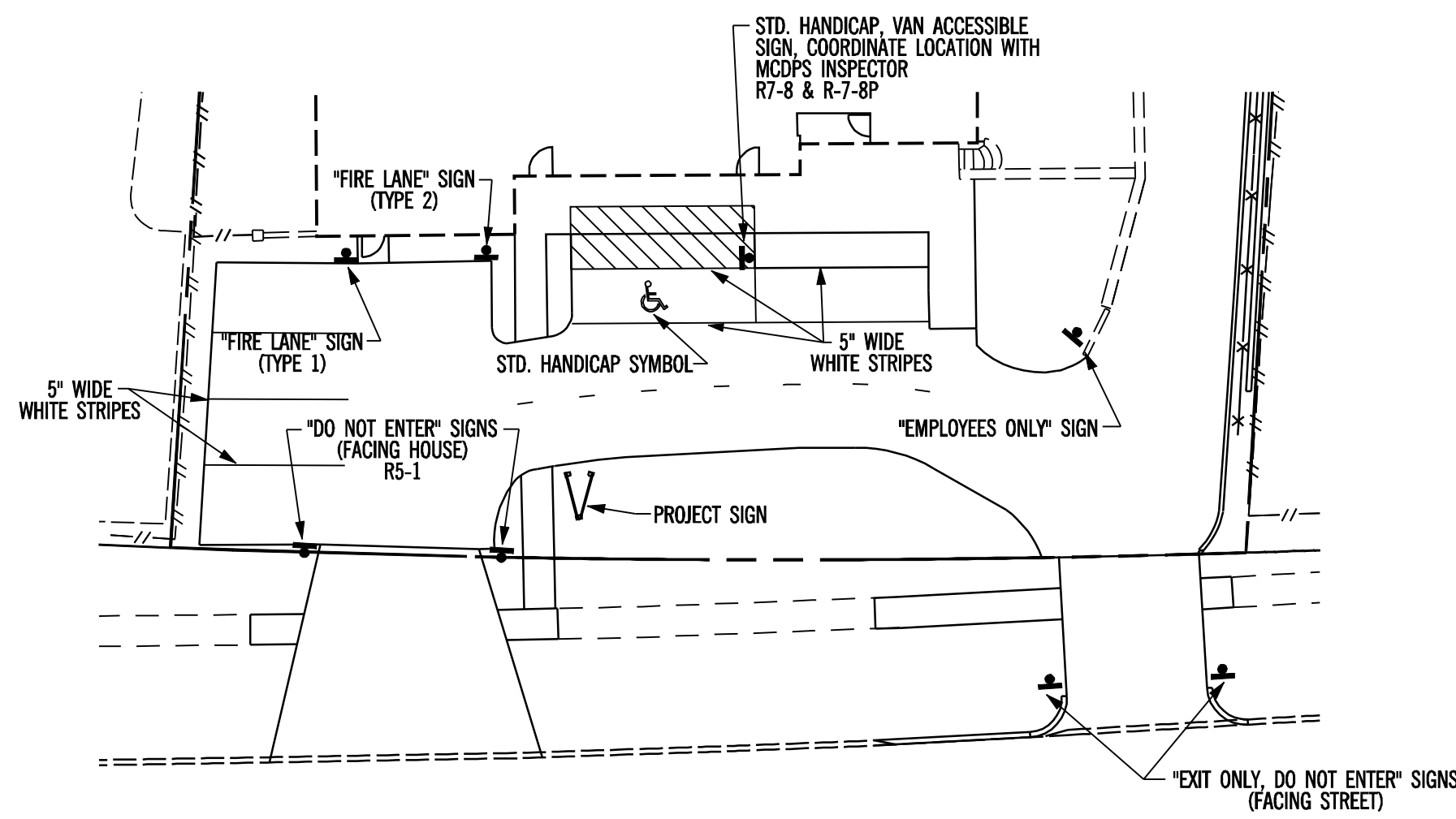
## **CONCLUSION**

The proposed addition meets all requirements established under Section 8-32 of the County Code. The site modifications enhance circulation and comply with DPS requirements. The revised conditions are more enforceable and hold the Applicant accountable to community concerns. The public transportation facilities will be adequate to serve the 51 additional students. Staff recommends approval of the APF transportation determination with the conditions specified in this addendum.

