

PROPOSED DEVELOPMENT CONDITIONS

SEA 01-M-036-02

~~April 30~~ May 7, 2014

If it is the intent of the Board of Supervisors to approve SEA 01-M-036-02, located at 7209 Quiet Cove Road (Tax Parcels 60-3((14))-2B, for a private school of general education, nursery school, and child-care center, pursuant to Sect. 3-404 of the Fairfax County Zoning Ordinance, staff recommends that the Board condition the approval by requiring conformance with the following development conditions. These conditions supersede all previous conditions on the property. Conditions carried forward from the previous approval, subject to only minor edits, are indicated with an asterisk (*).

General/Operational:

1. This Special Exception Amendment is granted for and runs with the land indicated in this application and is not transferable to other land.*
2. This Special Exception Amendment is granted only for the purpose(s), structure(s) and/or use(s) indicated on the special exception plat approved with the application, as qualified by these development conditions.*
3. This Special Exception Amendment is subject to the provisions of Article I 7, Site Plans, as may be determined by the Director, Department of Public Works and Environmental Services (DPWES). Any plan submitted pursuant to this Special Exception shall be in substantial conformance with the approved Special Exception Amendment Plat entitled "Special Exception Amendment Plat, Pinecrest School", consisting of six sheets, prepared by Tri-Tek Engineering, dated May 23, 2013, revised through April 3, 2014, and these conditions. Minor modifications to the approved special exception may be permitted pursuant to Par. 4 of Sect. 9-004 of the Zoning Ordinance.
4. The proposed building shall not exceed 8,650 square feet in area, and 25 feet in height, and shall be constructed in general conformance with location, orientation and character shown on the SEA Plat, and the sketch/conceptual elevation submitted by the applicant and included as Exhibit A to these conditions. Exterior materials and colors shall be consistent with the existing building (constructed in 2005) that will remain on the site.
5. Upon issuance of a Non-Residential Use Permit for this Special Exception Amendment, the maximum daily enrollment shall be limited to 180 students, limited to nursery school through 8th grade, with before and after-school child-care available to students enrolled in this private school of general education only. Nursery school enrollment shall be limited to a maximum of 45 students.

6. A maximum of 22 employees shall be on-site at any one time.
7. Upon issuance of a Non-Residential Use Permit for this Special Exception Amendment, Hours of Operation shall be limited to Monday through Friday 7:00a.m. to 6:30p.m, with employee arrivals/departures excluded from this limitation.
8. Weekend activities shall be limited to a maximum of twelve (12) times per year to provide an opportunity for events such as open houses, book fairs, fundraisers, elementary school graduations, annual meetings, and community events. All weekend activities shall be restricted to Saturday from 10:00 a.m. to 10:00 p.m. and/or Sunday from 12:00 p.m. to 6:30p.m. (Commercial contractors, or volunteers numbering fewer than 10 individuals performing such activities as property repair and mowing are not subject to the 12 times per year limitation.) Outdoor work performed on weekends by commercial contractors can only be performed on Sunday. Emergency repairs shall not be subject to this limitation. Parking for these weekend activities shall be accommodated on-site or by alternative arrangement to accommodate any overflow parking off-site, in accordance with Condition 16 (below).*
9. A maximum of eighteen (18) school functions, including, but not limited to, back to school night, open house, grandparents day, academic open house, holiday open house, international day, teacher appreciation dinner, spring fair, kindergarten graduation and an annual summer production/dinner show are permitted during the normal school year. These activities shall be limited as follows:
 - A. Any open house held during the school day (7:00a.m. to 6:30p.m. on Monday through Friday) shall occur for a maximum period of two hours at any one time;
 - B. School related functions held after school hours on Monday through Friday (beginning no earlier than 6:00p.m.) shall be concluded by approximately 9:30 p.m., although employees may remain on-site after 9:30 p.m. to facilitate clean-up. Parking for these school functions shall be accommodated on-site or by alternative arrangement to accommodate any overflow parking off-site, in accordance with Condition 16 (below).

