



Docket Item #11

Special Use Permit #2013-0011
1321 and 1423 Leslie Avenue - Commonwealth Academy

Application	General Data	
Consideration of a Special Use Permit amendment request to expand an existing private academic school.	Planning Commission Hearing:	May 7, 2013
	City Council Hearing:	May 18, 2013
Address: 1321 and 1423 Leslie Avenue	Zone:	CSL / Commercial Service Low
Applicant: Learning Foundation of Metropolitan Washington	Small Area Plan:	Potomac West

Staff Recommendation: APPROVAL subject to compliance with all applicable codes and ordinances and the recommended permit conditions found in Section III of this report.

Staff Reviewers: Nathan Randall nathan.randall@alexandriava.gov

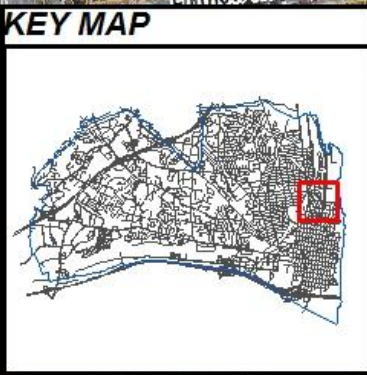
PLANNING COMMISSION ACTION, MAY 7, 2013: On a motion by Mr. Dunn, seconded by Mr. Wagner, the Planning Commission recommended approval of the request, with amendments to Conditions #2, #3, #6, and #25, and subject to compliance with all applicable codes, ordinances and staff recommendations. The motion carried on a vote of 7 to 0.

Reason: The Planning Commission agreed with the staff analysis and with condition changes proposed by the applicant and staff regarding the timing of enrollment increases, the implementation of student pick-up/drop-off, the preservation of the building façade and the frequency of litter pick-up.

Speakers:
 Duncan Blair, attorney for the applicant, spoke in support of the request and requested condition changes regarding the timing of the proposed enrollment increase, future façade changes, litter pick-up, and trash storage, as outlined in his May 6, 2013 letter.

Sarah Hout, representing the Del Ray Citizens Association’s Land Use Committee, expressed general support for the proposal and noted DRCA’s interest in having a three-way stop at the intersection of Leslie and East Alexandria Avenues as well as concern about the provision of parking given higher than average student/teacher ratios.

Tom Bodem, 1416 Leslie Avenue, noted support for the request in some respects as well as concern because of the lack of neighborhood parking and the need for safety improvements at the intersection of Leslie and East Alexandria Avenues.



SUP #2013-0011
1321 & 1423 Leslie Ave.

5/7/2013 N



I. DISCUSSION

The applicant, Learning Foundation of Metropolitan Washington, requests a Special Use Permit amendment to expand an existing private academic school at 1321 and 1423 Leslie Avenue.

SITE DESCRIPTION

The subject property comprises two lots of record. The property at **1321 Leslie Avenue**, the site of the existing school, is an irregular-shaped lot with approximately 540 feet of frontage on Leslie Avenue and a total lot area of 40,109 square feet. The site is developed with a one-story building originally built for commercial/warehouse purposes as well as a surface parking lot to the north of the building. Commonwealth Academy occupies most of the building on the site, although a contractor's office is also located at the southern end of the building.



The property at **1423 Leslie Avenue**, the site of the proposed school expansion, has approximately 195 feet of frontage on Leslie Avenue and a total area of 17,171 square feet. The site is developed with a one-story building similar to the one at 1321 Leslie Avenue and a surface parking lot immediately to the south of the building. The building is divided into two separate tenant spaces.



The property is surrounded by a mix of commercial and residential uses. Commercial uses are located to the north and west, including Applied Industrial Technologies, Tech Painting, and the M.E. Swing Coffee Company. A residential apartment building with ground-level retail is under construction immediately to the east at Potomac Yard Landbay L. One and two-family residences are located along East Alexandria, East Luray, and East Glendale Avenues to the south and west of the property.

APPROVAL HISTORY

Commonwealth Academy opened in 2001 pursuant to City Council approval of SUP#2001-0093. In 2006, City Council approved SUP#2006-0015 to expand the school from 100 to 150 students. Most recently, in April 2011, staff administratively approved SUP#2011-0012 to allow a 2,000 square-foot expansion and to extend the school's closing hour by 30 minutes. The 2011 SUP approval did not increase the number of children at the site and instead provided additional space for the existing number of students permitted to attend the facility.

PROPOSAL

The applicant proposes to expand its existing private academic school, which offers instruction to children in 3rd through 12th Grades. One part of the request involves the school expanding into one-half of the adjacent building, measuring about 5,000 square feet, located immediately to the north at 1423 Leslie Avenue. A new gymnasium and storage areas will be offered in this space. The total square footage of the school will increase from 21,000 to 26,000 square feet.

The second part of the applicant's request is to increase the maximum number of children at the site by 30 students, from the existing 150 to 180 total students. The applicant has not yet decided the grade level of the new students and will use the additional capacity at the levels of highest demand. The increase in students can be accommodated by reconfiguring the existing space at 1321 Leslie Avenue. No new classrooms are anticipated at 1423 Leslie Avenue. The existing school parking lot north of the school building at 1321 Leslie will be combined with the parking lot at the southern end of 1423 to create one 32-space parking lot for the school. Additional elements of the applicants' proposal are as follows:

Hours of Operation: 7 a.m. – 5:30 p.m. Monday - Friday

Peak Pick-up/Drop-off Hours: 7 a.m. – 8:30 a.m. (Drop-off)
2:45 p.m. – 4 p.m. (Pick-up)

Number of Students: 80 existing high school students
70 existing elementary/middle school students
150 existing students
30 new students
180 total students

Number of Staff: 40 full and part-time staff

Noise: Any noises are not expected to exceed code-permitted levels

Trash/Litter: Trash will be collected from the site at least three times per week. Employees will monitor site to prevent litter.

ZONING/MASTER PLAN DESIGNATION

The property is located in the CSL / Commercial Service Low zone. Section 4-303(V) of the Zoning Ordinance allows a private academic school in the CSL zone only by Special Use Permit. The property is also located within the Potomac West Small Area Plan, which designates the site for uses consistent with the CSL zone.

PARKING

According to Section 8-200(A)(11) of the Zoning Ordinance, an elementary/middle school requires one parking space for every 25 students and a high school requires one parking space for every 10 students. With up to 80 high school and 70 elementary/middle school students at the present time, Commonwealth Academy has been required to provide 11 off-street parking spaces. The addition of 30 students at the school requires an additional three off-street parking spaces (using the higher of the two school parking ratios) for a total parking requirement of 14 spaces. The school exceeds this parking requirement with 32 off-street parking spaces in the expanded parking lot between the two buildings the school will occupy. Sixteen of these spaces already exist in the school lot and 16 additional spaces will be added at 1423 Leslie to create one combined lot. Although the applicant has leased additional, non-required parking spaces in the unpaved lot directly across Leslie Avenue from the school, the school does not expect to continue that arrangement in the future.

STUDENT PICK-UP/DROP-OFF

Student pick-up and drop-off is currently accommodated in a curbside area along the curved portion of Leslie Avenue adjacent to the front of the school. This area approximately corresponds to an on-street student loading/unloading zone with space for approximately six or seven vehicles. Peak drop-off times are between 7 and 8:30 a.m. and peak pick-up times are between 2:45 and 4 p.m. and include the required staggered arrival/dismissal times at the school. Lower/middle school students are generally dropped off between 7 a.m. and 7:30 a.m. and picked-up between 3 p.m. and 3:45 p.m. High school students are generally dropped off between 7:30 a.m. and 8:15 a.m. and picked up between 3:40 p.m. and 4 p.m.

Condition #3 of the SUP, which first originated in 2001 and has been carried forward in all subsequent approvals, requires the applicant to generally conform to the terms of an approved “transportation management plan.” The plan lists operational procedures and strategies that the school has agreed to follow to provide for adequate management of traffic, parking, and student pick-up and drop-off. Included in the plan are requirements that student pick-up or drop-off will occur only curbside along the front of the school and that school staff will continually monitor the pick-up and drop-off operation for consistency with its provisions.

As part of the current request, the applicant has submitted an updated transportation plan that includes most of the elements of the existing plan and proposes multiple improvements, most of which require Traffic and Parking Board approval. A second pick-up and drop-off zone, with space for at least six vehicles, is proposed for the eastern side of Leslie Avenue along the side of the school building. Additional on-street parking for approximately five vehicles has been requested for the western side of Leslie Avenue in front of the unpaved parking lot, where parking is currently not allowed. The applicant has also raised the possibility of signing the intersection of Leslie and East Alexandria Avenues as a three-way stop in order to improve safety in the area generally. Additional safety measures, such as a new crosswalk and new speed limit, school zone, and “no U-turn” signs are also contemplated. The Traffic and Parking Board is scheduled to consider these requests at its May 27th 20th hearing.

ENFORCEMENT HISTORY

Staff inspected the premises on January 25, 2013 as part of its routine inspection program and found no violations of the conditions of SUP#2011-0012. On subsequent visits to the site in mid-April as part of its general review of the current request, staff observed a series of inconsistencies between the requirements of the approved transportation management plan and the actual pick-up and drop-off operation at the school. These inconsistencies included children being dropped off across the street from the school, parents blocking a travel lane of Leslie Avenue while waiting to pick-up their children, and no school staff or other designated individual present outside of the building to monitor the pick-up/drop-off operation.

Staff issued a verbal warning to the applicant through its attorney and required compliance with the provisions of the plan as required in Condition #3. In subsequent visits to the site on April 22-23, 2013, staff observed that the applicant had improved its pick-up/drop-off arrangement. The applicant has stated that it will continue to make improvements to achieve consistency with the transportation management plan. Staff will continue to monitor the operation and will take proper enforcement action as necessary.

II. STAFF ANALYSIS

Although concerned about the transportation-related violations observed at the site recently, staff ultimately does not object to the applicant's proposal to expand its private academic school. The expansion proposal is reasonable and moderate in scale, will provide several new off-street parking spaces compared to today, and will allow the school to construct a gymnasium for the first time. The applicant has also planned several traffic and safety-related improvements to coincide with this request. If approved and diligently followed, these changes should improve the transportation-related aspects of the use.

While staff has not observed any acutely dangerous incidents around the school, it is concerned about the transportation-related violations that have occurred recently. The blocking of travel lanes on Leslie Avenue in what essentially amounts to double-parking, as well as the vehicles entering and exiting various curbside locations across the street from the school, is problematic for the smooth flow of traffic, particularly given reduced sight lines due to the curved design of Leslie Avenue at its intersection with East Alexandria Avenue. It is also concerned that the school failed to post a staff member outside to prevent or correct parents attempting a maneuver inconsistent with the transportation plan. Staff maintains that vigilance in adhering to the transportation plan, like all SUP conditions, is necessary and important not only as a legal matter but also for traffic and safety reasons and to be a good neighbor in an established community like Del Ray. The applicant has made improvements to its pick-up/drop-off operation since the inconsistencies were observed and it will continue to do so to achieve full compliance.

Most, if not all, of the transportation-related changes the applicant is proposing are expected to improve the general functioning and safety of the site, particularly in terms of parking and pick-up/drop-off. The changes also respond to transportation concerns expressed to staff by two neighbors. Although off-set somewhat by the loss of non-required spaces the school has leased at

the parking lot across the street, the expanded parking lot proposed here will help to mitigate the potential parking impact from the use on adjacent residential areas. The existing and new pick-up and drop-off zones will offer additional room to accommodate parents' vehicles during pick-up/drop-off times. The combined zones will accommodate 13 vehicles in total, which is about double the existing number. Although the second pick-up and drop-off zone will make some on-street parking spaces unavailable at certain times of the day, the applicant proposes to balance this temporary loss of parking by requesting that the current no-parking restriction on the western side of Leslie Avenue be lifted. If approved by the Traffic and Parking Board, an additional five parking spaces will be available on-street. The spaces on the eastern side of Leslie will also remain available for use weekdays outside of the pick-up and drop-off times, as well as all day on weekends. The end result is that during most times of the day, more on-street parking spaces will be available on Leslie Avenue compared to today. General conformance with the amended plan dated April 19, 2013 including the anticipated expansion of the pick-up/drop-off zone and the lifting of the no-parking restriction subject to Traffic and Parking Board approval, has been stipulated in an amended Condition #3 of this report.

