



Special Use Permit #2019-0024
3475 North Beauregard Street and 4610 King Street
Guidepost Montessori

Application	General Data	
Request: Public hearing and consideration of a request for a special use permit to operate an academic private school with over 20 students and a day care center	Planning Commission Hearing:	June 4, 2019
	City Council Hearing:	June 22, 2019
Address: 3475 N. Beauregard Street and 4610 King Street	Zone:	CRMU – H / Commercial Residential Mixed-Use Zone
Applicant: Guidepost A, LLC, represented by Duncan Blair, attorney	Small Area Plan:	Alexandria 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 Reviewer: Max Ewart, max.ewart@alexandriava.gov
Ann Horowitz, ann.horowitz@alexandriava.gov

PLANNING COMMISSION ACTION, JUNE 4, 2019: On a motion made by Commissioner Brown and seconded by Commissioner Lyle, the Planning Commission voted to recommend approval of Special Use Permit #2019-0024, subject to compliance with all applicable codes, ordinance and staff recommendations. The motion carried on a vote of 5-0, with Vice Chair Wasowski and Commissioner McMahon absent.

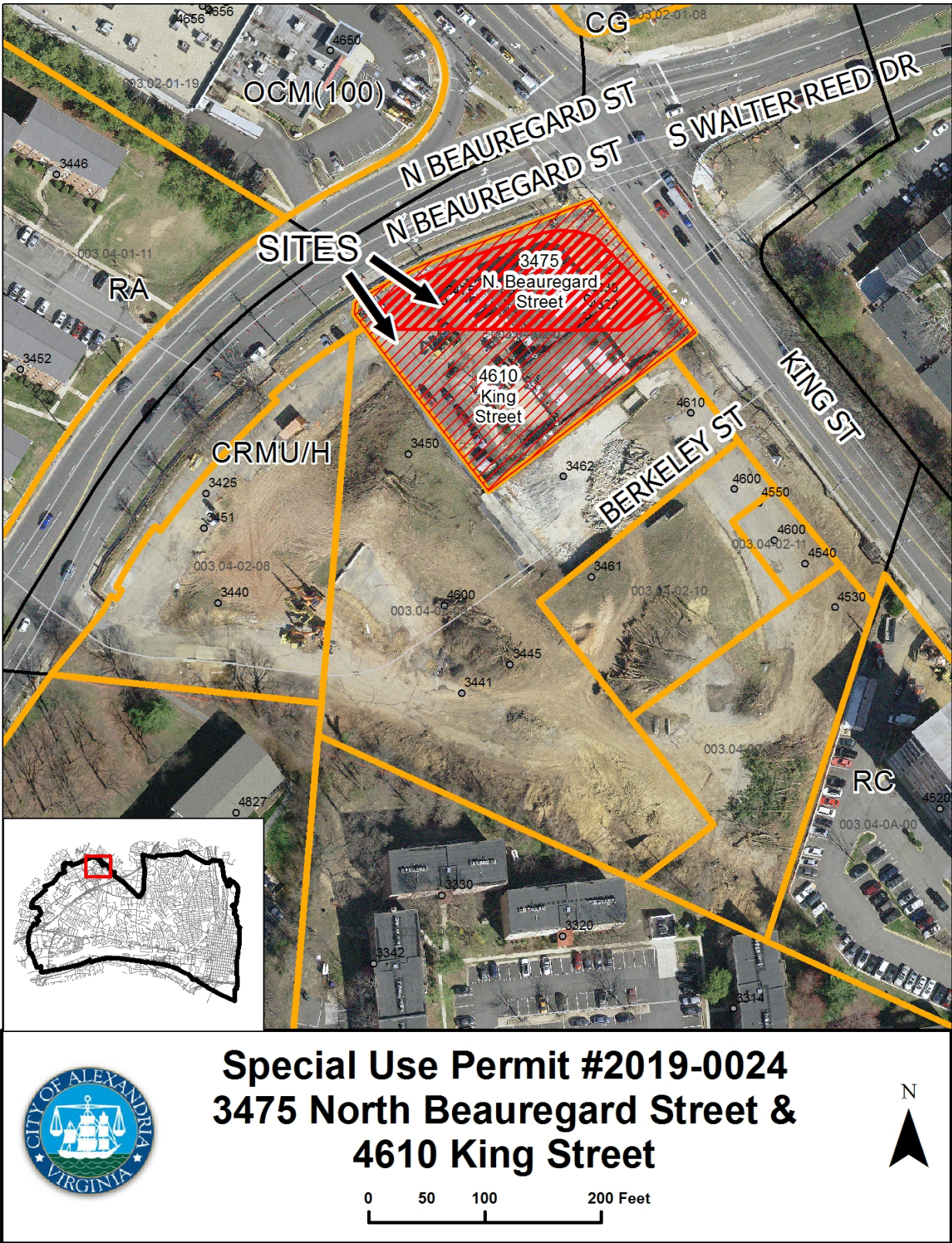
Reason: The Planning Commission agreed with the staff analysis.

Chairman Macek requested that staff consider removing private academic schools from requiring Special Use Permit approval.

Commissioner Brown asked the applicant to describe the difference between Guidepost Montessori and other Montessori programs.

Speaker:

Duncan Blair, applicant's attorney, and the manager of the school noted that the Montessori philosophy is broad and focuses on a specific method. Guidepost is unique because it offers these philosophies for younger children.



PROJECT LOCATION MAP

I. REPORT SUMMARY

The applicant, Guidepost A, LLC, represented by attorney, Duncan Blair, requests Special Use Permit approval to operate an academic private school and day care center at the Gateway development project site, located on the parcels at 3475 North Beauregard and 4610 King Streets. Staff recommends approval of the Special Use Permit request with conditions as described in the report.

SITE DESCRIPTION

The subject parcels are located on the redevelopment site identified in the Alexandria West Small Area Plan as the Gateway at King and Beauregard, which is located at the intersection of King Street and North Beauregard Street. The parcel at 3475 North Beauregard has approximately 150 feet of frontage along North Beauregard Street and 100 feet of frontage along King Street, approximately 200 feet of depth and 30,540 square feet in lot area. The parcel at 4610 King Street has approximately 165 feet of frontage along King Street and approximately 200 feet of frontage along North Beauregard Street, approximately 250 feet of depth and approximately 42,800 square feet in area. (Figure 1).



Figure 1 – Subject site during construction

The subject site is currently under construction and will feature a mix of uses in three buildings, including market rate and affordable residential, commercial and office. Public open space is featured in a shared plaza. A two-level underground parking garage of 865 spaces will provide parking for all residents, visitors and patrons to the Gateway at King and Beauregard.

Surrounding the development site is a mix of commercial, institutional and residential uses. A shopping center that is occupied by a TGI Friday's, Salon Ambience and a Potbelly Sandwich Shop is located to the northwest across North Beauregard Street, and the Alexandria City Health Department is located to the southeast farther down King Street. Residential uses include the Larchmont Village Apartments to the west and the Newport Village to the south.

BACKGROUND

The Jefferson Memorial Hospital occupied the site for several decades until it was demolished in 2007. City Council approved DSUP #2013-0001 in September of 2015 for the redevelopment of the site. Concurrently approved were Master Plan Amendment #2015-0001, Rezoning #2015-0001 and Transportation Management Plan SUP #2015-0002. The site has been an active construction site since early 2017.

PROPOSAL

The applicant, Guidepost A, LLC, proposes an academic private school with over 20 students and a day care establishment on the first and third floors of the Gateway at King and Beauregard. The first floor would include a 3,844 square-foot indoor play area and the third floor would have 12,242 square feet divided between eight classrooms, offices and bathrooms, for a total of 16,085 square feet. Guidepost Montessori has operations throughout the United States including locations in Brooklyn, New York and Chicago, Illinois. The mission of Guidepost Montessori is to modernize and mainstream the Montessori teaching philosophy by providing quality education and care to children between the ages of 18 months to age 12. The establishment would enroll up to 184 total students, and 31 staff members would serve the private school and day care uses.

Details of the applicant's proposed operation are:

<u>Hours of operation:</u>	7 a.m. to 7 p.m., Monday through Friday
<u>Pick-up and drop off hours:</u>	7:30 a.m. to 8:30 a.m., drop-off 2:30 p.m. to 3:30 p.m., half day pick-up 5:30 p.m. to 7 p.m., full day pick-up
<u>Number of classrooms:</u>	Day care: three toddler rooms (18 month – three years) and four preschool rooms (three – five years) Academic school: one elementary room (six – 12 years)
<u>Number of children:</u>	Day care: 154 Elementary: 30 Total: 184
<u>Number of staff:</u>	Day care: 24 Elementary: three Administrative: four Total: 31
<u>Play area:</u>	One on-site indoor play area, on-site affordable housing private open space, and James Mulligan Park (City-owned) to satisfy the Virginia Department of Social Services play space requirement
<u>Deliveries:</u>	Supply deliveries would occur twice daily, Monday through Friday
<u>Noise:</u>	Minimal noise is expected while children are indoors
<u>Trash/Litter:</u>	15 bags of trash per week

PICK-UP AND DROP OFF PLAN PROPOSAL

The pick-up and drop-off plan would apply to children of all ages at the Guidepost Montessori School. Parents would enter and exit the underground parking garage via Berkeley Street and park vehicles in a 23-space, designated pick-up and drop off area in the northwest corner of the garage. Parents would then walk their children to the school through the elevator dedicated to non-residential uses closest to the parking spots. At the end of the day, parents would pick up their children from the daycare and school, descend to the parking garage on the elevator and exit the site by car via Berkeley Street. Morning drop off would occur between 7:30 a.m. and 8:30 a.m. for the day care and academic school operations. Half-day day care establishment pick-up would occur between 2:30 p.m. and 3:30 p.m. and full-day pick-up would occur between 5:30 p.m. and 7 p.m. for the day care and school operations. The applicant anticipates that 115 cars would arrive and depart each day.

