

EXHIBIT NO. 3

*Sent to
Cm, Rec'd.
Baier,*

6
2-24-01
Lileen

1116 St. Stephens Road
Alexandria VA 22304
February 17, 2001

Beverly I. Jett, City Clerk &
Clerk of Council
City Hall, 301 King Street,
Alexandria, VA 22314

Dear Ms. Jett:

The purpose of this letter is twofold: first, to ask City Council to request the Director of the Department of Transportation and Environmental Services to conduct a study of traffic conditions in the neighborhood around the St. Stephens/St. Agnes School campus on St. Stephens Road (the school); and, second, to ask that Council defer the review of the school's application for approval of modifications to its special use permit (now scheduled for February 24, I believe) until the study has been completed.

In the summer of 1995, Council reviewed and approved the school's application for a special use permit (SUP) which was in two phases. Phase I was for permission to enlarge the school's building and to increase the size of the student body. This was done, and the school took measures to accommodate the additional traffic on campus resulting from the increase in the size of the student body. The City did nothing to accommodate the additional traffic in the neighborhood around the school — particularly on St. Stephens Road.

At that time, I requested a study of the impact on neighborhood traffic that would result from approval of the SUP, and I also requested that Council defer the review of the SUP application until the City staff could complete the study. When the then Mayor, Patsy Ticer, learned that a traffic impact study had not been done, she also requested one. To my knowledge, none was ever done. Council approved the SUP without benefit of a traffic impact study.

Now, the school is applying for changes to Phase II of its SUP to increase the size of the student body again (this time modestly) and to construct a 500-seat auditorium, a bell tower, music room and other facilities. The school hired consultant Gorove/Slade to study the effect on campus traffic resulting from the increase in the size of the student body. The consultant's report rightly concluded that the modest increase in the size of the student body would not have an appreciable effect on campus traffic.

On November 4, 2000, I sent a letter to the City Manager describing the traffic problem in the neighborhood around the school — particularly St. Stephens Road. (Enclosure 1) The letter also asked that the City conduct a study of the impact on traffic in the neighborhood that will result from approval of this application and requested that review of the SUP application be

deferred until the traffic impact study could be completed. The City Manager sent copies to the Directs of Planning and Zoning (P&Z) and Transportation and Environmental Services (T&ES).

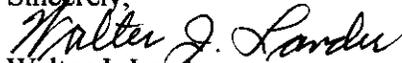
I never received a reply from the Director of P&Z at all, but after some follow-up I received a letter from the Director of T&ES dated January 21, 2001, nearly three months after my letter. (Enclosure 2) He explained that he did not reply earlier because he was waiting to receive a copy of the Gorove/Slade report. He based his reply solely on this report. Since this report had nothing to do with traffic problems in the neighborhood around the school — particularly St. Stephens Road — his reply was totally unresponsive to the neighborhood traffic problem.

When I received on February 7 the copy of the Gorove/Slade report that I requested and discovered that it did not deal with the neighborhood traffic problem at all, I promptly called the Director's office. Mr. Baier was on vacation. In his absence, I was referred to Emily Baker who was unaware of the matter. She referred me to Wanda Farmer who was also unaware. She said that she would ask Doug McCobb to call me the next business day or would ask Mr. Baier to call me when he returned from vacation on February 14. Neither called.

I am stating here that, in my view, right now there is a serious traffic problem in the neighborhood around the school — particularly on St. Stephens Road — that needs to be addressed, a problem that will be significantly exacerbated by Phase II of the SUP. The T&ES staff cannot knowledgeably confirm or deny that this statement is factual because they have not done an impact study of neighborhood traffic. If Council reviews this SUP application as currently scheduled, Council will do so in the dark without substantive information and recommendations about neighborhood traffic.

Therefore, I request that Council defer review of this application for two weeks which should be ample time for the T&ES staff to complete a traffic impact study and communicate their findings and recommendations to the Council. Not only does the neighborhood need traffic relief now, but the school needs better access now to the major traffic arteries serving it. It is a thriving institution that has been growing during the 29 years I have been living on St. Stephens Road. It appears to be a money maker which will probably continue to grow in the future. If the City decides that measures need to be taken to accommodate increased traffic in the neighborhood resulting from actions that the school has taken and proposes to take, the school should be willing to chip in to defray the cost of those measures as a quid pro quo for being permitted to take those actions.

Sincerely,


Walter J. Lander

Enclosures

cc: Philip Sunderland, City Manager
City Hall, 301 King Street
Alexandria, VA 22314
(w/o enclosures)

cc: Richard J. Baier, Director
Transportation & Environmental Services
P.O. Box 178, City Hall
Alexandria VA 22314
(w/o enclosures)

cc: Eileen Fogarty, Director
Planning & Zoning
City Hall, 301 King Street
Alexandria, VA 22314
(w/o enclosures)

PF

JACK V. ROOME • 4018 FORT WORTH AVENUE • ALEXANDRIA, VIRGINIA 22304
(703) 370-5871

Feb. 21, 2001

To: Alexandria City Council

Issue: St. Stephen's/Agnes School SUP 2000-0049

6

2-24-01

Request: City Council require resolution feed-back from homeowners/Civic Association, of protective measures from high-density parking and traffic.

Discussion: The St. Stephen's/Agnes School lawyer, Duncan W. Blair, stated before the Planning Commission, that he and the school would work with the SRCA and homeowners on landscaping issues. However, the parking plan as illustrated on current blue prints, has a space of about 40 ft. (5 parking spaces) with no landscaping in front of the cars facing residential property. Most of the parking appears too close to the tennis court fence for adequate berm construction, and the 40 ft. area is fronted by a concrete walkway. Thus, a **berm/landscaping shield appears impossible!** Additionally, the school architect said that "**berms would be 0 to 3 ft.**"!

On the homeowners side of the tennis court (please see enclosed photo) most attempts at additional plantings have failed for various reasons, and the deciduous trees afford **no visual protection in the winter time.**

From my perspective, Seminary Ridge Civic Association (SRCA) is rightfully interested in getting the parked cars off the residential streets. At the same time, the SRCA is looking for a way to minimize the impact of on-site high density parking on homeowners. Thus, the SRCA did an accurate job of explaining our concerns, written in a memo from SRCA President, Dave Cavanaugh, to the Planning Commission. The explanation to the conditions stated that "The plans do not

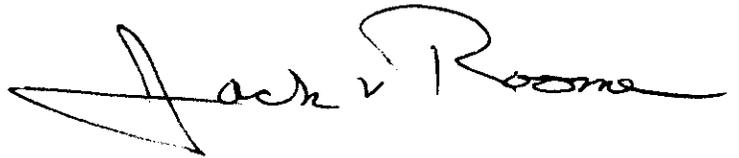


provide sufficient detail regarding the ground elevation, profile or proposed heights of berms and plants used to screen the parking lot to allow neighbors to comfortably provide specific comments."

We need the school to take adequate measures to protect us from the high-density parking and traffic (lights and noise) that this school expansion would obviously bring to bordering homeowners. For example, periodically in the past, we could hear the car radios from student cars (bass vibration), in our home with all doors and windows shut! Current planned expansion of high-density parking, brings the cars very much closer to our home, with no apparent protection whatsoever!

If the City Council members could help encourage the school to take protective measures, those of us affected, hopefully, would be relieved of a situation which would likely interfere with our right to a peaceful enjoyment of our home and property.

Therefore, please stipulate as a condition to approval of SUP# 2000-0049, a resolution feed-back requirement, from homeowners/SRCA, to the City Council, as the Council did previously for an SUP that also addressed noise and high-density parking issues (SUP# 95-0081).

A handwritten signature in black ink, appearing to read "Jack R. Rame". The signature is fluid and cursive, with a large initial "J" and "R".

cc: President, SRCA

Dr. & Mrs. Longo 4014 Ft. Worth Ave.





City of Alexandria, Virginia

**Department of
Transportation and Environmental Services**

P. O. Box 178 - City Hall
Alexandria, Virginia 22313



January 23, 2001

Mr. Walter J. Lander
1116 St. Stephens Road
Alexandria, VA 22304

Dear Mr. Lander:

The City Manager has asked that I respond to your letters regarding the St. Stephen's and St. Agnes School Traffic Operations Study. After reviewing your original letter and your subsequent follow-up letter sent to Nancy Coats in the City Manager's office, I have spent some time in reviewing the Traffic Operations Study prepared by Gorove/Slade Associates Inc.

My delay in responding is related to the fact that the City did not receive the Traffic Operations Study until this month. The study looks both at the maximum and the minimum queue conditions for morning and afternoon drop-off. As represented in the application and in the "Future Conditions" section of the Traffic Operation Study the school currently has 438 students and the proposal would increase the maximum enrollment by only 12 students to 450 students. This increase in the student body translates into four additional vehicles entering and two exiting during the morning peak hour, and four additional vehicles entering and three additional vehicles exiting the campus during the afternoon peak hour per day. Because of this modest increase, the impact upon the existing and projected queue length is negligible. Therefore, I support the conclusion of the Traffic Operations Study that there will be no substantive impact on the surrounding community.

If you have further need for clarification and information, please do not hesitate to contact me at 703-838-4966.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard J. Baier".

Richard J. Baier, Director
Transportation & Environmental Services

cc: Philip Sunderland, City Manager
Doug McCobb, Division Chief

Enclosure 2

1116 St. Stephens Road
Alexandria, VA 22304
November 4, 2000

Philip Sunderland, City Manager
301 King Street
Alexandria, VA 22314

Dear Mr. Sunderland:

St. Stephens/St. Agnes School (the school) has requested modifications of the second phase of a two-phase special use permit it was granted several years ago. The first phase, expanding the St. Stephens campus building, has been completed. The second phase is the construction of an auditorium on the St. Stephens campus. I believe that hearings are scheduled to be held soon on the request for modifications to the second phase.

The first purpose of this letter is to ask the city to conduct a traffic impact study of Seminary Hill (the area). The area is bounded on the north by Seminary Road, on the east by Ft. Williams Parkway, on the south by Ft. Worth Avenue, and on the west by St. Stephens Road (Diagram attached). The second purpose of this letter is to request a postponement of hearings on the school's requested modifications to its special use permit and other related matters until a traffic impact study has been completed, and then that the requested modifications be considered in light of the study.

Only three intersections serve as points of direct access to the area: St. Stephens Road and Seminary Road, Ft. Williams Parkway and Seminary Road, and Ft. Williams Parkway and Duke Street. (The area can also be accessed indirectly from Quaker Lane via Trinity Drive.) Of the three direct access intersections, only the one at Seminary and St. Stephens has a traffic light.

There are five connector roads between Seminary Road and Duke Street. Van Dorn Street passes under Seminary Road and over Duke Street. Three of the remaining four connector roads (Beauregard Street, Jordan Street and Quaker Lane) have traffic lights at both ends. Ft. Williams Parkway does not have one at either end.

Twenty-five years ago before Pulte developed the area, it was zoned for one-half acre lots. Pulte wanted to build on lots of one-third acre. Access to the area at the time was limited to the intersection at St. Stephens Road and Seminary Road. I believe that the city required, as a condition of granting the special use permit, that Pulte construct Ft. Williams Parkway as a means of improving accessibility to the area and relieving the likely congestion that would result on St. Stephens road because of the increased density. The intended improvement in accessibility was never realized because no traffic lights were ever installed at the intersections of Ft. Williams Parkway with Seminary Road and with Duke Street. Because there are no traffic lights at these intersections, the vast majority of the traffic accessing the area gravitates to the intersection of St. Stephens Road and Seminary Road where there is a light.

Enclosure 1

I requested a traffic impact study of the area once before several years ago at the time of the school's hearing before City Council on its request for the two-phase special use permit now subject of a modification request. By that time, the school and the Seminary Hill Civic Association had reached an agreement, and the Council was not about to upset that agreement. Council approved the special use permit without benefit of a traffic impact study.

Patsy Ticer was Mayor at the time, and Tom O' Kane was Director of Transportation. When Ms. Ticer learned that no traffic impact study had been done she leaned across the bench and inquired of Mr. O'Kane sitting in the front row if that were true. He acknowledged that it was. She told him that she wanted a study conducted during the following month. In that same month, she departed her position as Mayor and took up new duties as State Senator. Several times I requested a copy of the study, but Mr. O'Kane never provided one. I believe that one was never done. City records will show whether one was ever done or not.

If a study was done or if one is done now, I believe it will reveal excessively heavy traffic congestion in the first block of St. Stephens Road south of Seminary Road during rush periods both morning and afternoon and during school events in the evenings and on weekends. Increased enrollment following the Phase I expansion caused increased congestion. This congestion will only worsen as the school undertakes to implement its plans under the special use permit. First, there will be traffic associated with the construction of the auditorium itself and then there will be a continuing increase in traffic as the school permits other organizations besides the school to use the auditorium. I believe that this congestion warrants the installation of traffic lights at both ends of Ft. William Parkway, which lights will improve accessibility to the area and relieve congestion on St. Stephens Road — as I believe Council originally intended.

Beyond the matter of relieving traffic congestion, there is the matter of safety. Drivers exiting Ft. Williams Parkway onto Duke Street now face a dangerous situation because of the westbound traffic on Duke Street. Ft. Williams Parkway exits onto Duke Street just west of the brow of a small hill that is big enough to obscure the fast-moving westward-bound traffic on Duke Street until it is very close. The city has already recognized the danger and partially reacted to it by placing a "No Left Turn" sign on the eastbound side of Duke Street to warn drivers not to turn left onto Ft. Williams Parkway across (necessarily) the westbound lanes. That is not enough. A traffic light is needed there for safety's sake.

I hope that the City will favorably consider these requests.

Sincerely,


Walter J. Lander

Attachment

LAND, CLARK, CARROLL, MENDELSON & BLAIR, P.C.

Attorneys & Counsellors at Law
112 SOUTH ALFRED STREET
SUITE 300
ALEXANDRIA, VA 22314

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2-24-01

H. CARTER LAND, III
JAMES C. CLARK
F. ANDREW CARROLL, III
RICHARD S. MENDELSON
DUNCAN W. BLAIR

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(703) 836-1000

FACSIMILE
(703) 549-3335

MAILING ADDRESS:
P.O. BOX 19888
ALEXANDRIA, VIRGINIA 22320-0888

February 22, 2001

HAND DELIVERY

Mayor Kerry J. Donley
City Hall, Room 2300
301 King Street
Alexandria, Virginia 22314

**In re: St. Stephen's & St. Agnes School
Development Special Use Permit 2000-0049
Docket Item #6
Saturday, February 24, 2001**

Dear Mayor Donley:

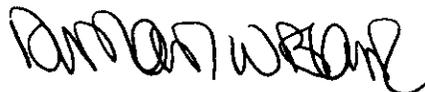
I am writing you on behalf of our client, St. Stephens & St. Agnes School, with a concurrence of David Cavanaugh, President of the Seminary Ridge Civic Association, to request that Special Use Permit Condition 42 contained in the Staff Report be deleted as written, and that in its place a new Condition 42 be inserted.

New Condition 42 would provide: "Any proposed building or structure adjacent to the property lines of 3970, 4000 and 4004 Ft. Worth Avenue shall be set back a minimum of one hundred and fifty (150) feet from the property line".

This modification is consistent with the discussions between St. Stephens & St. Agnes School and the Seminary Ridge Civic Association and the agreement reached prior to the Planning Commission Public Hearing.

If you have any questions concerning the enclosed, please do not hesitate to call.