At the beginning of each school year, a calendar of all planned after hour meetings, weekend activities and school functions shall be submitted to the presidents of neighboring Homeowners' Associations and those residences adjacent to the school. At a minimum, this calendar and subsequent changes shall include the date of the activity or event, the purpose ~~of the activity~~ and the time frame, off-site parking arrangements ~~for parking~~, if any, and a statement that parking for Pinecrest School activities and events shall ~~not be permitted~~ be discouraged in the surrounding neighborhoods and on adjacent neighborhood streets. Any changes to the calendar shall be submitted to the HOA presidents and adjoining residences at least 14 calendar days prior to the event/activity.

10. No exterior intercom system shall be used for the subject property (with the exception of emergencies).*
11. Building-mounted security lights to be installed on the existing or proposed buildings shall be controlled by motion-activated sensors. All outdoor lighting shall be focused downward and shielded to minimize glare beyond the property, and shall meet the Performance Standards set forth in Article 14 of the Zoning Ordinance.*
12. Outdoor recreation area(s) shall be provided in accordance with that shown on the SEA Plat, and the provisions of Sections 9-309 and 9-310 of the Zoning Ordinance, to accommodate at least 33% of the maximum student enrollment, exclusive of the nursery school enrollment, at any given time. All outdoor recreation areas shall be located outside of the minimum required front yard along Thornton Street.*
13. The outdoor recreation area depicted north of the existing building and south of Lot 99 of the Kenwood Section 3 subdivision shall be constructed of a soft surface designed to minimize sound transmission.*
14. A summer camp may be held when school is not in session, and within permitted operating hours of the private school use.
15. Upon request, school facilities will be available to non-profit and/or community groups for a meeting or similar type of activity, at no cost, no more than once per month, limited to the hours listed in Conditions 8 and 9 (above), and conditioned upon the parking restrictions outlined in Condition 16 (below). These public activities shall be in addition to the school events described in Conditions 8 and 9 ~~(above)~~.

Access/Parking:

16. On-site parking shall be consistent with parking depicted on the Special Exception Plat, as determined by DPWES. Parking for employees, parents and visitors shall be accommodated on-site or according to an off-site agreement, approved by DPWES, to provide a shuttle service to an alternate site (by car, van or bus). Employees shall be directed to utilize parking spaces in a manner that will minimize conflicts with visitors and the daily drop-off/pick-up of children. Overflow parking may be allowed on lawn areas for special events (per Conditions 8 and 9 above), ~~and~~ limited to the area shown on the parking exhibit included as Exhibit B of these conditions. Parking shall not be permitted in fire lanes, or along the entrance driveway (which serves as a required fire access lane), ~~or on adjacent streets. Off-site parking shall not be permitted in the surrounding neighborhood streets, on Annandale Road, Quiet Cove Road, or Thornton Street, for any event held at Pinecrest School.~~

~~16-17.~~ Signage shall be posted within the access easement restricting speed limits on the site and throughout the access easement to 10 miles per hour.*

~~17-18.~~ The entrance driveway shall be signed and/or striped as a fire lane and shall be widened, as needed, to maintain the 20-foot minimum width required for fire access to the site, to the satisfaction of the Fairfax County Fire Marshal office.

~~18-19.~~ All signs shall be in accordance with the provisions of Article 12 of the Zoning Ordinance. No temporary signage shall be allowed on or off-site that does not conform to the requirements of 12-103 of the Ordinance.*

~~19-20.~~ Two (2) speed bumps shall be maintained within the access easement and in the general location of the existing stop sign.*

Transportation Management Plan (TMP):

~~20-21.~~ A Transportation Management Plan (“TMP”) shall be developed and implemented by the Applicant in order to minimize the amount of trips generated by the school expansion (specifically related to the intersection of Annandale Road and Quiet Cove) and its parking impacts on the adjacent and surrounding road network (more specifically the southbound left turn capacity on Annandale Road at Quiet Cove) during the school year ~~and more critically the weekday AM peak hour~~. The TMP shall be developed and implemented to complement the physical attributes of the proposed school modifications as may be referenced elsewhere in these conditions and/or reflected on the special exception plat. In addition, the TMP shall include a plan for the mitigation of all off-site parking impacts, such as the provision of offsite parking agreements and shuttles, and/or the pursuit of parking restrictions on Quiet Cove. A copy of the transportation plan shall be submitted to FCDOT within 90 days after the approval of this application. The TMP is an on-going condition and as such shall not expire during the life of this SE, except for the provisions for monitoring and reporting, as described in paragraphs D and E of this condition. The TMP shall include the following components:

- A. TMP Coordinator - Designation of an individual or school committee to develop, implement and monitor the plan and serve as a liaison with the Fairfax County Department of Transportation (FCDOT) and the Quiet Cove neighborhood, as well as the Mason District Supervisor’s office. The Applicant shall provide written notice to FCDOT and the Mason District Supervisor as to the designated TMP Coordinator within 30 days prior to the beginning of the first school year after any approval of this application. Notification of any change in the designated TMP Coordinator shall also be provided to FCDOT and the Mason District Supervisor within 30 days of such a change.