PARKING

Section 8-200(A)(11) of the Zoning Ordinance requires elementary school uses to provide one parking space for each 25 classroom seats. Thirty elementary school seats would require two parking spaces. Section 8-200(A)(16)(a) requires day care center uses to provide a minimum of 0.25 parking spaces per 1,000 square feet of space in the Enhanced Transit Area. The 14,700 square feet of space dedicated to the day care center use would require four parking spaces for a total of six parking spaces. The six parking spaces associated with both uses would be located on the first level of the parking garage, which operates 24 hours a day. The 23 parking spaces dedicated to the day care and school operation in the 865-space parking garage would exceed the six-parking space requirement and the parking that would be necessary to support the peak pick-up and drop off hours.

ZONING/ MASTER PLAN DESIGNATION

The subject site is located in the CRMU-H / Commercial Residential Mixed Use (High) Zone. Section 5-303(M) requires Special Use Permit approval for an academic private school with more than 20 students in the CRMU-H Zone. Although Section 5-302(C.2) permits day care centers as a by-right use, Conditions #30 and 30a of DSUP #2013-0001 require administrative SUP and pick-up and drop off plan approval for a day care center at the Gateway at King and Beauregard site. As the academic private school proposal required City Council consideration of an SUP, the administrative SUP request is included in this docketed review. The day care use occupies less than one-third of the commercial space square footage, as required in Condition #30(b).

The proposed use is consistent with the Alexandria West Small Area Plan chapter of the Master Plan, which designates the area for mixed-use.

II. STAFF ANALYSIS

Staff supports the applicant's request for an academic private school and day care center at 3475 North Beauregard Street and 4610 King Street. The proposal for the Guidepost Montessori School and day care center would further diversify the mix of uses proposed for the Gateway at King and Beauregard and give tenants of the building and surrounding residents nearby childcare and early education options. Staff does not anticipate parking or traffic impacts during the pick-up and drop-off of children as the parking spaces and an elevator are separate and specifically designated for the operation. The applicant is required to regularly inform parents of the pick-up and drop off plan as stated in Condition #5.

Further, staff does not believe that the academic private school and day care center uses will have a significant impact on the surrounding area. Nonetheless, staff has included other standard conditions to mitigate potential noise, litter and parking impacts. Condition #10 prevents the use of exterior loudspeakers. Condition #12 requires staff to patrol the grounds for litter near the subject site. Conditions #13 through #15 mitigate parking impacts in the surrounding area by requiring employees to use off-street parking, encouraging parents to park off-street, and encouraging those who can, to use public transit.

As the Virginia Department of Social Services administers the regulations for play areas for day care centers and schools, it is not within the purview of the Zoning Ordinance to require play spaces. Nonetheless, staff has concerns regarding the play area proposed in the private open space area allocated for residents of the affordable housing units. DSUP #2013-0001 was approved to "provide open space for residents that is separate from the retail activity," indicating that the use of that area is intended for the residents and not future retail or commercial users. Access to the play space is provided through the affordable housing portion of the building and increased use of the play space by additional users would increase wear and tear on the equipment. Condition #7 states that this courtyard play area would not be available to the applicant for the day care and elementary school uses.

Staff finds the use of an on-site play area on the first floor of the subject site to be appropriate and would not result in impacts. Similarly, staff considers the use of James Mulligan Park to be fitting, however, a use agreement with the Department of Recreation, Parks and Cultural Activities (RPCA) would be required, as stated in Condition #9.

On May 8, 2019, staff attended a public meeting hosted by the Fairlington Civic Association where the applicant gave a brief presentation about the proposal and answered questions. The applicant answered the association's questions regarding security, the pick-up and drop off process, and enforcement of the proposed pick-up and drop off plan. Staff has included Condition #5 and Condition #6 requiring the applicant to adhere to the proposed pick-up and drop off plan and to ensure that staff and parents are familiar with the pick-up and drop off plan.

Subject to the conditions stated in Section III of this report, staff recommends approval of the applicant's 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 controlling interest. (P&Z)
2. The hours of operation for the academic private school and day care center shall be limited to 7 a.m. to 7 p.m., Monday through Friday. (P&Z)
3. The maximum number of children permitted at the facility is limited to 184 at any one time. (P&Z)
4. The facility shall obtain all required state, federal, and local licenses and certificates prior to opening its place of business. (P&Z)
5. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all Special Use Permit provisions and requirements. The applicant shall also inform parents, as part of parent orientations and as annual reminders, of all applicable Special Use Permit provisions and the pick-up and drop off requirements, including the location of the designated parking spaces and elevator. (P&Z)
6. The applicant shall provide adequate drop off and pick-up facilities, consistent with its proposed plan. The transfer of children shall not occur in the public right-of-way. The Director of Planning and Zoning reserves the right to revisit this agreement and may impose amended or additional requirements to ensure that adequate pick-up and drop off facilities are maintained. (P&Z)
7. The applicant is permitted to use an indoor tenant space at the Gateway at King and Beauregard for a play area. It shall not use the outdoor playground and open space allocated to residential uses in the interior courtyard as designated in DSUP #2013-0001. (P&Z)
8. The ground floor windows along King Street shall be clear glass and remain unobstructed by merchandise or signage. (P&Z)
9. If the applicant chooses to use James Mulligan Park for play space, it shall apply to the Department of Recreation, Parks and Cultural Activities (RPCA) to establish times and schedules. Permission will be granted to the applicant with a written agreement between RPCA and the applicant. (RPCA)
10. All loudspeakers shall be prohibited from the exterior of the building where the proposed use is located. (T&ES)

11. The applicant shall control odors 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 Services. (T&ES)
12. 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 once 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. (T&ES)
13. The applicant shall require its employees who drive to use off-street parking. (T&ES)
14. The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
15. The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
16. The Director of Planning and Zoning shall review the special use permit after it has been operational for one year, 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 the 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)

STAFF: Tony LaColla, AICP, Division Chief, Land Use Services
Ann Horowitz, Principal Planner
Max Ewart, 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.

IV. CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- R-1 All loudspeakers shall be prohibited from the exterior of the building where the proposed use is located. (T&ES)
- R-2 The applicant shall control odors 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 Services. (T&ES)
- R-3 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 once 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. (T&ES)
- R-4 The applicant shall require its employees who drive to use off-street parking. (T&ES)
- R-5 The applicant shall encourage its employees to use public transportation to travel to and from work. The business shall contact Go Alex at goalex@alexandriava.gov for information on establishing an employee transportation benefits program. (T&ES)
- R-6 The applicant shall provide information about alternative forms of transportation to access the site, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. Contact Go Alex at goalex@alexandriava.gov for more information about available resources. (T&ES)
- C-1 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 SUP 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)
- C-2 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-3 Section 5-1-42- Collection by Private collectors. (c) Time of collection. Solid waste shall be collected from all premises not serviced by the city at least once each week. No collections may be made between the hours of 11:00 p.m. and 7:00 a.m. (6:00 a.m. from May 1, through September 30) if the collection area is less than 500 feet from a residential area. (T&ES)

Code Enforcement:

- C-1 A building permit, plan review and inspections are required prior to the start of construction.
- C-2 A I-4 day care facility on the second and third story of a building that will have the required fire protection and egress systems is allowed according to the building code. This project will be subject to a building permit plan review and inspections.
- C-3 Any change in use-group classification will require a change in use application and a additional code review.

Fire:

- C-1 A fire prevention permit is required for this occupancy condition.

Health:

- C-1 An Alexandria Health Department Permit is required for all regulated facilities that are serving and/or preparing food. A permit shall be obtained prior to operation, and is not transferable between one individual, corporation or location to another.
- C-2 Construction plans shall be submitted to the Health Department located at 4480 King Street and through the Multi-Agency Permit Center. Construction plans shall be submitted and approved by the Health Department prior to construction. There is a \$200.00 plan review fee payable to the City of Alexandria.
- C-3 Construction plans shall comply with Alexandria City Code, Title 11, Chapter 2, The Food Safety Code of the City of Alexandria. Plans shall include a menu of food items to be offered for service at the facility and specification sheets for all equipment used in the facility, including the hot water heater.
- C-4 A Food Protection Manager shall be on-duty during all operating hours.
- C-5 The facility shall comply with the Virginia Indoor Clean Air Act and the Code of Alexandria, Title 11, Chapter 10, Smoking Prohibitions.