Very truly yours,



Duncan W. Blair

DWB:ejf\DonleySSAS.022201

- cc: Mr. David Cavanaugh, President, Seminary Ridge Civic Association
- Ms. Patti S. L. Woods, Business Manager, St. Stephens & St. Agnes School
- Mr. Gregory Tate, Planning & Zoning

EXHIBIT NO. 1

6
2-24-01

Docket Item # 6
DEVELOPMENT SPECIAL USE PERMIT #2000-0049
ST STEPHEN'S & ST AGNES SCHOOL

Planning Commission Meeting
February 6, 2001

ISSUE: Consideration of a request for a development special use permit amendment to (1) increase student enrollment, (2) relocate the chapel/performing arts center, and (3) build other on-site improvements, including parking.

APPLICANT: Church Schools in the Diocese of Virginia and St. Stephen's and St. Agnes School
by Duncan W. Blair, attorney

LOCATION: 1000 St. Stephen's Road

ZONE: R-8/Residential and R-12/Residential

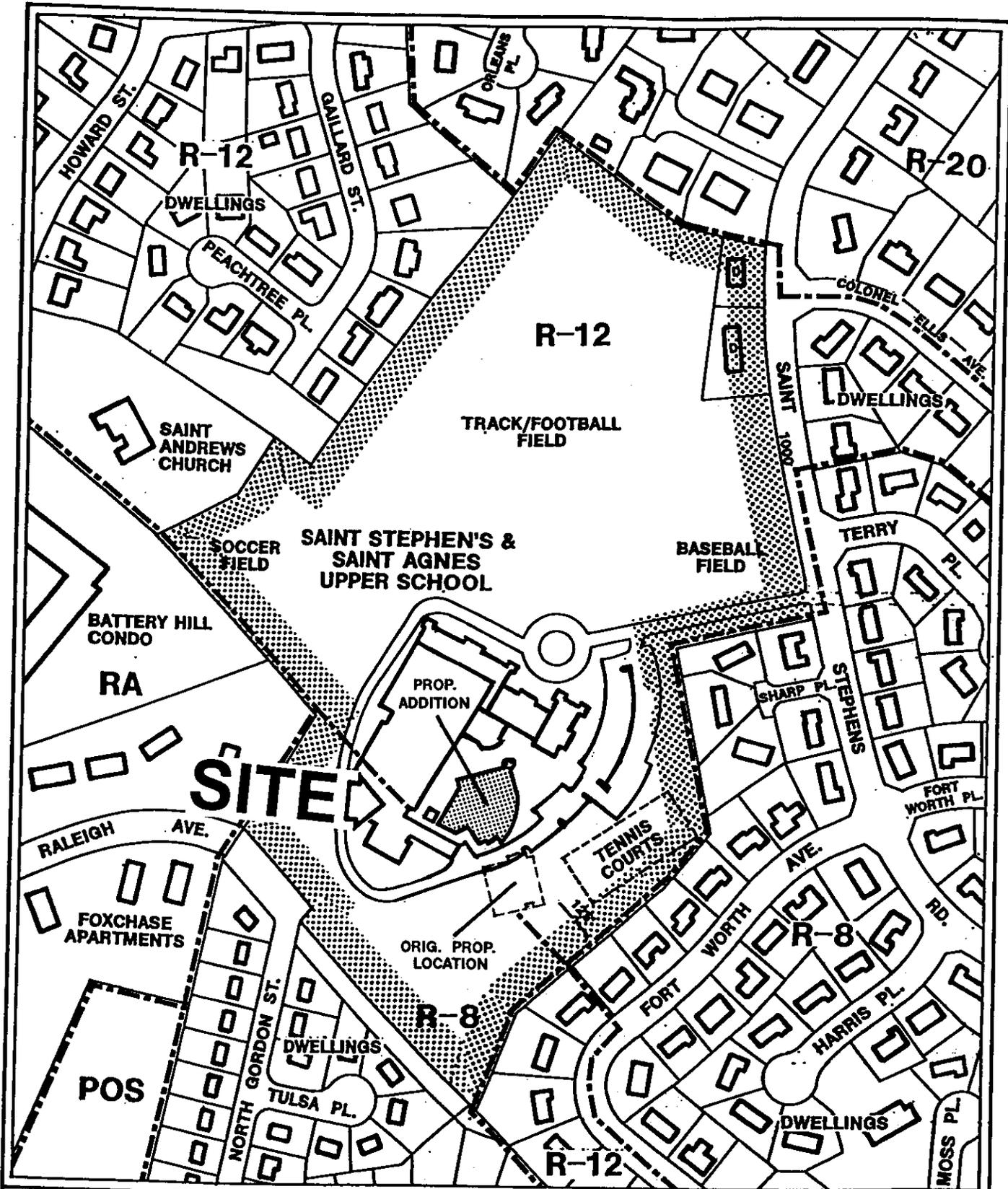
PLANNING COMMISSION ACTION, FEBRUARY 6, 2001: On a motion by Mr. Dunn, seconded by Ms. Fossum, the Planning Commission voted to recommend approval of the request, subject to compliance with all applicable codes, ordinances and staff recommendations, with the addition of conditions # 42, #43 and #44 and amendments to conditions #8 and #24. The motion carried on a vote of 7 to 0.

Reason: The Planning Commission generally agreed with the staff analysis, but added several additional conditions proposed by the Seminary Ridge Civic Association and agreed to by the applicant.

Speakers:

Duncan Blair represented the application.

Dave Cavanaugh, Seminary Ridge Civic Association, requested additional conditions.



DSUP #2000-0049

02/06/01



SUMMARY:

The applicant, Church Schools in the Diocese of Virginia by St. Stephen's and St. Agnes School, is requesting an amendment to the existing special use permit for the school in order to:

- 1) change the location for a previously approved freestanding Chapel/Performing Arts Center (auditorium) to the courtyard area between existing buildings,
- 2) increase school enrollment to 450 students from the 430 students generally permitted,
- 3) construct other site improvements, including driveways and parking.

The city already approved construction of an auditorium at the school in 1995. This amended proposal reduces the impacts of the auditorium on adjoining residents by moving the auditorium farther away from all surrounding single-family homes, thereby eliminating extensive regrading and clearing of woodlands. Although one large tree must be removed to accommodate the auditorium in the new location, many more trees will be saved at the old location. One element of the auditorium shown on the drawings, the 66' bell tower, exceeds the maximum height permitted under zoning, and is not being approved with this application.

The second issue raised by the application is the potential impacts from increased student enrollment from 430 to 450 students. The applicant submitted a "Traffic Operations Study" analysis that indicates little or no significant impacts result from the increased enrollment to 450 students. Staff is recommending that commencement of construction of the new parking spaces proposed with the auditorium (39 spaces) start this summer, before the enrollment increases this fall.

No other major issues have been identified and the applicant has proposed no other changes that affect previous conditions of the development special use permit application.

STAFF RECOMMENDATION:

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

1. **CONDITION AMENDED BY STAFF:** This special use permit (DSUP#2000-0049) (SUP#95-0081) shall supersede all prior SUP and DSUP approvals (SUP#2193D, SUP95-0081, DSUP#99-0007) and DSUP#99-0058) involving the subject site. ~~by incorporating all prior conditions with or without amendments.~~ (P&Z) (SUP#95-0081) (DSUP#99-0007)
2. 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) (SUP#2193D) (SUP#95-0081) (DSUP#99-0007)
3. **CONDITION AMENDED BY STAFF:** Student enrollment shall be limited to four hundred fifty (450) ~~four hundred thirty (430)~~ students. (PC) (SUP#95-0081) (DSUP#99-0007)
4. **CONDITION AMENDED BY STAFF:** No lights for outdoor sports activities shall be installed, including the soccer field. (P&Z) (SUP#597) (SUP#95-0081) (DSUP#99-0007)
5. The use of any kind of sound system on the soccer field site is prohibited. (CC) (SUP#1234) (SUP#95-0081) (DSUP#99-0007)
6. **CONDITION AMENDED BY STAFF:** The applicant shall ~~agree not to~~ enlarge the existing bleachers on the athletic field. (P&Z) (SUP#2193D) (SUP#95-0081) (DSUP#99-0007)
7. No sports activities are permitted on the athletic field after 9:00 P.M. nightly. (P&Z) (SUP#2193D) (SUP#95-0081)(DSUP#99-0007)
8. **CONDITION AMENDED BY THE PLANNING COMMISSION:** ~~No outdoor public address or amplified sound system may be used~~ **no music or amplified sound shall be heard at the property line** between the hours of 9:00 P.M. and 7:00 A.M.; ~~such a system when used shall be located~~ **At other times, amplified sound shall be operated** so as to minimize the impact of sound on adjoining property owners and used in strict accordance with the City of Alexandria's Noise Ordinance. (PC) (SUP#2193D) (SUP#95-0081) (DSUP#99-0007)

DSUP #2000-0049
ST STEPHEN'S & ST AGNES SCHOOL

9. The storage buildings shall be stained or painted and shall be screened with landscaping to provide a year-round visual barrier from the adjacent properties on the west and northwest. This screening will be achieved within 24 months of planting to the satisfaction of the Deputy Director of P&Z. (CC) (SUP#2193D) (SUP#95-0081) (DSUP#99-0007)
10. Any exterior lighting on the storage buildings shall be directed on to the structure on which it is attached. All lights shall be equipped with sensor devices which cause light activation only in the presence of human beings. All exterior lights shall be approved by the Deputy Director of P&Z. (CC) (SUP#2193D) (SUP#95-0081) (DSUP#99-0007)
11. All landscaping and screening shall be maintained in good condition. (P&Z) (SUP#95-0081) (DSUP#99-0007)
12. Use of the proposed auditorium building shall be limited to St. Stephen's & St. Agnes school related activities, including, but not limited to, academic, religious, and cultural uses, as requested by the applicant. The proposed auditorium building shall not be rented or used for commercial activities. (P&Z) (PC) (SUP#95-0081) (DSUP#99-0007)
13. Evening uses of the proposed auditorium building shall end no later than 11:00 P.M. (PC) (SUP#95-0081) (DSUP#99-0007)
14. St. Stephen's and St. Agnes School will notify the President of the Seminary Ridge Civic Association at least thirty (30) days prior to all scheduled evening activities in the proposed auditorium building, and will not schedule the use of the auditorium building on evenings on which other activities are scheduled on the upper school campus. (PC) (SUP#95-0081) (DSUP#99-0007)
15. School grounds staff shall police and control trash and litter from students on school grounds, as agreed to by the applicant. (P&Z) (SUP#95-0081) (DSUP#99-0007)
16. Garbage, trash and litter generated by the school shall be collected Monday through Friday, as agreed to by the applicant. (P&Z) (SUP#95-0081) (DSUP#99-0007)
17. **CONDITION AMENDED BY STAFF:** The applicant shall have a school employee or contract employee monitor ~~the newly created~~ all parking areas after late evening events in order to keep down the noise level by students and visitors. (P&Z) (SUP#95-0081) (DSUP#99-0007)
18. Any inconsistencies between the various drawings submitted by the applicant shall be reconciled to the satisfaction of the Director of P&Z and the Director of T&ES. (P&Z) (SUP#95-0081) (DSUP#99-0007)

19. **CONDITION AMENDED BY STAFF:** Preserve and protect as many of the existing significant trees (15" or greater) as possible under the proposed plan., ~~including the 15", 21", and 24" Oak trees located off the east edge of the parking lot in Phase I, and the 15" Oak tree in the parking lot landscape island in Phase II,~~ to the satisfaction of the City Arborist. (P&Z) (SUP#95-0081) (DSUP#99-0007)
20. Provide tree protection along limits of clearing to the satisfaction of the City Arborist. Tree protection to be installed and approved before any demolition or construction begins. (Recreation) (SUP#95-0081) (DSUP#99-0007)
21. **CONDITION AMENDED BY STAFF:** The ~~exterior east, south, and west~~ elevations of the proposed auditorium building shall not include any openings through which sound could be transmitted. (P&Z) (SUP#95-0081) (DSUP#99-0007)
22. All roof top heating, ventilation & air conditioning (HVAC) equipment shall be located away from the adjacent residential properties and screened, to the satisfaction of the Director of P&Z. (P&Z) (SUP#95-0081) (DSUP#99-0007)
23. All trash dumpsters shall be screened from adjacent properties to the satisfaction of the Director of P&Z. (P&Z) (SUP#95-0081) (DSUP#99-0007)
24. **CONDITION AMENDED BY PLANNING COMMISSION:** Separate final site plans shall be permitted to be submitted for the site improvements and for the auditorium. Construction on the site improvements, including parking and landscaping, shall commence prior to commencement of the 2001 school year. Construction on the auditorium Phase II of the project shall commence before September 16, 2003. (SUP #95-0081) (PC) (DSUP#99-0007)
25. All new downspouts shall be connected directly to storm sewer and/or new foundation drains and not to an existing foundation drain. (T&ES) (SUP#95-0081) (DSUP#99-0007)
26. **CONDITION AMENDED BY STAFF:** Within five years of the approval of DSUP#2000-0049 ~~DSUP#99-0007~~, if an undergrounding program is established for St. Stephen's Road involving contributions from affected property owners, the applicant shall participate in such program for the purpose of undergrounding the overhead wires serving the school's properties at 1068 St. Stephen's Road. (T&ES) (SUP #95-0081) (PC) (DSUP#99-0007)

27. **CONDITION AMENDED BY THE STAFF:** Lighting in the parking lot, drop-off loop and walkways, shall be to the satisfaction of the ~~Alexandria Police Department~~ and of the Director of T&ES, and shall not shine into residential areas. All final site plans shall include a lighting plan showing existing and proposed street lights and site lights. Indicate the type of fixture, and show mounting height, and strength of fixture in Lumens or Watts. Provide manufacturer's specifications for the fixtures. Provide lighting calculations to verify that lighting meets City Standards. (P&Z) (SUP#95-0081) (DSUP#99-0007)
28. The applicant shall attach a copy of the final released site plan to each building permit document application and be responsible for insuring that the building permit drawings are consistent and in compliance with the final released site plan prior to review and approval of the building permit by the Departments of Planning and Zoning and Transportation and Environmental Services. (P&Z) (SUP#95-0081) (DSUP#99-0007)
29. **CONDITION ADDED BY STAFF:** Modify the proposed building design to remove the steeple/bell tower feature shown on the proposed auditorium building elevation plans. In the event that the applicant seeks a variance for the bell tower from the Board of Zoning Appeals and the Board approves such variance, the applicant shall be permitted to modify the approved development plans to include the steeple/bell tower feature at that time. (P&Z)
30. **CONDITION ADDED BY STAFF:** The applicant shall transplant all existing trees that are located within the area of disturbance of the new proposed auditorium location which were recently planted in conjunction with the construction of the library addition. To the extent possible, the trees shall be relocated to areas within the scope of the auditorium, or on-site locations, to the satisfaction of the Directors of P&Z and RP&CA. (P&Z)
31. **CONDITION ADDED BY STAFF:** Developer shall comply with the peak flow requirements of Article XIII of city's zoning ordinance. (T&ES)
32. **CONDITION ADDED BY STAFF:** The storm water Best Management Practices (BMPs) required by this project shall be constructed and installed under the direct supervision of the design engineer or his/her designated representative. The design engineer shall make a written certification to the City that the Best Management Practices are constructed and installed as designed and in accordance with the approved final site plan. In addition, aggregate layers and collector pipes may not be installed unless said engineer or his/her representative is present. (T&ES)

