



MCPB
Item #
July 8, 2010

MEMORANDUM-- UPDATED

DATE: ~~June 25, 2010~~ July 2, 2010

TO: Montgomery County Board of Appeals

FROM: Renée M. (Miller) Kamen, AICP, Senior Planner
Development Review Division (301-495-4723) *RMK*

VIA: Rose G. Krasnow, Chief, Development Review Division *RK*
Ralph D. Wilson, Zoning Supervisor

SUBJECT: Special Exception Request (S-285-E- Norwood School) for a modification to an existing Private Educational Institution

MASTER PLAN: Potomac Subregion Master Plan

FILING DATE: February 9, 2010

PLANNING BOARD: July 8, 2010

PUBLIC HEARING: July 20 & 21, 2010

STAFF RECOMMENDATION: The applicant is proposing a campus master plan, which in four phases will increase school year enrollment from 560 students to 600 students, with summer camp enrollment increasing from 560 participants to 850 participants. Staffing will increase from 120 to 200 for the K-8 school year, and from 120 to 216 for the summer programs. Staff recommends that proposed special exception modification S-285-E be approved, as set forth below.

Staff recommends the following approvals and conditions:

1. All terms and conditions of the previously approved special exception shall remain in full force and effect, except as modified by this petition. Norwood's Statement of Operations and special exception exhibits must be amended to include all of the changes required by these conditions.
2. Physical improvements are limited to those shown on the site and landscape plan submitted with the application, with modifications as provided in Conditions 16 and 17, below (Attachments 9 and 10).
3. The following activities are permitted during the school year (generally August 31 – June 16): (i) before care and pre-K - 8th grade school programs for Norwood students; (ii) community accessible after school enrichment and educational classes, indoor/outdoor recreation, tutoring, college entrance examination prep courses; art education classes and winter and spring break enrichment camps; (iii) Mid-Atlantic Teacher's Institute (MATI); and (iv) facility rentals for educational, community indoor/outdoor recreation, tutoring, college entrance exam prep courses, and art education uses.
4. Other events and activities that are inherent in the operation of a private educational institution for the use of students enrolled during the school year are permitted, including school dances, the secondary school placement fair, spring picnics, student/parent breakfasts and dinners, and other social activities.
5. Regular ~~weekday~~ school year ~~school~~ operations are limited to no more than 600 students and 200 adult staff (excluding volunteers, visiting coaches and parents). At no time shall the Petitioner admit a greater number of students than it is able to appropriately manage with the facilities, faculty and staff available at the time. Additionally, any one phase should not proceed until the Transportation Management Plan (TMP) for the built phase is demonstrated to be successful and the trip cap maintained.
6. Establish a school resident manager's residence, office, and storage space in the existing single-family structure near the Bradley Boulevard entrance.
7. The Performing Arts Center may be used for no more than 7 artistic performances, education presentations, and commencement exercises for users other than Norwood per calendar year.

8. A summer program is permitted under the following conditions: The summer program must be conducted for no more than 10 weeks. School operations may include summer day and twilight camps, including before- and after-care and recreational activities, Horizons at Norwood, community accessible education, indoor/outdoor recreation, tutoring, college entrance exam prep courses, and art education classes, and facility rentals. Enrollment in the summer programs is limited to 850 children, including juvenile camp counselors, and 216 adult staff (excluding volunteers, visiting coaches and parents). At no time shall the Petitioner admit a greater number of students than it is able to appropriately manage with the facilities, faculty and staff available at the time. Additionally, any one phase should not proceed until the Transportation Management Plan (TMP) for the built phase is demonstrated to be successful and the trip cap maintained.
9. The Board of Appeals shall retain jurisdiction over the case until further notice to determine, based on an annual review, whether summer activities are creating an excessive adverse impact on the neighborhood.
10. Up to 4 large-scale events per year are permitted, including a Cancer Walk-A-Thon and parking for PGA tour events held at Congressional and Avenel Country Clubs, and similar activities.
11. The petitioner must implement the Transportation Management Plan (TMP) to address the PAMR requirements of the School's proposed expansion. The bussing program must be a mandatory service provided to students attending the school, in both the school year and summer program.
12. No vehicles destined for the school are allowed to be stacked (i.e., queued) off-site and onto adjacent streets during the morning drop-off and afternoon pick-up periods.
13. The number of future peak hour trips to be generated by Norwood shall be limited to 753 and 269 during the A.M. and P.M. peak-hours, respectively. A monitoring system of annual traffic counts at the site must be submitted to the Planning Board to ensure the traffic cap is maintained.
14. The petitioner shall provide an eight-foot-wide shared use path along the MD 190 frontage and a five-foot-wide sidewalk along its MD 191 frontage subject to the MSHA's review and approval. The shared use path and sidewalk shall be constructed during Phase I.