Recreation, Parks & Cultural Activities:

- R-1 If the applicant chooses to use James Mulligan Park for play space, it shall apply to the Department of Recreation, Parks and Cultural Activities (RPCA) to establish times and schedules. Permission will be granted to the applicant with a written agreement between RPCA and the applicant. (RPCA)

Police Department:

No comments received



APPLICATION

SPECIAL USE PERMIT

SPECIAL USE PERMIT

Parts of Land Condominium Unit A3 -4610 King Street
and Land Condominium Unit 02 - 4630 King Street

PROPERTY LOCATION:

Part 03.04-D-00 and 03.04-E-00

CRMU-H

TAX MAP REFERENCE:

ZONE:

APPLICANT:

Guidepost A, LLC, a Delaware limited liability company

Name:

25 Orchard, Suite 200, Lake Forest, CA 92630

Address:

Private School - Academic/Higher Ground Montessori Preschool and

PROPOSED USE:

Elementary School

☒ **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.

☒ **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.

☒ **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.

☒ **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, Attorney

3/26/2019

Print Name of Applicant or Agent
524 King Street

Signature

703 836-1000

Date

703 549-3335

Mailing/Street Address

Alexandria, Virginia 22314

Telephone #

dblair@landcarroll.com

Fax #

City and State

Zip Code

Email address

ACTION-PLANNING COMMISSION:

DATE:

ACTION-CITY COUNCIL:

DATE:

SUP # _____

PROPERTY OWNER'S AUTHORIZATION

Alex West 4600 King Street, Alexandria , Virginia

As the property owner of _____, I hereby
(Property Address)

Private School Academic

grant the applicant authorization to apply for the _____ use as
(use)

described in this application.

WRI Gateway Alexandria LLC

Name: _____

Phone: _____

Please Print

2600 Citadel Plaza Dr. Houston TX

Address: 77008 _____

Email: _____

Signature: _____

Date: 3/26/11 _____

- 1. Floor Plan and Plot Plan.** As a part of this application, the applicant is required to submit a floor plan and plot or site plan with the parking layout of the proposed use. The SUP application checklist lists the requirements of the floor and site plans. The Planning Director may waive requirements for plan submission upon receipt of a written request which adequately justifies a waiver.

☒ **Required floor plan and plot/site plan attached.**

☐ **Requesting a waiver. See attached written request.**

- 2. The applicant is the (check one):**

☐ Owner

☐ Contract Purchaser

☒ Lessee or

☐ Other: _____ of the subject property.

State the name, address and percent of ownership of any person or entity owning an interest in the applicant or owner, unless the entity is a corporation or partnership, in which case identify each owner of more than three percent.

Guidepost A, LLC is a Delaware limited Partnership. The member of Guidepost A, LLC is:

Higher Ground Education Inc., a Delaware corporation.

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 three 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. Guidepost A, LLC	25 Orchard, Suite 200, Lake Forest, CA 92630	100%
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 _____ (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three 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 and "None" in the corresponding fields).**

For a list of current council, commission and board members, as well as the definition of business and financial relationship, [click here](#).

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. Guidepost A, LLC	None	
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.

3/26/18 _____
 Date Printed Name



 Signature

OWNER DISCLOSURE STATEMENT: CONTINUED.

Higher Ground Educational Inc., a Delaware Corporation (HGE) is the sole member of Guidepost A, LLC.

**HGE's address is: 25 Orchard, Suite 200
Lake Forest, CA 92630**

OWNERSHIP AND DISCLOSURE STATEMENT

Use additional sheets if necessary

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Name	Address	Percent of Ownership
1. See attached re: HGE	See Attached re: HGE	100% of Guidepost A, LLC
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 _____ (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three 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
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2.		
3.		

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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.		
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.

3/26/19

Guy Barnett

Date

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 three 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 West Alex 4600 King Street (address), unless the entity is a corporation or partnership, in which case identify each owner of more than three 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. WRI Gateway Alexandria LLC	2600 Citadel Dr., Houston TX	
2.		
3.		

3. Business or Financial Relationships. Each person or entity listed above (1 and 2), with an ownership interest in the applicant or in the subject property is required 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.

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. WRI Gateway Alexandria LLC	NONE	
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.

2/25/19 Duncan W Blair
Date Printed Name


Signature

updated 3/16/19

OWNER DISCLOSURE STATEMENT: CONTINUED.

Weingarten Realty Investors, Inc., a Delaware Corporation (WRI) is the sole member of WRI Gateway Alexandria LLC. WRI is a publicly traded corporation on the NYSE. No person or entity owns an interest in WRI in excess of three (3%).

WRI's address is: 2600Citadel Plaza Dr.
Houston, Texas 77008

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 three 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.

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2.		
3.		

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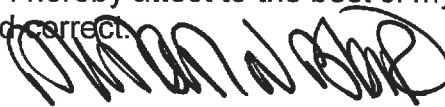
Name of person or entity	Relationship as defined by Section 11-350 of the Zoning Ordinance	Member of the Approving Body (i.e. City Council, Planning Commission, etc.)
1. WRI	NONE	
2.		
3.		

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.

3/26/19

Duncan W. Blair, Attorney



Date

Printed Name

Signature

SUP # _____

If property owner or applicant is being represented by an authorized agent such as an attorney, realtor, or other person for which there is some form of compensation, does this agent or the business in which the agent is employed have a business license to operate in the City of Alexandria, Virginia?

☒ **Yes.** Provide proof of current City business license

☐ **No.** The agent shall obtain a business license prior to filing application, if required by the City Code.

NARRATIVE DESCRIPTION

3. The applicant shall describe below the nature of the request **in detail** so that the Planning Commission and City Council can understand the nature of the operation and the use. The description should fully discuss the nature of the activity. (Attach additional sheets if necessary.)

See the attached: Higher Ground - Guidepost Montessori -4600 King Street Project Information

describing in detail the operations and mission of the Montessori preschool and elementary

under the Guidepost Montessori brand.

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 school's anticipated enrollment is 184 students between the ages of 16 months and
12 years of age.

B. How many employees, staff and other personnel do you expect?

Specify time period (i.e., day, hour, or shift).

The school will have a staff of 32 people.

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

Day: Monday - Friday

Hours: 7:00 a.m. - 7:00 p.m.

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 noise levels from mechanical equipment and patrons
 will exceed the noise levels permitted by the City's of Alexandria's noise ordinance.

B. How will the noise be controlled?

It is not anticipated that noise levels from mechanical equipment and patrons
 will be a source of complaints; as such, no extraordinary mitigation of noise control
 measures are warranted.

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

It is not anticipated that offensive odors will emanate from the use of the property

as a school.

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 trash and garbage generated by the school will be that associated with schools; mainly paper products.
- B. How much trash and garbage will be generated by the use? (i.e. # of bags or pounds per day or per week)
It is anticipated that the school will generate approximately three (3) standard garbage bags a day. The school's staff will desposit the trash in trash receptacles in the load area.
- C. How often will trash be collected? It is anticipated that trash and garbage will be collected by a commercial collected by a commercial collector at a minimum once a week. The building management will determine based on actual need if more collection are required.
- D. How will you prevent littering on the property, streets and nearby properties?
It is not anticipated that litter will be a problem as the result of the use of the property as a school. The West Alex building management will maintain the exterior areas of the project.

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

☒ Yes.

☐ No.

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

Small quantities of materials considered hazardous that are generally recognized for use in a school may be stored, used and disposed of 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?

☒ Yes. ☐ No.

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

Small quantities of organic compound generally recognized to be appropriate for

use in schools may be used, stored and disposed of in accordance with all applicable

regulations.

- 12.** What methods are proposed to ensure the safety of nearby residents, employees and patrons?

It is not anticipated that extraordinary security measures beyond the safety protocols

in place at all Higher Ground schools will be required.

ALCOHOL SALES

13.

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

☐ Yes ☒ 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:

_____ Standard spaces

_____ Compact spaces

_____ Handicapped accessible spaces.

222 Other. Shared parking in the below grade parking facility pursuant to DSUP #2015-001 and Parking Management Plan filed with this application.

Planning and Zoning Staff Only

Required number of spaces for use per Zoning Ordinance Section 8-200A _____

Does the application meet the requirement?

☐ Yes ☐ No

- 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?

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:

One (1)

- A. How many loading spaces are available for the use? _____

Planning and Zoning Staff Only

Required number of loading spaces for use per Zoning Ordinance Section 8-200 _____

Does the application meet the requirement?

☐ Yes ☐ No

On the ground level of the building and

- B. Where are off-street loading facilities located? _____
on the approved development plan for the property.
- C. During what hours of the day do you expect loading/unloading operations to occur?
It is anticipated that loading activities will occur in the morning 7:00 a.m. and 8:00 a.m.
and 2:30 p.m. to 7:30 p.m.
- D. How frequently are loading/unloading operations expected to occur, per day or per week, as appropriate?
It is anticipated that there will be two deliveries a day.

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?

No improvement to the 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? _____ square feet.

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

16,085 sq. ft. (existing) + _____ sq. ft. (addition if any) = 16,085* sq. ft. (total)
*3,844 sf on the ground floor and 12,241 sf on the third floor.