In addition to formalizing the applicant's proposed improvements, staff recommends additional transportation-related condition changes affecting Conditions #2 and #3 of this report. It recommends amending Condition #2 to require a finding by the Director that the applicant has corrected all recent pick-up/drop-off inconsistencies and is operating an adequate pick-up/drop-off operation before enrollment at the site increases to the 180 students contemplated in this application. This condition provides an additional level of assurance that the school is operating in a manner consistent with SUP conditions. If any significant inconsistencies are found, the Director will docket the SUP for consideration before the Planning Commission and City Council.

Condition #3 also includes new provisions that the applicant will need to incorporate in a final version of the transportation management plan. First, it clarifies that all student pick-up/drop-off should occur in the approved pick-up/drop-off zone or zones. Second, it requires the school to regularly notify parents of the provisions of the transportation management plan as well as a specific requirement that it remind parents on at least a monthly basis for the first year after SUP approval. The latter provision in particular is intended to prevent the recent inconsistencies in the pick-up/drop-off operation. Third, it will require new staggering of student arrival/dismissal times in addition to the school's existing two staggered times. Staff believes some potential exists, mostly during peak-of-the-peak pick-up/drop-off times, that even the expanded pick-up/drop-off zones will not have sufficient capacity to accommodate all vehicles, particularly with the addition of 30 new students. Staff is recommending that the school institute a total of four different arrival/dismissal times, with two each for the lower/middle and high school grade levels. Under this plan, the school would stipulate, for example, that half of its students would have a dismissal time in the early portion of the pick-up window (approximately 3 p.m.) and the other half in the later portion of the dismissal window (approximately 3:15 p.m.) The difference between the two arrival/dismissal times for a particular school could potentially be as short as 15 minutes and yet likely still prevent the possibility that the pick-up/drop-off areas become overwhelmed by, for instance, a majority of lower/middle school parents arriving at the same time to pick up their children.

The described transportation-related changes, both those proposed by the applicant and those now recommended by staff, are intended to both improve the existing pick-up/drop-off to prevent future inconsistencies and to accommodate the proposed school expansion. Their implementation requires final approval of the Traffic and Parking Board, which is not scheduled to hear the request until May ~~27th~~ 20th. While the timing of their consideration of these improvements is not ideal, staff believes it can be addressed by requiring the SUP to be re-docketed for Planning Commission and City Council consideration if the minimum necessary changes are not approved by the Board (Condition #3).

Staff has included condition changes in this report to address a variety of additional matters. It has folded existing Condition #4, requiring that the pick-up/drop-off zone be maintained, into Condition #3. New verbiage has been added to Condition #6 to clarify that as part of any review of future changes to the exterior of the building, the Director may require the applicant to adhere to the design guidelines listed in the future “pattern book” that will be established for the series of historic warehouse-style buildings along the 1300-1500 blocks of Leslie Avenue. Condition #19 has been amended to require the installation of new landscaping in the event that the existing landscaping at 1423 Leslie Avenue must be removed to complete planned parking lot improvements. Condition #23 has been added to expressly limit the hours of operation for regular classroom instruction at the school to its existing hours of 7 a.m. - 5:30 p.m. Monday-Friday. Finally, Conditions #24 and #25, regarding trash and litter, have been added for consistency with standard condition language and in response to a neighbor’s concern about litter and the location and appearance of the school’s dumpsters. In conversations with the applicant, the most likely scenario to achieve compliance with Condition #24 will be to remove the existing dumpsters and replace them with smaller bins that will be rolled-out to the curb as necessary.

Subject to the conditions contained in Section III of this report, staff recommends approval of the Special Use Permit request.

III. RECOMMENDED CONDITIONS

Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the following conditions:

1. The Special Use Permit shall be granted to the applicant only or to any business or entity in which the applicant has a controlling interest. (P&Z)(SUP2001-0093)
2. **CONDITION AMENDED BY STAFF AND PLANNING COMMISSION:** The maximum student enrollment shall not exceed 150 ~~180~~ students. ~~Prior to school enrollment exceeding 150 students, the Director of Planning & Zoning shall determine whether the existing pick-up/drop-off operation is consistent with Condition #3 and whether it negatively impacts the smooth and safe flow of traffic on Leslie and East Alexandria Avenues. If the Director determines that the pick up/drop off arrangement is inadequate or inconsistent with Condition #3, or that the applicant's pick up/drop off operation cannot accommodate an additional 30 students, the Director shall docket the Special Use Permit for review by Planning Commission and City Council.~~ (P&Z) (PC) (SUP#2006-0015)
3. **CONDITION AMENDED BY STAFF AND PLANNING COMMISSION:** The applicant shall, to the satisfaction of the Director of Planning & Zoning, and in collaboration with affected neighbors and the City Departments of Transportation & Environmental Services and Police, develop and generally conform its operation generally to the elements of the Traffic Summary and Transportation Management Plan, dated September 28, 2001, filed as part of the application, transportation management plan dated April 19, 2013, a new transportation plan which shall be updated to include, without limitation at a minimum:
 - a) staggered arrival and departure times for students, which shall include two different arrival/dismissal times each for lower/middle school students and high school students, or a reasonable alternative staggering arrangement to the satisfaction of the Director of Planning & Zoning,
 - b) the use of a School Transportation Coordinator to assist with traffic management when students are arriving and leaving the premises;
 - c) ~~no use of buses to transport students to and from school, except those small, public buses bringing students from public school as described in the application; and~~
 - d) coordinating and promoting carpooling among parents and students;
 - e) maintenance of the student pick-up/drop-off zone or zones in a location and during hours approved by the Directors of Planning & Zoning and Transportation & Environmental Services and the Traffic and Parking Board;
 - f) prohibiting the pick-up and drop-off of students outside of approved student pick-up/drop-off zone(s) unless approved by the Director of Planning & Zoning; and
 - g) routinely informing and reminding parents, as part of orientation meetings and on a monthly basis for the first year after approval of this Special Use Permit, of all relevant provisions of the transportation plan.

~~Consistent with and in addition to the aforementioned plan, the applicant shall obtain Traffic and Parking Board approval for, at a minimum: 1) the expanded/second pick up and drop off zone as discussed in this report and 2) the lifting of the no parking restriction on the western side of Leslie Avenue as discussed in this report. If the Traffic and Parking Board does not approve these minimum changes, or a reasonable alternative as determined by the Director of Planning & Zoning, the Special Use Permit will be re-docketed for consideration by the Planning Commission and City Council. The new plan shall be reviewed and approved by the Director of Planning & Zoning within 90 days of approval of this Special Use Permit and shall be implemented at the beginning of the 2013-2014 school year. If within the first 30 days following implementation, the Director determines that the pick-up/drop-off arrangement is inadequate or inconsistent with this condition, or that the applicant's pick-up/drop-off operation cannot accommodate an additional 30 students, the Director shall docket the Special Use Permit for review by Planning Commission and City Council. (P&Z)(T&ES)(PC) (SUP#2006-0015)~~

4. **CONDITION AMENDED BY STAFF:** ~~The applicant shall maintain the loading/unloading zone for buses and vehicles on Leslie Avenue adjacent to the main entrance to the building for arriving and departing students. (T&ES)(P&Z) (SUP#2011-0012)~~
5. CONDITION DELETED BY STAFF (SUP#2011-0012)
6. **CONDITION AMENDED BY PLANNING COMMISSION:** ~~In the event historic structures guidelines are created for the historic structures on the 1300-1500 blocks of Leslie Avenue, all future changes to the exterior of the building proposed by the applicant will require the review and approval of the Director of Planning & Zoning for consistency with any such future guidelines. The applicant shall maintain the building and the site, including landscaping and façade treatment, generally consistent with the conceptual drawings provided as part of the application, to the satisfaction of the Director of Planning & Zoning. All future changes to the exterior of the building will require the review and approval of the Director of Planning & Zoning for consistency with any future design guidelines that are created for the structures on the 1300-1500 blocks of Leslie Avenue. (P&Z) (SUP#2006-0015)~~
7. Condition deleted. (P&Z)
8. Condition deleted. (P&Z)
9. Condition deleted. (P&Z)
10. There shall be no outdoor storage on site. (P&Z)(SUP2001-0093)
11. The applicant shall provide site lighting in the parking lot to meet minimum city standards. Lighting shall be shielded to prevent excessive spillover and glare onto adjacent residential properties. (T&ES)(SUP2001-0093)
12. All loudspeakers shall be prohibited from the exterior of the building and no amplified sound shall be audible at the property line. (T&ES) (SUP#2006-0015)

13. The applicant shall control odors, smoke, and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Service. (T&ES) (SUP#2006-0015)
14. ~~**CONDITION DELETED BY STAFF:** The applicant shall consult the Crime Prevention Unit of the Alexandria Police Department regarding a security assessment of the additional school space once it is completed. (Police)(SUP#2011-0012)~~
15. The applicant shall meet with affected neighbors on a periodic basis to discuss and seek solutions and mutual understanding as to neighborhood issues regarding the operation of the school. Required meetings may be suspended or resumed at any time by the Director of Planning & Zoning in consultation with immediate neighbors and nearby neighborhood associations. (P&Z) (SUP#2011-0012)
16. The applicant shall maintain a fire suppression system for this facility. (Code) (SUP#2011-0012)
17. **CONDITION AMENDED BY STAFF:** The Director of Planning and Zoning shall review the Special Use Permit one year from the date of approval and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community, (b) the Director has received a request from any person to docket the permit for review as a result of a complaint that rises to the level of a violation of the permit conditions, or (c) the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed (P&Z) (SUP#2011-0012)
18. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all SUP provisions and requirements. (P&Z) (SUP#2006-0015)
19. **CONDITION AMENDED BY STAFF:** The applicant shall maintain five existing ornamental or deciduous trees along the west side of the 1321 Leslie Avenue property. If the existing landscaping along the frontage of the 1423 Leslie Avenue property is removed as part of the parking lot improvements, the applicant shall install new landscaping along this frontage consistent with the City of Alexandria Landscaping Guidelines to the satisfaction of the Director of Planning & Zoning. (P&Z)(RP&CA) (SUP#2006-0015)
20. ~~CONDITION SUPERSEDED BY CONDITION #23 AND DELETED BY STAFF (SUP#2011-0012)~~
21. ~~CONDITION REQUIRED BY CODE AND DELETED BY STAFF (SUP#2011-0012)~~
22. Supply deliveries, loading, and unloading activities shall not occur between the hours of

11:00pm and 7:00am. (T&ES) (SUP#2011-0012)

23. All waste products including but not limited to organic compounds (solvents) used in the science laboratories shall be disposed of in accordance with all local, state and federal ordinances or regulations and not be discharged to the sanitary or storm sewers or be discharged onto the ground. (T&ES) (SUP#2011-0012)
24. **CONDITION ADDED BY STAFF:** The maximum hours of operation for regular classroom instruction at the school shall be between 7 a.m. and 5:30 p.m. Monday-Friday. (P&Z)
25. **CONDITION ADDED BY STAFF AND AMENDED BY PLANNING COMMISSION:** Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up ~~at least twice a day and at the close of business, and more often if necessary,~~ once each school day to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (P&Z)
26. **CONDITION ADDED BY STAFF:** Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in closed containers which do not allow invasion by animals. No trash or debris shall be allowed to accumulate on site outside of those containers. Outdoor trash receptacles shall be screened and stored in a location to the satisfaction of the Director of Planning & Zoning. (P&Z)

STAFF: Joanna Anderson, Acting Deputy Director, Department of Planning and Zoning;
Nathan Randall, Urban Planner.

Staff Note: In accordance with Section 11-506(c) of the Zoning Ordinance, construction or operation shall be commenced and diligently and substantially pursued within 18 months of the date of granting of a Special Use Permit by City Council or the Special Use Permit shall become void.