- B. TMP Reduction Objectives - The goal of the TMP is to limit trips associated with the school to no more than 77 inbound AM trips and 63 outbound AM trips based on an enrollment of 155 students; and no more than 89 inbound AM trips and 73 outbound AM trips based on a projected total enrollment of 180 students. For purposes of this condition, the AM peak hour referenced in this Proffer is considered the peak hour associated with the school use and not the adjacent street peak.
- C. Procedure Manual - All parents shall receive written information prior to the commencement of the school year (each September) and again each January that clearly delineates various vehicle routes when driving to/from the school and specific drop-off and pick-up procedures. This information shall also be reviewed verbally with parents at back to school night. Included in the procedure manual shall be written contact information for the TMP Coordinator and the Mason District Supervisor's office. Parents shall be encouraged to report any difficulties associated with accessing the school to the Mason District Supervisor's office, FCDOT, and the Zoning Administrator.

The distributed materials shall include the following:

- (i) Driving Restrictions - At any time when driving to or from school property, drivers shall not discharge students on either Thornton Street or Quiet Cove, block neighborhood driveways, fire lanes or intersections, and shall not turn around in neighborhood driveways.
- (ii) Drop-off and Pick-up Procedures - During regularly scheduled arrival and dismissal periods, staff and/or volunteers, designated by the TMP Coordinator, shall supervise the unloading and loading of children at all times from their vehicles, ~~and~~ all unloading and loading of children shall be done on-site.
- D. Monitoring - Beginning with the first September after school enrollment reaches 155 students and continuing for the next consecutive school year, AM inbound and outbound traffic to and from Quiet Cove at Annandale Road, and the entrance to the school on Quiet Cove, shall be measured in fifteen (15) minute intervals during the morning school peak hour on each of two school days during a typical week in October and again in March or April, when other area public schools are in session and not during periods of inclement weather. With the exception of the school's director, neither staff nor parents shall be advised in advance of the days traffic counts will be conducted. The methodology for such counts shall be coordinated with FCDOT prior to the initiation of the first traffic count to be conducted in October. Inbound and outbound traffic shall be measured separately and then added together in fifteen (15) minute intervals. The morning peak hour school traffic counts are defined as the highest sum of four (4) consecutive fifteen (15) minute counts. The morning peak hour volumes shall be averaged across the two school days

and compared to the TMP goal. The goal is met if the observed average in March or April is less than or equal to the goal outlined in Sub-paragraph B. If the goal is met for each of the two years, retesting shall not be required and enrollment may be increased to 180 students.

- (i) If the TMP goal is not met, the applicant shall not be permitted to increase student enrollment above the 155 students the following year and must identify additional measures, in consultation with FCDOT, to reduce AM peak hour school traffic and then implement those measures. Retesting shall then be required the next school year (March or April) and continue until the goal is met for two consecutive years at which time retesting shall not be required and enrollment may be increased to 180 students the following school year.
- (ii) Notwithstanding the above, if the TMP goal for 155 students is not met for two (2) consecutive years, and the school then implements mandatory shuttling/bussing of students in order to meet the TMP goals, then the school may increase the level of enrollment to 180 students. In such an event, retesting will be required for the subsequent two school years in each March or April. If the goal is not met after two years of subsequent tests, then the enrollment the following school year shall be reduced to 155 students.
- (iii) In the event enrollment is rolled back to 155 students pursuant to Subparagraph D(ii), the school would not be permitted to increase enrollment back to 180 students until such time as the results of two consecutive annual traffic counts and/or analyses can demonstrate to the satisfaction of FCDOT that trip goals established in Subparagraph B for 155 students have been met and/or that mandatory shuttling/bussing of students will occur in perpetuity.
- (iv) At such time as mandatory shuttling/bussing of students is implemented or at any time after a minimum of two consecutive counts reveals that the trip thresholds have been met for the applicable number of students, then at FCDOT's sole discretion monitoring and/or reporting may discontinued or modified.