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: Resident/Commercial Mixed Use Project. West Alex (DSUP#2015-0001)

End of Application

GATEWAY



Weingarten Realty
Alexandria, Virginia

01/17/19

Photography by Duane Lempke
SISSON Studios, 703.321.3500
Email: sissonstudios@aol.com
Website: www.sissonarch.com



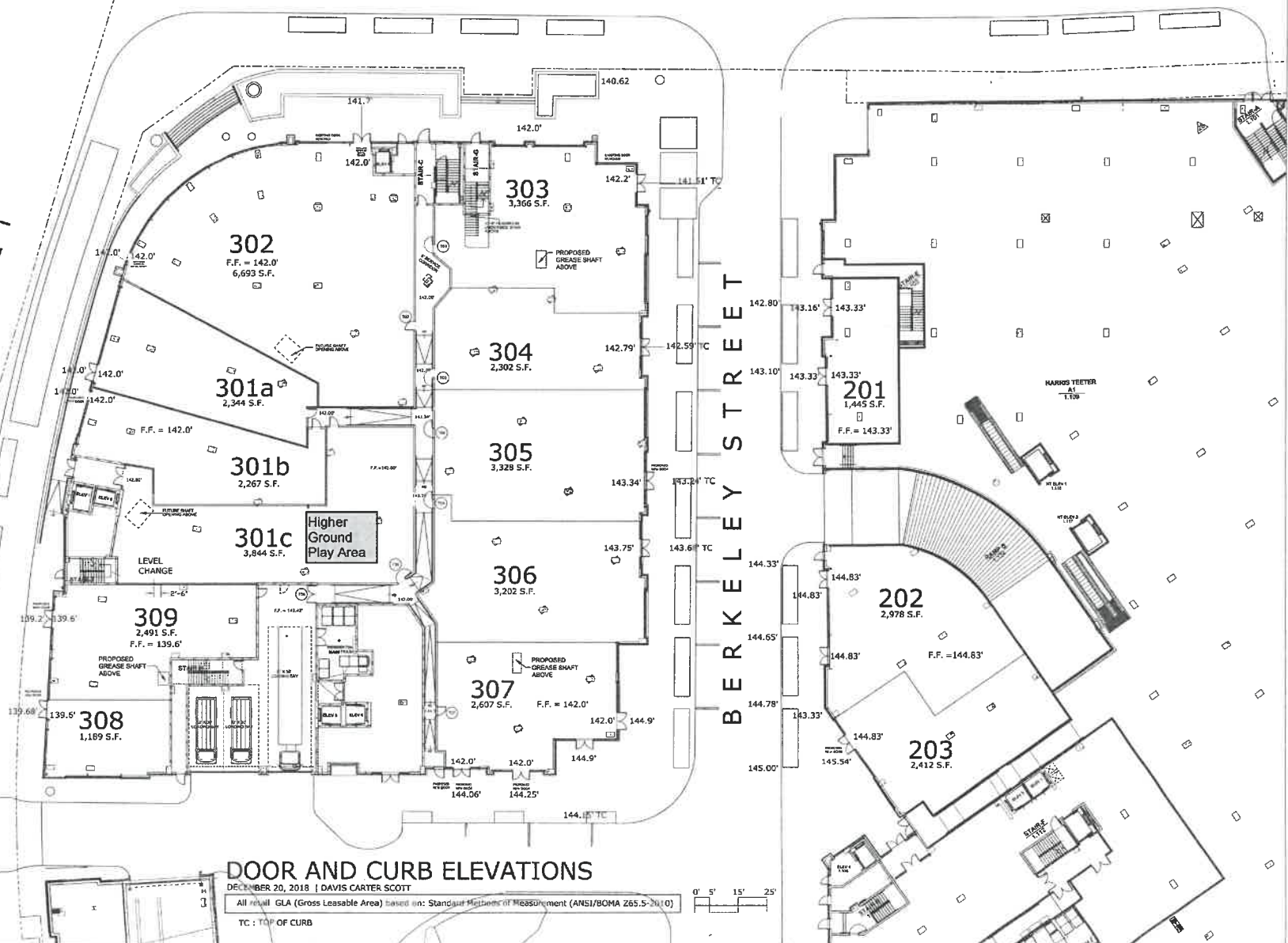
WR GATEWAY Alexandria Aerial #5242 011719 Lkg SE.jpg

Our GMA would be in space
301C, or 3844 SFT

KING STREET

N. BEAUREGARD STREET

BERKELEY STREET



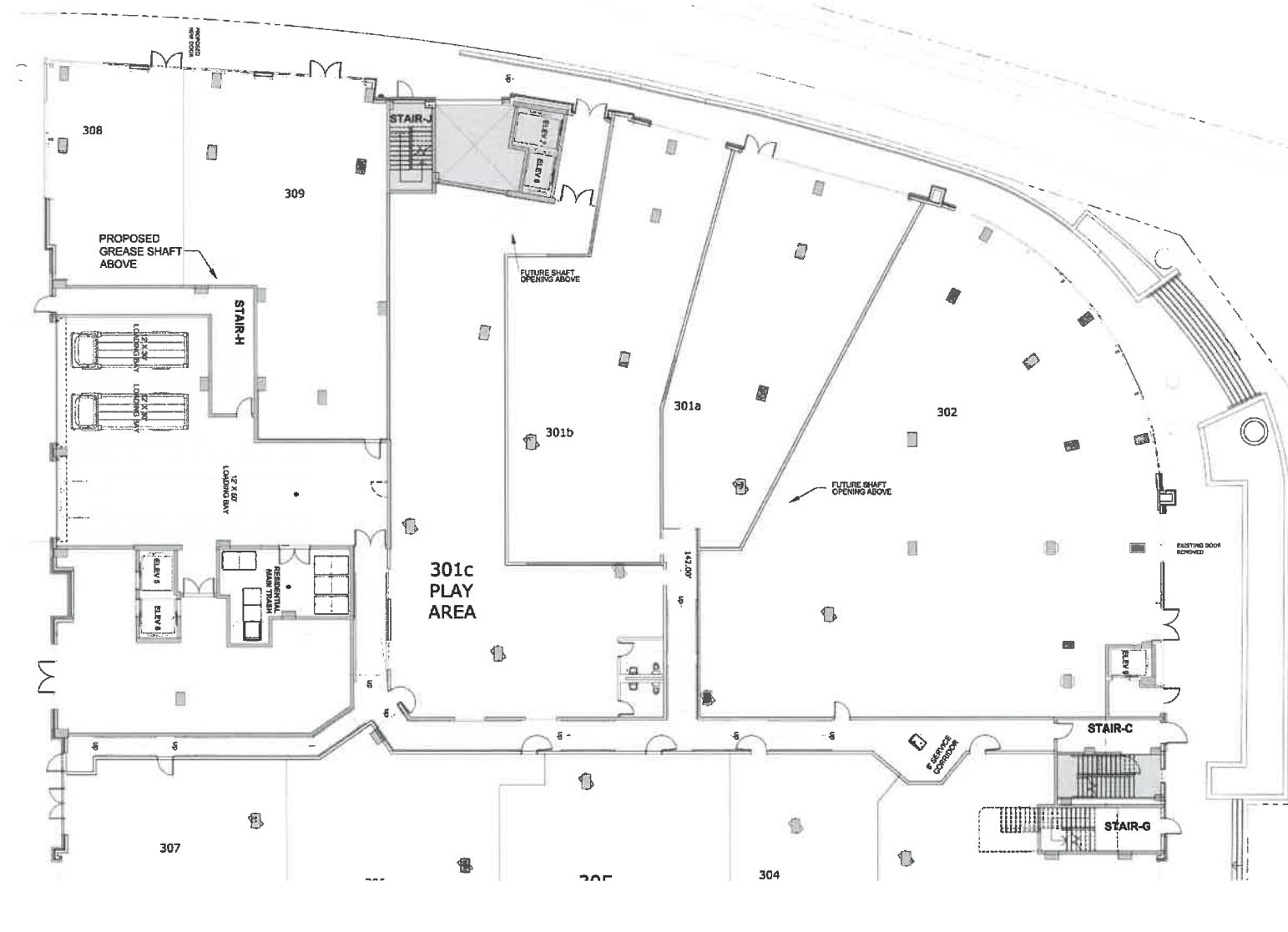
DOOR AND CURB ELEVATIONS

DECEMBER 20, 2018 | DAVIS CARTER SCOTT

All in ft. GLA (Gross Leasable Area) based on: Standard Methods of Measurement (ANSI/BOMA Z65.5-2010)

TC: TOP OF CURB

0' 5' 15' 25'