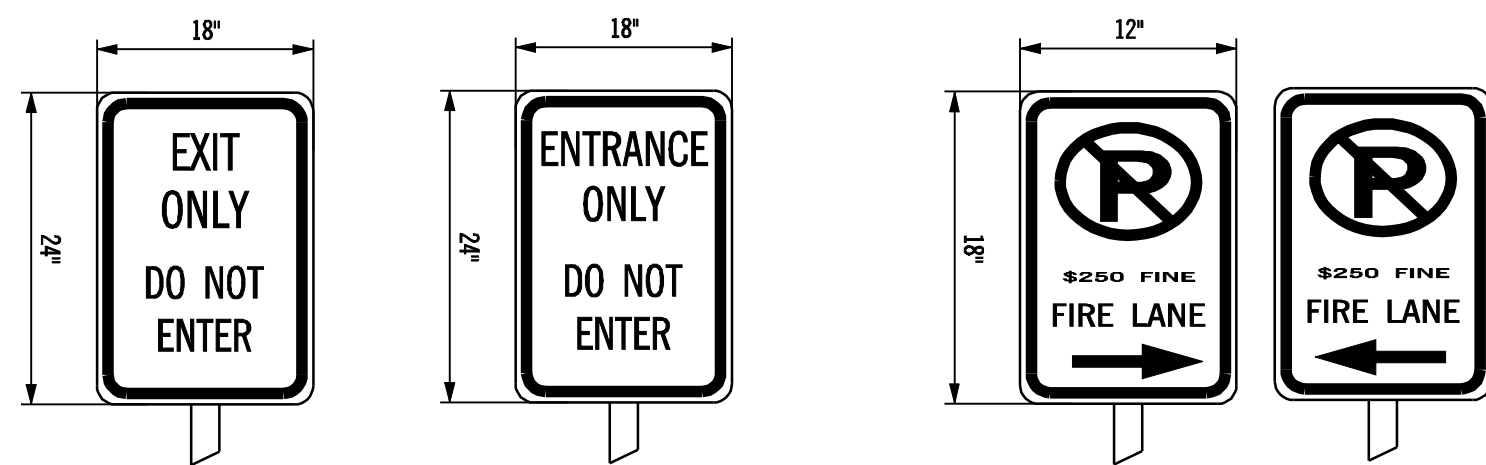
## **ATTACHMENTS**

Attachment A – Site Plan

Attachment B – Circulation and Queuing Plan

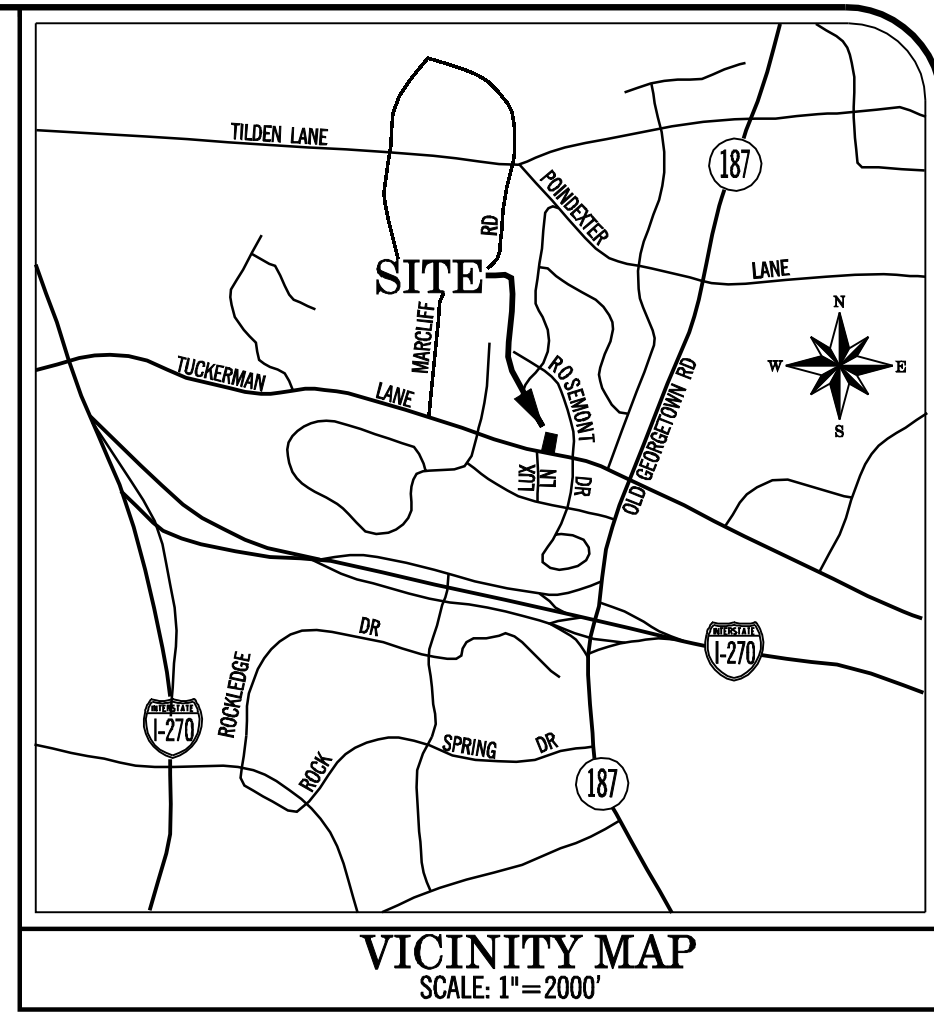


SIGNAGE AND STRIPPING PLAN INSET  
SCALE: 1" = 20'