33. **CONDITION ADDED BY STAFF:** The developer shall furnish the owner with an Operation and Maintenance Manual for all Best Management Practices on the project. The manual shall include at a minimum an explanation of the functions and operations of the BMP and any supporting utilities, catalog cuts on any mechanical or electrical equipment, a schedule of routine maintenance for the BMP and supporting equipment, and a copy of maintenance agreement with the city. (T&ES)
34. **CONDITION ADDED BY STAFF:** Plan must demonstrate to the satisfaction of director of T&ES that adequate stormwater outfall is available to the site or else developer is to design and build any on or off site improvements to discharge to an adequate outfall. (T&ES)
35. **CONDITION ADDED BY STAFF:** Show all existing and proposed easements, both public and private. (T&ES)
36. **CONDITION ADDED BY STAFF:** Provide structural details for proposed retaining walls. (T&ES)
37. **CONDITION ADDED BY STAFF:** Provide cleanout on existing sanitary lateral. (T&ES)
38. **CONDITION ADDED BY STAFF:** Prior to the release of any final site plan, provide a Traffic Control Plan for construction detailing proposed controls to traffic movement, lane closures, construction entrances, haul routes, and storage and staging. (T&ES)
39. **CONDITION ADDED BY STAFF:** The applicant is to consult with the Crime Prevention Unit of the Alexandria Police Department regarding locking hardware and alarms for the entire school. (Police)
40. Contact the Crime Prevention Unit of the Alexandria Police Department to conduct a security survey of the school and grounds, and for safety programs for the students. (Police) (SUP#95-0081) (DSUP#99-0007)
41. **CONDITION ADDED BY STAFF:** A security survey is to be completed for the construction trailers when they arrive on the site. (Police)
42. **CONDITION ADDED BY PLANNING COMMISSION:** The proposed auditorium building shall be set back a minimum of one hundred fifty (150) feet from the nearest property line. (PC) (SUP#95-0081)

43. **CONDITION ADDED BY PLANNING COMMISSION: St. Stephen's and S. Agnes School will provide additional landscaping (mounds and planting), as needed, to screen the parking lot and the headlights of cars within the parking and driveway areas from the adjacent single family homes on Sharp Place and Fort Worth Avenue. This landscaping is to be to the satisfaction of the Director of P&Z and the City Landscape Architect. The identification of any additional landscaping will take place in cooperation with the affected home owners and in consultation with the representatives of the SRCA. (PC)**

44. **CONDITION ADDED BY PLANNING COMMISSION: In the event a bell tower is included as part of the auditorium construction, the applicant shall develop, in consultation with the SRCA, a written protocol which will govern the ringing of any bell located in the proposed bell tower of the auditorium. The protocol shall be submitted to the Director of P&Z for approval. The adopted protocol shall be deemed a condition of the special use permit. (PC)**

The Following Conditions Are Being Deleted By Staff

- ~~1. During the remainder of school year 1999-2000 and for school year 2000-2001, 445 students are allowed to be enrolled. This permit shall expire at the end of the 2000-2001 school year, after which enrollment shall be restricted to 430 students as required by Condition #39 of DSUP 99-0007. (P&Z) (PC) (DSUP#99-0058)~~
- ~~2. The soccer field shall not be lighted. (P&Z) (SUP#1234) (SUP #95-0081) (DSUP#99-0007)~~
- ~~10. Plantings of year-round landscaping to enhance that existing along the portion of the St. Stephen's/St. Agnes fence between the athletic field and the Gaillard Street properties as shown in Exhibit B [schematic of the property], shall occur in not more than three annual phases and be maintained in accordance with sound horticultural practices. (CC) (SUP#2193D) (SUP #95-0081) (DSUP#99-0007)~~
- ~~14. Revise Phase II landscape plan to include the planting of ivy on rear (south) elevation of auditorium building as shown on the applicant's elevation drawings, to the satisfaction of the Director of P&Z and the City Landscape Architect. (P&Z) (SUP#95-0081)~~
- ~~15. Install a retaining wall and adjust grade between the proposed library addition and maintenance shop addition to preserve two existing 30" Oak trees. (Recreation) (SUP#95-0081)~~
- ~~18. Provide additional landscaping along the outer edge of the Phase I parking lot facing the residential properties on Sharp Place to further screen the such parking, to the satisfaction of the Director of P&Z and the City Landscape Architect. (P&Z) (SUP#95-0081)~~
- ~~26. Provide drainage in new traffic loop to the satisfaction of the Director of T&ES. (T&ES) (SUP#95-0081)~~
- ~~27. Provide calculations required to comply with the Chesapeake Bay Preservation Ordinance, and itemize the impervious area figures. (T&ES) (SUP#95-0081)~~
- ~~28. Re-design the stormwater quality Best Management Practices (BMP) in accordance with the corrected calculations. (T&ES) (SUP#95-0081)~~
- ~~33. No sound system or public address system shall be used on the courtyard between the main school building and the proposed auditorium building before 9:00 A.M. or after 7:00 P.M. No amplified sound shall be audible at the property line after 9:00 p.m. (P&Z) (PC) (SUP #95-0081)(DSUP#99-0007)~~

DSUP #2000-0049
ST STEPHEN'S & ST AGNES SCHOOL

- ~~38. St. Stephen's and St. Agnes School agrees to provide additional landscaping to enhance the existing landscape buffer separating the proposed auditorium building from the adjacent single family properties. This landscaping is to be to the satisfaction of the Director of P&Z and the City Arborist. Additionally, if recommended by the Director of P&Z and the City Arborist, such landscaping shall be installed during Phase I construction, or in accordance with an adopted planting schedule. The Board of Directors of the Seminary Ridge Civic Association shall be consulted on the landscape plan. (PC) (SUP#95-0081)~~
- ~~40. That there be an 18-month review of the landscaping to be done by the Planning Director who shall submit a brief report to the City Council. This is not to be docketed unless there is a major problem. (CC) (SUP #95-0081) (P&Z)~~
- ~~42. Redesign and reconstruct the diversion structure on the southernmost stormwater quality Best Management Practices (BMP) facility to correct bypassing of part of the water quality volume due to excessive velocity in the gutter to the satisfaction of the director T&ES. (T&ES)~~
- ~~43. Regrade the northernmost bioretention basin (BMP) to properly capture the entire water quality volume to the satisfaction of the director T&ES. (T&ES)~~
- ~~44. Submit an Engineers certification for the stormwater quality Best Management Practice (BMP) facilities after reconfiguration. (T&ES)~~
- ~~45. Provide an accurate development plan indicating what has been constructed (as-built) versus what is being proposed. (T&ES)~~
- ~~2. The applicant shall confirm by letter to the Director of Planning and Zoning the number of students enrolled as of September 30, 2000. (P&Z) (DSUP#99-0058)~~

BACKGROUND

The applicant, Church Schools in the Diocese of Virginia by St. Stephen's and St. Agnes School, is requesting an amendment to development special use permits (DSUP#99-0007 and DSUP#99-0058) to relocate a freestanding auditorium building (known as Phase II Chapel/Performing Arts Center), build additional parking spaces, and increase enrollment from 430 to 450 students.

The subject property contains approximately 29 acres of land and zoned R-8 and R-12/Single-family. The property is located within a single-family residential neighborhood, with limited access from St. Stephen's Road. The site is bounded by single family properties on all sides, zoned R-8, R-12, or R-20. In addition, the west boundary of the property borders a portion of the Foxchase Apartments property and St. Matthews Methodist Church property.

Prior Approvals

On September 16, 1995, City Council granted approval of a special use permit, with site plan (SUP#95-0081) for the construction of school building additions at the site. Phase I consisted of building additions to the main school building, sewer improvements and additional parking facilities, all of which were completed in 1999. Phase II consisted of concept approval to construct a proposed 500 seat, 12,000 sq.ft. auditorium building measuring approximately 40 feet in height. The auditorium was to be located in the southeast portion of the site about 150 feet from the adjoining single-family homes. The auditorium was planned for daily use as an integral part of the school's educational curriculum including activities such as school chapel services, student and faculty meetings, school assemblies, lectures, and school performing arts events.

In the original special use permit approval, (condition #32), the applicant was permitted a period of five (5) years--until September 16, 1999--to commence construction of the auditorium building. On April 17, 1999, the applicant was granted an extension to September 16, 2003, to commence construction of the auditorium. The applicant had stated that the actual timing of construction for the auditorium was contingent upon available funds, and specifically, the success of fund raising efforts.

On March 18, 2000, City Council approved a development special use permit amendment to increase the number of students permitted at the school from 430 to 445 students for the 1999-2000 and 2000-2001 school years. The applicant filed the application in response to a citizen complaint that the limit on enrollment was being exceeded at the school. The approval for increased student enrollment is effective only until the end of the current school year.

Proposal

Auditorium/Site Improvements

The applicant is amending the approved development plan to shift the auditorium to the northwest to occupy an existing courtyard; the proposed location is significantly further from adjoining residences relative to the previously approved location.

	Approved Plan	Proposed Plan	Difference
Floor area	11,900 sq.ft.	19,252 sq.ft.	7,352 sq.ft. (increase)
Height	38'	36.1 ft	1.9 ft (decrease)
Seats	500	500	--- (no change)
Parking	34 spaces	39 spaces	5 spaces (increase)
Bldg Setback	150 ft.	264 ft.	114 ft.(increase)

The applicant's submission includes a request to construct a 24' tall bell tower (30' to top of cross) atop the proposed auditorium building, for a maximum height of 66'. Height beyond the 40' permitted by the zoning is permitted only for a steeple for a church or sanctuary, pursuant to section 6-403(C) of the zoning ordinance. Because the proposed use is an auditorium rather than a church or sanctuary, the increased height cannot be permitted by the Planning Commission or City Council.

In order to accommodate the relocated auditorium, some of the parking areas and driveways have been redesigned, and an additional five parking spaces are being added (from the original auditorium approval) for a net increase of 39 parking spaces being provided.

Enrollment

The applicant proposes to increase enrollment for the school from to 450 students. Until this year, 430 students were permitted at the school. This year, 445 students were allowed by special use permit.

Zoning

The zoning characteristics of the school are shown in the table below.

ST. STEPHEN'S AND ST. AGNES UPPER SCHOOL SUMMARY OF PROPOSED DEVELOPMENT		
Property Address:	1000 St. Stephen's Road	
Total Site Area:	1,280,506 sq.ft. or 29.4 acres	
Zone:	R-8 and R-12/Single Family	
Current Use:	existing high school and related facilities	
Proposed Use:	phase 2: freestanding auditorium building, parking and landscaping improvements	
	<u>Permitted/Required</u>	<u>Proposed</u>
Floor Area	384,151 nsf	120,220 nsf / existing <u>19,252 nsf / proposed auditorium</u> 139,472 nsf total
FAR	0.30 (R-12)	0.11
Front Yards	35' (R-12)	161' (Raleigh Ave.) 463' (St. Stephen's Rd.)
Side Yards	150' (by SUP condition #32) 26' (R-12)	264'
Rear Yards	NA	NA
Height	40'	36.1'
Parking	48 spaces 1 sp/10 class rm seats @ 480 seats (no additional class room seats are proposed)	241 spaces (total provided) 39 spaces (net increase w/auditorium) 202 spaces (currently on-site)

STAFF ANALYSIS

The applicant is requesting a development special use permit amendment to relocate a previously approved Chapel/Performing Arts Center (auditorium) to a new location on the site and to increase student enrollment. Staff supports the proposed amendments.

Chapel/Performing Arts Center (Auditorium)

Relationship to Adjacent Residential Properties

The current approved Phase II location of the freestanding auditorium structure is located on the southeast side of an existing driveway, within the wooded buffer area now surrounding the school facilities and about 150' from the nearest residential property line. During the review process for the previously approved auditorium, neighbors expressed concerns about noise emanating from the auditorium, because other existing facilities at St. Stephen's had uncontrolled interior environments, with doors and windows left open during major events and dances. The neighbors of adjacent properties found the noise levels to be disturbing and requested that great care be taken in relocating the auditorium away from residential properties and in designing it to minimize noise impacts.

The applicant now proposes to relocate the auditorium northwest of the currently approved location, within the area encircled by the school's driveway, in the courtyard between the library and school building. The new location will provide for a setback of 264 feet from residential uses, an increase of 114 feet from the previously approved location. The courtyard area to be occupied by the auditorium consists of grass lawns and trees crisscrossed by pedestrian sidewalks. One significant tree, a 24" Oak, will be lost in the courtyard to build the auditorium, but most of the trees within the area were all recently planted in conjunction with the library construction, and can be relocated elsewhere on the site when the auditorium is built.

The benefit of the auditorium's relocation is that the existing woodlands area adjacent to single-family residences of Ft. Worth Avenue will no longer be disturbed by construction of the auditorium. Many more trees will be saved in the old location relative to the one significant tree that will be lost at the new location. The general location currently approved for the auditorium would have required extensive regrading and substantial removal of woodlands vegetation which currently provides a substantial visual buffer between the school and single-family homes.

Size and Use of Auditorium

The plan approved for the auditorium in 1995 showed a 12,000 square foot auditorium. The current proposal is for a building of a similarly sized footprint, and of the same number of seats (500), but the square footage within the auditorium has increased to 19,252 square feet from 12,000 square feet. Although the F.A.R. has increased, the overall FAR on the site remains minimal (0.11), and the proposed functions within the auditorium have not changed. The auditorium will be used on a daily basis as an integral part of the school's educational curriculum, and will be used for activities such as school chapel services, student and faculty meetings, school assemblies, lectures, and for school performing arts events.

Student Enrollment Increase

The applicant is seeking an increase in the student enrollment at the school. The special use permits approved for the school prior to March 2000 authorized a maximum student enrollment of 430 students. In March, 2000, City Council authorized an increase in student enrollment to 445 students for the then-current school year (1999-2000) and the next school year (2000-2001). The increase was approved after the applicant filed an application in December 1999 in response to a citizen complaint that the limit of enrollment was being exceeded at the school. At that time the school indicated the increase enrollment was an oversight, and asked that the over enrollment be temporarily accommodated. The SUP was amended to allow the increase to 445 students through the 2000-2001 school year; thereafter, the maximum enrollment was required to be reduced to 430 students.

The applicant is now requesting approval to increase the enrollment level from the 430 students permitted after the current year to 450 students. In the past, the neighborhood has always expressed concern about increasing the number of students at the school because of the increased traffic congestion, noise and litter associated with large numbers of students. The SUP conditions control litter and noise pollution, and staff is not aware of any recent problems related to these types of issues.

To address traffic and parking issues, the applicant submitted a "Traffic Operations Study" to the city. The study was prepared by the school for their use in assessing various circulation patterns and parking opportunities within the school. The analysis examines traffic turning movements from St. Stephen's Road onto the school driveway; vehicle occupancy during pick-up and drop-off periods; parking conditions/parking space occupancy; and general operational conditions (observations).

Traffic Circulation

The school has historically been an ongoing source of traffic congestion on St. Stephen's Road, particularly in the mid afternoon, when school lets out and the queue of vehicles picking up students extends onto St. Stephen's Road. Commencing with the beginning of the current school year, the school implemented a new stacking plan for vehicles picking up students at the school; this new plan stacks vehicles within the site around the school and has, we believe, successfully eliminated the back-ups onto St. Stephen's.

Parking

According to the applicant, there are currently 202 parking spaces on the site. The parking is utilized by faculty, students and visitors and is provided in parking lots, along the school driveway and to the southeast of the school building. There are also parking spaces along the loop road where the right-of-way is wide enough to safely accommodate traffic circulation and parking. Only students who are issued parking permits are allowed to park on-campus. Any remaining students who drive but do not have a permit, park along St. Stephen's Road adjacent to the baseball field or in a church parking lot located to the southwest of the campus. Typically 20-30 students park on St. Stephen's Road. The school also has an informal arrangement with the adjoining St. Andrew's church, which allows use of the 40 church spaces by students.

In conjunction with the construction of the auditorium the applicant has proposed site changes to portions of the existing driveway and parking areas in areas adjacent to the proposed auditorium. These include realigning and widening portions of the existing driveway to accommodate 39 new parking spaces at the site. The required parking is calculated on number of class room seats and that the auditorium is not adding any new class room seats at the school. Therefore, the new parking spaces will expand the supply of available parking at the school site.