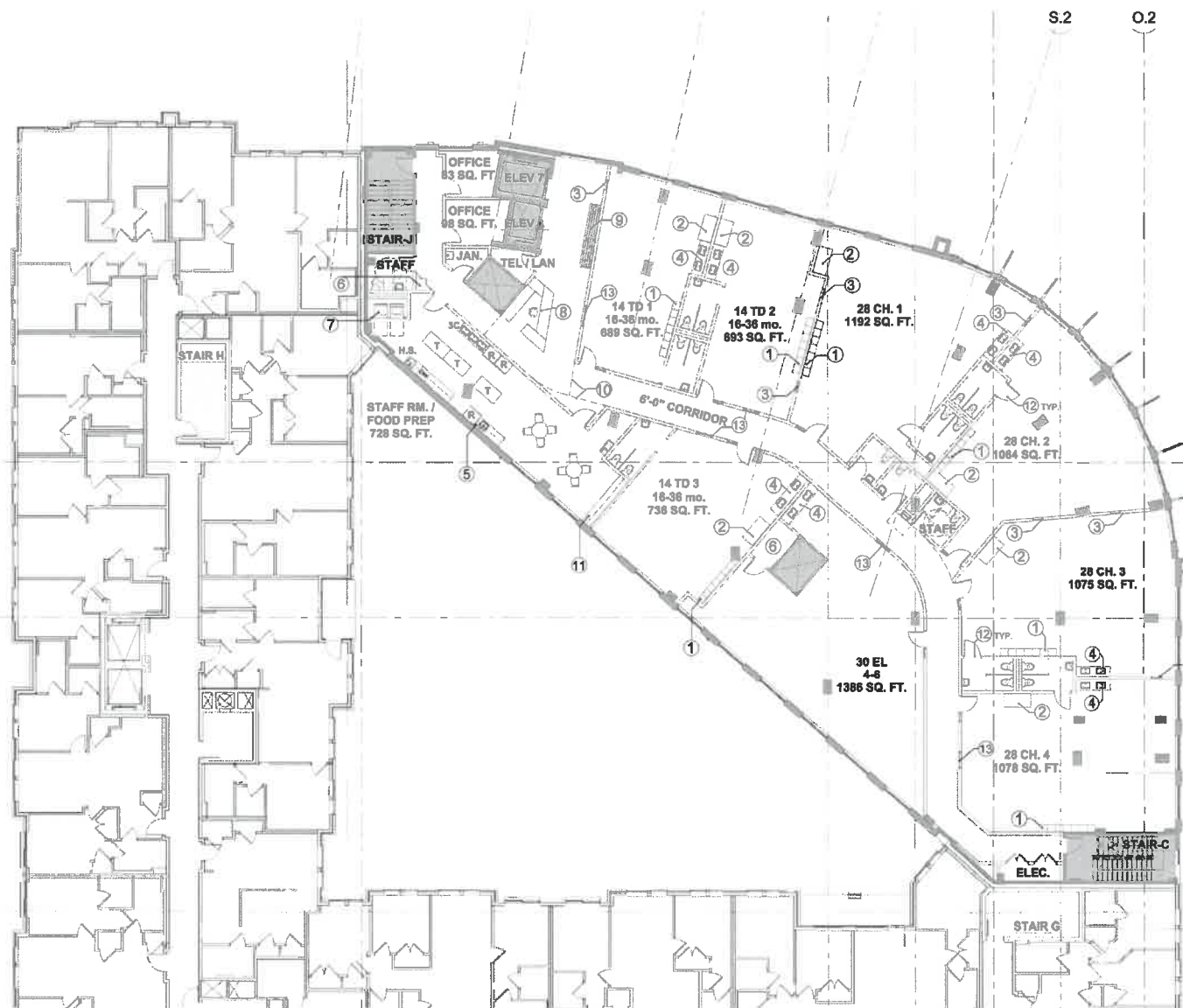


MONTESSORI SCHOOL

Level 1 Plan

Jan. 25, 2019

These drawings are conceptual in nature and may change over time as the design develops further.



KEYED NOTES

1. CUBBIES BY TENANT
2. COT STORAGE CABINETE BY G.C.
5' W X 7' H X 30" D
3. CHILD HEIGHT WINDOW, HM FRAME
4. PLASTIC LAMINATE CABINET
W/ 2 SINKS
5. STAFF GALLEY WITH SINK
6. CLOSET W/ SHELVES
7. WASHER / DRYER
8. PLASTIC LAMINATE RECEPTION
STATION
9. CUSTOM WOOD BENCH
10. GWB CEILING ABOVE
11. P.LAM. UPPERS + LOWERS.
12. HALF HEIGHT DOORS IN ALL
CHILDREN'S HOUSE TOILET ROOMS.
13. 36" X 36" WINDOW UNIT IN
HM. FRAME.



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MONTESSORI SCHOOL

Level 3 Plan

Feb. 26, 2019

These drawings are conceptual in nature and may change over time as the design develops further.



MONTESSORI SCHOOL

Lobby View at Level 3

Jan. 25, 2019

These drawings are conceptual in nature and may change over time as the design develops further.

City of Alexandria, Virginia, Planning and Zoning Department

Private School – Academic Preschool- Elementary Drop-Off/Pickup Plan for Special Use Permit Staff Review

In addition to completing this form, please submit a site plan that identifies the building, the location of off-street parking spaces, and the movement of vehicles during drop-off and pick-up times.

Return to: SUP Planner, Department of Planning and Zoning, Room 2100, City of Alexandria, VA, 22314.

1. Name of Preschool and Elementary establishment:

Guidepost A LLC, a Delaware limited liability company, dba Guidepost Montessori

2. Address:

25 Orchard, Suite 200, Lake Forest, CA 92630

3. Business owner:

Guidepost A LLC, a Delaware limited liability company

4. Business owner phone and email:

(949) 413-3326, ewalshe@tohigherground.com

5. Description of day care establishment

Guidepost A LLC, a Delaware limited liability company is requesting a special use permit to operate a Montessori preschool and elementary for ages 16 months to 12 years of age. The school will be located on the on the first and third floors of the building located on the southeast corner of North Beauregard and King Street and contain approximately 16,085 sf.

6. Number of children at the site at any one time and their ages:
200, 16 months to 12 years.

7. Number of classrooms:

Eight (8)

8. Number of employees on-site at any one time:

Thirty (31)

9. Overall hours of operation:

7:00 a.m. – 7:00 p.m.

10. Peak times of drop-off/pickup

Drop off: 7:30 – 8:30, Pick-up 2:30 – 7:00 (See attached Schedule with arrival and departure times).

11. Number of off-street parking spaces available for the day care use:

31 parking spaces will be available for staff in the shared parking facility for the project.

A. Number for employees: _____

B. Number for parents/guardians (if parking and walking children into site during drop-off/pickup

The maximum enrollment is 200 students. It is anticipated that there will be some students who will walk to school and some will carpool. The pickup and departures are staggered. I

222 shared parking spaces are available in the parking facility.

C. Total Number: _____

12. Method of transferring children between staff and parents/guardians:

_____ Parents/guardians will park vehicles and walk children to meet daycare center staff.

_____ Parents/guardians will wait in their vehicles in driveway/parking area and daycare center staff will meet children at vehicle.

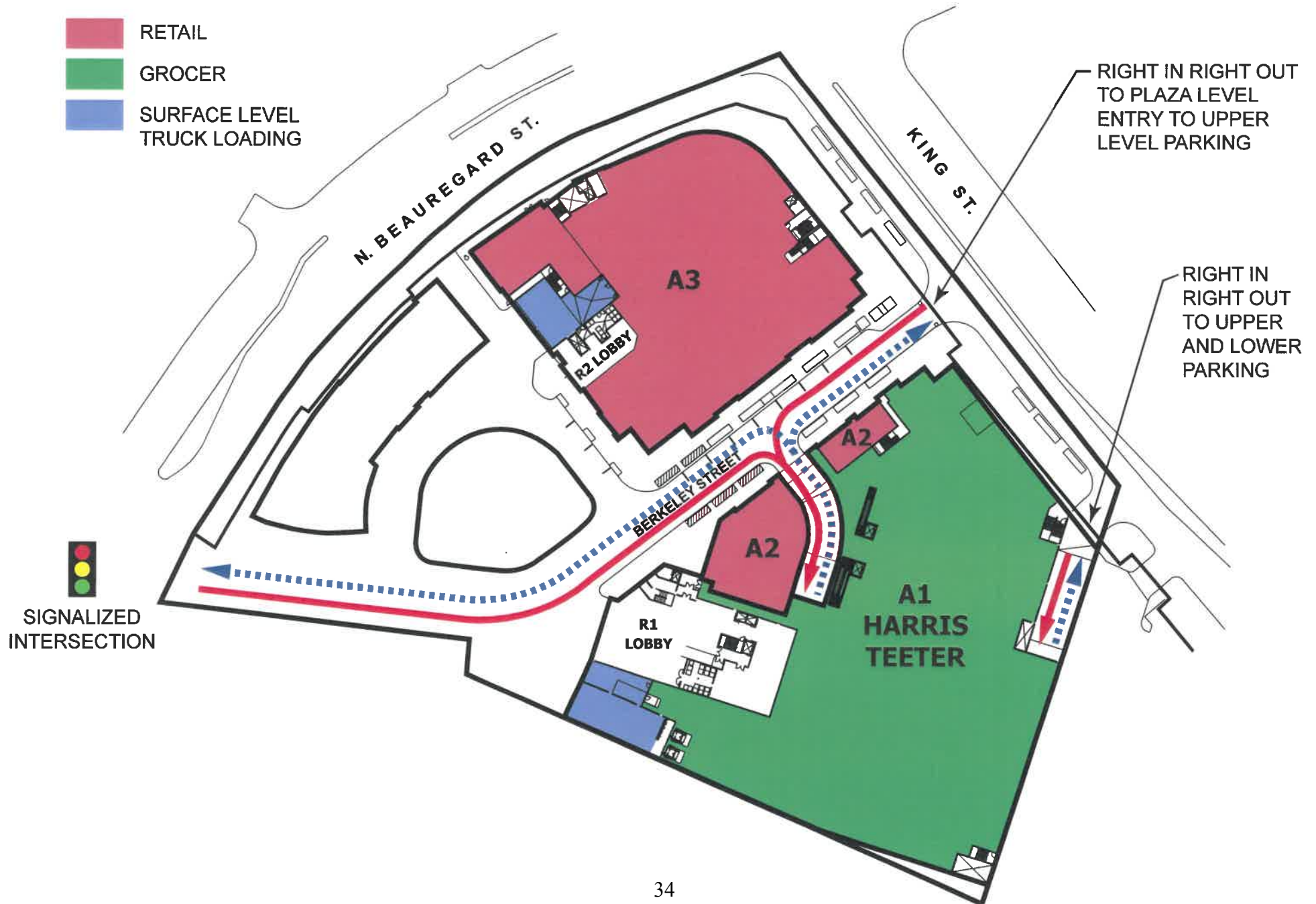
_____ Other, please describe.