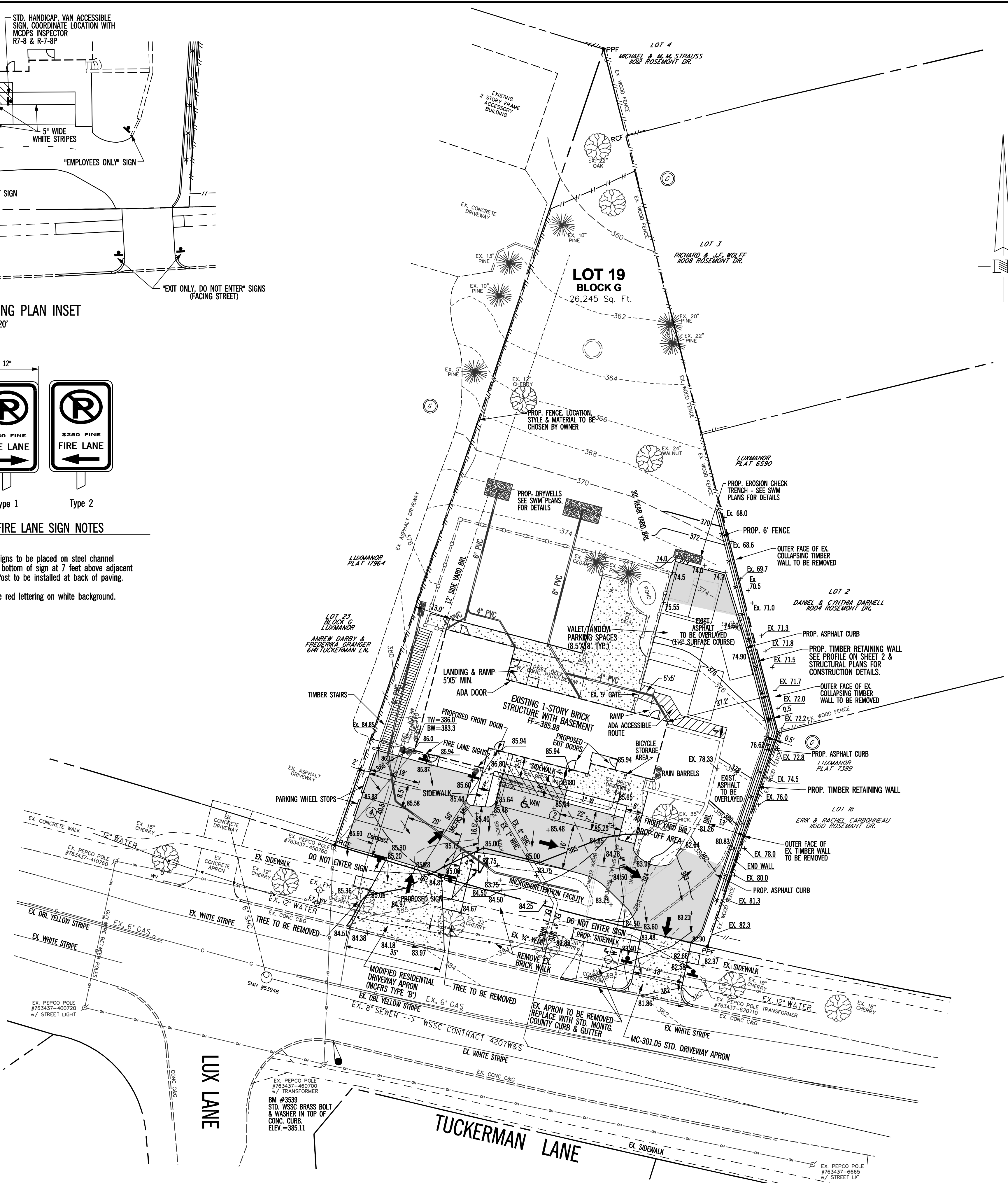


FIRE LANE SIGN NOTES

Note:  
Proposed signs to be placed on steel channel posts with bottom of sign at 7 feet above adjacent surface. Post to be installed at back of paving.  
Signs to be red lettering on white background.



SCALE: 1"=20'  
0 20 40



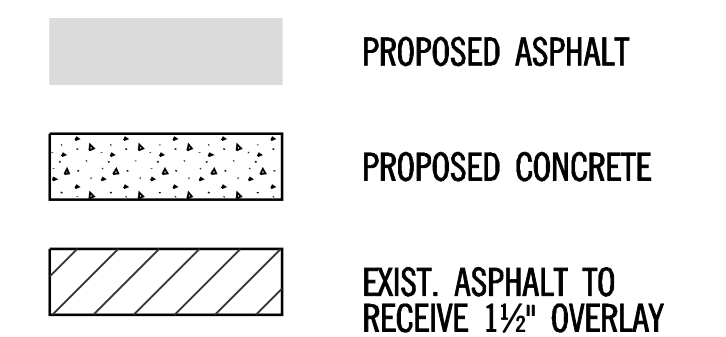
GENERAL NOTES

- Boundary and topography from a survey by Site Solutions, Inc., February 2017.
- The address of the property is 6125 Tuckerman Lane, Rockville, MD 20852 Lot 19, Block G, Luxmanor as shown on Plat 7383.
- WSSC Title No. 214NW06, ADC Reference - Page 5284, Grid K-5
- Public (WSSC) water and sewer service.
- Permeable pavement proposed for onsite parking surface, see SWM Plans for details.
- Onsite sidewalk to be per Montgomery County Std. MC-110.01.
- Refer to Right of Way Improvement Plan for details of construction within Tuckerman Lane ROW.

SITE DATA

- Lot Area: 26,245 sq.ft. (0.6025 Ac.)  
Per Record Plat #7383.
- Zoning: R-200
- Proposed Use: Private School (on Land Owned by Religious Organization)
- Maximum Building Coverage Permitted: 25% (6,561 sq.ft.) Existing/Proposed: 9.7% (2,553 sq.ft.)
- Maximum Building Height Permitted: 45 feet.