Staff believes the proposed additional parking is a critical element which should be provided as quickly as possible on site, rather than being provided upon completion of the auditorium. Therefore, staff is proposing a condition requiring the parking to be provided as Phase I of development, prior to commencement of the 2001-2002 school year. The applicant's representative has indicated that it is the schools intention to construct the parking in advance of the auditorium, and has asked that the final site plan be permitted to be approved in two phases, the first for site improvements such as parking, and the second for the auditorium. Staff supports this approach, as it will allow the parking to be provided in a more timely manner.

Staff Amendments To Previous Conditions

Staff has taken this opportunity to organize and clean-up the conditions on the St. Stephen's special use permit, which over the years, because of various approvals and amendments, have become somewhat incoherent. The result is the deletion of many conditions. Most of the conditions

proposed for deletion are site plan related comments for improvements previously built; such comments do not need to remain conditions of the special use permit, but still remain in full force as part of the approved final site plans for this project. Other recommendations have been deleted because they relate to the previously proposed auditorium and are no longer applicable, or because they applied to a certain point in time, which has passed. Some conditions have been deleted because they are duplicates or redundant. Staff has not recommended deletion of any conditions which controls or limits the school operations, *unless another existing condition already addresses the issue.*

Staff Recommendation

Staff supports the applicant's request to relocate the auditorium building and increase of student enrollment. Staff recommends approval.

STAFF: Eileen P. Fogarty, Director, Department of Planning and Zoning;
Kimberley Johnson, Chief, Development;
Gregory Tate, Urban Planner.

CITY DEPARTMENT COMMENTS

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

Transportation & Environmental Services:

- F-1 Proposed use of Best Management Practices (BMP) stormwater facility for peak storm water detention is not acceptable. Separate storm water detention structure is required.
- C-1 Bond for the public improvements must be posted prior to release of the plan.
- C-2 All downspouts must be connected to a storm sewer by continuous underground pipe.
- C-3 The sewer tap fee must be paid prior to release of the plan.
- C-4 All easements and/or dedications must be recorded prior to release of the plan.
- C-5 Plans and profiles of utilities and roads in public easements and/or public right-of-way must be approved prior to release of the plan.
- C-5 All drainage facilities must be designed to the satisfaction of T&ES. Drainage divide maps and computations must be provided for approval.
- C-5 All utilities serving this site to be underground.
- C-6 Provide site lighting plan.
- C-7 Plan shall comply with the Chesapeake Bay Preservation Act in accordance with Article XIII of the City's zoning ordinance for storm water quality control.
- C-7 Provide a phased erosion and sediment control plan consistent with grading and construction.

Code Enforcement:

- C-1 All new construction shall conform to current edition of the USBC.
- C-2 A complete soils report shall be required.
- C-3 Rodent abatement shall be in place during construction & renovation.

- C-4 Relocated existing fire hydrant to satisfaction of Director of Code Enforcement.
- C-5 Provide Emergency Vehicle Easements to satisfaction of Director of Code Enforcement.
- C-6 Show location of required fire department connections.

Historic Alexandria (Archaeology):

- F-1 This property is in an area that had considerable activity by Union troops during the Civil War. There is an extant section of rifle trench on the northern portion of the school grounds. There is potential that archaeological resources may be present in the ground.
- C-1 Call Alexandria Archaeology (838-4399) immediately if historic structural remains (e.g., foundations, wells, privies, cisterns, etc.) or concentrations of artifacts are found during development. Work must cease in the area until a City archaeologist inspects the property and records the finds.
- C-2 The above statement (C-1) must be included in the General Notes of all site plans for this project.

Police

The two Police recommendations below have not been provided as recommendations by P&Z staff, because the proposed lighting level and tree limbing may be excessive, impacting adjoining neighbors and reducing the usefulness of the trees for screening. Staff is recommending, instead, that a lighting plan be developed to the satisfaction of the Director of T&ES, in consultation with the Chief of Police. The Director of T&ES will utilize city standards in determining lighting levels, which are likely lower than the levels recommended by the police.

- R-1 Lighting shall be provided at a minimum of 2.0 foot candles.
- R-2 The evergreen trees proposed on page 3 of the blueprints shall be limbed up a minimum of 6 feet as they mature.

Parks & Recreation (Arborist):

No comments

Office of Housing

No comments

Health Department:

No comments

GT

APPLICATION for
DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN
DSUP # 2000-0049

PROJECT NAME: ST. STEPHEN'S & ST. AGNES SCHOOL-UPPER SCHOOL CAMPUS

PROPERTY LOCATION: 1000 St. Stephen's Road, Alexandria, Virginia

TAX MAP REFERENCE: 40.00 02 17

ZONE: R-8 and R-12

APPLICANT Name: Church Schools in the Diocese of Virginia and St. Stephen's & St. Agnes School
Address: 1000 St. Stephen's Road, Alexandria, Virginia 22304

PROPERTY OWNER Name: Church Schools in the Diocese of Virginia
Address: 1000 St. Stephen's Road, Alexandria, Virginia 22304

SUMMARY OF PROPOSAL: Amendment to Development Special Use Permit with Site Plan 99-0058, condition number 1, to increase enrollment to 450 students, and Amendment to Development Special Use Permit with Site Plan 99-0007 to amend preliminary site plan to relocate Chapel/Performing Arts Center and approval of on-site improvements for Phase II.

MODIFICATIONS REQUESTED: None.

SUP's REQUESTED: Amendment to Development Special Use Permit with Site Plan 99-0058, condition number 1, to increase enrollment to 450 students, and Amendment to Development Special Use Permit with Site Plan 99-0007 to amend preliminary site plan to relocate Chapel/Performing Arts Center and approval of on-site improvements for Phase II.

THE UNDERSIGNED hereby applies for Development Site Plan, with Special Use Permit, approval in accordance with the provisions of the 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 to post placard notice on the property for which this application is requested, pursuant to Article XI, Section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

THE UNDERSIGNED also attests that all of the information herein provided and specifically including all surveys, drawings, etc., required of the applicant are true, correct and accurate to the best of their knowledge and belief.

Land, Clark, Carroll, Mendelson & Blair, P.C.
By: Duncan W. Blair, Esquire
Print Name of Applicant or Agent


Signature

Email: dblair@landclark.com

112 South Alfred Street, Suite 300
Mailing/Street Address

(703) 836-1000 (703) 549-3335
Telephone # Fax #

Alexandria, Virginia 22314
City and State Zip Code

November 9, 2000
Date

=====DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY=====

Application Received: _____ Received Plans for Completeness: _____
Fee Paid & Date: \$ _____ Received Plans for Preliminary: _____

ACTION - PLANNING COMMISSION: _____

ACTION - CITY COUNCIL: _____

ST. STEPHEN'S & ST. AGNES SCHOOL

Development Special Use Permit with Site Plan (DSUP) # 2000-0049

All applicants must complete this form.

Supplemental forms are required for child care facilities, restaurants, automobile oriented uses and freestanding signs requiring special use permit approval.

1. The applicant is the (check one):

- Owner Contract Purchaser
 Lessee Other: _____

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.

Church Schools in the Diocese of Virginia is a Virginia nonstock corporation controlled by the Protestant Episcopal Church in the Diocese of Virginia, The Mayo House, 110 West Franklin Street, Richmond, Virginia. St. Stephen's and St. Agnes School is owned and operated by Church Schools in the Diocese of Virginia.

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

2. 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, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. If not appropriate to the request, delete pages 4 - 7.
(Attach additional sheets if necessary)

Church Schools in the Diocese of Virginia and St. Stephen's & St. Agnes School (the "Applicants") are requesting approval of amendments to Development Special Use Permits and site plans governing the use, operation and development of the school's upper school campus at 1000 St. Stephen's Road.

The Applicants are also requesting approval of an amendment to Development Special Use Permit with Site Plan 99-0007 ("SUP 99-0007") and Development Special Use Permit with Site Plan 95-0081 ("SUP 95-0081") to amend the preliminary site plan for Phase II construction of the approved Chapel/Performing Arts Center to relocate the Chapel/Performing Arts Center from its approved location to another location on the campus and for approval of the required Phase II site improvements, including additional parking spaces.

The second requested amendment is to amend condition number one (1) to increase the permitted enrollment to four hundred fifty (450) students. It is not anticipated that an additional six (6) students over the enrollment authorized by Special Use Permit 99-0058 ("SUP 99-0058") or twenty (20) students over the enrollment permitted by SUP 95-0081 will have adverse impacts on the surrounding community.

SUP 95-0081, SUP 99-0007 and SUP 99-0058 are collectively referred to as the "Current Development Special Use Permits".

Development Special Use Permit with Site Plan (DSUP) # 2000 - 0049

3. How many patrons, clients, pupils and other such users do you expect?
Specify time period (i.e., day, hour, or shift).

Four hundred fifty (450) students.

4. How many employees, staff and other personnel do you expect?
Specify time period (i.e. day, hour, or shift).

Current Development Special Use Permits.

5. Describe the proposed hours and days of operation of the proposed use:

Day	Hours	Day	Hours
-----	-------	-----	-------

Current Development Special Use Permits.

6. Describe any potential noise emanating from the proposed use:

- A. Describe the noise levels anticipated from all mechanical equipment and patrons.

Current Development Special Use Permits.

- B. How will the noise from patrons be controlled?

Current Development Special Use Permits.

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

Current Development Special Use Permits.

8. Provide information regarding trash and litter generated by the use:

- A. What type of trash and garbage will be generated by the use?

Current Development Special Use Permits.

- B. How much trash and garbage will be generated by the use?

Current Development Special Use Permits.

- C. How often will trash be collected?

Current Development Special Use Permits.

- D. How will you prevent littering on the property, streets and nearby properties?

Current Development Special Use Permits.

D. How will you prevent littering on the property, streets and nearby properties?

Current Development Special Use Permits.

9. 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:

Current Development Special Use Permits.

10. 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:

Current Development Special Use Permits.

11. What methods are proposed to ensure the safety of residents, employees and patrons?

Current Development Special Use Permits.

ALCOHOL SALES

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

Yes. No.

If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and identify any proposed changes in that aspect of the operation.

PARKING AND ACCESS REQUIREMENTS

13. Provide information regarding the availability of off-street parking:

A. How many parking spaces are required for the proposed use pursuant to section 8-200 (A) of the zoning ordinance?

225 Parking spaces required pursuant to the Current Development Special Use Permits.

191 Spaces in Phase I and 34 spaces in Phase II.

Development Special Use Permit with Site Plan (DSUP) # 2000-0049

- B. How many parking spaces of each type are provided for the proposed use:
Phase II:

6 Standard spaces
28 Compact spaces
0 Handicapped accessible spaces
5 Other. (Non-required)

39 Total

230 Total parking spaces provided on-site.

- C. 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:

Current Development Special Use Permits.

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.

- D. 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.

14. Provide information regarding loading and unloading facilities for the use:

- A. How many loading spaces are required for the use, per section 8-200 (B) of the zoning ordinance?

Current Development Special Use Permits.

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

Current Development Special Use Permits.

- C. Where are off-street loading facilities located?

Current Development Special Use Permits.

Development Special Use Permit with Site Plan (DSUP) # 2000-0049

C. Where are off-street loading facilities located?

Current Development Special Use Permits.

D. During what hours of the day do you expect loading/unloading operations to occur?

Current Development Special Use Permits.

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

Current Development Special Use Permits.

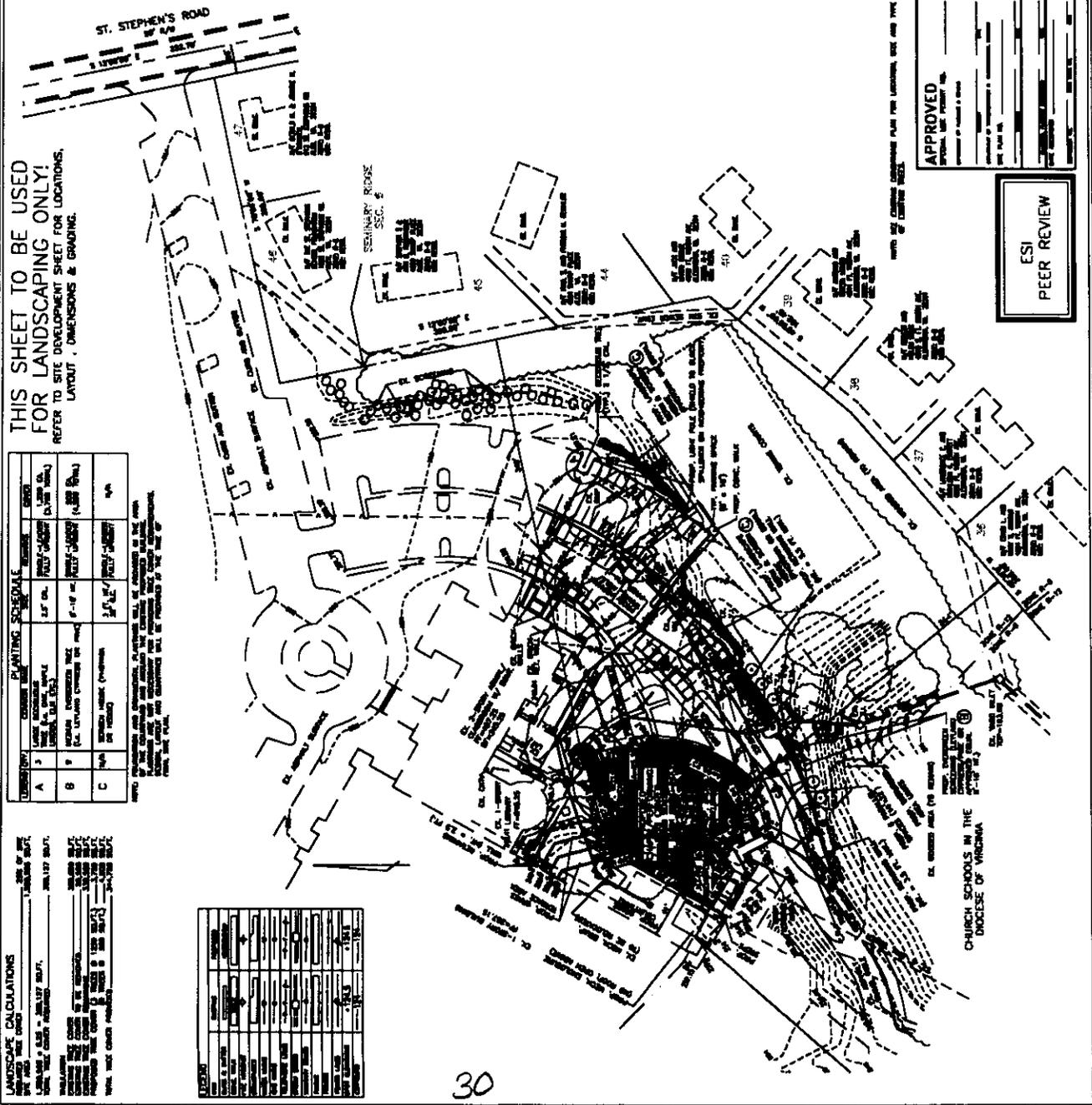
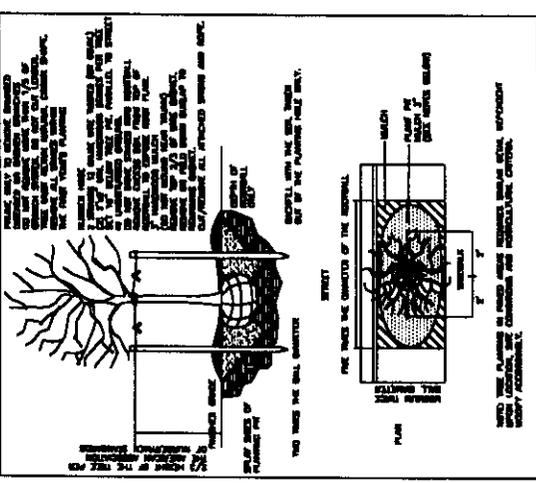
15. Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

Current Development Special Use Permits.