13. Written description of drop-off/pickup plan including direction of travel for vehicles entering/exiting site. Attach a site plan that illustrates the proposed plan including the building, the location of off-street parking spaces, and the movement of vehicles during drop-off and pickup times.

See the attached Pick up and Drop off plan and narrative,

HIGHER GROUND PICK-UP DROP-OFF PLAN AT WEST ALEX

Plaza Podium Level



HIGHER GROUND PICK-UP DROP-OFF PLAN AT WEST ALEX

P1 Parking Level



HIGHER GROUND PICK-UP DROP-OFF PLAN AT WEST ALEX

P2 Parking Level

(Lower)





Higher Ground

Guidepost Montessori 4600 King Street Project Information



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Guidepost Montessori at West Alexandria

Project Description

Higher Ground Education is very excited to develop a Montessori preschool and elementary school at 4600 King Street, under its “Guidepost Montessori” brand. While many project details will be finalized over the course of the coming months, we are currently working with the following program assumptions:

- **8 Classrooms from 18 months-12 years (toddler, preschool and elementary).** The total school capacity will be approximately 184 students, with an estimated 32 staff.
- **1 indoor play area, and the use of a nearby park for outdoor play.**

Why a Montessori Preschool at this location?

We believe parents should have access to excellent education combined with superior daycare services in close proximity to where they live or work. In considering this location, we looked at preschool options available to the local community. Given the household density of this part of Alexandria, with 23,000 households within 1 mile of our school and 130,000 households within 3 miles, we focused our research on the one mile radius, and found that there are not many quality competitors – and no Montessori schools – serving the immediate area. Some examples of nearby schools include:

- **Bright Horizons at Skyline** (5203 Leesburg Pike Suite 100, Falls Church), located 1 mile away, is the closest premium daycare, offering programs from infant through kindergarten.
- **Happy Home Christian Leadership Academy** (5001 Seminary Rd, Alexandria), located 1.5 miles away, is the closest faith-based daycare, and offers preschool programs beginning at 12 months to 5 years.
- **Full Circle Montessori** (870 S. Greenbrier St, Arlington) is the closest Montessori school at 1.7 miles away – quite a distance in an area where there 23,000 households within 1 mile of our proposed school. It offers Montessori preschool and elementary programs for ages 3-12, with an estimated capacity of 60 children.

We have a unique opportunity to bring a Montessori school to the neighborhood, and to distinguish ourselves by beginning at the Toddler (18 month) level, offering a key entry point to the older classrooms of our school.



Programming and Staffing

We expect the following program at this location:

- 3 Toddler rooms (18 months – 3 years) with a capacity of 14 toddlers each = 42 toddlers
- 4 Preschool rooms (3-5 years) with a capacity of 28 preschoolers each = 112 preschoolers
- 1 Elementary room (6-12 years) with a capacity of 30 elementary students = 30 elementary students
- TOTAL: 8 rooms with 184 students

We expect the following staffing at this location, taking into consideration [local regulations](#):

- Toddler rooms: The required teacher : student ratio is 1:5, the maximum class size is 14. We expect to have three teachers per classroom and one shared teacher covering breaks and naps for a total of 10.5 Toddler teachers at capacity.
- Preschool rooms: The normal required teacher : student ratio is 1: 10, the maximum class size is 20. However, there is a Montessori exception which allows a teach : student ratio of 1:14 and a maximum class size of 28. We expect to have two teachers per classroom and one shared teacher covering breaks for a total of 14 Preschool teachers at capacity
- Elementary rooms: The required teacher : student ratio for school age children in a daycare setting is 1 : 18 for children 6-8 and 1 : 20 for children 8-12. We expect to have two teachers per classroom and one shared teacher covering breaks for a total of 3 Elementary teachers at capacity.
- We expect to have 4 administrative staff at capacity
- TOTAL: 32 staff at capacity



How will our school operate?

Here is a sample school schedule with key arrival and departure times highlighted:

Infant & Toddler		Preschool		Elementary	
7:00-8:00	Extended Day Arrival	7:00-8:00	Extended Day Arrival	7:00-8:00	Extended Day Arrival
8:00-9:00	Peak Arrival Time	8:00-8:30	Peak Arrival Time	8:00-8:15	Peak Arrival Time
9:00-11:00	Morning Work Period	8:30-11:15	Morning Work Period	8:15-11:15	Morning Work Period
11:00-12:00	Lunch, Outside Play	11:15-12:45	Lunch, Outside Play	11:15-12:45	Lunch, Outside Play
12:00-12:30	Half-Day Dismissal	12:45-2:30	Nap / PM Work Period	12:45-2:45	Afternoon Work Period
12:30-2:30	Nap	2:30-3:00	Half-Day Dismissal	2:45-3:15	Elementary Dismissal
2:30-4:30	Snack / Outside Play	3:00-4:30	Ext. Day Outside Play	3:15-4:30	Ext. Day Outside Play
4:30-5:45	Extended Day Activities	4:30-5:45	Extended Day Activities	4:30-5:45	Extended Day Activities
5:45-6:00	Extended Day Dismissal	5:45-6:00	Extended Day Dismissal	5:45-6:00	Extended Day Dismissal

Traffic Estimates

On average, there are 85 families for 100 enrolled children. This means that, at peak we could expect 85 cars containing 2 children and 30 cars containing 1 child, for a total of 115 cars arriving and departing each day.

Not all the cars arrive and leave at the same time. About 30% arrive from 7:00-8:10 as part of Extended Day arrival and 70% arrive during Peak Morning Arrival. Then about 58% of infants/toddlers and 25% of preschoolers leave at the 12:30 and 2:30 half-day marks, while 27% and 60% respectively are picked up at the evening peak of 4:30-5:30 and about 15% remain til 6pm. About 40% of elementary students leave at 3:15, 45% are picked up at the evening peak of 4:30-5:30 and about 15% remain til 6pm:

Infant & Toddler (23% of children) 24 cars		Preschool (61% of children) 64 cars		Elementary (16% of children) 17 cars	
7:00-8:00	Ext. Day: 7 cars	7:00-8:00	Ext. Day: 19 cars	7:00-8:00	Ext. Day: 5 cars
8:00-9:00	Peak: 17 cars	8:00-8:30	Peak: 45 cars	8:00-8:15	Peak: 12 cars
12:00-12:30	Half-Day Dept: 14 cars	2:30-3:00	Half-Day Dept: 16 cars	3:15-3:30	End-of-Day: 7 cars
4:30-5:30	Ext. Day Dept: 7 cars	4:30-5:30	Ext. Day Dept: 39 cars	4:30-5:30	Ext. Day Dept: 8 cars
5:30-6:00	Ext. Day Dept: 4 cars	5:30-6:00	Ext. Day Dept: 10 cars	5:30-6:00	Ext. Day Dept: 3 cars



Special Events – Prior To School Launch

Prior to launching the school, and thus prior to any school-related parking needs arising, we will host a number of parent information sessions during regular business hours, as well as Open Houses, typically held on Saturdays from 10-2pm.

A very successful weekday event might attract 10-20 individual cars, while a very successful weekend event might attract 20-30 individual cars. A typical event might be 50-75% of that.

Special Events – After School Launch

During the first year, when we might be operating at about 30-40% of our final capacity, we expect to continue hosting parent information events during business hours and monthly Open Houses on Saturdays.

As enrollment increases, the frequency of marketing events will decrease. Eventually, we would expect Open Houses to occur quarterly.