15. Hours of operation for any on-site activity are permitted from 7:00 A.M. until 11:00 P.M., seven days per week, with the exception of the Natatorium, which may open at 5:00 A.M.
16. The petitioner shall provide additional native evergreen screening (e.g., American Holly) around the central parking area and the parking area adjacent to the Head Master's residence. Screening provided in the forest conservation easements must be approved by the Planning Department's environmental inspector to verify location and species used.
17. The petitioner must secure a 10' waiver of the side yard setbacks for the parking area adjacent to the headmaster's house or comply with the setback provision of §59-E-2.83(b). Additional screening shall be provided, as stated in Condition 16 above.
18. The Petitioner must establish a Community Liaison Council (CLC) to address operating impacts and other issues of concern to Petitioner and/or the community. The CLC shall consist of Petitioner's representative and representatives from any civic association or homeowners association within the defined neighborhood wishing to participate. The adjacent and confronting neighbors must also be invited to participate. Meetings must be held at least 4 times per year during Phase I, and twice per year afterwards. Minutes must be kept by the Petitioner and filed with the Board of Appeals annually.

I) APPLICATION SUMMARY

Site Size and Location: The site consists of a total of approximately 38.1 acres. The site is generally located on the northeast corner of Bradley Boulevard and River Road (MD 190). (See Circle Page 1.)

Current Use and Zone: The site is classified in the RE-2 (Residential, one family) zone. The property currently contains the Norwood School and two one-family residences.

Proposed Use: This request is for the construction of multiple physical structures, as well as for several operational modifications, to be accomplished in four phases.

Master Plan: The site is located in the Potomac Subregion Master Plan.

Applicant: Norwood School

II) APPLICATION BACKGROUND

Norwood School was founded in 1952 as a parish primary school, operating at St. John's Episcopal Church in Bethesda, with forty students and four teachers. In 1972, Norwood moved to its current location in Potomac. The school renovated an existing building on-site and eventually received permission to construct a new facility. Student enrollment increased gradually to 250 children, and the education program expanded from K – 2nd grade to K – 6th grade.

Currently, there are six buildings on-site, the Steuart Building, the Amanda Murray Arts Center, the Ewing Building, the Marsh Building, the Middle School Building, and the Athletic Center. These buildings are centered on the property. The existing site layout is described in Attachment 2. (See Circle Pages 2-5.) Below is a brief description of each building:

- **Steuart Building**– Lower School classrooms, tutoring rooms, math and reading classrooms, Marriott All-Purpose Room, Office of Institutional Advancement, Admission Office, MATI classroom and office, Lower School Office.
- **Amanda Murray Arts Center**– Art rooms, music room and stage, piano practice rooms, classrooms, tutoring rooms, Lower School Counselor Office, and Learning Specialists' Office.
- **Ewing Building**– 20,000 volume Carr Lower School library, Lower School classrooms, science labs, computer lab, math and reading classrooms, and Head of School's Office.
- **Marsh Building**– Lower School classrooms, math and reading classrooms, and multi-purpose gymnasium.
- **Middle School Building**– Middle School classrooms, 10,000 volume library, art rooms, music rooms, world language classrooms, Middle School Office, kitchen, Cohen Common Room (cafeteria & multipurpose space), technology suite, multimedia center, and science labs.
- **Athletic Center**– Double gymnasium, multi-purpose fitness room, Athletic Office, locker rooms, and Business Office.

Norwood filed its special exception application (S-285-E) on February 9, 2010, to seek approval of a newly established campus master plan. According to the applicant, approval of the campus master plan will provide the surrounding community with a level of certainty that does not necessarily exist now with respect to the School's future operations and physical improvements. The need for to return for numerous piecemeal modifications to the special exception is also expected to be greatly reduced. The case

is schedule for a public hearing on June 28 and June 29, 2010 at the Hearing Examiner's Office in Rockville.

III) SPECIAL EXCEPTION HISTORY

Norwood School has operated under a special exception (Case No.: CBA-2879) granted in 1970. School facilities and operations have subsequently been altered in varying degrees over the last 40 years in order to accommodate the growing educational needs of its students and those of the greater community. Originally approved for 150 students, Norwood School has added an additional 410 students for a current total of 560. The latest major modification, which was approved in 2001, allowed for a 2,700 square foot expansion to the Murray Arts Building. The legislative history of the Norwood School is described below:

- ✓ **Case No.: CBA-2879** (granted 1970): Established Norwood School at 8821 River Road. Permitted up to 150 students, on 8.5942 acres
- ✓ **Case No.: S-18** (modification to CBA-2879; granted in 1971) Approved relocation of driveway (access). This approval was later abandoned with S-285 (see below).
- ✓ **Case No.: S-285** (granted 1974): Approved construction of a new building, which is adjacent to (the now) Steuart Building, to accommodate an additional 100 students. The school's program was expanded to include grades through 6, which was to occur over a three-year period. Approved the abandonment of the relocated driveway granted in S-18 above.
- ✓ **Case No.: S-285-A** (granted 1989): Expanded the special exception boundaries to include the entire 21.298 acre tract. The approval included a 33' variance in connection with the relocation of the driveway and deed of some property to a neighbor. Enrollment was increased by 60 students to 310 students and staff was increased to 50. Other changes included a new summer program, renovations to existing buildings, and construction of 2 additions and a connection to Bradley Boulevard.
 - ✓ **Administrative Modification** (granted 1994) Description: increased enrollment to 330, with 60 staff members.
- ✓ **Case No.: S-285-B** (granted 1996): Approved an expansion of the campus to include an additional 17.462 acres; increased staff to 65, increased enrollment to

360 students; installed temporary trailers, and added two additional soccer/play fields

- ✓ **Case No.: S-285-C** (granted 1998): Increased enrollment to 560 students, with the addition of pre-kindergarten and middle school; increased staff to 120; installed 6 temporary classrooms, 4 tennis courts, 2 soccer fields, and hard surface play area, with 2 basketball nets; reconfigured the driveway; constructed an inter-parcel connector, 3 off-street parking facilities, gymnasium/classroom, and softball/baseball field; expanded the summer camp program to permit a maximum of 560 children; and added a daycare program for up to 12 children.
- ✓ **Case No.: S-285-D** (granted 2001): Approved a 2,700 square feet addition to the existing performing arts building (known as the Amanda Murray Arts Center).
 - ✓ **Administrative Modification** (2007): Requested permission to operate a Saturday foreign language school by a third party, and installation of 2 storage units. Hours of operation were to be 9:15 A.M. – 4:00 P.M. Hearing was never scheduled, so no approval was granted.

The school currently operates as follows: (1) maximum enrollment of 560 students, (2) maximum staff of 120 employees, (3) summer camp program enrollment of 560 children, (4) child day care program for up to 12 children (limited primarily to Norwood School employees), (5) a pre-kindergarten program, and (6) multiple physical plant additions and modifications throughout the campus.

IV) **APPLICATION SUBMITTAL**

Norwood School's core purpose is to establish a campus master plan for the anticipated sequencing of both the physical and operational changes at the school over the next several years. The overall campus plan includes the addition of a connector classroom building, which will link the Murray Arts Building to the Steuart Building, an indoor swimming building, a 350-seat performing arts center, storage and maintenance building, a sustainability garden, additional surface parking, signage, and stormwater management facilities. (See Circle Page 6.) The building footprint will be 113,925 square feet, an increase of 53,297 sq. ft. or 47%. Student enrollment for the academic year will increase from 560 to 600 students, which is anticipated to occur in Phase II of the operations of the school and will remain at 600 through to the conclusion of Phase IV. Summer camp enrollment is anticipated to increase during Phases I, II and IV, from the current 560 students to a maximum of 850 students.

In Phase I of the overall campus master plan, several physical modifications throughout the site are planned. The planned modifications will add 2 net parking spaces, which include 6 new parking spaces for the shuttle buses, and 4 new automobile spaces at the Headmaster's house, all by restriping the existing parking areas. No new paving will occur. Additionally, this phase will include the installation of a sustainability garden with associated storage and rainwater collection facilities, and solar panels may be added to one or more buildings. The addition of the shuttle bus parking corresponds with the applicant's transportation management plan in order to mitigate vehicle trips by parents in peak hour times. During Phase I, the applicant intends on modifying the school's hours of operation and programming, as listed in Table 1, below.

In Phase II of the campus master plan, new entry signage, security lighting, and security gates, along with additional lighting to complement the existing lights, will be installed. Additionally, the applicant is proposing to construct a "connector" building, which will house additional classrooms and connect the Murray and Steuart Buildings, and a maintenance building will be constructed towards River Road, which will be designed to look like a carriage house (Circle Page 14). There will be internal driveway improvements, which include the modification and extension of the sidewalk for pedestrian circulation, as well as construction of a bike path and associated landscaping. The number of parking spaces will be reduced by seven spaces to 202, plus 6 shuttle spaces.

Phase III of the campus master plan includes the construction of an indoor pool, an additional 38 parking spaces, and associated stormwater management facilities. There is no intended increase of staff or students in either program being offered at Norwood; ~~however, an increase of adult staff is requested to a maximum 200 individuals.~~ There are no changes to the operational programs requested in Phase I or II, but the applicant is requesting permission to establish the opening hour for the indoor pool at 5:00 A.M., seven days a week, for swim team practices.