PRECEDENT AND PRESERVATION OF EXISTING VEGETATION

EXISTING VEGETATION AND PRESERVATION AND PRESERVATION SHALL BE MAINTAINED IN A MANNER THAT WILL PRESERVE THE LANDSCAPE CHARACTER OF THE SITE AND THE SURROUNDING AREA. THE LANDSCAPE ARCHITECT SHALL BE RESPONSIBLE FOR THE IDENTIFICATION OF THE VEGETATION TO BE PRESERVED AND THE DEVELOPMENT OF A VEGETATION MANAGEMENT PLAN THAT WILL MAINTAIN THE VEGETATION IN A HEALTHY AND PRODUCTIVE STATE. THE VEGETATION MANAGEMENT PLAN SHALL BE SUBMITTED TO THE ARCHITECT FOR REVIEW AND APPROVAL. THE VEGETATION MANAGEMENT PLAN SHALL BE SUBMITTED TO THE ARCHITECT FOR REVIEW AND APPROVAL. THE VEGETATION MANAGEMENT PLAN SHALL BE SUBMITTED TO THE ARCHITECT FOR REVIEW AND APPROVAL.



PLANTING SCHEDULE

DESCRIPTION	QUANTITY	PLANTING DATE	PLANTING METHOD	PLANTING COST	PLANTING TYPE
A 1	100	10/15/00	PLANTING	1000.00	PLANTING
B 1	100	10/15/00	PLANTING	1000.00	PLANTING
C 1	100	10/15/00	PLANTING	1000.00	PLANTING

LANDSCAPE CALCULATIONS

ITEM	QUANTITY	UNIT	PRICE	TOTAL
PLANTING	100	PLANTING	1000.00	1000.00
PLANTING	100	PLANTING	1000.00	1000.00
PLANTING	100	PLANTING	1000.00	1000.00

APPROVED
 SPECIAL USE PERMIT NO. _____
 DATE OF PERMIT _____

ESI PEER REVIEW

**ST. STEPHENS
& ST. AGNES
SCHOOL
CHAPEL AND
PERFORMING ARTS
CENTER**

**KRESS COX
ASSOCIATES, P.C.**
ARCHITECTURE
PLANNING
INTERIOR DESIGN
2848 N STREET, NW
WASHINGTON, DC 20007
202 462-7070 FAX 202 462-7071

REALCO
PROJECT MANAGEMENT
201 N LINCOLN STREET
ALEXANDRIA, VA 22304
703 461-2221 FAX 703 461-2184

**MACMILLAN
ASSOCIATES**
STRUCTURAL ENGINEER
100 OLD COUNTRY ROAD
ALEXANDRIA, VA 22304
703 548-2881 FAX 703 548-2876

**VANDERHEIL
ENGINEERS**
MECHANICAL
ELECTRICAL
PLUMBING
115 S. BROADWAY, SUITE 200
ALEXANDRIA, VA 22304
703 548-5700 FAX 703 548-4140

**R. C. FIELDS, JR. &
ASSOCIATES**
LAND SURVEYING
SITE PLANNING
SURVEILLANCE
715 SHERWOOD STREET
ALEXANDRIA, VA 22314
703 548-2222 FAX 703 548-2222

R. DUANE WILSON
THEATER CONSULTANT
1001 MARKET AVENUE, SUITE 101
ALEXANDRIA, VA 22304
703 548-2222 FAX 703 548-2222

**POLYSONICS
CORP.**
ACOUSTICAL &
COMMUNICATIONS
CONSULTING
8115 MOUNTAIN BLVD., NW
ALEXANDRIA, VA 22304
703 548-2222 FAX 703 548-2222

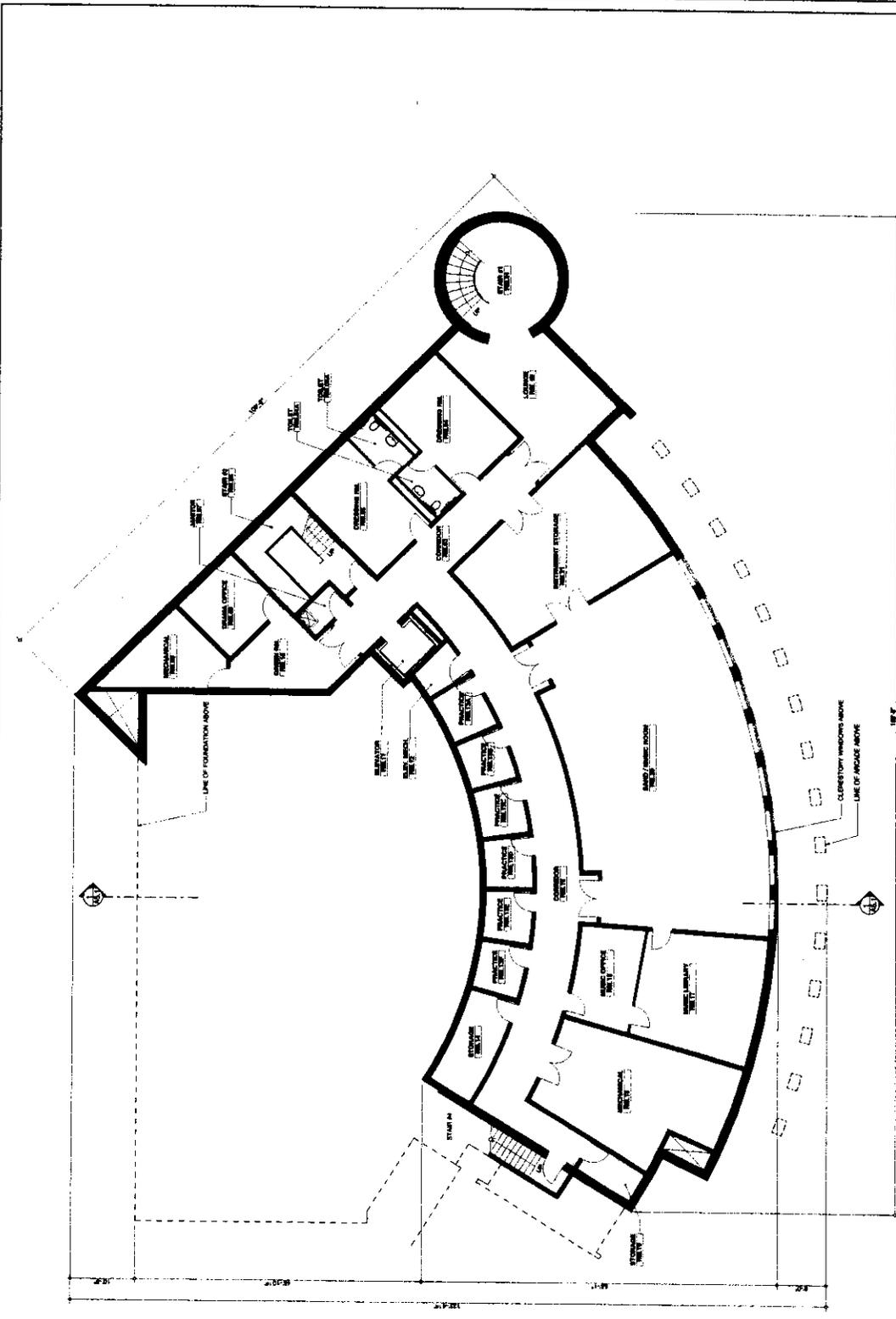
**THE KANE
GROUP, LLC**
LANDSCAPE ARCHITECT
101 N. COLUMBUS ST.
ALEXANDRIA, VA 22304
703 548-2222 FAX 703 548-2222

**COMPLETENESS
REVIEW**

Drawing title:
**PRELIMINARY
LOWER LEVEL
FLOOR PLAN**

Scale: 1/8" = 1'-0"
Drawn by: TK
Checked by: BS
Project no.: 9629

DATE: 11.29.2000



LOWER LEVEL FLOOR AREA
GROSS FLOOR AREA 8,325 GSF
NET FLOOR AREA 6,480 NSF

1 PRELIMINARY LOWER LEVEL FLOOR PLAN
A2.1 1/8" = 1'-0"

**ST. STEPHENS
& ST. AGNES
SCHOOL**
CHAPEL AND
PERFORMING ARTS
CENTER

**KRESS COX
ASSOCIATES, P.C.**
ARCHITECTURE
PLANNING
INTERIOR DESIGN
WASHINGTON, D.C. 20007
302 462-7076 FAX 302 462-7144

REALCO
PROJECT MANAGEMENT
301 N. LAMON STREET
ALEXANDRIA, VA 22314
703 548-7327 FAX 703 548-7328

**McMILLAN
ASSOCIATES**
STRUCTURAL ENGINEER
5801 OLD COURTHOUSE ROAD
FALLS CHURCH, VA 22034
703 548-1885 FAX 703 548-0378

**VANDERWEL
ENGINEERS**
MECHANICAL
ELECTRICAL
PLUMBING
115 E. LAMON ST. SUITE 2000
703 548-5700 FAX 703 548-7300

**R. C. FIELDS, JR.
ASSOCIATES**
LANDSCAPE ARCHITECTS
SITE PLANNING
SUBDIVISION DESIGN
1111 N. LAMON STREET
ALEXANDRIA, VA 22314
703 548-4422 FAX 703 548-2836

**R. DUANE WILSON
THEATER CONSULTANT**
1001 N. LAMON ST., SUITE 2000
ALEXANDRIA, VA 22314
703 548-6325 FAX 703 548-6325

**POLYSONICS
CORP.**
ACOUSTICAL &
COMMUNICATIONS
CONSULTING
5119 MONTGOMERY BLVD., NW
WASHINGTON, D.C. 20016
202 411-7440 FAX 202 411-7441

**THE KAME
GROUP, LLC**
LANDSCAPE ARCHITECT
101 N. COLUMBUS ST.
ALEXANDRIA, VA 22304
703 548-8883 FAX 703 548-3446

REVISIONS:
OWNER FITNESS
REVIEW

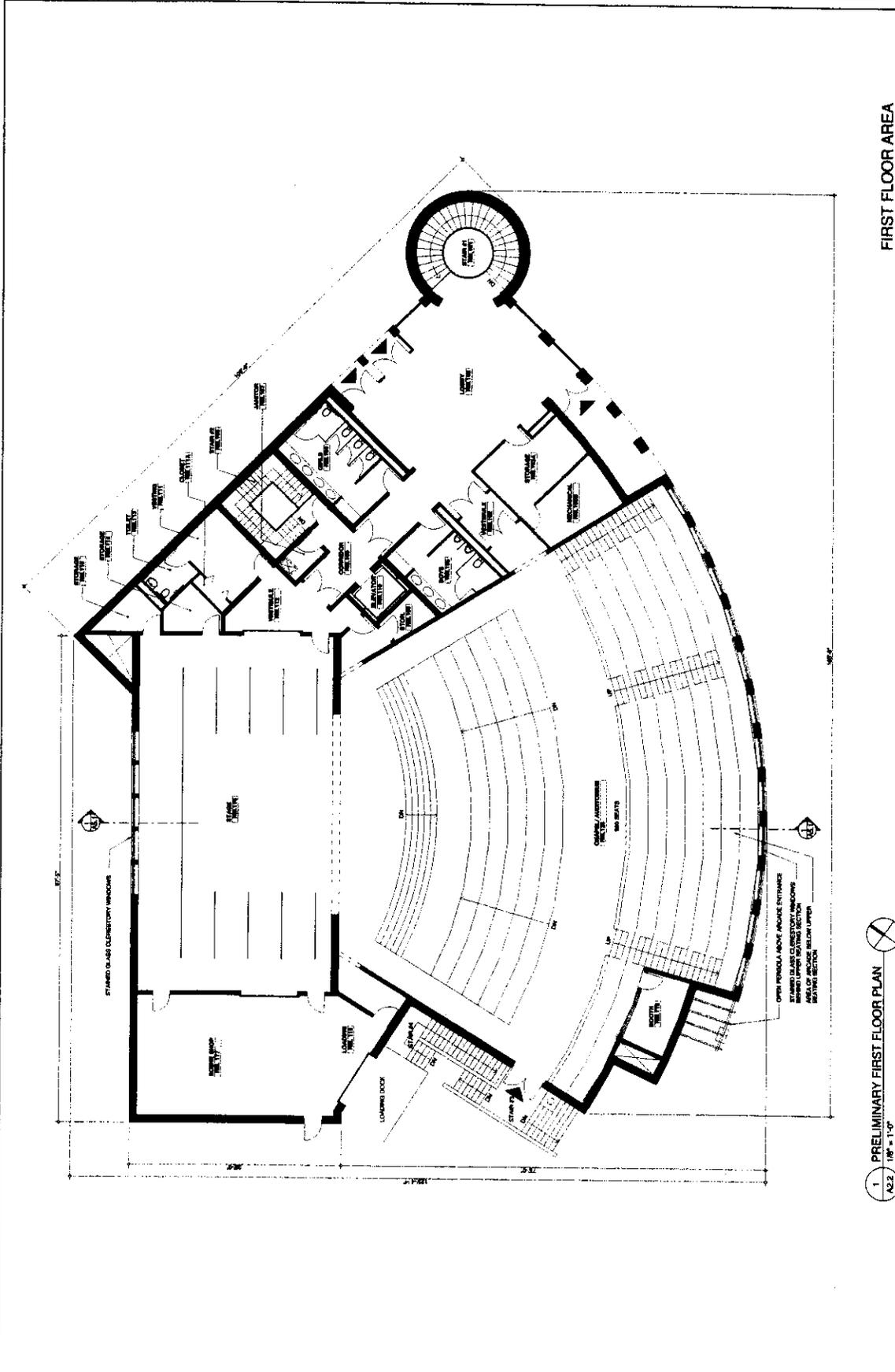
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**PRELIMINARY
FIRST FLOOR PLAN**

scale: 1/8" = 1'-0"
drawn by: TJK
checked by: BS
project no.: 8820

11.29.2000

19,896 GSF
12,790 NSF

A2.2



FIRST FLOOR AREA

GROSS FLOOR AREA
NET FLOOR AREA

1 PRELIMINARY FIRST FLOOR PLAN
A2.2 1/8" = 1'-0"

**ST. STEPHENS
& ST. AGNES
SCHOOL
CHAPEL AND
PERFORMING ARTS
CENTER**

**KRESS COX
ASSOCIATES, P.C.**
ARCHITECTS
INTERIOR DESIGN
2000 B STREET, N.W.
WASHINGTON, D.C. 20037
703.546.7777 FAX: 703.546.7144

REALCO
PROJECT MANAGEMENT
700 N. LEBAN ST. SUITE 2000
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703.831.0222 FAX: 703.831.0380

**MAKILLAN
ASSOCIATES**
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681 OLD COURTHOUSE ROAD
SUITE 200, VESPA, VA 22182
703.546.7777 FAX: 703.546.7144

**VANDERWEIL
ENGINEERS**
MECHANICAL
ELECTRICAL
PLUMBING
115 S. LEBAN ST. SUITE 2000
ALEXANDRIA, VA 22314
703.831.0222 FAX: 703.831.0380