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services

R-1 Conditions to be carried forward from SUP2011-00012:

3. The applicant shall conform its operation generally to the elements of the Traffic Summary and Transportation Management Plan, dated September 28, 2001, filed as part of the application, which includes, without limitation (a) staggered arrival and departure times for students; (b) the use of a School Transportation Coordinator to assist with traffic management when students are arriving and leaving the premises; (c) no use of buses to transport students to and from school, except those small, public buses bringing students from public school as described in the application; and (d) coordinating and promoting carpooling among parents and students. (P&Z) (T&ES) (SUP2011-00012)
 4. The applicant shall maintain the loading/unloading zone for buses and vehicles on Leslie Avenue adjacent to the main entrance to the building for arriving and departing students. (T&ES)(P&Z) (SUP2011-00012)
 27. The applicant shall provide site lighting in the parking lot to meet minimum city standards. Lighting shall be shielded to prevent excessive spillover and glare onto adjacent residential properties. (T&ES) (SUP2011-00012)
 12. All loudspeakers shall be prohibited from the exterior of the building and no amplified sound shall be audible at the property line. (T&ES) (SUP2011-00012)
 13. The applicant shall control odors, smoke, and any other air pollution from operations at the site and prevent them from leaving the property or becoming a nuisance to neighboring properties, as determined by the Department of Transportation & Environmental Service. (T&ES) (SUP2011-00012)
 22. Supply deliveries, loading, and unloading activities shall not occur between the hours of 11:00pm and 7:00am. (T&ES) (SUP2011-00012)
 23. All waste products including but not limited to organic compounds (solvents) used in the science laboratories shall be disposed of in accordance with all local, state and federal ordinances or regulations and not be discharged to the sanitary or storm sewers or be discharged onto the ground. (T&ES) (SUP2011-00012)
- C-1 The applicant shall comply with the City of Alexandria's Noise Control Code, Title 11, Chapter 5, which sets the maximum permissible noise level as measured at the property line. (T&ES)

- C-2 The applicant shall comply with the City of Alexandria's Solid Waste Control, Title 5, Chapter 1, which sets forth the requirements for the recycling of materials (Sec. 5-1-99).

In order to comply with this code requirement, the applicant shall provide a completed Recycling Implementation Plan (RIP) Form within 60 days of City Council approval. Contact the City's Recycling Program Coordinator at (703) 746-4410, or via e-mail at commercialrecycling@alexandriava.gov, for information about completing this form. (T&ES)

Code Enforcement

- F-1 The review by Code Administration is a preliminary review only. Once the applicant has filed for a building permit, code requirements will be based upon the building permit plans. If there are any questions, the applicant may contact Ken Granata, Acting Plan Review Supervisor at ken.granata@alexandriava.gov or 703-746-4193.
- C-1 Building and trades permits are required for this project. Five sets of *construction documents* sealed by a *Registered Design Professional* that fully detail the construction as well as layout and schematics of the mechanical, electrical, and plumbing systems shall accompany the permit application(s).
- C-2 New construction must comply with the current edition of the Uniform Statewide Building Code (USBC).
- C-3 Alteration to a building/structure shall comply with the Uniform Statewide Building Code (USBC).
- C-4 Before a building permit can be issued on any proposed future alterations, a certification is required from the owner or owner's agent that the building has been inspected by a licensed asbestos inspector for the presence of asbestos.
- C-5 The developer shall provide a building code analysis with the following building code data on the plan: a) use group; b) number of stories; c) type of construction; d) total floor area per floor/tenant; e) fire protection plan; occupant load for the Gymnasium. (Depending on occupant load, more than 2 exits may be required).
- C-6 A Certificate of Occupancy shall be obtained prior to any occupancy of the building or portion thereof.
- C-7 Required exits, parking, and accessibility within the building for persons with disabilities must comply with USBC Chapter 11. Handicapped accessible bathrooms shall also be provided.

C-8 Toilet Facilities for Persons with Disabilities: Larger, detailed, dimensioned drawings are required to clarify space layout and mounting heights of affected accessories. Information on door hardware for the toilet stall is required (USBC 1109.2.2).

Parks & Recreation

F-1 No comments received

Health

F-1 No comments

Police Department

F-1 The Police Department has no objection to the SUP request.



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT # 2013-0011

PROPERTY LOCATION: 1423 and 1321 Leslie Avenue, Alexandria, Virginia

TAX MAP REFERENCE: 44.01-05-04 and 44.03-04-03 ZONE: CSL

APPLICANT:

Name: Learning Foundation of Metropolitan Washington

Address: Commonwealth Academy, 1321 Leslie Avenue, Alexandria, Virginia, 22301

PROPOSED USE: Special Use Permit to amend SUP #2011-0012 to amend condition #2 to increase enrollment and to expand the school into additional space at 1423 Leslie Avenue to construct a gymnasium.

[X] THE UNDERSIGNED, hereby applies for a Special Use Permit in accordance with the provisions of Article XI, Section 4-11-500 of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

[X] THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria staff and Commission Members to visit, inspect, and photograph the building premises, land etc., connected with the application.

[X] THE UNDERSIGNED, having obtained permission from the property owner, hereby grants permission to the City of Alexandria to post placard notice on the property for which this application is requested, pursuant to Article IV, Section 4-1404(D)(7) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

[X] THE UNDERSIGNED, hereby attests that all of the information herein provided and specifically including all surveys, drawings, etc., required to be furnished by the applicant are true, correct and accurate to the best of their knowledge and belief. The applicant is hereby notified that any written materials, drawings or illustrations submitted in support of this application and any specific oral representations made to the Director of Planning and Zoning on this application will be binding on the applicant unless those materials or representations are clearly stated to be non-binding or illustrative of general plans and intentions, subject to substantial revision, pursuant to Article XI, Section 11-207(A)(10), of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

Duncan W. Blair

[Handwritten Signature]

2/25/2013

Revised 4/19/2013

Print Name of Applicant or Agent

Signature

Date

524 King Street

703-836-1000

703-549-3335

Mailing/Street Address

Telephone #

Fax #

Alexandria, VA

22314

dblair@landcarroll.com

City and State

Zip Code

Email address

Table with 2 rows: ACTION-PLANNING COMMISSION and ACTION-CITY COUNCIL, with columns for Name and Date.

SUP # 2013-0004

PROPERTY OWNER'S AUTHORIZATION

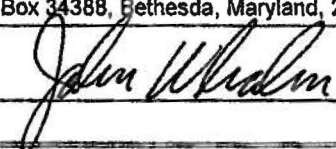
As the property owner of 1321 Leslie Avenue, Alexandria, Virginia, I hereby
(Property Address)
grant the applicant authorization to apply for the Private School use as
(use)
described in this application.

Name: 1321 Leslie Avenue Associates, LLC, c/o Wharco Realty Group, Inc.

Phone: 301-365-7022

Please Print
Address: P.O. Box 34388, Bethesda, Maryland, 20827

Email: whalen001@msn.com

Signature: 

Date: 2/25/13

SUP # 2013-0001

PROPERTY OWNER'S AUTHORIZATION

As the property owner of 1423 Leslie Avenue, Alexandria, Virginia, I hereby
(Property Address)
grant the applicant authorization to apply for the Private School use as
(use)
described in this application.

Name: 1423 Del Ray Associates, LLC, c/o Wharco Realty Group, Inc.

Phone: 301-365-7022

Please Print
Address: P.O. Box 34388, Bethesda, Maryland, 20827

Email: whalen001@msn.com

Signature: *John Whalen*

Date: 2/25/13

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.		
2.		
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1321 & 1423 Leslie Avenue, Alexandria, VA (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. See attached list of Board of Directors		None
2.		
3.		

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. **All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity below and "None" in the corresponding fields)**

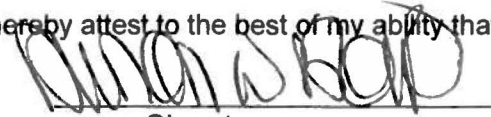
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. See Attached	None	PC and CC
2.		
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

2/26/2013

Duncan W. Blair



Date

Printed Name

Signature

Commonwealth Academy
 Board of Directors
 2012-2013

Last Name	Address1	City	State	Zip
Abbe	8894 McNair Dr	Alexandria	VA	22309
Crerar	4405 Klinge St NW	Washington	DC	20016-
Fitzgerald	2425 N Kenmore St	Arlington	VA	22207
Foley	709 Norfolk Lane	Alexandria	VA	22314
Hammerman	14 Chancellet Ct	Rockville	MD	20852-
Hazard	3607 Orlando Pl	Alexandria	VA	22305- 1147
Horvat	Envision Design, PLLC	Washington	DC	20036
Howell	415 Timber Branch Pkwy	Alexandria	VA	22302
Johnson	1738 Carpenter Rd	Alexandria	VA	22314
Kelley	1714 N. Edgewood St	Arlington	VA	22201-
Mcdonald	901 Dominion Ridge Ter	Herndon	VA	20170-
Nadeau	1910 Ballycor Dr	Vienna	VA	22182
Pharis	618 S St. Asaph St	Alexandria	VA	22314
Spitz	3918 Normac Dr	Annandale	VA	22003
Suber	3513 Livingston St NW	Washington	DC	20015-

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. See Attached	1321 & 1423 Leslie Avenue	None
2.		
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1321 & 1423 Leslie Avenue, Alexandria, VA 22301 (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.		
2.		
3.		

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity below and "None" in the corresponding fields)

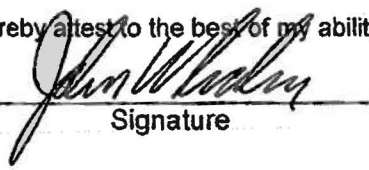
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. See Attached	None	PC and CC
2.		
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

2/25/13
Date

SARA WARDEN
Printed Name


Signature

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

1. Applicant. State the name, address and percent of ownership of any person or entity owning an interest in the applicant, unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1.		
2.		
3.		

2. Property. State the name, address and percent of ownership of any person or entity owning an interest in the property located at 1321 & 1423 Leslie Avenue, Alexandria, VA 22301 (address), unless the entity is a corporation or partnership, in which case identify each owner of more than ten percent. The term ownership interest shall include any legal or equitable interest held at the time of the application in the real property which is the subject of the application.

Name	Address	Percent of Ownership
1. See Attached		None
2.		
3.		

3. Business or Financial Relationships. Each person or entity indicated above in sections 1 and 2, with an ownership interest in the applicant or in the subject property are require to disclose any business or financial relationship, as defined by Section 11-350 of the Zoning Ordinance, existing at the time of this application, or within the 12-month period prior to the submission of this application with any member of the Alexandria City Council, Planning Commission, Board of Zoning Appeals or either Boards of Architectural Review. All fields must be filled out completely. Do not leave blank. (If there are no relationships please indicated each person or entity below and "None" in the corresponding fields)

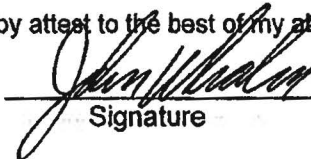
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. See Attached	None	PC and CC
2.		
3.		

NOTE: Business or financial relationships of the type described in Sec. 11-350 that arise after the filing of this application and before each public hearing must be disclosed prior to the public hearings.

As the applicant or the applicant's authorized agent, I hereby attest to the best of my ability that the information provided above is true and correct.

2/25/13
Date

JOHN WNALEM
Printed Name


Signature

1321 Leslie Avenue Associates, LLC:

Linda Rabbit & John Whalen - PO Box 34388, Bethesda, MD 20827	33.4%
Murray Bonitt - 1305 Leslie Ave, Alexandria, VA 22301	33.3 %
Walter R. Howell, III - 415 E. Timberbranch Pky, Alexandria, VA 22302	33.3%

SUP2013-00011

1423 Del Ray Associates, LLC:

Walter R. Howell, III – 415 E. Timberbranch Pky, Alexandria, VA 22302	25%
Linda Rabbit – PO Box 34388, Bethesda, MD 20827	12.5%
John Whalen – PO Box 34388, Bethesda, MD 20827	12.5%
Murray Bonitt – 1305 Leslie Ave, Alexandria, VA 22301	12.5%
Kyle Roberts – 1423 Leslie Ave, Alexandria, VA 22301	25%
Amy L. Bowser – 1801 K ST, NW, Washington, DC 20006	12.5%

#3 – Narrative Description

The Applicant is requesting an amendment to Special Use Permit No. 2011-0012 to amend condition number two to increase the maximum enrollment from one hundred fifty (150) students to one hundred eighty (180) students. The twenty percent (20%) increase in the number of students is within the scope of an increase that could be approved through the Administrative Special Use Permit process

The Applicant is requesting the increase in the enrollment in order to facilitate its admissions process and to allow the administration of the school to maximize the usage of existing classrooms and accessory space. The increase in the enrollment will be phased in over several academic years. A storage space in 1321 Leslie Avenue will be converted into an additional classroom for up to ten (10) students. As the student enrollment increases, additional staff will be hired to maintain the Commonwealth Academy's academic policy that the teacher to student ratio in grades 3, 4 and 5 is one (1) teacher for each five (5) students and in grades 6 through 12 the teacher student ratio is one (1) teacher for each ten (10) students. Currently Commonwealth Academy has a full and part time staff of forty (40).