Phase IV consists of the construction of the 350-seat performing arts center, including parking, a building connector to the Middle School, new driveway improvements, and associated stormwater management facilities. There will be no modification of the student participants during the school year, with the number of individuals remaining at 600; however, the summer program participants are requested to be a maximum of 850. A request to increase the number of adults permitted on-site to a maximum of 200 and 216, during the school year and summer program respectively.

Overall, the applicant is requesting to build approximately 53,925 square feet of new building and an increase of 40 students during the academic year and an additional 290 student participants during the summer (a 6% and 34% increase in enrollment respectively). Over the next several years, the applicant proposes to increase parking in relation to the programs being offered at the site. Table 1 below, summarizes the applicant’s proposed operational modifications.

Table 1: Summary Table of Campus Master Plan:

Phase No.	Operational Modifications
1	<p>A. Establish a bus service of up to 6 buses.</p> <p>B. Hours of Operation: Sunday – Thursday: 7:00 A.M. – 11:00 P.M. Friday & Saturday: 7:00 A.M. – Midnight</p> <p>C. Programming (School Year, August – June) (i) before care for pre-K – 8th grade (Norwood students only) (ii.) community-accessible programs (after school)- enrichment; classes, educational classes; indoor/outdoor recreation, tutoring, college entrance exam; prep courses, art education; winter/spring break enrichment camps (iii.) Mid-Atlantic Teacher Institute (MATI) (iv.) On-site persons Students¹: 560 (25, non-driving camp counselors and 535 Norwood students) Adults²: 160</p> <p>D. Programming (Summer, June – August 31) (i) summer day and twilight camps and recreation activities (ii.) Horizon’s³ @ Norwood (iii.) community-accessible programs: educational classes; indoor/outdoor recreation; tutoring, college entrance exam prep courses, art education; winter/spring break enrichment camps; (iv.) On-site persons Students: 650 (includes camp counselors, Norwood students and the community at-large) Adults: 155</p>

¹ ‘Students’ are the maximum number of individuals permitted on-site at one time for education, recreation community and other programs/facility rentals and also includes juvenile camp counselors (summer only). The figure represents the maximum program capacity for all activities on the Property, excluding Staff, visiting coaches, and teams, parents and volunteers and special events.

² ‘Staff’ are including all compensated teachers, MATI apprentices, Norwood coaches, administrative, custodial and maintenance personnel, full- and part-time, all independent contractors, instructors, and supervisors.

³ ‘Horizons’ is a national academic and enrichment program for underserved students. Over a six-week period during summer, students from one or more underserved public schools in Montgomery County will participate in academic and recreational activities at Norwood. The Horizon’s model anticipates that the same children will return to the program every year for eight years, between the summer after first grade through the summer after eighth grade.

Phase No.	Operational Modifications
	<p>E. Establish a school resident manager to residence in the existing single-family structure, along with a school office and/or storage.</p> <p>F. Permit the following related activities: school dances, secondary school placement fair, spring picnic, student/parent breakfasts, dinners and other social activities, book fairs, silent auctions, and similar activities that occur yearly.</p> <p>G. Permit facility rentals for educational, community, indoor/outdoor recreation, tutoring, college entrance examination preparation, and art education.</p> <p>H. Permit up to seven (7) large-scale community and supplemental revenue events/facilities per year (e.g., cancer walk-a-thon, PGA tour parking and ancillary facilities during tour events at Avenel and Congressional Country Clubs; antique show; rummage or used book sale, or similar activities. ⁴</p>
II	<p>A. Continue operations permitted in Phase I.</p> <p>B. On-site persons (School Year) Students: 600 (+40 students) total Adults: 180 (+20 staff) total</p> <p>C. On-site persons (Summer Program) Students: 775 (+125 students) total Adults: 180 (same as school year)</p>
III	<p>A. Continue operations permitted in Phases I and II.</p> <p>B. No increase in the number of students or staff permitted on-site for either the school year or summer programs.</p> <p>C. Establish opening time for the indoor pool, 5:00 A.M., seven days/week for swim team practices.</p>
IV	<p>A. Continue operations permitted in Phases I, II and III.</p> <p>B. On-site persons (School Year) Students: 600 (no increase requested) Adults: 200 (+20 staff)</p> <p>C. On-site persons (Summer Program) Students: 850 (+75 students) total Adults: 216 (+16 staff)</p> <p>D. Permit facility rental for the Performing Arts Center (PAC) for artistic instruction and performances, education presentations and commencement exercises and offer community accessible after-school enrichment classes, indoor/outdoor recreation, tutoring, college entrance exam preparation courses, and art education classes, and winter break and spring break enrichment camps.</p>