**R. C. FIELDS, JR. &
ASSOCIATES**
LANDSCAPE ARCHITECT
SUBMITTAL DESIGN
714 STEPHENSON STREET
SUITE 400
703.546.8222 FAX: 703.546.8222

R. DUJANE WILSON
THEATER CONSULTANT
101 N. COLUMBIA ST.
ALEXANDRIA, VA 22304
703.546.8222 FAX: 703.546.8222

**POLYSONICS
CORP.**
ACOUSTICAL &
COMMUNICATIONS
CONSULTANTS
5115 MOUNTAIN VIEW RD.
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**THE KANE
GROUP, LLC**
LANDSCAPE ARCHITECT
101 N. COLUMBIA ST.
ALEXANDRIA, VA 22304
703.546.8222 FAX: 703.546.8222

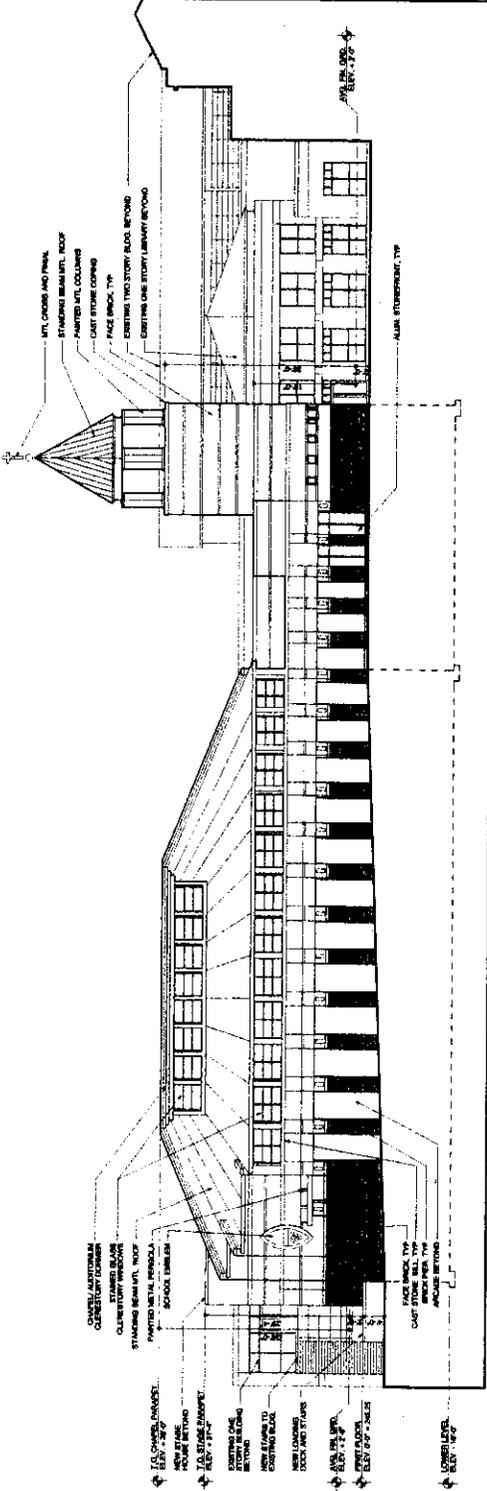
COMPLETENESS
REVIEW

Drawing No: **PRELIMINARY BUILDING ELEVATIONS**

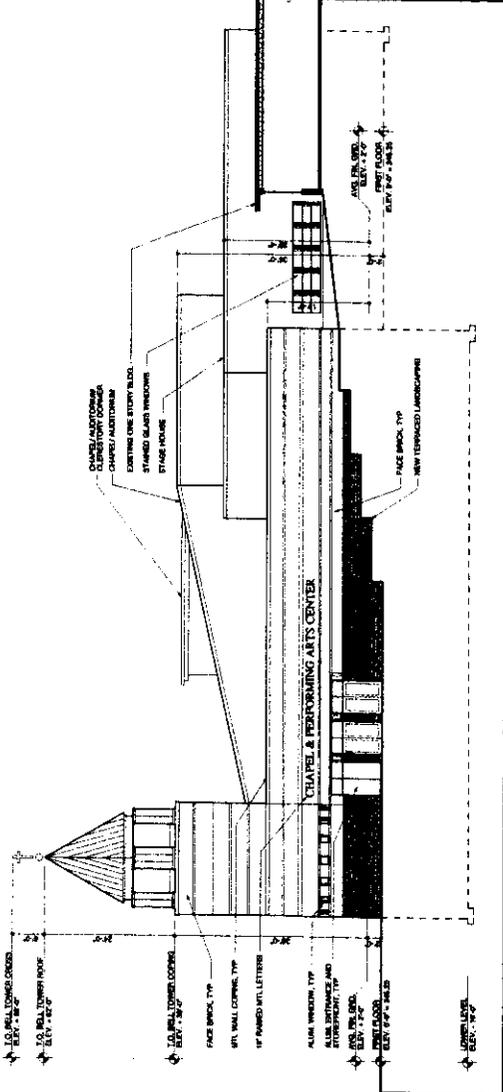
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Drawn by: T.M.
Checked by: AS

Project No: 0609
Date: 11.26.2000

A4.1



1 PRELIMINARY EAST ELEVATION
A4.1 3/32" = 1'-0"



2 PRELIMINARY NORTH ELEVATION
A4.1 3/32" = 1'-0"

ST. STEPHENS & ST. AGNES CHAPEL AND PERFORMING ARTS CENTER

KRESS COX ASSOCIATES, P.C.
 ARCHITECTURE
 INTERIOR DESIGN
 2800 M STREET, NW
 WASHINGTON, DC 20008
 TEL: 202 331 7000 FAX: 202 331 7100

REALCO
 PROJECT MANAGEMENT
 3511 N LINCOLN STREET
 WASHINGTON, DC 20018
 TEL: 202 462 2200 FAX: 202 462 1286

McMILLAN ASSOCIATES
 STRUCTURAL ENGINEER
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 WASHINGTON, DC 20018
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VANDERMEER ENGINEERS
 MECHANICAL ELECTRICAL PLUMBING
 115 S. MAIN ST. 2ND FLOOR
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R. C. FIELDS, JR. & ASSOCIATES
 LAND SURVEYING
 SURVEYING & PLANNING
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R. DUANE WILSON
 THEATER CONSULTANT
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 WASHINGTON, DC 20005
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POLYSONICS CORP.
 ACOUSTICAL & CONSULTING
 5115 NEWMARKET BLVD., 100
 ALEXANDRIA, VA 22304
 TEL: 703 835 8700 FAX: 703 835 2460

THE MANE GROUP, LLC
 LANDSCAPE ARCHITECT
 101 N. COLLINGS ST.
 ALEXANDRIA, VA 22314
 TEL: 703 835 8700 FAX: 703 835 2460

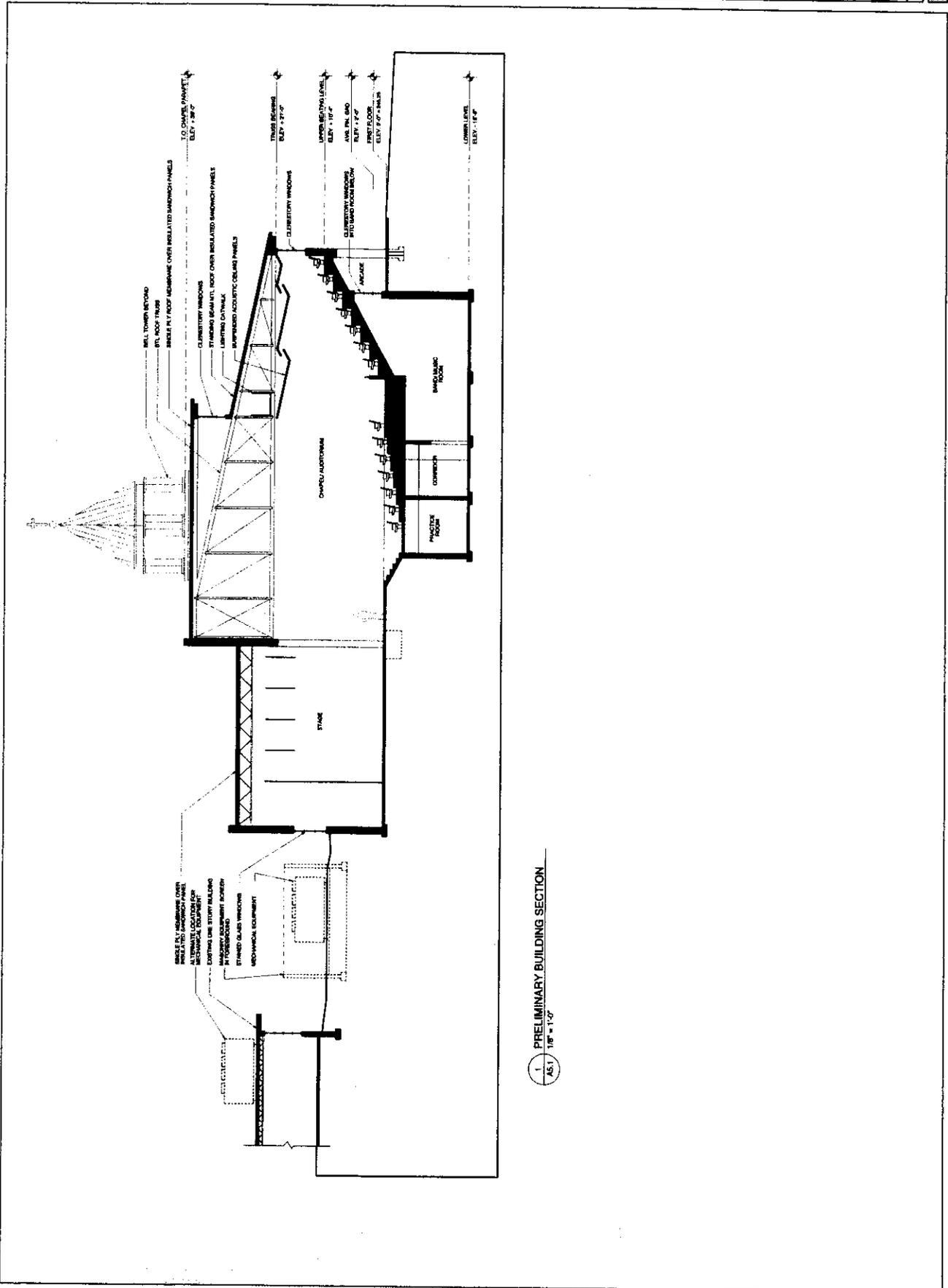
COMPLETENESS REVIEW

drawing title:
PRELIMINARY BUILDING SECTION

scale: 1/8" = 1'-0"
 drawn by: TJK
 checked by: ds
 project no.: 9628

date: 11.29.2000

A5.1



#6 DSUP 2000-0049
ST. STEPHEN'S + ST. AGNES

LAND, CLARK, CARROLL, MENDELSON & BLAIR, P.C.

Attorneys & Counsellors at Law

112 SOUTH ALFRED STREET
SUITE 300
ALEXANDRIA, VA 22314

H. CARTER LAND, III
JAMES C. CLARK
F. ANDREW CARROLL, III
RICHARD S. MENDELSON
DUNCAN W. BLAIR

.....
(703) 836-1000

FACSIMILE
(703) 549-3335

MAILING ADDRESS:
P.O. BOX 19888
ALEXANDRIA, VIRGINIA 22320-0888

February 1, 2001

Kimberley Johnson, Chief/Development
Department of Planning & Zoning
City of Alexandria
301 King Street
City Hall, Room 2100
Alexandria, Virginia 22314

**In re: Development Special Use Permit 2000-0049
St. Stephen's and St. Agnes School**

Dear Kim:

I am writing on behalf of our client, Church Schools in the Diocese of Virginia and St. Stephen's and St. Agnes School, in connection with Condition No. 29 contained in a staff report for the Planning Commission's February 6, 2001 Public Hearing on the above-referenced matter. It is our understanding that Condition No. 29 does not preclude the submission of a design of the proposed steeple/bell tower feature which would comply with the applicable height regulation governing the use of the property. The design of the code compliant steeple/bell tower would be consistent with the design of the existing bell tower, which has been determined to exceed the permitted height limit.

If this is inconsistent with your understanding, I would appreciate your advising me. Thank you for your assistance in this matter.

Very truly yours,



Duncan W. Blair

DWB:ejf\Johnson-SSSAS.020101

Enclosure

cc: Ms. Patti Woods, Business Manager, St. Stephen's and St. Agnes School
Mr. David Cavanaugh, President, Seminary Ridge Civic Association

#6 DSUP 2000-0049^{P02}
ST. STEPHEN'S + ST. AGNES

--- Seminary Ridge ---
Civic Association, Inc.

Feb
March 4, 2001

Alexandria Planning Commission
City Hall
301 King Street
Alexandria, Virginia 22314

Dear Planning Commission

The Seminary Ridge Civic Association, Inc (SRCA) is pleased to have the opportunity to provide comments on planning staff recommendations on Development Special Use Permit 2000-0049.

This is a request by the Church Schools in the Diocese of Virginia, St. Stephen's and St. Agnes School to amend an existing special use permit that would increase student enrollment from 430 to 450 students, change the location of a previously approved freestanding Chapel/Performing Arts Center (auditorium) to the courtyard area adjacent to the school, and allow construction of other site improvements, including driveways and parking.

We were apprised of proposed changes in October 2000. The proposal was discussed at our annual meeting, outlined in our January newsletter and later discussed at a general community meeting at St. Stephens School. We want to thank Joan Holden, Katie Howell, Duncan Blair and members of the architectural and engineering firms for their cooperation in working with the Civic Association.

We support the applicant's proposal to increase student enrollment to 450. Although we are concerned with the impacts on traffic in the neighborhood and the need for more on-site parking, we believe the school has and will continue to work with the community to resolve these concerns.

We also support relocation of the Auditorium. The Civic Association was alarmed in 1995 that a Special Use Permit was approved for a major building so close to homes in our neighborhood. We are relieved. The new location is more functional and the addition to the school is architecturally attractive and in keeping with the existing buildings.

We do not offer an opinion regarding the proposed 66' bell tower since it was our understanding that it could not be built under the existing zoning and that the proposal would be either deleted or modified to comply with existing zoning.

We do have concerns regarding the landscaping plan, parking areas and driveways. Extensive mounds and plants were incorporated into the Phase I construction to screen the parking lot and driveways, and alleviate traffic noise reaching the adjacent homes on Sharp Place and Fort Worth Avenue. The expansion of the parking lot will remove a large existing mound near the tennis court and replace it with a berm and screen hedge. There is a concern that the berm and plants may not be sufficiently high enough to effectively screen cars, traffic and crowd noise in front of the proposed Auditorium. We have included an additional condition requiring additional landscaping, if necessary, to ensure reasonable visual and noise screening of the parking lot and traffic.

We want to ensure that all parking lot and driveway areas are effectively screened from the adjacent properties along Sharp Place and Fort Worth Avenue. This is important for three reasons. One, more of the school property will be used as a school parking lot. Parking lots in residential areas are unattractive unless property screened from view. Two, construction of the auditorium and the various events held there will increase traffic and noise behind the school. This will be a drop-off and pick-up area for those attending rehearsals and performances. Three, it is

important that the mounds be used as a means of minimizing potential noise levels resulting from the increased activity.

The Board of Directors of the SRCA will gladly work closely with the Director of Planning and Zoning, the Arborist, and the applicant to develop a plan and monitor the landscaping work. If the work on the parking lot is to begin this summer, we ask that the landscaping be started and completed at the same time. Every effort should be made to minimize the disruption of adjacent property owners.