- Parking Required: (1 Space per Employee per 59.6.2.4.B - Private Educational Institution)  
Provided:  
Initial: (6 Employees) = 6 Spaces Min. 9 Spaces (incl. 1 Handicap) - 6 Sp. in Front, 3 in Rear  
Ultimate: (12 Employees) = 12 Spaces Min. 13 Spaces (incl. 1 Handicap) - 6 Sp. in Front, 7 Sp. in Rear  
7 Sp. in Rear to be Employee Valet/Tandem Parking
- Bicycle Parking: Number of spaces required = 1 per 5,000 sq.ft. of building area = 1 space required, Provided: 1 space
- Building Setbacks Required: (R-200 Zone)  
Front: 40'  
Rear: 30'  
Side: 12' Minimum, 25' total

PAVEMENT LEGEND



**SITE SOLUTIONS, INC.**  
19508 Amaranth Drive Suite A  
Germantown, Maryland 20874-1211  
(301) 540 7990 • FAX (301) 540 7991  
Planning • Landscape Architecture • Engineering • Surveying

OWNER:  
ALEF BET MONTESSORI SCHOOL, INC.  
7300 WHITTIER BOULEVARD  
BETHESDA, MD 20817  
ATTN: ELLIE LICHTASH

NO	REVISION	DATE
	ADD SIGN	08-20-2018

Professional Certification. I hereby certify that these documents were prepared or approved by me, and that I am a duly licensed professional engineer under the laws of the State of Maryland, License No. 19156, Expiration 06-02-2021.