III) SITE DESCRIPTION AND SURROUNDING AREA

The site is approximately 38.1 acres, irregularly shaped, and fronting on both Bradley Boulevard (MD191) and River Road (MD 190). The lot is known as Parcel B, “Bradley Ridge” and is classified in the RE-2 (Residential, one-family detached) zone. The property has several access points to River Road and Bradley Boulevard. Along River Road, approximately 375 feet southeast from the River Road/Bradley Boulevard

⁴ These events, according to the applicant will generally not occur before 7:00 P.M., Monday through Friday, during school’s instructional sessions.

intersection, there is a limited access (right in/out only) driveway, with another access point located at the signalized intersection that serves both Norwood School and Congressional Country Club. Secondary access to the site is available along Bradley Boulevard. A full-access driveway is located approximately 500 feet northeast of the Bradley Boulevard intersection with Kendale Road, and another access on Bradley Boulevard provides access to the school's softball field. (See Attachment 4, Circle Page 18.)

Norwood has approximately 1,840 feet and 1,070 feet of frontage along River Road and Bradley Boulevard, respectively. A walkway of varying widths extends along both road frontages. On average the property rises 50-to 60 feet from River Road to the center of the property, and then drops 70 feet to Bradley Boulevard. There is a "valley" of sorts, which separates the Norwood School from the adjacent Dasklaskis Property, which is also on a hill.

The site contains several existing buildings which house the various Norwood School programs; total building coverage is 60,000 square feet, or 3.6% of the site. The existing buildings can be seen in Attachment X. Internal driveways connect the site to the two main parking areas, as well as two on-site residences. The site is served by public water and sewer.

Staff adopted the "surrounding area" used in special exception modification S-285-C. The surrounding area as described in that case is bordered by Congressional Parkway to the west, Cabin John Creek to the north and east, and Persimmon Tree Road and Congressional Country Club to the south and east. (Circle Page 18.) The surrounding area is classified in the RE-2 and R-200 zones and includes several special exceptions, including Norwood School, Congressional Country Club, and the Connelly School of the Holy Child. Other, more minor special exceptions include an accessory apartment, a dentist's office, and a private riding stable; however, many special exceptions approved in the area have since been revoked for various reasons over the last thirty plus years.

IV) ANALYSIS

A. Master Plan Compliance. The site is located within the 2002 Potomac Subregion Master Plan. The Master Plan does not specifically address the site; however the master plan does make reference to the need to balance special exceptions which provide benefit to the general community with the importance of protecting residential areas. The Master Plan further recommends limiting the impacts of existing special exceptions in established neighborhoods and avoiding an excessive

concentration of special exceptions along major transportation corridors. (See Attachment 5, Circle Page 23.)

The Master Plan also recommends that in reviewing special exceptions, attention should be given to the design of the proposed buildings to ensure compatibility with the architecture of the adjoining neighborhood, that parking be located and landscaped to minimize commercial appearance and that efforts be made to enhance or augment screening and buffering of views from abutting residential areas and major roadways.

Vision staff considered whether increasing the student population from the currently-permitted level of 560 students to 600 students during the school year and 850 students during the summer would create excessive impacts on the established neighborhoods (p. 35 of the Potomac Subregion Master Plan). Section §2.19 of the zoning ordinance allows a maximum density of 87 students per acre for private educational institutions, and at 38.06 acres, that density calculation would result in over 3,300 students. This applicant's proposal ranges between 15.7 and 22.3 students per acre for the school year and summer, respectively. Vision staff considers the proposed population to be compatible with the low density character of the neighborhood.

To enhance compatibility, Vision Division staff recommends the following: (1) additional evergreen screening around parking areas; (2) all lights should be shielded, and lights on buildings should cast light downward only; (3) all activities on the site should comply with the Montgomery County Noise Control Ordinance⁵.

Although the applicant is seeking to increase the hours of operation from the current 7:30 A.M. – 10:00 P.M. to 7:00 A.M. (5:00 A.M. for the Natatorium) until 11:00 P.M. (Sunday-Thursday) or midnight (Friday and Saturday), Vision staff finds that this limits the number of quiet hours for the neighboring properties and therefore, recommends that all activities cease and the campus be vacated by 11:00 P.M. every night.

⁵ The Ordinance limits sound levels to 65 dBA at the nearest receiving residential property line during daylight hours, between 7:00 A.M. – 9:00 P.M., weekdays and 9:00 A.M. – 9:00 P.M., on weekends and holidays. Conversely, 55 dBA are recommended during nighttime hours; 9:00 P.M. - 7:00 A.M, and 9:00P.M. – 9:00 A.M., weekends and holidays.