In addition to the requested increase in enrollment, the Applicant is requesting an amendment to Special Use Permit 2011-0012 to expand Commonwealth Academy into approximately 5000 square feet of space in the adjacent property at 1423 Leslie Avenue. The Leslie Avenue space will be converted into a gymnasium and accessory facilities to be used by Commonwealth Academy for athletics, all school assemblies and the arts. The expansion into 1423 Leslie Avenue does not result in the increase in the number of classroom seats or an increase in the number of the school's staff.

In addition to renting the 5000 square feet in 1423 Leslie Avenue, the Applicant also has a right to use sixteen (16) parking spaces located on the surface parking facility for 1423 Leslie Avenue. This increases the number of parking spaces available for use by Commonwealth Academy to thirty-two (32) spaces.

USE CHARACTERISTICS

4. The proposed special use permit request is for (*check one*):
- a new use requiring a special use permit,
 - an expansion or change to an existing use without a special use permit,
 - an expansion or change to an existing use with a special use permit,
 - other. Please describe: _____

5. Please describe the capacity of the proposed use:

A. How many patrons, clients, pupils and other such users do you expect?
 Specify time period (i.e., day, hour, or shift).
The maximum number of students enrolled in the school will be limited to one hundred eighty (180) students

B. How many employees, staff and other personnel do you expect?
 Specify time period (i.e., day, hour, or shift).
Commonwealth Academy has a full and part time staff of forty (40).

6. Please describe the proposed hours and days of operation of the proposed use:

Day: <u>Monday - Friday</u>	Hours: <u>7:00am - 5:30pm</u>
_____	_____
_____	_____
_____	_____

7. Please describe any potential noise emanating from the proposed use.

A. Describe the noise levels anticipated from all mechanical equipment and patrons.
It is not anticipated that any activities of the School either by students arriving and departing or mechanical equipment will generate noise levels in excess of the noise levels permitted by the Alexandria City Code.

B. How will the noise be controlled?
Student outdoor activities, if any, will be supervised by the School's staff.

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8. Describe any potential odors emanating from the proposed use and plans to control them:

It is not anticipated that any odors will emanate from or be generated by the use of the Property as a school. The School does not have kitchen facilities for the preparation of student and staff meals.

9. Please provide information regarding trash and litter generated by the use.

A. What type of trash and garbage will be generated by the use? (i.e. office paper, food wrappers) The school will mainly generate trash composed of paper products, limited refuse, discarded lunches and recyclable bottles and cans.

B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week) The garbage and recyclables from the School facility as part of the services by the owner of the building on a daily basis and disposed of by the building owner.

C. How often will trash be collected? The building owner is responsible for the collecting of trash, garbage and recyclables, and has a contract with a commercial collector

D. How will you prevent littering on the property, streets and nearby properties? It is not anticipated that littering will occur, however, the exterior of the School will be checked at the end of each school day by the School's staff and students.

10. Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?

[x] Yes. [] No.

If yes, provide the name, monthly quantity, and specific disposal method below: Small quantities of cleaning supplies and substances generally recognized to be appropriate for use in a school either for cleaning or part of its academic program in accordance with all applicable regulations.

11. Will any organic compounds, for example paint, ink, lacquer thinner, or cleaning or degreasing solvent, be handled, stored, or generated on the property?

[x] Yes. [] No.

If yes, provide the name, monthly quantity, and specific disposal method below:

Small quantities of organic compounds and substances generally recognized to be appropriate for use in a school either for cleaning or part of its academic program in accordance with all applicable regulations.

12. What methods are proposed to ensure the safety of nearby residents, employees and patrons? Daily student activities will be supervised by the School's professional staff. Access to the School during school hours will be restricted and monitored by the School's professional staff.

ALCOHOL SALES

13. A. Will the proposed use include the sale of beer, wine, or mixed drinks?

[] Yes [x] No

If yes, describe existing (if applicable) and proposed alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales.

PARKING AND ACCESS REQUIREMENTS

14. A. How many parking spaces of each type are provided for the proposed use: Thirty-two (32)

- 23 Standard spaces
- 7 Compact spaces
- 2 Handicapped accessible spaces.
- _____ Other.

<p>Planning and Zoning Staff Only</p> <p>Required number of spaces for use per Zoning Ordinance Section 8-200A _____</p> <p>Does the application meet the requirement?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--

B. Where is required parking located? (check one)

- on-site
- off-site

If the required parking will be located off-site, where will it be located?

N/A

PLEASE NOTE: Pursuant to Section 8-200 (C) of the Zoning Ordinance, commercial and industrial uses may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit.

C. If a reduction in the required parking is requested, pursuant to Section 8-100 (A) (4) or (5) of the Zoning Ordinance, complete the PARKING REDUCTION SUPPLEMENTAL APPLICATION.

Parking reduction requested; see attached supplemental form

15. Please provide information regarding loading and unloading facilities for the use:

A. How many loading spaces are available for the use? None

<p>Planning and Zoning Staff Only</p> <p>Required number of loading spaces for use per Zoning Ordinance Section 8-200 _____</p> <p>Does the application meet the requirement?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

SUP # 2013-00011

B. Where are off-street loading facilities located? Not Applicable.

C. During what hours of the day do you expect loading/unloading operations to occur?
During school hours, 7:00am - 5:30pm.

D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?

It is anticipated that the school will on average receive deliveries of supplies and materials three (3) to five (5) times per week.

16. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

Street access is adequate and no street improvements are required.

SITE CHARACTERISTICS

17. Will the proposed uses be located in an existing building? Yes No

Do you propose to construct an addition to the building? Yes No

How large will the addition be? N/A square feet.

18. What will the total area occupied by the proposed use be?

21,000 sq. ft. (existing) + 5,000 sq. ft. (addition if any) = 26,000 sq. ft. (total)

19. The proposed use is located in: (check one)

a stand alone building

a house located in a residential zone

a warehouse

a shopping center. Please provide name of the center: _____

an office building. Please provide name of the building: _____

other. Please describe: 5000 square feet of an adjacent building.

End of Application

1031

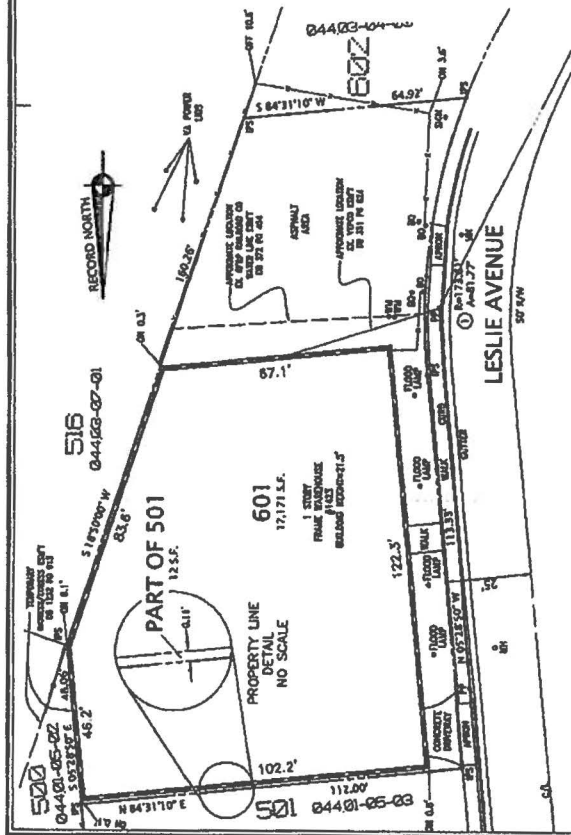


- NOTES:**
1. THE PROPERTY BELINEATED HEREON IS LOCATED ON CITY OF ALEXANDRIA TAX ASSESSMENT MAP 044-01-05-04 AND IS ZONED OFFICE/COMMERCIAL WAREHOUSE (406).
 2. OWNER: 1423 LESLIE AVENUE LLC
1423 LESLIE AVE.
ALEXANDRIA, VA
22301-1818
DB 1987 PG 380
 3. THIS SITE HAS PUBLIC SEWER AND WATER, WELL AND SEPTIC DO NOT EXIST ON THIS LOT.
 4. NO GRAVES ARE LOCATED ON THIS SITE.
 5. THE PROPERTY SHOWN LIES IN FLOOD ZONE "X", PER FEMA MAP ID 51510003A.
 6. EXISTING FOOTPRINT-11,118 SQ. FT.
BUILDING HEIGHT 21.5
 7. THE SUBJECT PROPERTY HAS PAVED ACCESS FROM LESLIE AVENUE.

CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	CURVA ANGLE	TANGENT
1	173.81'	81.77'	152.00'	N 08°00'45" E	27°51'00"	61.00'

UTILITY NOTE:
THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES



LEGAL DESCRIPTION: LOT 601 AND PART OF LOT 501

ALL THAT TRACT OR LOT OF GROUND SITUATED, LYING AND BEING IN THE CITY OF ALEXANDRIA, VIRGINIA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT ON THE EAST SIDE OF LESLIE AVENUE BEING 0.11 FEET NORTH OF THE COMMON CORNER TO LOT 501 AND LOT 601, THENCE FROM SAID POINT
N 84°31'10" E, A DISTANCE OF 112.00 FEET; THENCE
S 05°28'50" E, A DISTANCE OF 46.08 FEET; THENCE
S 84°31'10" W, A DISTANCE OF 84.00 FEET; THENCE
S 84°31'10" W, A DISTANCE OF 84.00 FEET; THENCE
S 81°77' FEET ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 173.81 FEET AND A CHORD BEARING AND DISTANCE OF N 08°00'45" E, A DISTANCE OF 61.02 FEET; THENCE
N 05°28'50" W, A DISTANCE OF 113.33 FEET;
TO THE POINT OF BEGINNING AND CONTAINING A TOTAL 17,183 SQUARE FEET.

TITLE REPORT NOTE:

- TITLE REPORT PROVIDED FOR 1423 LESLIE AVENUE BY FIRST AMERICAN TITLE INSURANCE COMPANY, 3049 RIDDER DRIVE, STE #105 FAIRFAX, VIRGINIA 22030 INCORPORATED INTO THIS SURVEY.
- SCHEDULE B - SECTION 2 EXCEPTIONS THAT PERTAIN TO THIS ALTA:
- #3 RECORDED AT DEED BOOK 351 AT PAGE 624 EASEMENT (APPROXIMATE LOCATION) IS SHOWN HEREON
 - #4 RECORDED AT DEED BOOK 372 AT PAGE 404 EASEMENT (APPROXIMATE LOCATION) IS SHOWN HEREON
 - #5 RECORDED AT DEED BOOK 1232 AT PAGE 913 EASEMENT IS SHOWN HEREON

SURVEYOR'S CERTIFICATE:

TO: 1423 DEL RAY ASSOCIATES, LLC, A VIRGINIA LIMITED LIABILITY COMPANY
VIRGINIA COURTESY BANK AND
FIRST AMERICAN TITLE INSURANCE COMPANY
THEIR SUCCESSORS AND/OR ASSIGNS

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2011 AMERICAN STANDARD DETAIL REQUIREMENTS AND MEASUREMENTS AND THE SURVEYOR HAS NOT BEEN ADVISED OF ANY SURFACE OR SUBSURFACE AND ADJACENT AND INTERESTS (AS TO UTILITIES, SURFACE MATTERS ONLY) AND IS OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON OCTOBER 14, 2012.