E. Reporting - Within 30 days after the first traffic counts referenced in condition D are collected, the Applicant will submit copies of the traffic data and a summary of the measures taken to meet or exceed the goals outlined in Sub-paragraph B to FCDOT and the Mason District Supervisor's office. If additional counts are required in accordance with condition D(i), (ii) or (iii), then copies of these subsequent counts will also be forwarded within 30 days of completion.

Stormwater Management:

~~21-22.~~ Stormwater management (SWM)/best management practice (BMP) facilities shall be in substantial conformance with the Special Exception Plat, as determined by DPWES, and shall meet all current County Ordinances and/or standards, or a Special Exception Amendment may be required. Sufficient flexibility shall be allowed to accommodate minor modifications to the plan required by the implementation of any new stormwater ordinances.

Transitional Screening/Landscaping:

~~22-23.~~ A solid barrier, which may include a board-on-board fence six feet in height, shall be maintained along the northern and eastern property boundaries (excluding the area that lies within the front yard of Thornton Street).*

~~23-24.~~ Tree plantings shall be installed and maintained as depicted on the Special Exception Amendment Plat with a minimum installation height of six feet. In addition, a decorative six-foot board-on-board fence with alternating vertical boards and decorative one-foot lattice work along the top of the fence shall be maintained along the western property line adjacent to the Quiet Cove subdivision. The overall height of the decorative fence and lattice work shall be seven feet.*

~~24-25.~~ Supplemental plantings, generally consistent with that shown on the SEA Plat, shall be provided along the northern and western boundaries to meet the intent of the required Type I, 25-foot wide transitional screening buffers, as determined by the Urban Forester at the time of site plan review.

~~25-26.~~ Evergreen trees and shrubs shall be planted along the southern property line, generally consistent with that shown on the Special Exception Amendment Plat, and supplemented, as needed, to sufficiently meet the intent of the Type H barrier requirement along that property line, and to provide a continuous line of evergreen plantings that will provide year-round screening of the onsite activities, including headlight glare from the reconfigured parking areas, as determined by the Urban Forestry Management Division of DPWES.

~~26-27.~~ A contiguous row of evergreen plantings as depicted on the Special Exception Amendment Plat shall be maintained along the northern edge of the access road within the ingress/egress easement. The plantings shall extend from the northeastern corner of the access easement to the edge of the stormwater culvert at the intersection of Quiet Cove and the access easement. *

~~27-28.~~ Landscaping: Native and non-invasive species, including perennials and seed mixes, shall be used exclusively for landscape and other plantings on the property.

Plant species shall be provided at the time of site plan submission, and shall be subject to the approval of the Urban Forestry Division of DPWES.

Green Building:

~~28-29~~. In order to promote sustainable design, the following measures shall be taken in conjunction with the construction of the proposed building:

- A. A LEED®-accredited (or equivalent program) professional shall be included as a member of the design team. The LEED®-accredited professional will work with the team to incorporate sustainable design elements and innovative technologies into the proposed building. At the time of site plan submission, documentation will be provided to the Environment and Development Review Branch of DPZ demonstrating compliance with the commitment to engage such a professional.
- B. LED or compact fluorescent lamps shall be incorporated in interior building light fixtures.
- C. Motion sensor faucets and flush valves and ultralow-flow plumbing fixtures that have a maximum water usage listed below (to be modified with the project-specific fixtures) shall be used. Manufacturers' product data shall be provided prior to the issuance of a Non-RUP.

- Water Closet (gallons per flush, gpf) 1.28
- Urinal (gpf) 0.5
- Showerheads (gallons per minute, gpm*) 20
- Lavatory faucets (gpm**) 1.5
- Kitchen and janitor sink faucets 2.20
- Metering faucets 0.25

*When measured at a flowing water pressure of 80 pounds per square inch (psi).