In addition to educational, recreational, athletic, artistic and community events, the school proposes to host up to seven “larger-scale community and supplemental revenue events/facilities” per year. Such frequent, unrestricted events could have substantial negative impacts on area residents and adjacent traffic routes. Vision Staff recommends that such events be restricted to those with a clear educational component, or PGA tour-related events at Avenel or Congressional County Clubs. If the applicant does not anticipate restricting these events to the 216 maximum adults permitted onsite at one time, a special event maximum should be established.

Vision staff recommends that Phases 2, 3 and 4 not proceed until the Transportation Management Plan for the previous phase is demonstrated to be successful. Staff also strongly supports the proposed creation of a Community Liaison Council, and recommends that a representative from West Montgomery County Citizens Association be invited along with the adjacent property owners. Quarterly meetings should start with the first phase, and should, at a minimum, include regular reviews of the Transportation Management Plan, proposed events, and community concerns as they arise. In addition, in order to increase connections to the community and to reduce short car trips, construction of the bike paths along River Road and Bradley Boulevard should be moved to the first phase.

B. Transportation Review. Transportation Planning staff has reviewed the transportation impacts of the proposed project and recommends approval, with conditions. (See Circle Page 30.) The school has received previous approvals for the generation of a maximum of 753 and 269 vehicular trips during the A.M. peak-hour and P.M. peak-hour periods, respectively. Currently, however, students and staff generate 728 vehicle trips during the A.M. peak-hour and 272 P.M. peak-hour. In order not to exceed the existing authorized A.M., and P.M. peak-hour trips with the proposed increases in student enrollment and staff, the applicant is implementing a Transportation Management Plan (TMP).

The Norwood site is within the Potomac Policy Area, which has a congestion standard of 1,450 critical lane volumes (CVL). Four intersections were identified to be affected by the proposed development and were examined to determine whether they met they applicable congestion standard. The (CLV) impacts of the proposed expansion on effected intersections are summarized in Table 2, below.

Table 2: Intersection Capacity Analysis with CVL

Intersection	Existing		Background		Total	
	A.M.	P.M.	A.M.	P.M.	A.M.	P.M.
River Rd./MD190 & Seven Locks Rd.	1,226	1,175	1,250	1,196	1,250	1,229
MD190 & Bradley Blvd. (MD 190)	1,329	1,174	1,330	1,177	1,330	1,214
MD190 & East School Dr./Congressional CC Dr.	1,242	1,102	1,243	1,105	1,243	1,152
MD190 & West School Dr.	1,254	1,010	1,255	1,013	1,255	1,017

As indicated in Table 2 above, all affected intersections currently and will continue to operate below the CLV of the Potomac Policy Area. The applicant has proposed to limit the number of peak-hour trips to the current enrollment (560 students), and therefore, will implement several transportation mitigation procedures to maintain the current level of service on the impacted roadways even with the proposed increase in student enrollment.

The Potomac Policy Area has a 40% PAMR trip mitigation requirement, according to the current Growth Policy. In order to address this PAMR trip mitigation requirement, the applicant proposes a number of trip mitigation measures and management actions to ensure that the school does not exceed the trip caps associated with its currently authorized school year enrollment. The proposed trip mitigation measures and management actions are contained in the submitted Transportation Management Plan (TMP) and listed within Attachment 6, Circle Pages 32- 33 of this report.

Based on the currently authorized trips, coupled with the implementation of the transportation mitigation measures and management actions, the proposed expansion will have no additional traffic impact; therefore, the modification meets both the LATR and PAMR requirements of the adequate public facilities review.

C. Environmental Review. The application has been reviewed by Environmental Planning staff to determine if it meets the requirements of Chapter 22A (Forest Conservation) of the Montgomery County Code, the Environmental Guidelines, Noise Guidelines, and other related requirements. The application is subject to Chapter 22A because the site is greater than 40,000 square feet. (See Circle Page 35.) There are 6.509.91 acres of forest on-site conservation easement areas, of which 3.3 acres are proposed to be cleared and the proposed amendment will have no net forest loss. There are 71 large and specimen trees on-site, of which 33 are specimen-size trees. ~~The forest conservation plan generates a 6.6 acre planting requirement, which is being met on-site.~~ The applicant's proposal will impact 36-4 trees, so a variance under Section 1607(c) of the Natural Resources Article, MD Ann. Code is required. Environmental Planning staff recommends approval of the variance in conjunction with the forest conservation plan.

A Stormwater Management concept plan was approved by the Department of Permitting Services (DPS) on May 20, 2010. The concept includes 27,510- 10,786 square feet of vegetated roof, surface sand filter, biofilter and swales and the use of existing storm filters. ~~underground detention vaults, and underground sand filters, as well as the use of existing storm filters.~~ (Circle Page 35.)