MFL
MICHAEL L. FLINN LICENSED LAND SURVEYOR



ALTA/ACSM LAND TITLE SURVEY

ON
LOT 601
DEED BOOK 345 PAGE 227

AND
PART OF LOT 501
DEED BOOK 343 PAGE 177

R.F. & P. R. CO. LAND
CITY OF ALEXANDRIA, VIRGINIA

SCALE: 1" = 20'
DATE: OCTOBER 14, 2012

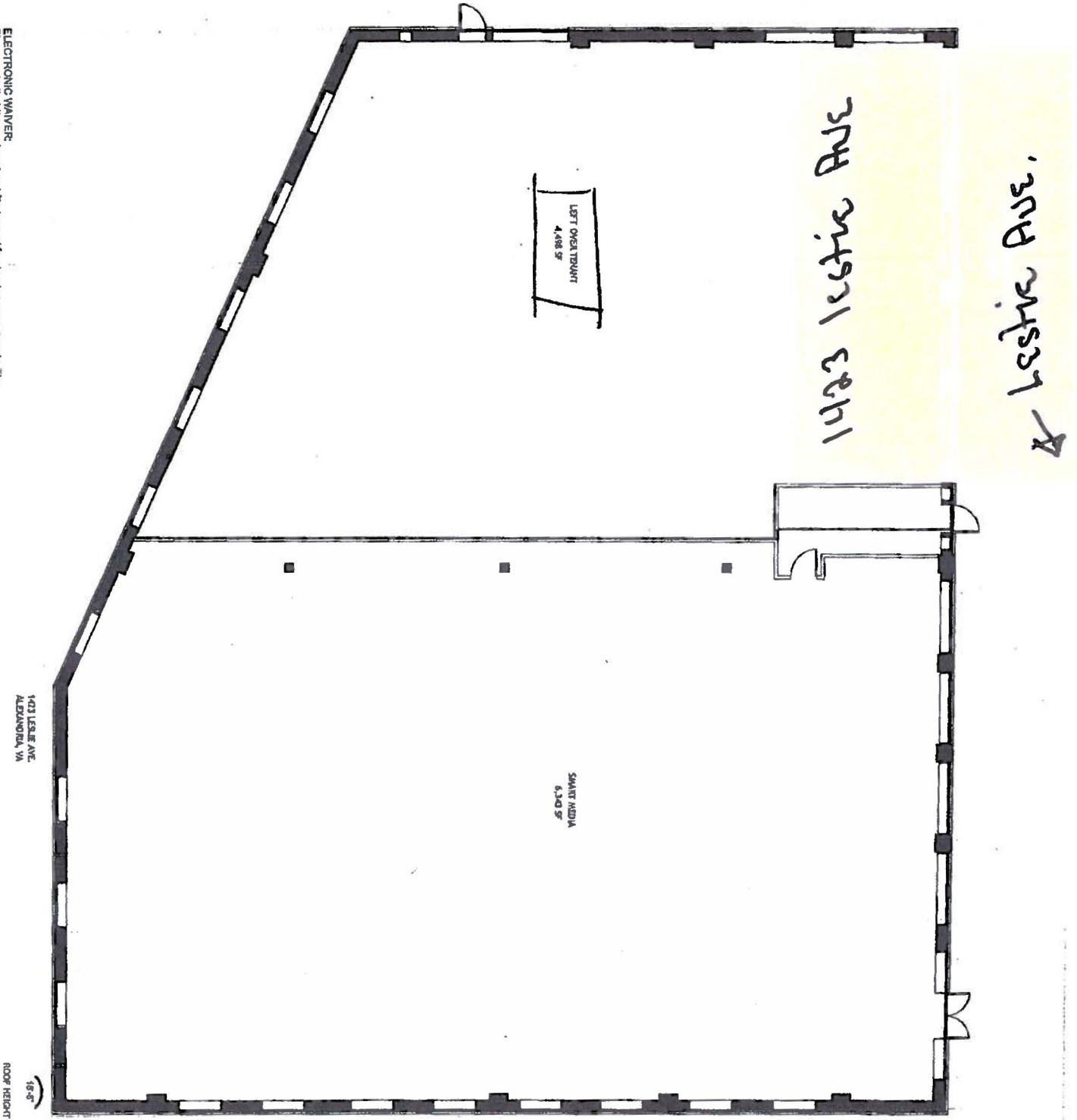


ALEXANDRIA SURVEYS, LLC
3049 RIDDER DRIVE, STE #105 FAIRFAX, VIRGINIA 22030
TEL. NO. 703-600-6815 FAX NO. 703-788-7764

- LEGEND:**
- PP- POWER POLE
 - PP- 12" WATER METER
 - BO- BOLLARD
 - MH- MAN HOLE
 - IPS- IRON PIPE SET

SUP5013-00011

ELECTRONIC WAIVER:
Please note that the enclosed card file is used for planning purposes only. The receiving party is responsible for all field verifications to insure the accuracy of the existing conditions. FOX Architects will not be held responsible for inaccuracies in the enclosed attachment nor for any problem resulting therefrom. Opening the attached file involves said waiver above.



SUP2013-0001

PERKINS
+ WILL

COMMONWEALTH
ACADEMY
GYM
EXPANSION

COMMONWEALTH
ACADEMY

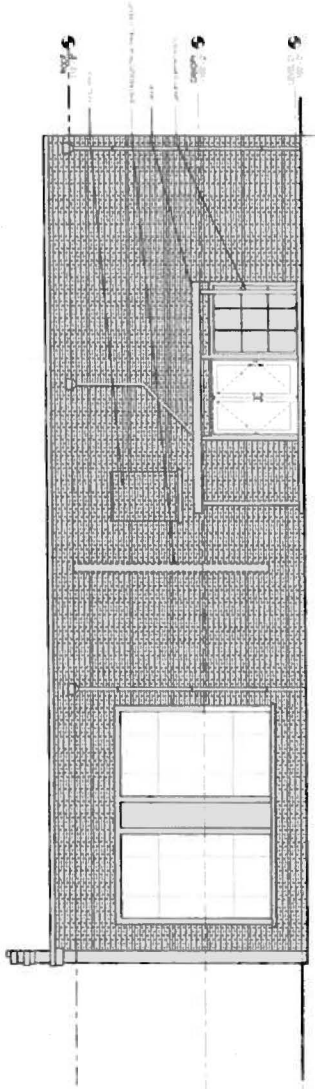
1000 LEBLANC AVENUE
ALEXANDRIA, VIRGINIA

Architect
Contractor
Structural Engineer
Mechanical Engineer
Electrical Engineer
Civil Engineer

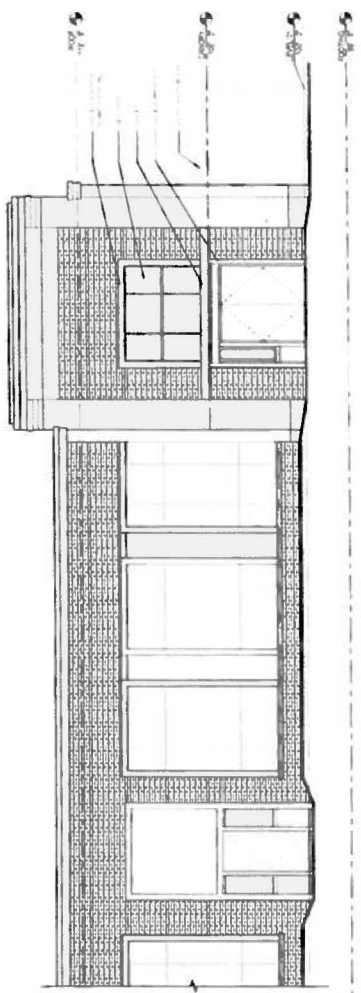
Sheet No.	A11-01
Project No.	
Date	
Scale	
Author	
Checker	
Reviewer	
Approved	

EXTERIOR
BUILDING
ELEVATIONS

A11-01



② SOUTH ELEVATION
W.P.P.



① WEST ELEVATION
W.P.P.

SUP 2013-00011

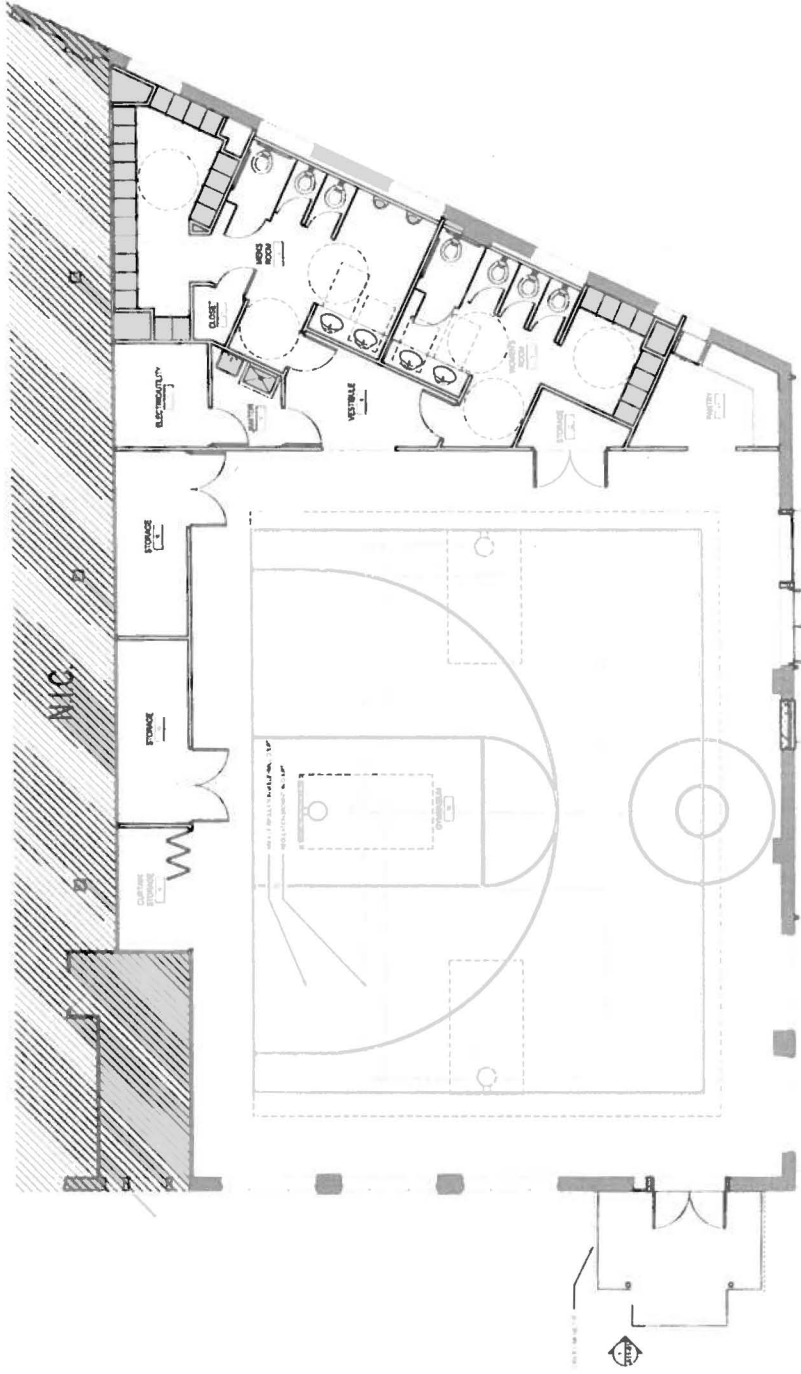
PERKINS
+ WILL

COMMONWEALTH
ACADEMY
EXPANSION

COMMONWEALTH
ACADEMY
GYM

COMMONWEALTH
ACADEMY

1001 LEXINGTON AVENUE
ALBANY, VERMONT



① LEVEL 01 - GYMNASIUM
10' x 12'