**When measured at a flowing water pressure of 60 pounds per square inch (psi).

- D. An area for the separation, collection and storage of glass, paper, metal, plastic and cardboard generated by employees shall be provided. A dedicated area for the storage of materials to be recycled shall be provided.
- E. Low-emitting materials shall be used for all adhesives, sealants, paints, coatings, floor systems, composite wood, and agrifiber products, as well as furniture and furnishings, if available. Low-emitting is defined according to the following table:

Application	(VOC Limit g/L less water)
Carpet Adhesive	50
Rubber floor adhesive	60
Ceramic tile adhesive	65
Anti-corrosive/anti-rust paint	250
Clear wood finishes	350

Manufacturers' product data shall be provided prior to the issuance of a Non-RUP.

- F. Carpet and carpet padding shall be installed that meets the testing and product requirements of the Carpet and Rug Institute Green Label Plus Program. Manufacturers' product data shall be provided prior to the issuance of a Non-RUP.
- G. Vinyl composition tile and rubber tile flooring shall be installed that meets the requirements of the FloorScore certification program. Manufacturers' product data and certification letter shall be provided to the issuance of a Non-RUP.
- H. Energy Star, or equivalent, appliances and equipment for all refrigerators, water heaters, computers, monitors, water coolers, and other appliances and office equipment (if available) shall be installed. Installation locations and manufacturers' product data, including the Energy Star energy guide if installed, shall be provided prior to the issuance of a Non-RUP.

Forestry:

29-30. Tree Preservation: The applicant shall submit a Tree Preservation Plan and Narrative as part of the first and all subsequent site plan submissions. The preservation plan and narrative shall be prepared by a Certified Arborist or a Registered Consulting Arborist, and shall be subject to the review and approval of UFMD.

The tree preservation plan shall include a tree inventory that identifies the location, species, critical root zone, size, crown spread and condition analysis percentage rating for all individual trees located within the tree save area living or dead with trunks 10 inches in diameter and greater (measured at 4 ½ -feet from the base of the trunk or as otherwise allowed in the latest edition of the Guide for Plant Appraisal published by the International Society of Arboriculture) and 25 feet outside of the proposed limits of clearing, in the undisturbed area and within 10 feet of the proposed limits of clearing in the area to be disturbed. All trees inventoried shall be tagged in the field with small metal tags so they can be easily identified. If

permission is not allowed from the offsite property owner to tag trees, it shall be noted on the tree preservation plan by providing written documentation between the applicant and the offsite property owner. The tree preservation plan shall provide for the preservation of those areas shown for tree preservation, those areas outside of the limits of disturbance shown on the SE Plat and those additional areas in which trees can be preserved as a result of final engineering. The tree preservation plan and narrative shall include all items specified in PFM 12-0507 and 12-0509. Specific tree preservation activities that will maximize the survivability of any tree identified to be preserved, such as: crown pruning, root pruning, mulching, fertilization, compost tea, Cambistat, radial mulching, notes and details for asphalt removal around trees, and others as necessary, shall be included in the plan.

30-31. Tree Preservation Walk-Through: The Applicant shall retain the services of a Certified Arborist or Registered Consulting Arborist, and shall have the limits of clearing and grading marked with a continuous line of flagging prior to the walk-through meeting. During the tree-preservation walk-through meeting, the Applicant's Certified Arborist or landscape architect shall walk the limits of clearing and grading with an UFMD representative to determine where adjustments to the clearing limits can be made to increase the area of tree preservation and/or to increase the survivability of trees at the edge of the limits of clearing and grading, and such adjustment shall be implemented. Trees that are identified as dead or dying may be removed as part of the clearing operation. Any tree that is so designated shall be removed using a chain saw and such removal shall be accomplished in a manner that avoids damage to surrounding trees and associated understory vegetation. If a stump must be removed, this shall be done using a stump-grinding machine in a manner causing as little disturbance as possible to adjacent trees and associated understory vegetation and soil conditions.

31-32. Limits of Clearing and Grading: The Applicant shall conform strictly to the limits of clearing and grading as shown on the SE Plat, subject to allowances specified in these conditions and for the installation of utilities and/or trails as determined necessary by the Director of DPWES, as described herein. If it is determined necessary to install utilities and/or trails in areas protected by the limits of clearing and grading as shown on the SE Plat, they shall be located in the least disruptive manner necessary as determined by the UFMD, DPWES. A replanting plan shall be developed and implemented, subject to approval by the UFMD, DPWES, for any areas protected by the limits of clearing and grading that must be disturbed for such trails or utilities.