There are streams, wetlands, floodplains, and contains approximately 4.68 acres of environmental buffers, as well as 4.68 acres of Environmental Buffers on-site. There are highly erodible soils and pockets of steep slopes on the northeast side of the property. The property is within the Cabin John Creek watershed, a Use I/IP watershed. The Countywide Stream Protection Strategy (CSPS) rates the tributaries in this watershed as good. This property is not located within a Special Protection Area or Primary Management Area.

D. REVIEW OF ARTCILE 59-G

1. §59-G-1.2.1. Standard for Evaluating.

The standard for evaluation under 59-G-1.21 requires consideration of the inherent and non-inherent effects of the proposed use at the proposed location. Inherent adverse effects are the physical and operational characteristics necessarily associated with the particular use, regardless of its physical size of scale of operations. Inherent adverse effects, alone, are not a sufficient basis for denial of a special exception.

Non-inherent adverse effects are the physical and operational effects not necessarily associated with the particular use, or adverse effects created by

unusual characteristics of the site. Non-inherent adverse effects, alone or in conjunction with inherent effects, are a sufficient basis to deny a special exception.

The inherent characteristics of a private educational institution include: (1) buildings and structures, as well as outdoor areas for the children to play; (2) early and long hours of operation; (3) traffic to and from the site by the staff and parents; (4) deliveries of supplies and trash pick-up; (5) drop-off and pick-up areas for the students; and (6) noise from the children playing in the play areas.

The zoning ordinance defines a private educational institution is as follows:

Education, institution, private: Every private school for educational or training institution, however, designated, which offers a program of college, professional, preparatory, high school, junior high, elementary, kindergarten, of nursery school instruction, or any combination thereof, or any program of trade, technical or artistic instruction. An educational institution operated by the County Board of Education is not a private education. A private education educational institution may include: (i) tutoring and college entrance exam preparatory courses, (ii) art education programs, (iii) artistic performances, (iv) indoor and outdoor recreation programs, or (v) summer day camps, which may serve individuals who are not enrolled as students in the institution's academic programs. A private education is not a home occupation. Private educational or artistic instruction conducted in a home by a resident of that home is not a private education and is regulated as a home occupation. Any private educational institution granted a special exception before February 10, 1992 is a conforming use and may continue under the terms of the special exception as originally granted.

Certain programs of Norwood's proposed activities are typical of other private schools of similar size, but others are atypical of a K-8 private educational program. The atypical or non-inherent activities associated with the Norwood expansion include the Mid-Atlantic Teacher Institute (MATI), the size of the summer camp program, the exceptional long hours of operation, and leasing of facilities for large-scale events.

The MATI program as offered on the Norwood campus, and explained by the school, is an assistant teacher program operated at Norwood in conjunction with George Washington University. The teaching assistants are also mentored at Norwood by professors who coincidentally teach at Norwood. The MATI

program as practiced at Norwood, involves 8 to 12 student teachers on-site on weekdays during the regular school year. Although this is a program not typically associated with a K-8 educational program, it is an activity allowed under the Code definition of a private educational institution and has not been judged to have unacceptable adverse impacts.

Norwood's proposed expansion of the summer program from 560 students to 850 students is uncharacteristic of a private educational institution. It is more typical for a summer program associated with a private school to be comparable in the number of students enrolled at the school during the regular school year. In a previous private school amendment petition, evidence was submitted in the case showing that of the 45 private schools surveyed in the County, 39 had some kind of summer activity. Although some summer activity appears to be associated with many private schools in the County, the size of the Norwood proposed summer program, measured in terms of the number of summer participants above the school's enrollment, amounts to a non-inherent characteristic. However, given the size of the property and the fact that bus transportation will be available for the camp participants, which will lower vehicle trips, the increase in summer camp participants is not anticipated to have any adverse effects.

Most educational institutions, even those offering before and after care, usually operate between 7:00 A.M. and 6:00 P.M., with occasional school functions in the evenings. Norwood is requesting approval to open their natatorium at 5:00 A.M. and to have evening hours until as late as 11:00 P.M., and midnight on Fridays and Saturdays. These extended hours constitute a non-inherent effect. Staff recommends that all activities be concluded and the property vacated, no later than 11:00 P.M., seven nights per week, to give adjacent residences a greater number of quiet hours. Staff believes by reducing the hours of operation by 1 hour, combined with the physical size of the property, and incorporating lighting that will reduce glare, and with the additional screening around the parking lots, staff does not find that the hours would negatively affect the neighborhood. Moreover, the early and late hours of operation fall outside the peak periods for vehicular circulation so there should not be any traffic impacts.

Norwood is proposing to hold up to seven large scale community and supplemental revenue events per year. The anticipated events include activities such as a Cancer Walk-A-Thon, parking for PGA tour events at Avenel and Congressional Country Clubs, an antiques show, and a rummage or used book

sale. Each event would have certain non-inherent operational and physical characteristics not typically associated with a private school.