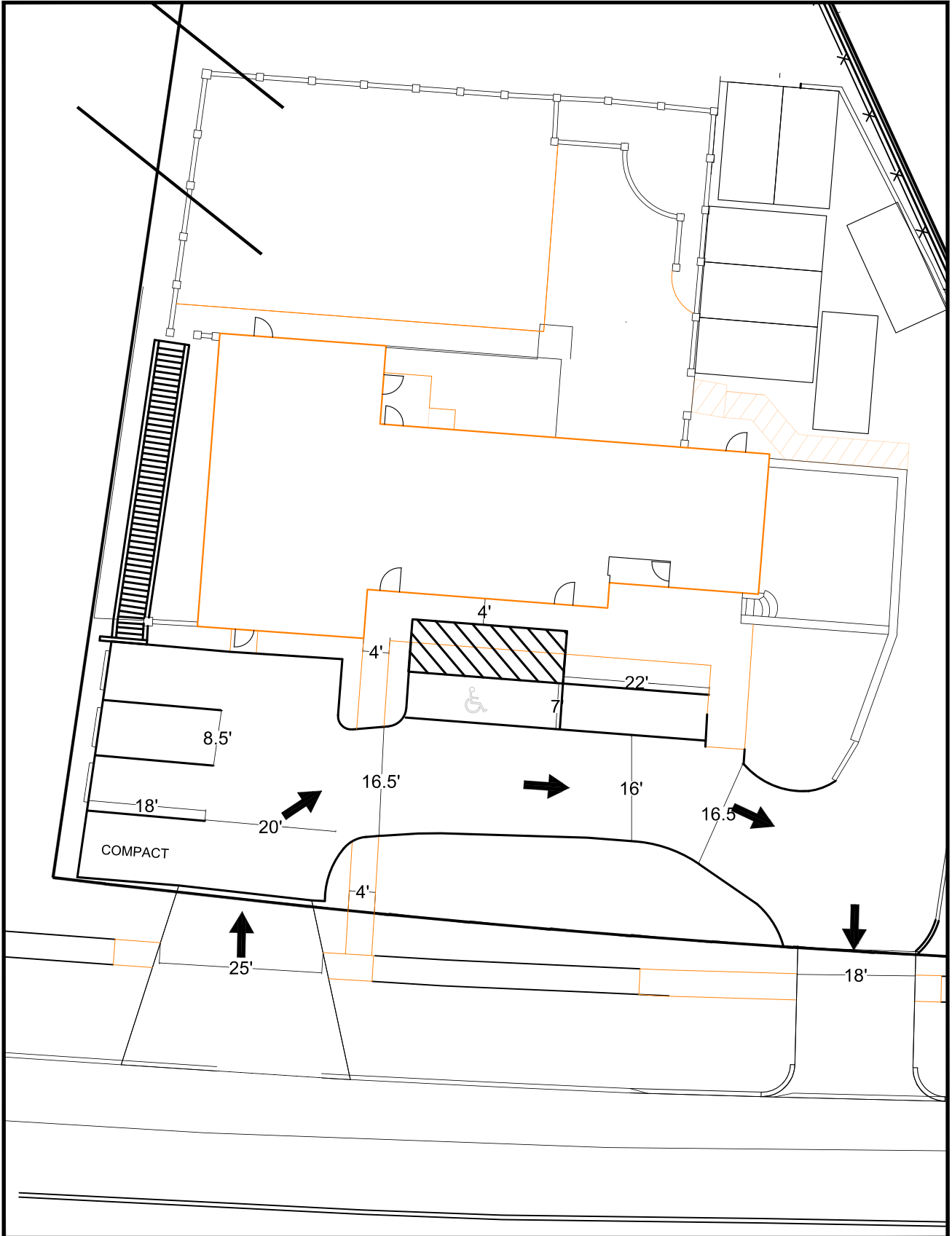
**SITE PLAN**  
**ALEF BET MONTESSORI SCHOOL**  
6125 TUCKERMAN LANE  
LUXMANOR LOT 19 BLOCK G  
ROCKVILLE ELECTION DISTRICT #4  
MONTGOMERY COUNTY, MARYLAND