Another related issue is the availability of on-site parking during construction of the Auditorium. The increased on-site parking spaces will help alleviate street parking in the neighborhood. However, that will not be enough to accommodate construction workers and students. Special efforts should be taken by the School to help control parking and traffic during the construction phase.

Attached are changes requested regarding the Planning Staff recommendations. We hope our comments are constructive and facilitate adoption of the Special Use Permit.

Sincerely,

Dave Cavanaugh
President, Seminary Ridge
Civic Association, Inc.

COMMENTS

We agree with the conditions contained in the staff report with the following exceptions:

SRCA RECOMMENDED CHANGES TO STAFF CONDITIONS

- 8, Page 4. Revise to read as follows: "No music or amplified sound shall be heard at the property line between the hours of 9:00 p.m. and 7:00 a.m. At other times, amplified sound shall be operated as to minimize impact of sound on adjoining property owners and used in strict accordance with the City of Alexandria's noise ordinance."

Explanation: Language protects against bands playing outside, protects against amplified sound between the hours of 9:00 p.m. and 7:00 a.m., and sets the measurement of sound at the property line. This change also captures the more restrictive requirements of existing condition #33 which the Staff is recommending for deletion on page 9.

- 24, Page 6. Revise the second sentence to read as follows: "Construction on the site improvements, including the parking and landscaping, shall commence prior to commencement of the 2001 school year."

- 35, Page 10. This condition should be retained and modified as follows: "Any proposed building or structure shall be set back a minimum of one hundred fifty (150) feet from the nearest property line."

Explanation: This condition should be retained and revised as shown above. The SRCA reached agreement, after considerable debate and expense, on a minimum setback for the previously approved auditorium of 150 feet from the nearest property line. To protect the homeowners along Fort Worth, who would have been impacted by the location of the early approved auditorium, and to ensure that they would not be similarly impacted in the future, we believe this condition should be included in the new SUP.

SRCA RECOMMENDED ADDITIONS TO STAFF CONDITIONS

1. St. Stephen's and St. Agnes School will provide additional landscaping (mounds and planting), as needed, to screen the parking lot and the headlights of cars within the parking and driveway areas from the adjacent single family homes on Sharp Place and Fort Worth Avenue. This landscaping is to be to the satisfaction of the Director of P & Z and the City Landscape Architect. The identification of any additional landscaping will take place in cooperation with the affected home owners and in consultation with representatives of the SRCA.

Explanation: The plans do not provide sufficient detail regarding the ground elevation, profile or proposed heights of berms and plants used to screen the parking lot to allow neighbors to comfortably provide specific comments. The mound between the parking lot and tennis court may be insufficient to cover headlights of cars. This condition will provide a mechanism to satisfy concerns that may occur during the landscape construction phase.

2. In the event a bell tower is included as part of the auditorium construction, the applicant shall develop, in consultation with the SRCA, a written protocol which will govern the ringing of any bell located in the proposed bell tower of the Auditorium. The protocol shall be submitted to the Director of Planning and Zoning for approval. The adopted protocol shall be deemed a condition of the special use permit.

Explanation: In the event a bell tower is approved, there will be a mechanism to ensure that the noise levels, frequency, and duration of the bell ringing does not unduly disturb the neighborhood.

#6 DSUP 2000-0049
ST. STEPHEN'S + ST. AGNES

JACK V. ROOME • 4018 FORT WORTH AVENUE • ALEXANDRIA, VIRGINIA 22304
(703) 370-5671

Feb. 2, 2001

To: The Chairman and Members of the Planning Commission
Re: Special Use Permit #2000-0049--St. Stephen's and St. Agnes
School

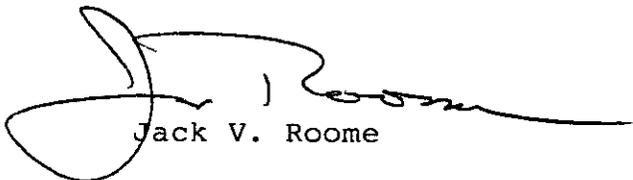
Dear Planning Commission,

We are delighted that some of our friends in Seminary Ridge will be relieved of having an auditorium in close proximity to their homes. However, the new reality for their neighbors up the street, is that the move now places the auditorium, bus drop-off area and especially the expanded high density parking, in the vicinity of our home.

This development necessitates an exceptional effort (and perhaps some limit in expanded parking) on the part of St. Stephens/St. Agnes school, to protect the home owners who are now affected and who are also their neighbors, from the negative impact of crowds, busses, traffic and parking-lot activity.

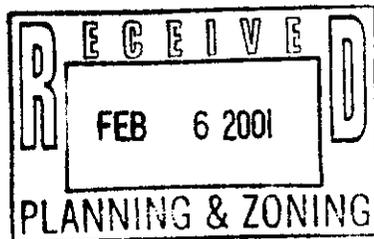
We indeed hope that within the spirit of a new chapel, will come compassion and protection for the neighbors of St. Stephens/St. Agnes school, who face the potential of sacrificing their quality of life for the chapel's existence. The berm that protected homeowners on Sharp Place was a success. We are right next door and need the same protection.

If there is anything that you, the Planning Commission, can do to help protect us from potential infringement, we would greatly appreciate it.


Jack V. Roome


Mariko S. Roome

cc: SRCA



GT

6

APPLICATION for
DEVELOPMENT SPECIAL USE PERMIT with SITE PLAN
DSUP # 2000-0049

PROJECT NAME: ST. STEPHEN'S & ST. AGNES SCHOOL-UPPER SCHOOL CAMPUS

PROPERTY LOCATION: 1000 St. Stephen's Road, Alexandria, Virginia

TAX MAP REFERENCE: 40.00 02 17

ZONE: R-8 and R-12

APPLICANT Name: Church Schools in the Diocese of Virginia and St. Stephen's & St. Agnes School

Address: 1000 St. Stephen's Road, Alexandria, Virginia 22304

PROPERTY OWNER Name: Church Schools in the Diocese of Virginia

Address: 1000 St. Stephen's Road, Alexandria, Virginia 22304

SUMMARY OF PROPOSAL: Amendment to Development Special Use Permit with Site Plan 99-0058, condition number 1, to increase enrollment to 450 students, and Amendment to Development Special Use Permit with Site Plan 99-0007 to amend preliminary site plan to relocate Chapel/Performing Arts Center and approval of on-site improvements for Phase II.

MODIFICATIONS REQUESTED: None.

SUP's REQUESTED: Amendment to Development Special Use Permit with Site Plan 99-0058, condition number 1, to increase enrollment to 450 students, and Amendment to Development Special Use Permit with Site Plan 99-0007 to amend preliminary site plan to relocate Chapel/Performing Arts Center and approval of on-site improvements for Phase II.

THE UNDERSIGNED hereby applies for Development Site Plan, with Special Use Permit, approval in accordance with the provisions of the 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 to post placard notice on the property for which this application is requested, pursuant to Article XI, Section 11-301 (B) of the 1992 Zoning Ordinance of the City of Alexandria, Virginia.

THE UNDERSIGNED also attests that all of the information herein provided and specifically including all surveys, drawings, etc., required of the applicant are true, correct and accurate to the best of their knowledge and belief.

Land, Clark, Carroll, Mendelson & Blair, P.C.

By: Duncan W. Blair, Esquire

Print Name of Applicant or Agent



Signature

Email: dblair@landclark.com

112 South Alfred Street, Suite 300

Mailing/Street Address

(703) 836-1000

Telephone #

(703) 549-3335

Fax #

Alexandria, Virginia

City and State

22314

Zip Code

November 9, 2000

Date

===== **DO NOT WRITE BELOW THIS LINE - OFFICE USE ONLY** =====

Application Received: _____

Received Plans for Completeness: _____

Fee Paid & Date: \$ _____

Received Plans for Preliminary: _____

ACTION - PLANNING COMMISSION: 02/06/01 **RECOMMEND** APPROVAL 7-0

ACTION - CITY COUNCIL: 2/24/2001PH -- See attached. (Separate Motion)

ST. STEPHEN'S & ST. AGNES SCHOOL

REPORTS OF BOARDS, COMMISSIONS AND COMMITTEES (continued)

ACTION CONSENT CALENDAR (continued)

Planning Commission (continued)

- 7. SPECIAL USE PERMIT #2000-0164
214 & 220 SOUTH UNION STREET
Public Hearing and Consideration of a request for a special use permit for an art school; zoned W-1/Waterfront Mixed Use. Applicant: The Art League, Inc., by Linda Brinker Hafer.

COMMISSION ACTION: Recommend Approval 7-0

END OF ACTION CONSENT CALENDAR

City Council approved the Consent Calendar with the exception of docket item nos. 6 and 7 which were considered under separate motions. The Planning Commission recommendations are as follows:

- 3. City Council approved the Planning Commission recommendation.
- 4. City Council approved the Planning Commission recommendation.
- 5. City Council approved the Planning Commission recommendation.
- 6. City Council approved the Planning Commission recommendation, with the amendment to replace Condition #42 so that it now reads: **"42. Any proposed building or structure adjacent to the property lines of 3970, 4000 and 4004 Ft. Worth Avenue shall be set back a minimum of one hundred and fifty (150) feet from the property line." (Separate Motion)**
- 7. City Council approved the Planning Commission recommendation, with the correction to Condition #6 to read **"36 parking spaces." (Separate Motion)**

END OF ACTION CONSENT CALENDAR

Council Action: _____

REPORTS AND RECOMMENDATIONS OF THE CITY MANAGER

- 8. Public Hearing and Consideration of Staff Recommendations Regarding the Planning Process for a Community Center at Cameron Station.

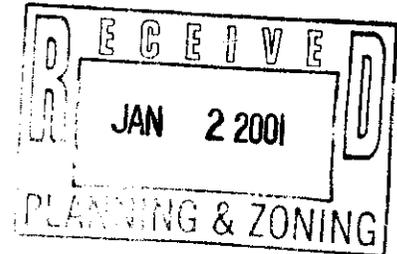
City Council concluded the public hearing and docketed it for consideration on February 28, 2001.

Council Action: _____

ST STEPHEN'S & ST AGNES
DSUP #2000-0049

**PRELIMINARY
PLAN**

**ST. STEPHEN'S AND ST. AGNES SCHOOL
Traffic Operations Study**



6
2-24-01

Prepared For

**St. Stephen's and St. Agnes School Upper Campus
Alexandria, Virginia**



Prepared by

Grove/Slade Associates, Inc.
1140 Connecticut Avenue NW
Suite 700
Washington, D.C. 20036
202-296-8625

December 27, 2000

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Existing Traffic Circulation Patterns	4
FUTURE CONDITIONS	7
Analysis of Future Conditions	7
CONCLUSIONS	9

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EXECUTIVE SUMMARY

This report presents the findings of a traffic operations study for the St. Stephen's & St. Agnes School to address circulation and parking issues. There is a current enrollment of 438 high school students and the school intends to increase the enrollment to 450 students. This report evaluates the effects of the increased enrollment on the existing circulation pattern, queue lengths and parking conditions.

The analysis presented in this report supports the following conclusions:

- The queue length on the school driveway will not increase from the existing conditions during either the morning or afternoon peak hours. Therefore, the increase in student enrollment will not affect traffic operations at the driveway or on St. Stephen's Road. Also, the queue length during the afternoon peak period can be controlled by the traffic controller at the intersection of the driveway and the loop roadway.
- The additional 32 parking spaces proposed will provide a sufficient number of spaces to accommodate the increased demand associated with the increased maximum enrollment. In fact, there will be more parking spaces per student than what exists today.

INTRODUCTION

This report presents the findings of a traffic operations study for the upper campus of the St. Stephen's & St. Agnes School located in Alexandria, Virginia. St. Stephen's and St. Agnes is located in Alexandria, Virginia and is bordered by St. Stephen's Road to the east and residential land uses on the north, west and south sides. Figure 1 shows the regional location of the school campus. The St. Stephen's & St. Agnes School is proposing to increase the existing enrollment of 438 students to a maximum of 450 students and increase the total number of parking spaces by 32 spaces. This study will determine the effects of these modifications and identify any improvements, if needed.

The scope of work undertaken for this study includes the following data collection efforts:

- Manual traffic turning movement counts at the intersection of St. Stephen's Road and the school driveway;
- Vehicle occupancy observations during pick-up and drop-off periods;
- Parking conditions including parking space occupancy; and
- General operational observations

Sources of data for this assessment include St. Agnes & St. Stephen's School and the files and library of Gorove/Slade Associates, Inc.

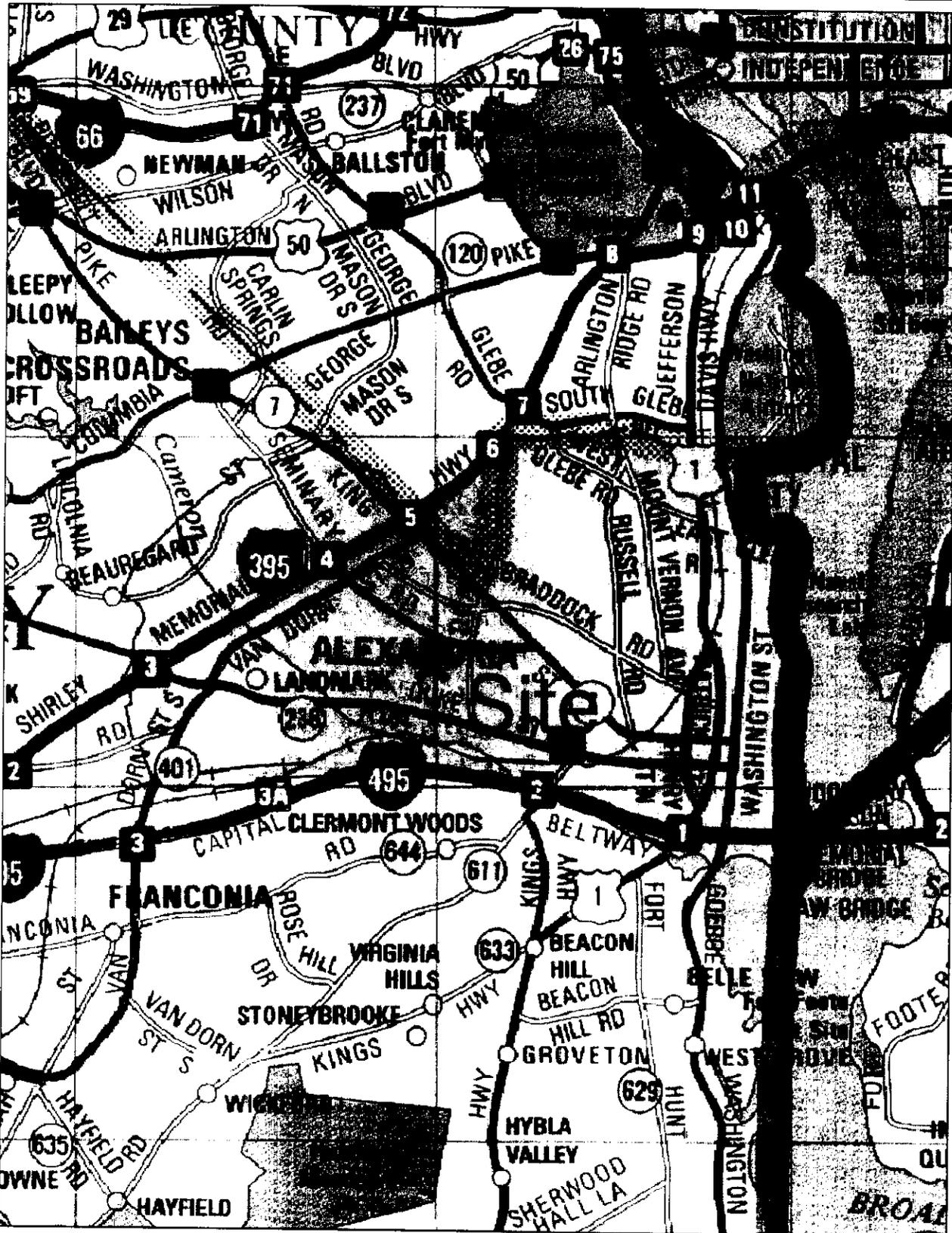


Figure 1
Site Location Map

EXISTING CONDITIONS

Roadway Network

St. Stephen's & St. Agnes School is served by St. Stephen's Road on the east side of the campus. St. Stephen's Road is a local roadway which extends between Seminary Road to the north and a network of local, neighborhood roadways to the south. This roadway primarily serves local residential traffic and has a two-lane cross-section with conditional parking lanes on both sides.