NO.	DATE	BY	DESCRIPTION

LEVEL 01 FLOOR
PLAN

A04-01.1

SUP2013-0001

PERKINS
+ WILL

COMMONWEALTH
ACADEMY
GYM
EXPANSION
COMMONWEALTH
ACADEMY
COLLEGE AVENUE
ALEXANDRIA, VIRGINIA

Category: Gym
Change: Add
Change: Add
Change: Add

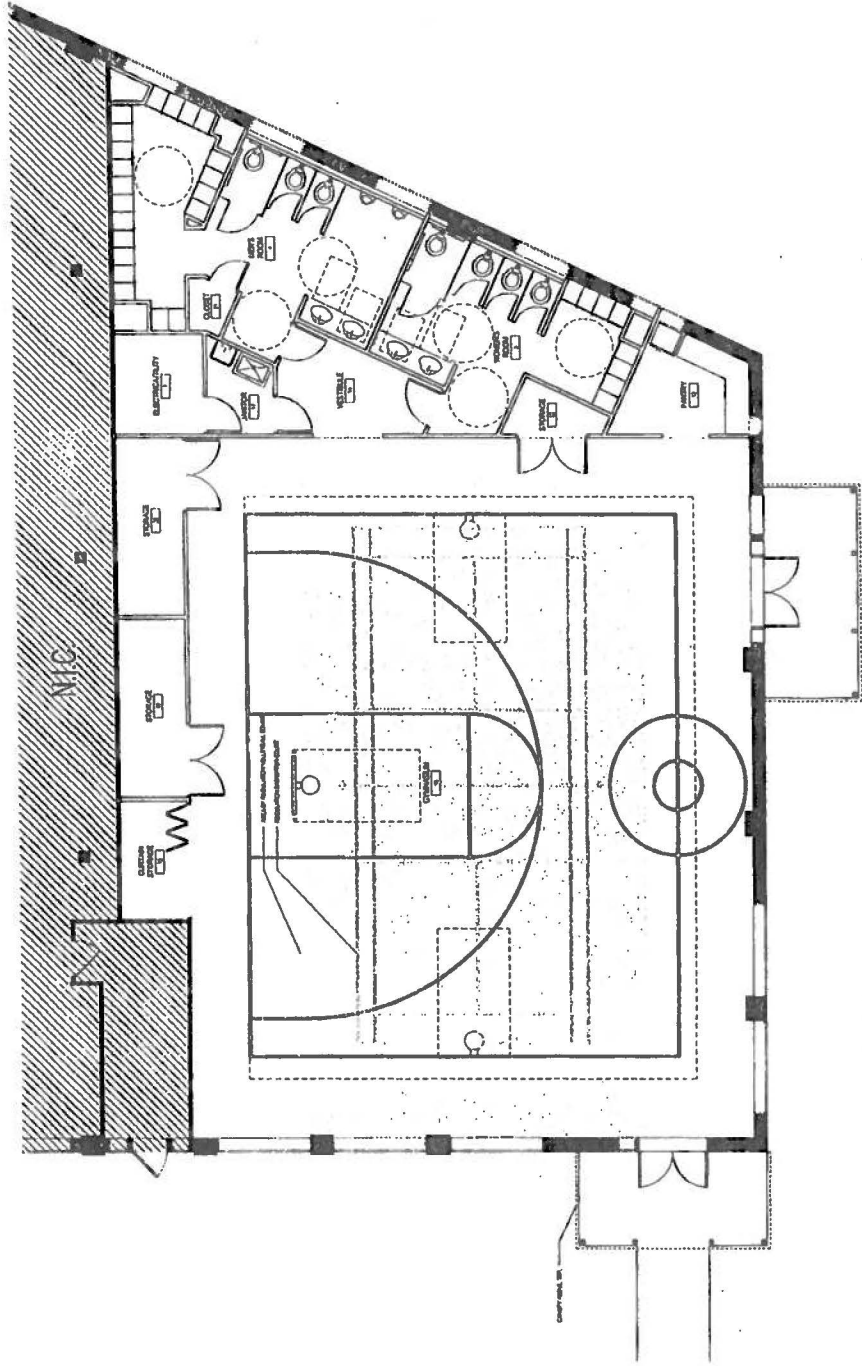
Revisions

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

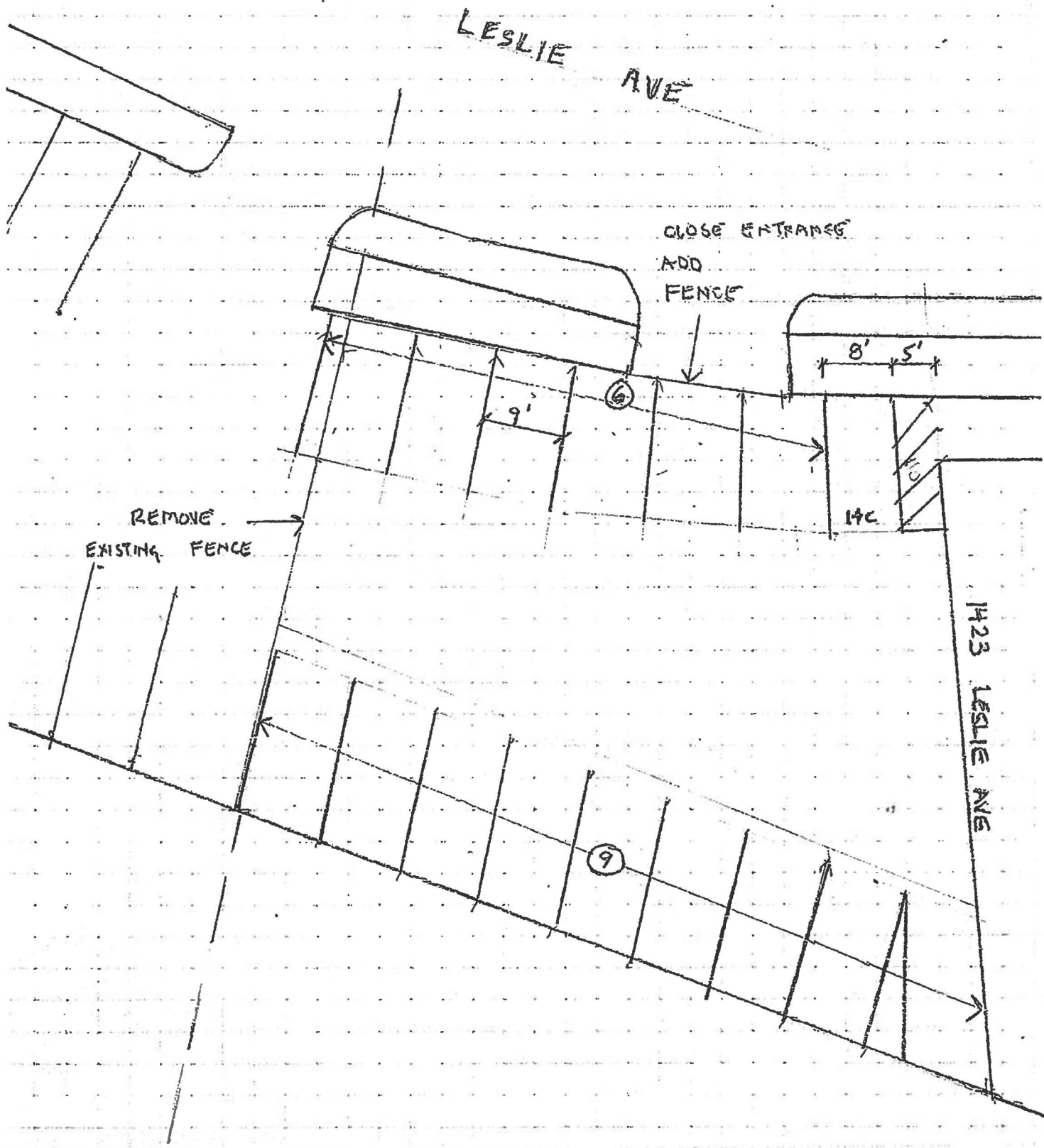
LEVEL OF FLOOR
PLAN

A04-01.1

DATE: 01/11/13



① LEVEL 01 - GYMNASIUM
1/11/13



1423 LESLIE AVE - PARKING PLAN

Commonwealth Academy

Transportation Management Plan

The Transportation Management Plan (TMP) for Commonwealth Academy provides guidelines and policies for managing the following elements of the school transportation system:

- Access and Circulation
- Carpool Operations
- Parking Policies
- Delivery and Service Vehicles
- Overall Safety Considerations
- Enforcement and Community Coordination

The following sections present the specific guidelines for each component of the TMP.

Access and Circulation

- Access to the site will be provided via Leslie Avenue with drop-off and pick-up operations to occur curbside in front of the school.
- Current School Hours are as follows:
 - Lower and Middle school students, grades 3-8: Arrive by 7:25, class begins at 7:30 AM and end at 3:00 PM.
 - High School students, grades 9-12,: Arrive by 8:10, class begins at 8:20 AM and ends at 3:40 PM.
 - Drop-off generally occurs between 7 and 7:30 AM for Lower and Middle school students and 7:30 and 8:15 for High school students
 - Pick-up generally occurs between 3 and 3:45 PM for Lower and Middle School students and 3:40 and 4:00 PM for High school students.
- Drop-off and pick-up is allowed curbside to facilitate safe loading and unloading of student passengers on the right-hand side of the roadway. This practice will ensure safe carpool operations and limit the number of pedestrian crossings in front of the school.

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Carpool Operations

- Commonwealth Academy will provide a minimum of two staff members, who will manage the carpool operations in front of the school.
- A School Transportation Coordinator (STC) will be designated and responsible for implementing the school ridesharing promotions program to encourage carpooling, for managing and monitoring the school carpool operations, and for overall transportation management at the school.
- The STC will promote carpooling by using address information to identify clusters of families that are close enough to each other to form carpooling groups. Once groups are identified, the STC will contact families to actively encourage these formations. The STC will stress the convenience factor and the traffic reduction impacts as benefits to carpooling.
- The School Directory will be distributed and is available online for parents to form their own carpooling groups. This process will be initiated at the beginning of the school year.

- The STC is responsible for reviewing and updating the school's transit portion of the Student & Parent Handbook to encourage carpooling.
- The School property has approximately 280 feet of frontage along Leslie Avenue that can be utilized for pick-up and drop-off operations. This frontage can accommodate up to 14 vehicles in front of the school at any one time.
- ~~Currently the signage in Parking in front of the school does not allow parking is not allowed from 7:30 AM – 8:30 AM and from 2:45 PM – 3:45 PM. The school will request the signage updated to say no parking from 7:00 AM – 8:30 AM and from 2:45 PM – 4 PM, which corresponds with peak morning and afternoon carpool periods, in order to fully maximize the available frontage on Leslie Avenue. The no parking zone is 130 feet from sign to sign.~~ This parking restriction is in place in conjunction with the use of traffic cones which are put in place prior to the staggered arrival period, which is between approximately 7 AM and 8:30 AM, to designate the area that will be managed as the student loading and unloading area for the school. Parents will be notified of the restricted parking area by the STC at the beginning of and throughout the school year.
- As the afternoon queue begins to develop, parents will have the option of waiting in their vehicles or may park and walk in to pick up their children.

Parking Policies

- Adequate parking in the parking lot adjacent to the main school is provided to meet the daily parking demands of faculty/staff, parents and visitors driving to Commonwealth Academy. The lot currently can accommodate 1 handicap and 15 regular spaces. Up to 16 additional~~Another 1 handicap and 15 regular~~ spaces will be added in the summer of 2013.
- ~~Additional spaces (up to 9) are available across the street from the main school to accommodate additional parking needs.~~

Overall Safety Considerations

- Commonwealth Academy is currently working with the City of Alexandria staff to obtain approval for the following recommendations: (proposed site plan attached)
 1. Install a Three Way Stop at the intersection of Leslie Avenue and East Alexandria Drive.
 2. Install cross walk pavement markings on Leslie Avenue
 3. Install "School" signage
 4. Relocate parking lane to the other side of Leslie Avenue
 5. Install pavement lane markings to include loading and unloading lane
- Commonwealth Academy voluntarily provides staff on-site in front of the school to manage AM and PM carpool operations.
- Commonwealth Academy currently contracts with off-duty Alexandria Police officers to provide additional traffic supervision during daily dismissal.
- All pick-up and drop-off operations occur curbside along the building side of Leslie Avenue and on the passenger side of the vehicles.
- Commonwealth Academy's Arrival and Departure plan for parents, students, and staff specifically prohibits U-turns on Leslie Avenue.

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Enforcement and Community Coordination

- The STC will be the primary point of contact for all traffic and parking related community issues. The STC will monitor and respond to any calls and/or correspondence regarding traffic and parking related community issues.
- The STC will report on a regular basis to the Head of School and Board of Directors to address appropriate action for any traffic or parking issues.