Outdoor Play Times

The details of our schedule will continue to evolve as the project progresses. However, the following can provide an idea of outdoor play times at the nearby park:

Infant & Toddler		Preschool		Elementary	
7:00-8:00	Indoor play for early arrivals	7:00-8:00	Indoor play for early arrivals	7:00-8:00	Indoor play for early arrivals
11:00-12:00	Outdoor play in park	11:15-12:45	Outdoor play in park	11:15-12:45	Outdoor play in park
2:30-4:30	Outdoor play in park	3:00-4:30	Outdoor play in park	3:15-4:30	Outdoor play in park



About Higher Ground Education

Mission

The mission of Higher Ground Education (“HGE”) is to modernize and mainstream the international Montessori movement, and thereby enable children across the world to realize their human potential as knowledge-guided, value-oriented, efficacious beings, so that they experience, undiluted and unimpeded, the joyous process of growing into successful adults.

Business

HGE is an education management organization with a particular specialty in Montessori early childhood programs.

HGE delivers top-quality Montessori education for children and a premium childcare experience for parents across the country. We operate corporately owned schools under the Polis (ultra-premium, urban) and Guidepost (premium, suburban) brands.





How We Deliver: Team and Competitive Advantage

HGE launched in March 2016 with a leading education management team, which formerly grew and operated LePort Schools (leportschools.com). At LePort, this team:

- Created, managed, and scaled a national network of 20+ premium, private Montessorischools over the course of 5 years
- Created and operated programs to serve students from 3 months of age through the 8th grade, which included premium elements such as language immersion
- Achieved enrollment of 2,500+ students

Our team includes expertise in:

- Real Estate Development and Financing:
 - *Guy Barnett, Chief Development Officer*, brings over 15 years of experience in real estate management and development.
 - *Margaret Malewski, Director of Expansion*, has a unique combination of business management and architectural expertise.
 - *Elan Walshe, Director of Construction & Real Estate Development*, has 2 decades of experience with commercial and academic real estate.
 - *Mitch Michulka, Chief Financial Officer*, has unique expertise related to EB-5 and real estate financing for school projects.
- Premium Montessori Education:
 - *Dr. Jane Erickson, Chief Programs Officer*, earned her PhD in Developmental Psychology from Yale. At HGE, she is responsible for program development, management and support.
 - *Cornelia Lockitch, Director of Prepared Environments*, ensures school layouts, playground designs, and classrooms are consistent with Montessori principles
- Talent Acquisition:
 - *Rebecca Girn, General Counsel*, oversees the negotiation of leases and business transactions, as well as contractual relationships with employees and parents.
 - *Nicole St. Pierre, Director of Talent*, uses her experience in a high-performing organization to bring world-class talent to HGE and to school leadership roles.
- Systems and Operations:
 - *Maris Medes, Vice President of Schools*, brings strong experience from Starbucks. At HGE, she develops operational systems and trainings for the entire organization.
 - *Lindsay Journo, Executive Program Developer*, is responsible for developing all aspects of the organization's school operations.

For more information on the leadership team, see *Appendix: Leadership Team*.



How We Deliver: Premium Education in Premium Environments

We provide a stellar program from top to bottom, including highly qualified AMI-trained Montessori teachers, authentic Montessori environments, language immersion classrooms in both Mandarin and Spanish, a tremendously benevolent school culture, and an obsession with the parent's experience as well as the student's.



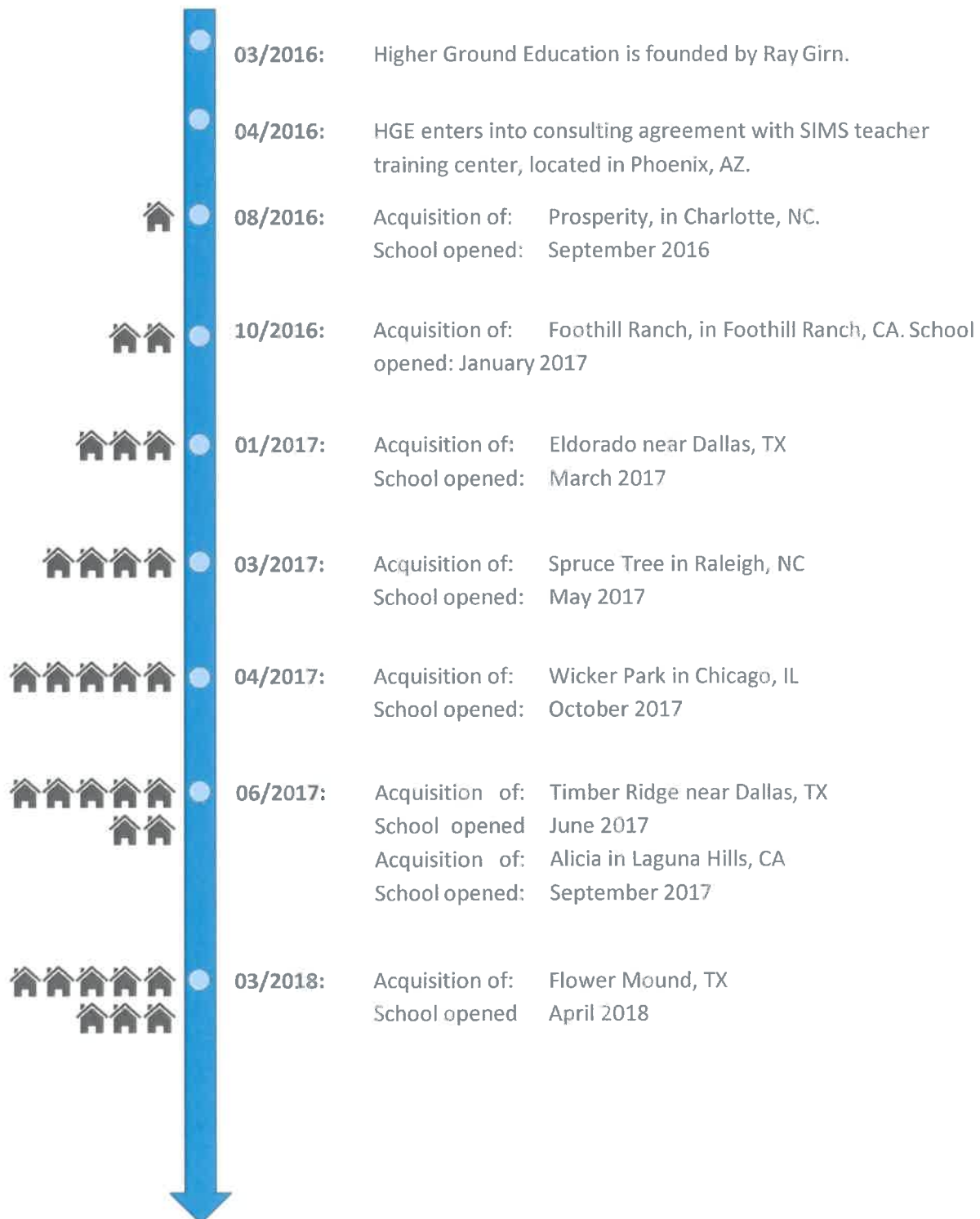
This also means premium facilities. Our facilities all feature:

- Classrooms with natural light
- Premium classroom finishes such as wood floors, high end furnishings
- Premium playground environments
- Premium learning environments such as a school garden or a children's kitchen when possible
- Premium play spaces

HGE invests in facilities to serve our students in every market, investing in repairs and maintenance. In addition, HGE is committed to keeping its facilities in top condition and continuously invests in repairs and maintenance to maintain a beautiful environment.



Milestones and Targets





Featured Campuses

Guidepost Montessori Williamsburg

Address: 190 South 1st Street, Brooklyn, NY 11211

Square Footage: 8,674 ft²



Guidepost Montessori Damen Avenue

Address: 1530 N Damen Ave, Chicago, IL 60622

Square Footage: 13,096 ft



Guidepost Illinois Street

Address: 220 E Illinois Street, Chicago, IL 60611

Square Footage: 11,273 ft²





Why Choose HGE?

HGE is a mission-driven and professional operator, with all the benefits that having a quality school brings:

- Quality early childhood education and childcare are a key amenity serving communities in residential, retail, and office environments.
- We work with cities, architects and developers to make the right space work—our team has worked to bring historic buildings to code, or installed beautiful, natural wood playgrounds to meet architectural, esthetic requirements.
- We will continue to maintain, upgrade and invest in our spaces. We ensure that our schools have a beautiful, serene, high quality interior space.
- We offer financial aid to families in need.





Appendix A: Leadership Team

Ray Girn | Founder & Chief Executive Officer



Mr. Girn received a B.S. in neuroscience with honors from the University of Toronto, and an AMI Montessori teaching diploma from the Montessori Institute of San Diego specializing in 3 to 6 year olds. He founded HGE following a 13-year career with LePort Schools. Mr. Girn. started at LePort Schools in the role of Director of Math & Science. Mr. Girn designed the first draft of LePort's upper school math and science curriculum from scratch, and taught it himself, at a time when the school was a small family business with elementary enrollment in the single digits. Over time, Mr. Girn became increasingly involved with leadership and strategy for the organization, ultimately becoming the CEO of the company in 2010. Mr. Girn restructured the company's organizational hierarchy to allow for scale, built an exceptional executive team, infused the company with a strong company culture that included a mania for customer service, achieved strong profitability at each school, and led the team in aggressive growth for the company overall. In 2016, Mr. Girn left to found HGE.