The campus is served by one two-lane driveway at St. Stephen's Road. The driveway extends to the front of the school building to a roundabout-type pick-up and drop-off location. There is a one-way loop roadway that originates just east of the roundabout, extends into the student/faculty parking lot, and circulates around the school in a clockwise direction before intersection again with the roundabout.

Recent Modifications

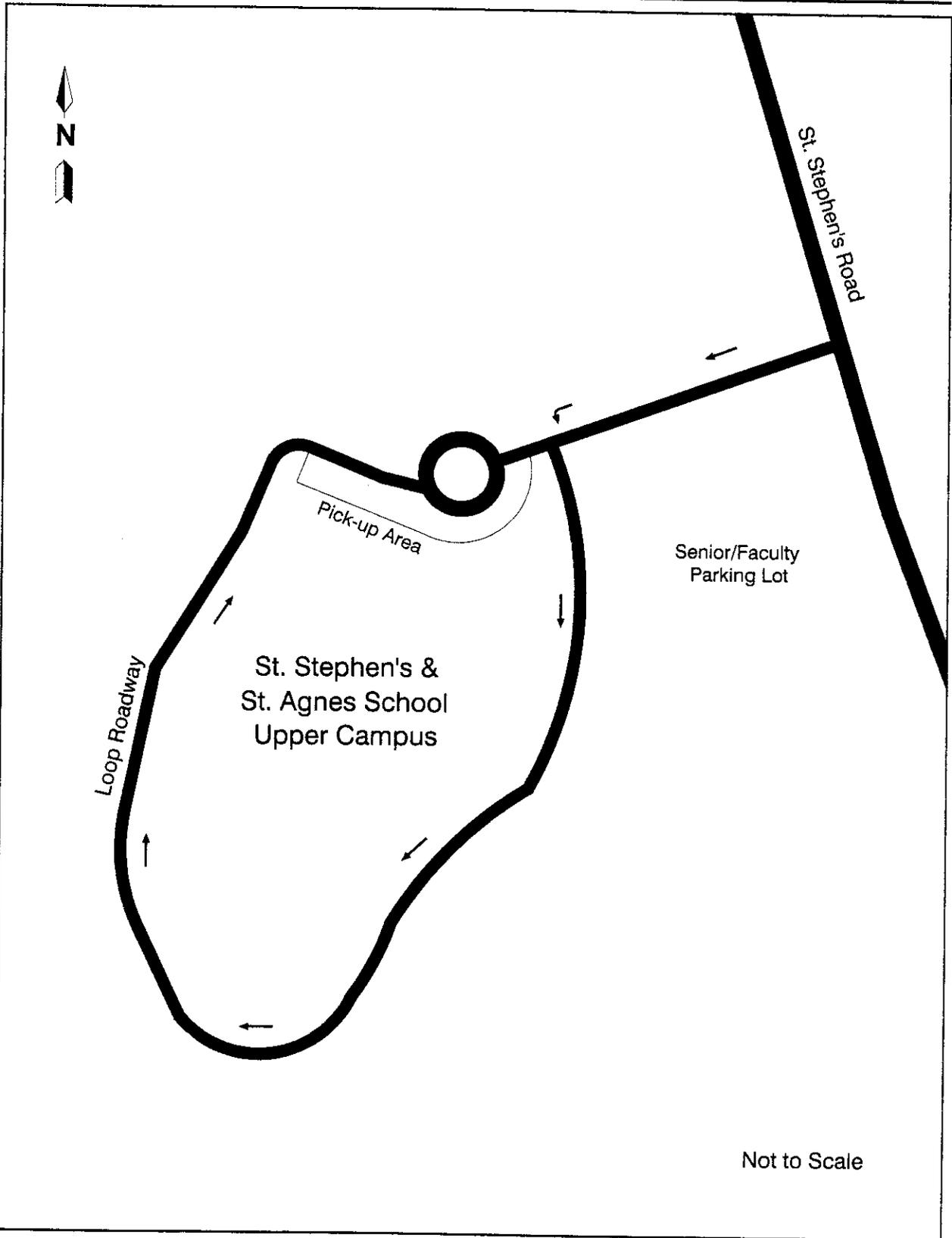
During the past year, St. Stephen's & St. Agnes School has made considerable improvements to the circulation pattern during pick-up operations in the afternoon. The former circulation pattern for motorists picking up students involved driving to the end of the driveway in the roundabout and then parking and waiting for the students to come out. With this pattern, the queue of motorists waiting to get into the roundabout extended on campus to St. Stephen's Road. The latest improvement included changing the circulation pattern to create more space for motorists to queue. This was done by implementing previous recommendations regarding the width of the roadway around the school to accommodate two lanes of traffic. The roadway would still operate as one-way but would allow enough room for a vehicle to pass a parked bus or vehicle waiting to pick up students. As a result of the widening, the motorists picking up students now turn onto the loop roadway and drive around the school to where it connects with the roundabout. Figure 2 presents an illustration of this new circulation pattern.

Existing Traffic Circulation Patterns

Traffic counts and field observations were conducted on Wednesday, November 8, 2000 at the St. Stephen's Road intersection with the school driveway and at the roundabout on the north side of the school. Field observations during the AM and PM peak hours included the identification of queue lengths, circulation patterns and vehicle occupancy estimations. The traffic counts were conducted from 7:45am to 8:30am and 2:45pm to 3:45pm in 5-minute increments to better identify the peaking characteristics of the inbound and outbound traffic flows.

Afternoon Pick-Up Operations

Currently, motorists turn onto the loop roadway from the school driveway, drive around the school and then park in the roundabout to pick up students. There are numerous staff members located around the school who control the flow of traffic. The locations and responsibilities of these individuals are listed below:



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Figure 2
Existing Circulation Pattern
Afternoon Peak Hour

1. Intersection of St. Stephen's Road and the school driveway. This individual controls the traffic flow on St. Stephen's Road while buses exit the school grounds and stops cars exiting the school grounds to allow local traffic to pass during afternoon pick-up operations.
2. Intersection of the school driveway and the loop roadway. This individual stops the left-turning traffic from the driveway onto the loop roadway and gives the right-of-way to the exiting vehicles from the roundabout.
3. Intersection of the loop roadway and the roundabout. There are two individuals who control the number of vehicles entering the roundabout and also allow individuals to cross the loop roadway safely between the playing field and the school building.
4. There are two other locations around the loop roadway at which individuals are located to control the flow of traffic. These individuals are in communication with the persons at the intersection of the loop roadway and the roundabout. When more vehicles can be accommodated in the roundabout, these individuals are notified via radios and allow a specific number of vehicles through. These people insure safe street crossing at strategic locations and prevent excessive queues at the bus loading area.

The maximum queue length experienced on the driveway occurred at approximately 3:25pm. At this time, the queue length consisted of 10 vehicles entirely on campus and extended two or three car-lengths from St. Stephen's Road. The queuing on the driveway during the afternoon time period is controlled by the traffic controller at the intersection of the driveway and the loop roadway. This individual stops the inbound, left turning motorists to allow the outbound motorists from the circle to exit. By giving the inbound traffic the right of way, this queue length can be reduced.

There are approximately seven full-size buses, one mini-bus and one van which load along either the curb to the north of the front entrance to the school building or in the roundabout. All buses leave the school at 3:30pm. Once the buses leave the campus, there is no more traffic control by the individuals. Therefore, the motorists picking up students after 3:30pm do not drive around the loop roadway, but instead pull directly into the roundabout from the driveway. As a result, many motorists picking up students wait until the traffic controllers leave before entering the campus. During the 3:30pm to 3:45pm time period, approximately 49% of all the inbound traffic arrived, even though school is dismissed at 3:10pm.

Morning Drop-Off Operations

The drop-off operations during the AM peak hour remains unchanged from previous years. Motorists access the roundabout directly from the school driveway and do not utilize the loop roadway. This circulation pattern does not present any traffic flow problems because of the staggered arrival times. The maximum queue observed was approximately 10 vehicles on the driveway between the roundabout and St. Stephen's Road and did not come close to extending onto St. Stephen's Road. Overall during the observations, there was usually no queue to get into the roundabout.

Parking Conditions

There is a combination of staff, student, bus, van and visitor parking available on the school campus. The majority of the spaces are located along the school driveway and to the southeast of the school building. There are also spaces along the loop roadway, right-of-way permitting. Permits are distributed to some of the students based on grade level. Only the students who have permits are able to park on-campus. Students who drive but do not have a permit, park either on St. Stephen's Road, adjacent to the baseball field, or in the church parking lot to the southwest of the school property. The school leases 40 parking spaces from the church during the day to accommodate these students. All of these spaces, both on-campus and off-campus, are generally fully occupied during the school day.

FUTURE CONDITIONS

The school currently has 438 students and the proposal would increase the maximum enrollment to 450 students. The traffic circulation and parking issues associated with the larger student body class size are discussed in this section of the report.

Analysis of Future Conditions

Considering maximum expansion, enlarging the school's student body to 450 results in 12 additional students to be dropped-off and picked-up each day. In order to determine what the impact of this will be, an analysis was performed to project future traffic volumes. The current number of students was compared to the existing traffic volumes. The projected volumes were achieved by utilizing the current student-volume ratios to linearly derive future volumes. The results of this analysis are presented in Tables 1 and 2 below.

Table 1
Existing and Projected A.M. Traffic Volumes

Start Time	Existing Traffic Volumes		Projected Traffic Volumes	
	In	Out	In	Out
7:45 a.m.	105	45	108	46
8:00 a.m.	47	42	48	43
8:15 a.m.	10	3	10	3
Total	162	90	166	92

As Table 1 shows, increasing the student body class size to 450 results in four additional vehicles entering and two additional vehicles exiting the campus during the morning peak hour.

Table 2
Existing and Projected P.M. Traffic Volumes

Start Time	Existing Traffic Volumes		Projected Traffic Volumes	
	In	Out	In	Out
2:45 p.m.	20	9	21	9
3:00 p.m.	8	9	8	9
3:15 p.m.	31	38	32	39
3:30 p.m.	56	81	58	83
Total	115	137	119	140

As Table 2 shows, increasing the student body class size results in four additional vehicles entering and three additional vehicles exiting the campus during the afternoon peak hour.

The expected maximum queue resulting from the future projected volume conditions was also determined. It was assumed that the service rates, the rates at which vehicles perform the pick-up and drop-off functions, will not change because the future dwell times can be expected to be similar. In addition, an increase in the number of faculty and staff is not projected. The effect of faculty and staff traffic was assumed to be negligible because an increase in faculty and staff is not expected. These arrivals and departures associated with faculty and staff typically take place before and after the maximum queues are observed, respectively. Therefore, a linear relationship was also used to project future expected maximum queues. Table 3 contains the results of the queuing analysis.

Table 3
Existing and Projected Maximum Queue

Time Period	Existing Queue* (vehicles)	Projected Queue (vehicles)	Queue Difference
AM	10	10	0
PM	10	10	0

* Because of different circulation patterns, queue length was measured from roundabout during AM peak period and from loop roadway during PM peak period.

Table 3 shows that the additional school traffic will not be expected to increase the daily maximum vehicle queues during either the morning and afternoon. Ten vehicles can easily be accommodated in the 380-foot length of the driveway between the loop roadway and St. Stephen's Road.

In addition to the future volumes and queues, the future parking demand relating to the school expansion was also evaluated. The maximum enrollment increase will be 12 students. The proposed parking increase will be 32 parking spaces. The number of proposed parking spaces is approximately 266% of the increase in student enrollment. Therefore, there will be more parking spaces per student in the proposed plan than what exists today.

CONCLUSIONS

Based on the analysis performed for this study, the increase of the St. Stephen's & St. Agnes School student body from 438 students to 450 students will not increase vehicle queues significantly. Also, the proposed additional parking supply of 32 parking spaces will adequately accommodate the increased parking demand due to the student body expansion. The analysis presented in this report supports the following conclusions:

- The queue length on the school driveway will not increase from the existing conditions during either the morning or afternoon peak hours. Therefore, the increase in student enrollment will not affect traffic operations at the driveway or on St. Stephen's Road. Also, the queue length during the afternoon peak period can be controlled by the traffic controller at the intersection of the driveway and the loop roadway.
- The additional 32 parking spaces proposed will provide a sufficient number of spaces to accommodate the increased demand associated with the increased maximum enrollment. In fact, there will be more parking spaces per student than what exists today.

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SPEAKER'S FORM

**PLEASE COMPLETE THIS FORM AND GIVE IT TO THE CITY CLERK
BEFORE YOU SPEAK ON A DOCKET ITEM.**

DOCKET ITEM NO. 6

PLEASE ANNOUNCE THE INFORMATION SPECIFIED BELOW PRIOR TO SPEAKING.

1. NAME: DUNNAN W BLAIR
2. ADDRESS: 112 S. Alford
3. WHOM DO YOU REPRESENT, IF OTHER THAN YOURSELF? St Stephens 1st Grades + CSADU
4. WHAT IS YOUR POSITION ON THE ITEM?
FOR: AGAINST: OTHER:
5. NATURE OF YOUR INTEREST IN ITEM (PROPERTY OWNER, ATTORNEY,
LOBBYIST, CIVIC INTEREST, ETC.):
Attorney
6. ARE YOU RECEIVING COMPENSATION FOR THIS APPEARANCE BEFORE
COUNCIL? YES NO

This form shall be kept as a part of the Permanent Record in those instances where financial interest or compensation is indicated by the speaker.

A maximum of 5 minutes will be allowed for your presentation. If you have a prepared statement, please leave a copy with the City Clerk.

Additional time, not to exceed 15 minutes, may be obtained with the consent of the majority of the Council present, provided that notice requesting additional time with reasons stated is filed with the City Clerk in writing before 5:00 p.m. of the day preceding the meeting.

The public normally may speak on docket items only at Public Hearing Meetings, and not at Regular Meetings. Public Hearing Meetings are usually held on the Saturday following the second Tuesday in each month; Regular Meetings are regularly held on the Second and Fourth Tuesdays in each month. The rule with respect to when a person may speak to a docket item can be waived by a majority vote of Council members present, but such a waiver is not normal practice. When a speaker is recognized, the rules of procedures for speakers at public hearing meetings shall apply.

In addition, the public may speak on matters which are not on the docket during the Public Discussion Period at Public Hearing Meetings. The Mayor may grant permission to a person, who is unable to participate in public discussion at a Public Hearing Meeting for medical, religious, family emergency or other similarly substantial reasons, to speak at a regular meeting. When such permission is granted, the rules of procedures for public discussion at public hearing meetings shall apply.

Guidelines for the Public Discussion Period

- All speaker request forms for the public discussion period must be submitted by the time the item is called by the City Clerk.
- No speaker will be allowed more than 5 minutes, and that time may be reduced by the Mayor or