Original Plan: 9/28/01

Updated: 3/27/13

TRANSPORTATION MANAGEMENT PLAN

The Transportation Management Plan (TMP) for the Commonwealth Academy provides strict guidelines and policies for managing the following elements of the school transportation system:

- Access and Circulation
- Carpool Operations
- Parking Policies
- Delivery and Service Vehicles
- Overall Safety Considerations
- Enforcement and Community Coordination

The following sections present the specific guidelines for each component of the TMP.

Access and Circulation

- Access to the site will be provided via Leslie Avenue with drop-off and pick-up operations to occur curbside in front of the school.
- Drop-off and pick-up is allowed curbside to facilitate safe loading and unloading of student passengers on the right-hand side of the roadway. This practice will ensure safe carpool operations and limit the number of pedestrian crossings in front of the school.

Carpool Operations

- The Commonwealth Academy will provide a minimum of two staff members, whose primary responsibility is to manage the carpool operations in front of the school.
- A School Transportation Coordinator (STC) will be designated and responsible for implementing the school ridesharing promotions program to encourage more carpooling, for managing and monitoring the school carpool operations, and for overall transportation management at the school.
- The STC will promote carpooling by using address information to identify clusters of families that are close enough to each other to form a carpooling group. Once these groups are identified, the STC will contact the families to actively encourage these formations. The STC will stress the convenience factor and the traffic reduction impacts as benefits to carpooling.
- The STC will distribute school directories for parents to peruse to form their own carpooling groups. This process will be initiated prior to the school year and will be continued throughout the school year.

Commonwealth Academy Revised Traffic Summary
September 28, 2001
Page 6

- The STC will also be responsible for reviewing the school's transit and busing policies on an annual basis to determine if additional measures can be implemented to promote either mode of transportation.
- The School property has approximately 280 feet of frontage along Leslie Avenue that can be utilized for pick-up and drop-off operations. This frontage could, if required to, accommodate up to approximately 14 vehicles in the front of the school at any one time.
- It is recommended that parking in front of the school be restricted from 7:30 AM - 8:30 AM and from 2:45 PM - 3:45 PM, which corresponds to the peak morning and afternoon carpool periods, in order to fully maximize the available frontage on Leslie Avenue. This parking restriction is recommended in conjunction with the use of traffic cones, which would be put in place by the STC prior to the identified time periods, to designate the area that will be managed as the student loading and unloading area for the school. Parents would be notified of the restricted parking area by the STC at the beginning of and throughout the school year
- As the afternoon queue begins to develop, parents will have the option of waiting in their vehicles or to utilize a designated visitor parking area in the school's parking lot to park and walk in to pick up their children.

Parking Policies

- Adequate parking in the parking lot adjacent to the main school is provided to meet the projected daily parking demands of faculty/staff, parents and visitors driving to Commonwealth Academy. In addition, curbside parking in front of the school is available during non-carpool operations periods.
- As an option for additional parking capacity, it is recommended that the school try to maintain parking in the lot across the street.

Overall Safety Considerations

- Commonwealth Academy will coordinate with the City of Alexandria to install appropriate school zone signs and additional speed limit signs along Leslie Avenue.
- Commonwealth Academy will provide staff on-site in front of the school to manage the AM and PM carpool operations.

Commonwealth Academy Revised Traffic Summary
September 28, 2001
Page 7

- A crosswalk on Leslie Avenue from the school property to the parking lot across the street is recommended to promote clear pedestrian paths across the main school building to the designated parking area.
- All pick-up and drop-off operations will occur on-site curbside along the building and on the passenger side of the vehicles.

Enforcement and Community Coordination

- The STC will be the primary point of contact for all traffic and parking related community issues. The STC will maintain a log of calls and correspondence regarding all traffic and parking related community issues. This information will be provided to Commonwealth Academy on a regular basis, and the Board of Directors shall take appropriate action to address any outstanding traffic and parking issues.

CONCLUSION

Commonwealth Academy will displace existing office uses on the subject site and will generate 44 inbound vehicles in the AM peak hour and 29 outbound vehicles in the PM peak hour staggered over two half-hour periods in the morning and afternoon. These vehicles can be sufficiently accommodated within the existing roadway network and with the access and circulation plan proposed for this project. The implementation of the transportation management plan will help to facilitate safe and efficient carpool operations, provide policies for parking, promote ridesharing and alternative transportation modes, and integrate the operations of the school with the surrounding community.



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Susan J. Johnson, PhD
Head of School

February 22, 2013


Mr. Bob Garbacz
Division Chief
Alexandria T&ES/Traffic
2900 Business Center Drive
Alexandria, VA 22314

Dear Mr. Garbacz:

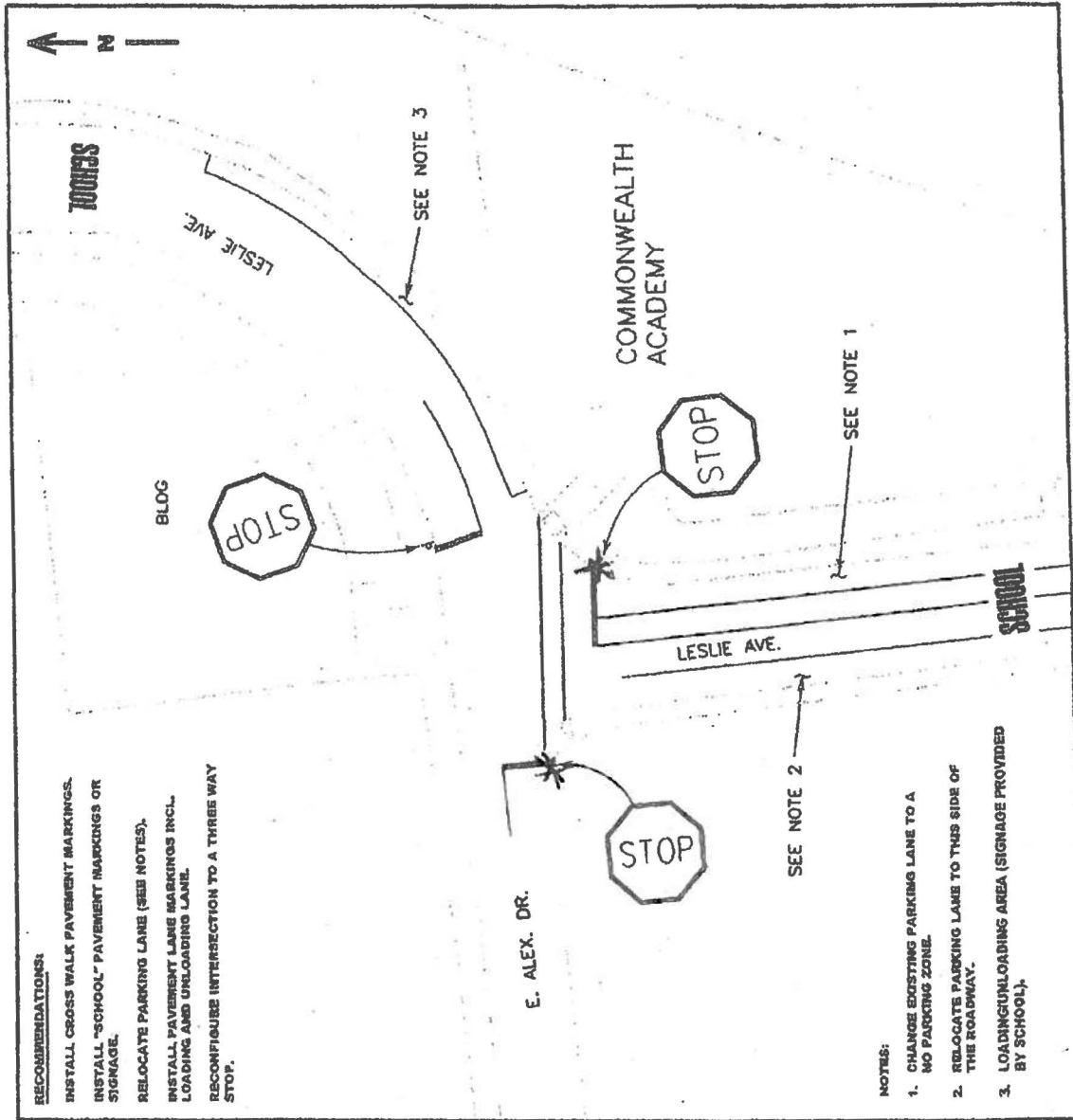
On behalf of Commonwealth Academy, located at 1321 Leslie Avenue, I am formally requesting the City of Alexandria install an All-Way Stop at the intersection of Leslie Avenue and E. Alexandria Drive along with other recommendations included on the attached drawing. The purpose of this request is to ensure the safest environment possible for our students while being respectful of the neighborhood.

Please feel free to contact me should you have any questions.

Sincerely,



Susan J. Johnson, Ph.D.
Head of School



Akida Rouzi

Subject: FW: Concerns Related to SUP2013-0111- Commonwealth Academy

Nathan

Thank you for the engagement by the City relative to my concerns and proposed solutions for SUP2013-0111- Commonwealth Academy. I truly value the fact that the City is responsive to my concerns.

The correspondence prompted a dialogue with the Academy. To that end, I've been talking with Susan Johnson, head of the Academy relative to my email raising issues and proposed solutions for their expansion (they are cc'd on this email). The dialogue has been fruitful in many respects, showing their commitment to being good neighbors and an asset the area.

Susan shared with me the two recommended Conditions (25 and 26) related to the SUP addressing two specific concerns—trash along Leslie Avenue and the trash bins. Let me start first with my thoughts relative to the trash along Leslie Avenue and the Conditions added by staff and then my thoughts relative to Condition 26 and the trash bins.

I have initial concerns that Condition 25 is overly broad. First, the idea to pick up litter at least twice a day and at the close of business (including 75 feet around the premises) is, in my opinion, onerous to the Academy. I can understand such a requirement if the premises were occupied by a restaurant or other establishments such as a convenience store (711) or grocery store (Giant). Additionally, it imposes a burden on the Academy for other tenants (I believe there are a total of three) in the building. Thus, I believe a reasonable approach is that the Academy be responsible for their specific premises on a routine basis- whether that be nightly or even weekly. I believe the additional tenants should bear a similar responsibility.

As it relates to the 75 feet perimeter of the premises, while I believe the area should be monitored and trash should be cleaned, three times a day is likewise onerous and I believe all tenants of the building should bear this responsibility, not just the Academy. To that end, I would recommend the Condition be amended relative to the 75 feet perimeter and require that it be monitored by the Landlord/Owner on a routine basis rather than the Academy as a whole and setting specific reasonable timeframes. If the City finds that the perimeter is not free of litter, the City should work directly with the Landlord/Owner of the entire premise to determine an appropriate remedial approach.

Condition 26- the trash bins. Let me state that I am fully supportive of the idea that the trash be placed in sealed containers and that no trash or debris shall be allowed to accumulate on site outside of the containers. Additionally, I am appreciative and fully supportive of the Condition that the outdoor trash receptacles shall be screened and stored in a location to the satisfaction of the Director of the Planning & Zoning (P&Z). The root question I have relative to this Condition is the relationship between the Academy and the building. As the Academy is one of three tenants, the Condition appears to be one that must be fulfilled by the Landlord/Owner and not the Tenant. Thus, I would recommend that Condition 26 be amended to reflect that the Landlord/Owner of the premises must meet the Conditions. This places the responsibility squarely on the party responsible for the trash containers and not the Academy. In the end, I do believe the bins must be screened and in a place that is satisfactory to P&Z, especially given the evolving nature of a new neighborhood and a pedestrian friendly atmosphere that is developing and part of the overall Master Plan for the adjacent Landbay.

I am happy to discuss live, as well as appear before the P&Z and or City Counsel to discuss. We enjoy living in Alexandria, and especially Del Ray as we watch this vibrant area grow in a reasonable and responsible process.