JSL	DESIGN	SCALE	1"=20'
DWR	CHECKED	SHEET	1 of 1
7/9/2020	PLOT DATE	PROJ. No.	2079 D-

SITE SOLUTIONS, INC. PROJECT PLAN NUMBER

# ATTACHMENT B

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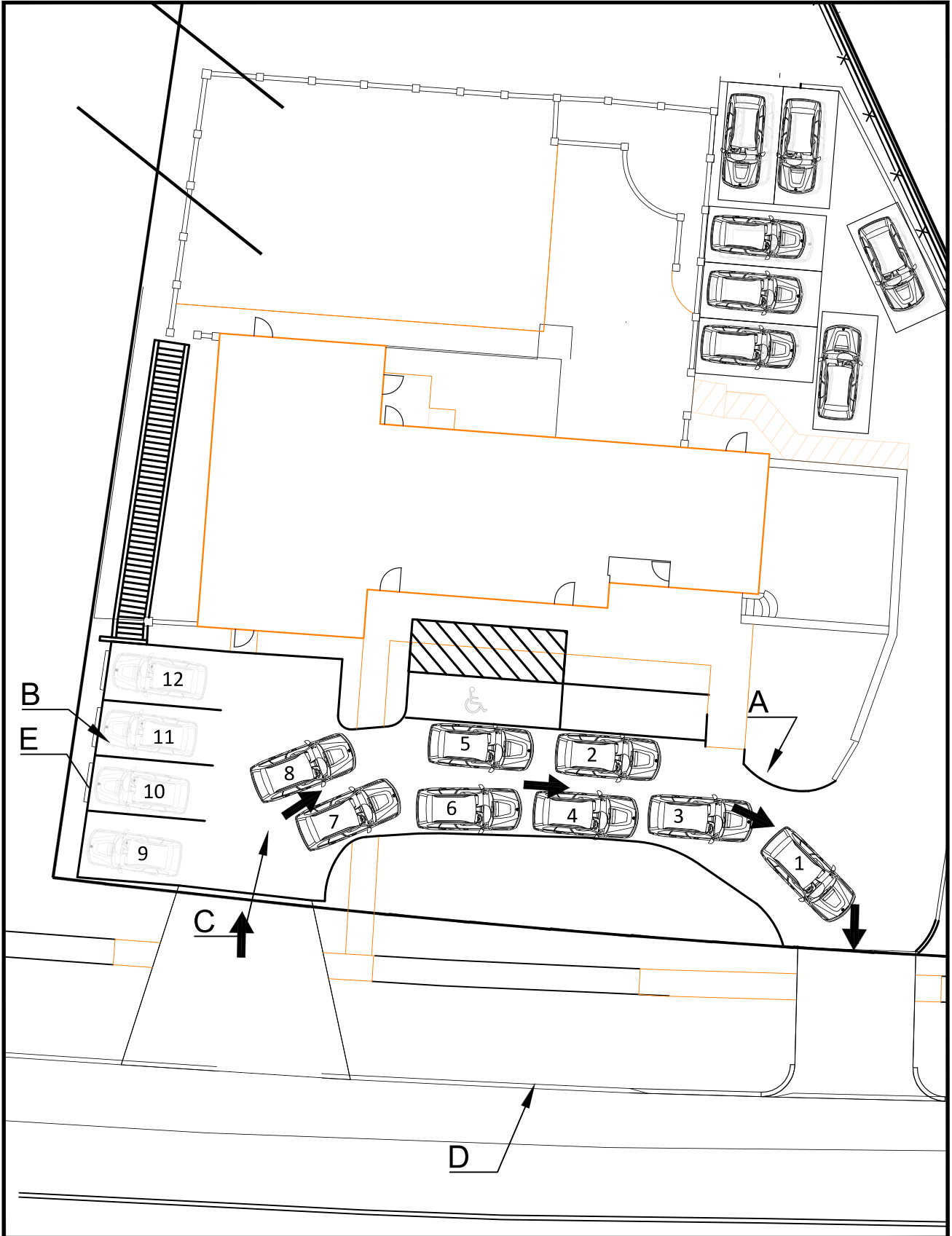


**Figure 1**  
Paving Dimension  
Plan



Alef Bet Montessori School  
Montgomery County, MD





**Figure 2**  
Drop-off and Pick-up  
Stacking Lanes

- A. Drop Off Pull Forward Line : Staff assists children in and out of car.
- B. 4 spaces used for pick up and drop off. No staff parking during those times.
- C. 2 carpool lanes, clockwise flow. Students do not exit car until in front of school.
- D. No parking between driveways 7:30 AM to 9:15 AM.
- E. Stop bar in parking spaces.



**Alef Bet Montessori School**  
Montgomery County, MD