Guy Barnett | Vice President and Chief Development Officer



Mr. Barnett earned his bachelor's degree in political science from the University of Toronto. From 2003 to 2010, he worked as a Senior Executive at Dominion Management, a property management and development firm. He was responsible for 25 properties located in Canada and the southeastern United States. In 2010, Mr. Barnett joined LePort in the position of Vice President of Development, where he was responsible for locating school acquisition targets and green-field school development opportunities. Under Mr. Barnett's leadership, LePort established important partnerships with landlords, such as the Irvine Company in California, and developers, such as EPR Properties. In 2014, Mr. Barnett became LePort's Chief Operating Officer, leading it in a transition from a local operator in Southern California to a national organization with a regional management structure, spanning over a dozen cities across the country. At HGE, Mr. Barnett spearheads the organization's expansion and development.

**Rebecca Girn** | General Counsel

Ms. Girn is an attorney with an undergraduate degree from the University of Chicago and a law degree from UCLA, with dual specializations in business law and philosophy of law. She also holds an AMI Montessori teaching diploma from the Montessori Institute of San Diego. A member of the California State Bar, Ms. Girn began her career as an Associate in the employment law practice group at Dorsey & Whitney LLP. In 2010, Ms. Girn joined LePort in the position of General Counsel & Vice President of Human Resources. Ms. Girn oversaw compliance, managed organizational risks, drafted and negotiated transaction, handled in-house a high volume of immigration work to support the company's unusually high proportion of international employees, and served as the company's legal generalist. Ms. Girn also established a strategically-minded, high-performing human resources team and led the team in hiring and on-boarding top-quality educators and administrators, meeting the highest possible hiring standards, at a breakneck pace of around 100 new positions a year. In 2016, Ms. Girn became a founding member of HGE, providing oversight and guidance for the organization with regards to the law and human resources.

**Dr. Jane Erickson** | Chief Programs Officer

Dr. Erickson graduated Summa Cum Laude from University of Illinois, Urbana-Champaign in 2003, and received her Ph.D. in Developmental Psychology from Yale in 2009. As part of her graduate research, she worked with hundreds of elementary children, lectured and published in her field, and received awards for her teaching, including the prestigious Yale University Prize Teaching Award. She has also worked as chief investigator and education consultant for PBS. In 2009, Dr. Erickson joined LePort schools. She has been involved in teaching and in developing and scaling the curriculum, and has served as Head of School, then as Vice President of Academics for the organization. As LePort grew further, Dr. Erickson became increasingly involved in the organization-wide effort to develop systems, training, metrics, and support for all departments and operations. In 2016, Dr. Erickson became a founding member of HGE as the Chief Programs Officer, with responsibility for all of the organization's program development, management, and support.

**Lindsay Journo** | Executive Program Developer

Ms. Journo's original background was in teaching and school administration in private schools in Toronto, Canada, where she specialized in writing curriculum, teacher training, and the creation of classroom resources. She also holds an AMI Montessori teaching diploma from the Montessori Institute of San Diego, specializing in 3 to 6 year olds. In 2003, she joined LePort Schools first as a teacher and curriculum developer, then as a Head of School, then as a high-level academic leader in the organization. Ms. Journo specialized in both curriculum and pedagogy and the operational elements that make substantive quality possible. She was responsible for writing and refining the heart of LePort's literature and language arts curriculum. Highlights of her tenure include providing teachers and administrators with guidance on the organization's early education programs, spearheading the creation and design of the infant program, and taking ownership over the cross-departmental design and oversight of re-enrollment efforts for 20+ schools. In 2016, Ms. Journo joined the founding team of HGE, where she applies her expertise in developing all aspects of the organization's school operations.

**Cornelia Lockitch** | Director of Prepared Environments

Ms. Lockitch completed a B.A. in Philosophy from the University of British Columbia, and an AMI Primary diploma (for ages 3 to 6) from the Montessori Training Center of British Columbia. Ms. Lockitch later earned an AMI Elementary diploma (for ages 6 to 12) from Washington Montessori Institute and a M.Ed. from Loyola University in Maryland. Ms. Lockitch has taught children ages 2½ to 12 at a variety of Montessori and traditional schools across the U.S., and consulted with parents about how to create a Montessori home. In 2010, Ms. Lockitch joined LePort Schools as Senior Montessori Coordinator, where she supported management teams and teaching staff by applying Montessori best practices to all aspects of school programming. She provided mentorship and professional development to heads of school and teachers across LePort's expanding network of schools. Ms. Lockitch was also responsible for ensuring the organization's spaces—school layouts, playground designs, and classroom "prepared environments"—were consistent with Montessori principles. In 2016, Ms. Lockitch became a founding member of Higher Ground Education, with particular responsibility for the Montessori components of new school projects, starting from the earliest stages of site evaluation, to design and execution of optimum learning environments for each developmental age.



Maris Mendes | Vice President of Schools

Following the attainment of her bachelor's degree in English Education from California State University Long Beach, Ms. Mendes pursued from 2007 to 2013 a career at Starbucks Coffee Company, where her role was to turn around a succession of underperforming Starbucks stores from the perspective of efficiency, culture, and profitability. In 2013, Ms. Mendes joined LePort Schools, where she was rapidly promoted, over a three-year period, from Campus Manager to Operations Manager to Director of Talent Management. Ms. Mendes developed a full range of expertise in leading a network of schools, from the nitty-gritty of school operations, to management of both campus and corporate teams, to high-level strategic work, particularly in the area of creating rapidly scalable Human Resources systems. Her combination of ground-up operational experience and strategic judgment is now at work at HGE, where she develops scalable operational systems and trainings for the entire organization.



Nicole St. Pierre | Director of Talent

Ms. St. Pierre studied International Business & Logistics at Maine Maritime Academy. She joined Walmart as an intern in 2008, and was promoted through several positions to ultimately become the youngest Regional Manager in the company. By 2013, she was leading a team of 230 associates and managing a multi-million dollar annual P&L budget. In 2014, Ms. St. Pierre walked away from her career at Walmart to join LePort Schools, first as the Executive Director of a region of schools, and later as the Director of Talent Acquisition. In the latter role, Ms. St. Pierre managed the Human Resources department in handling a high volume of recruiting and hiring, filling hundreds of positions in order to fuel the company's explosive growth. Ms. St. Pierre conceived and executed a strategy for acquiring top talent in every position, from teachers to campus leadership to executive positions. In 2016, Ms. St. Pierre became a founding member of HGE. Ms. St. Pierre is responsible for bringing world-class talent, from education and beyond, to all positions in the organization.



Elan Walshe | Director of Construction & Real Estate Development

Mr. Walshe earned his bachelor's degree from Cal Poly San Luis Obispo in Construction Management in 1997, and later, his M.B.A. from the W.P. Carey School of Business at Arizona State University. He joins the founding team of HGE with nearly two decades of experience in commercial construction and development, with projects ranging from schools, office, retail, parking structures, hospitality, entertainment, R&D, and industrial. Most recently, Mr. Walshe served as Director of Development at LePort Schools, where he was responsible for managing all aspects of a high volume of new-school construction projects, from the moment of deal close all the way through the grand opening of the school. He brings this experience to managing construction and real estate development as part of the founding team of HGE.



Mitch Michulka, | Chief Financial Officer

Mr. Michulka earned his B.A. in Finance from the University of Texas in Austin and his M.B.A. while working for Ericsson Inc. in Dallas. Mr. Michulka and his family have traveled to Orange County from Chicago, where he owned a CPA firm serving small business clients and individuals. In his efforts to foster a rational education for his two sons, Mr. Michulka became passionate about education and developed supplemental educational programs to overcome the deficiencies in the public school environment, which ultimately led him to join LePort. Prior to joining LePort, he and his wife both served on the board of directors for the Montessori school their children attended as toddlers. Soon after arriving in California, Mr. Michulka learned about LePort Schools and its unique approach to education, which resonated with what he had been trying to achieve with his sons. During his time at LePort, Mr. Michulka led major finance and investment projects supporting the rapid growth of LePort. Additionally, he developed unique expertise related to EB-5 and real estate financing for school projects. Mr. Michulka joined the founding team of HGE and will leverage his expertise to support an even greater pace of growth.



Margaret Malewski | Director of Expansion

Ms. Malewski received a M. Eng. in Architecture from the Warsaw University of Technology (Poland), and later an MBA from INSEAD (France/Singapore). She began her career in Brand Management with Procter & Gamble, working on the Always, Pantene and Head & Shoulders brands for the Near East markets. On her return to Canada, she published a book on her expatriate experience "GenXpat" and studied and taught Intercultural Communication at the University of British Columbia. Following her MBA, Margaret returned to Vancouver, where she co-founded "Liquivision Products, Inc", a company designing, manufacturing and selling SCUBA-diving computers worldwide. On the sale of her business in 2014 to a strategic acquirer, Margaret re-located to St-Louis, Missouri, where she lives with her husband and son. Margaret brings her entrepreneurial, architectural and educational skills to bear at HGE by making architectural and financial assessments of potential new school properties.