Rick Ramsay

543 E. Luray Ave

703.626.3493

RERamsay@hotmail.com

++++++

25. **CONDITION ADDED BY STAFF:** Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up at least twice a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (P&Z)

26. **CONDITION ADDED BY STAFF:** Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in closed containers which do not allow invasion by animals. No trash or debris shall be allowed to accumulate on site outside of those containers. Outdoor trash receptacles shall be screened and stored in a location to the satisfaction of the Director of Planning & Zoning. (P&Z)

From: Nathan Randall

Sent: April 16, 2013 4:02 PM

To: Richard Ramsay

Subject: RE: Concerns Related to SUP2013-0111- Commonwealth Academy

Mr. Ramsey:

Thank you for your email regarding the Special Use Permit request for Commonwealth Academy. I'm thinking that perhaps you are responding most directly to a note to landowners from the Del Ray Land Use Committee, which is a separate group from the City. Of course, the Department of Planning & Zoning also wants to hear feedback on Special Use Permit applications, and we will look into your concerns and get back to you.

I think it may also be helpful to forward your email to the attorney representing Commonwealth Academy, who may contact you in response. His name is Duncan Blair with Land Carroll & Blair here in Old Town. Do you mind if I forward him your email?

Regards,
Nathan

From: Richard Ramsay [<mailto:rerramsay@hotmail.com>]

Sent: Monday, April 15, 2013 7:46 PM

748

To: Nathan Randall

Subject: Concerns Related to SUP2013-0111- Commonwealth Academy

Nathan

I'm sorry I missed the Del Ray Land use Committee Meeting as I was out of town. However, per the note you sent to landowners, I am writing relative to various concerns about the application of Commonwealth Academy.

First, as background, I live at 543 E. Luray Avenue. My house is at the corner of E. Luray and Leslie Avenue and thus overlooks the school and the recently added play ground. Thus, I have direct and first hand experience related to the issues I draw to the City's attention. Finally, while I raise concerns, I also propose alternatives to alleviate these concerns and to mitigate the continued impact the Academy has on our neighborhood. In the end, I share the same goal- Commonwealth Academy as a part of the ever changing neighborhood.

My concerns and related recommendations specifically are (and in no order of ranking):

1) Trash Along Leslie Avenue

Issue:

On a monthly basis I must walk Leslie Avenue from the Academy to Glendale Avenue and pick up trash the children throw on the street (there is a marked reduction of trash when the children are on break). When I clean up the trash, I fill a garbage bag with a variety of bottles, cans and wrappers. It comes from a combination of events: (a) Those children who walk to the Academy and throw their morning snacks wrappers and drinks in the street and sidewalk. (b) Those children who drive to the Academy and eat their lunch in their cars and throw their energy drink bottles, McDonald's wrappers and other such items out when they are done with lunch. (c) Those children who after school eat a snack and likewise throw their wrappers and cans in the street. (I've even witnessed children walking home after school urinating on my back fence and parked car tires.) Finally, one morning I watched two children break a glass bottle in the middle of Leslie Avenue. I happened to be home and went outside and asked that they come back and sweep up the glass with a broom and dust pan I supplied.

Proposed Solution:

The children, as part of their obligations to be admitted and attend the Academy must perform a set amount of community service hours each semester- and that must include picking up trash around the Academy grounds on at least a monthly basis. Alternatively, the responsibility to pick up trash around the Academy grounds could be part of a detention or other remedial actions taken for students who break Academy rules. Finally, it could be part of the conditions of allowing students to drive to the Academy that they must pick-up trash around the Academy grounds. In the end, my goal is keep a clean neighborhood and to promote responsibility.

2) Academy Trash and Recycling Containers on Leslie Avenue

Issue:

Recently when the Academy took over the fenced lot on the Southeast corner of the building, the dumpsters were moved to the very end of the lot from the vacant lot on the corner of Leslie and E. Alexandria. The trash pick-up is complicated now with the trash truck often unable to maneuver the area and additionally backing into a brick wall at the corner of my lot.

Proposed Solution:

Require the trash containers to be moved back to the empty parking lot on Leslie and E. Alexandria Avenue where the trash truck can easily access the bins. Alternatively, find a more open space behind the Academy upon the expansion of the new building.

3) Parking on Leslie Avenue

Issue:

As the number of children attending the Academy has grown, so too has the challenge with parking along Leslie Avenue. With increased students and teachers, parking during the day has become more of a challenge and often times is unattainable.

Proposed Solution:

Limit the number of students with parking privileges or driving privileges to the Academy. This can be done through a series of initiatives that only allows driving on certain days of the week for example. An alternative solution is to require the expanded use of the lot on the corner of Leslie and E. Alexandria for Academy purposes. Currently, this lot does not appear to be used much by the Academy, instead by other tenants. In the end, this parking problem will only grow as the new development is completed in Potomac Yard.

4) After School Student Pick-up

Issue:

As the number of students has grown at the Academy, so to has the number of cars picking up students after school. The problem has grown to the point that the Academy has retained off-duty (presuming they are off-duty) City of Alexandria police to direct traffic. Additionally, the problem has grown to the point that at peak times, cars are backed up E. Luray and even Leslie Avenue blocking through traffic.

Proposed Solution:

Stagger pick-up times and or class room dismissals. By staggering dismissals, parents and those picking up children will not collect and cause congestion.

I'm happy to discuss these issues, the proposed solutions, and other ideas to alleviate these concerns with the Academy. As stated earlier, my goal is to continue to watch the Academy grow, teach our next generation, and most importantly be a good neighbor in an ever changing and growing neighborhood.

Sincerely,

Richard Ramsay
543 E. Luray Ave
Alexandria, VA 22301
703.626.3493
RERamsay@hotmail.com

Del Ray Citizens Association

Established 1954
delraycitizens@yahoo.com

P.O. Box 2233, Alexandria, VA 22301
<http://www.delraycitizen.org>

April 28, 2013

Faroll Hamer, Director, Department of Planning and Zoning
City Hall, Room 2100
Alexandria, VA 22314

Subject: SUP# 2013-00011; Commonwealth Academy at 1423 Leslie Avenue

Dear Ms. Hamer,

The Del Ray Citizen Association (DRCA) Land Use Committee (LUC) has reviewed SUP# 2103-00011 requesting an increase in the number of children attending the school.

The LUC supports the availability of education in the neighborhood but has concerns about how the parking count is being determined for this private school which has a lower teacher to student ratio than the standard outlined in the zoning code, which allows for 1 parking space for every 25 students. The Commonwealth Academy teacher to student ratio:

- 1 teacher for every 5 students for Lower School
- 1 teacher for every 8 students for Upper School

The LUC would encourage Staff to consider requiring parking spaces based on the school's teacher to student ratio.

The LUC has serious concerns about the 3-way intersection on the curving road that is located adjacent to the drop-off and pick-up zone and would encourage Staff to work with TE&S to evaluate traffic calming options for this intersection.

Sincerely,

Kristen K. Gedeon
Co-Chair
Land Use Committee

cc:

Joanna Anderson, Acting Deputy Director
Nathan Randall, Urban Planner
Kendra Jacobs, Administrative Supervisor

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H. CARTER LAND, III
F. ANDREW CARROLL, III
RICHARD S. MENDELSON
DUNCAN WARDMAN BLAIR
MARTIN J.A. YEAGER (VA, DC, & MD)

524 KING STREET
ALEXANDRIA, VA 22314-3104
703-836-1000
FAX 703-549-3335
WWW.LANDCARROLL.COM

May 6, 2013

BY ELECTRONIC MAIL AND HAND DELIVERY

John Komoroske, Chairman and
Members of the Alexandria Planning Commission
301 King Street, Room 2100
Alexandria, VA 22314

**Re: Commonwealth Academy
Special Use Permit #2013-0009
1321 and 1423 Leslie Avenue, Alexandria, Virginia.**

Dear Mr. Chairman and Members of the Planning Commission:

I am writing on behalf of our client, Learning Foundation of Metropolitan Washington doing business as Commonwealth Academy (the "School") to request that the Commission consider certain modifications to the Recommended Conditions of approval set forth on pages nine (9) through twelve (12) of the Staff Report.

The School's application has two components; the first, the physical expansion of the school into an adjacent building at 1423 Leslie for use a gymnasium. As part of the expansion the School will also increase the amount of dedicated off street parking from sixteen (16) parking spaces to thirty-two (32) a substantial increase in parking for the school and substantially exceeding what is required by the Zoning Ordinance. It does not appear that the expansion aspect of the School's application is an issue or is the cause for the new or redrafted comments. Hopefully, the gymnasium will be open for the 2013-2014 academic year. However, from the School's planning, budgetary and operational perspectives, the expansion needs to occur as part of the implementation of an increase in the School's enrollment.

The second component of the School's application is a request to increase the permitted enrollment by twenty (20%) per cent, an increase that can easily be accommodated in the School's existing physical facility. The reason the School seeking the increase is to fully utilize the existing facility and classroom space and to be in a position to offer admission to a greater number of the student community it serves, making possible to get a quality education. The goal was to have the flexibility for allowing increased admission for the 2013-2014 school year.

Unfortunately, as Staff's Recommended Condition #2 is drafted, no additional students could be admitted until after the existing pick-up drop off operation (TMP) is consistent with Condition #3 and the Director of Planning and Zoning has determined whether the new TMP negatively impacts the smooth and safe flow of traffic of Leslie and East Alexandria avenues. The condition vests the Director with responsibility to assess whether or not the new TMP is inadequate or cannot accommodate the requested additional 30 students. If the Director finds it inadequate or has a detrimental impact; then and in that event, the SUP needs to be docketed with the planning commission and staff for review. The practical reality of the imposition of condition #3 is to renders the increase in enrollment amendment "contingent" on events that can't occur until, at the earliest, the fall of the 2013-2014 academic year, or from an admissions standpoint the 2014-2015 student admission season. The uncertainty of the imposition of Conditions #2 and #3 results in a true hardship for the School and the potential loss of the opportunity to expand in to the adjacent property resulting in the loss a gymnasium for the students and less available parking.

The apparent need to include new Conditions #2 and #3 stems from Planning and Zoning's concern that current transportation management plan is broken, and is not being generally adhered to as required by the school's existing special use permit conditions. The Staff Report references that there have been two complaints and some observed violations in the strict and literal compliance with the existing transportation management plan. The Alexandria Police have opined to the school that, as to the afternoon pick-up and drop-off operations, there are no safety issues or concerns (Note: the School voluntarily has an off duty policeman assist with the afternoon pickup). Arrival and departure times are always the problematic aspects of any school's operations and Commonwealth Academy is not different, but it appears that it has been able to get through those sixty minutes a day with minimum disruption and a perfect safety record. That is not so suggest that improvements can be made to the TMP.

It seems there is a desire to take the old TMP, created for a different school and time, and to "tinker with it" in hopes that perceived issues and violations are addressed. I submit that the better approach is to get the input from the City's Parking and Traffic board, the Police, and affected neighbors, and the School to collaborate and develop a new plan to be implemented in the fall. The SUP will be reviewed the following fall, or earlier if the circumstances require, to make sure the plan works. This, in my opinion, is the best way to get a good TMP to address the always problematic arrival and departure hour. While at the same time allowing the School to expand and grow to better meet the needs of the student community is so ably educates.

To address the School's hardship, the following amendments to the Recommended Conditions are requested:

Condition #2. The maximum student enrollment shall not exceed 180 Students.

Condition #3. Delete the entire text of Condition #3 as set forth in the Recommended Conditions and replace with the following text:

The applicant shall in collaboration with the City Departments of Planning and Zoning and Transportation and Environmental Services, the Alexandria Police Department and affected neighbors develop a new transportation management plan for the pick-up/drop-off operations of the school. The new plan shall be in place for the fall 2013 opening of the school. In the event, that a new plan has not been adopted by the required date, the Director of Planning and Zoning may impose an interim plan that shall govern the pick-up/drop-off operations of the school until a new plan is adopted.

The applicant is also requesting the following changes to the Recommended Conditions for the reasons stated below.

Condition #6. In order to clearly define at what point in time that the Director approval of exterior feature is required, amend the new text of the condition to read: "In the event historic structures guidelines are created for the historic structures on the 1300-1500 blocks of Leslie Ave, all future changes to the exterior of the building proposed by the applicant will require the review and approval of the Director of Planning and Zoning for consistency with any such future guidelines."

Condition #25. This Condition places an undue and impractical operational burden on the School and is unrelated to the School's use and occupancy of the property. Delete this condition.

Condition #26. The building in which the School currently is located is a multi-tenanted building. The owner of the building is responsible for the removal of trash, garbage and recyclables from the School as part of the lease for the School's use and occupancy of a portion of the space in the building. Delete this condition.