32-33. Tree Preservation Fencing: All trees shown to be preserved on the tree preservation plan shall be protected by tree protection fence. Tree protection fencing in the form of four (4) foot high, fourteen (14) gauge welded wire attached to six (6) foot steel posts driven eighteen (18) inches into the ground and placed no further than ten (10) feet apart or, super silt fence to the extent that required trenching for super silt fence does not sever or wound compression roots which can lead to

structural failure and/or uprooting of trees shall be erected at the limits of clearing and grading as shown on the demolition, and phase I & II erosion and sediment control sheets, as may be modified by the “Root Pruning” condition below.

All tree protection fencing shall be installed after the tree preservation walk-through meeting but prior to any clearing and grading activities, including the demolition of any existing structures. The installation of all tree protection fencing shall be performed under the supervision of a Certified Arborist, and accomplished in a manner that does not harm existing vegetation that is to be preserved. Three (3) days prior to the commencement of any clearing, grading or demolition activities, but subsequent to the installation of the tree protection devices, the UFMD, DPWES, shall be notified and given the opportunity to inspect the site to ensure that all tree protection devices have been correctly installed. If it is determined that the fencing has not been installed correctly, no grading or construction activities shall occur until the fencing is installed correctly, as determined by the UFMD, DPWES.

33-34. Root Pruning: The Applicant shall root prune, as needed to comply with the tree preservation requirements of these development conditions. All treatments shall be clearly identified, labeled, and detailed on the erosion and sediment control sheets of the site plan submission. The details for these treatments shall be reviewed and approved by the UFMD, DPWES, accomplished in a manner that protects affected and adjacent vegetation to be preserved, and may include, but not be limited to the following:

- A. Root pruning shall be done with a trencher or vibratory plow to a depth of 18 - 24 inches.
- B. Root pruning shall take place prior to any clearing and grading, or demolition of structures.
- C. Root pruning shall be conducted with the supervision of a Certified Arborist or Registered Consulting Arborist.
- D. An UFMD, DPWES, representative shall be informed when all root pruning and tree protection fence installation is complete.

34-35. Site Monitoring: During any clearing or tree/vegetation/structure removal on the Applicant Property, a representative of the Applicant shall be present to monitor the process and ensure that the activities are conducted as conditioned and as approved by the UFMD. The Applicant shall retain the services of a Certified Arborist or Registered Consulting Arborist to monitor all construction and demolition work and tree preservation efforts in order to ensure conformance with all tree preservation development conditions, and UFMD approvals. The monitoring schedule shall be described and detailed in the Landscaping and Tree Preservation Plan, and reviewed and approved by the UFMD.

35-36. Invasive Species Management Plan: The Applicant shall create and implement an invasive species management program for the Tree Conservation Ordinance to include all areas shown to be preserved, where 10-year canopy is being claimed that contains invasive plant material (PFM 12-0404.2B and 12-0509.3D) and clearly identifies targeted species, details removal and treatment techniques, replanting with herbaceous and woody material, monitoring, program duration, etc., as reviewed and approved by the UFMD.

Construction Phasing:

36-37. Outdoor recreation and parking areas shall be provided throughout the construction process to maintain conformance with minimum Ordinance requirements, based on the current enrollment of the school at that time. Outdoor recreation areas shall be protected, to the extent practical, from adverse environmental impacts associated with the construction process, to include dust, noise and other pollutants, and may include temporary fencing, as needed.

37-38. Outdoor construction activity related to this SEA approval shall be limited to the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday, and 9:00 a.m. and 4:00 p.m. on Saturdays. No outdoor construction activities shall be permitted on Sundays or federal holidays. The site superintendent shall notify all employees and subcontractors of these construction hours and shall ensure that the construction hours are respected by all employees and subcontractors.

Pursuant to Section 9-015 of the Zoning Ordinance, this special exception shall automatically expire, without notice, thirty (30) months after the date of approval unless the new Non-Residential Use Permit has been issued. The Board of Supervisors may grant additional time to establish the use or to commence construction if a written request for additional time is filed with the Zoning Administrator prior to the date of expiration of the special exception. The request must specify the amount of additional time requested, the basis for the amount of time requested and an explanation of why additional time is required.