The Code requires that if a private education institution operates or allows its facilities by lease or other arrangement to be used for activities not directly related to core school functions, it must be determined that the activities, in combination with other activities of the school, will not have an adverse effect on the surrounding neighborhood due to traffic, noise, lighting, or parking, or the intensity, frequency, or duration of activities. This is the applicable standard for evaluating the non inherent elements of the of Norwood's proposed expansion plans.

Based on the campus size, availability of parking, access to River Road, and road capacity analysis, staff concludes that the non-inherent effects of the MATI program, summer school enrollment up to 850 participants, and proposed large scale events, in consideration of the of the core school activities, would not have unacceptable adverse impacts on the community. The school site is 38 acres in size and provides ample paved parking, and driveways to keep the queuing of vehicles off the adjacent streets. The applicant's site plan identifies additional unpaved parking areas, to be used if needed during any special events, including events such as grandparent's day. These unpaved parking areas are somewhat visible from River Road; however, they are screened appropriately from the immediately adjacent residential homes. Staff notes that any trips to and from the site do not have to utilize local, residential streets for access. In other words, any travel through an adjacent neighborhood to Norwood would only be generated if a student from that particular neighborhood enrolled at Norwood and traveled through the neighboring residential streets to go to and from school. Outdoor activities, especially those related to summer camp, would not last past dusk, as the fields are not lit and do not support late, outdoor activities. A limited number of large-scale events could occur outside of the normal hours of operation for the school (7:00 A.M. – 6:00 P.M.) and on weekends, and not create a conflict in parking, access, or other scheduled use of the site.

2. §59-G-1.2.1 General Conditions.

(a) A special exception may be granted when the Board, the Hearing Examiner, or the District Council, as the case may be, finds from a preponderance of the evidence of record that the proposed use:

(1) Is a permissible special exception in the zone.

Staff Analysis: A private educational institution is a permissible special exception in the RE-2 zone.

- (2) Complies with the standards and requirements set forth for the use in Division 59-G-2. The fact that a proposed use complies with all specific standards and requirements to grant a special exception does not create a presumption that the use is compatible with nearby properties and, in itself, is not sufficient to require a special exception to be granted.

Staff Analysis: The proposed use complies with the relevant provisions of §59-G-2.19, which are discussed in Section IV.D.3 of this report.

- (3) Will be consistent with the general plan for the physical development of the District, including any master plan adopted by the Commission. Any decision to grant or deny a special exception must be consistent with any recommendation in a master plan regarding the appropriateness of a special exception at a particular location. If the Planning Board or the Board's technical staff in its report on a special exception concludes that granting a particular special exception at a particular location would be inconsistent with the land use objectives of the applicable master plan, a decision to grant the special exception must include specific findings as to master plan consistency.

Staff Analysis: The subject property is included within the Potomac Subregion Master Plan, adopted in 2002. There are no specific recommendations for this site in the Master Plan; however, a private educational institution is permitted by special exception in the RE-2 zone, and this particular use has been permitted since 1970. Staff finds that with the conditions imposed, the proposed modifications would be consistent with the applicable Master Plan.

- (4) Will be in harmony with the general character of the neighborhood considering population density, design, scale and bulk of any proposed new structures, intensity and character of activity, traffic and parking conditions and number of similar uses. The Board or Hearing Examiner must consider whether the public facilities and services will be adequate to serve the proposed development under the Growth Policy standards in effect when the special exception application was submitted.

Staff Analysis: The special exception will be in harmony with the neighborhood. The design, scale and bulk of the proposed structures are similar to the existing classroom buildings, and are tucked into the existing topography, so as to not overwhelm the landscape. For example, in order to retain the current parking area and create a performing arts center (PAC), the applicant is tucking the parking lot under the proposed PAC, while maintaining the height of the PAC to be less than the existing Marsh building. (See Attachment 3, Circle pages 6 - 10.) The physical modifications proposed are centralized on the 38.1 acres site, and are located approximately 645 feet from the nearest properties to the east, between 480 feet and 570 feet from properties to the north, and 470 feet from the western properties. The properties located in the Clerwerwall Knolls subdivision (east of Norwood), are further buffered by a Category I, Forest Conservation Easement, as well as the Headmaster's house.

The density of the proposed student enrollment easily complies with §59-G-2.19(a)(4), which states that the density of a private education institution shall not exceed 87 students per acre. The maximum student enrollment during the school year is approximately 15 students per acre, and for the summer program is 22 students per acre, which is in keeping with the low density character of the surrounding neighborhood. Further discussion of student density can be found in Section IV.D.3, below.

- (5) Will not be detrimental to the use, peaceful enjoyment, economic value or development of surrounding properties or the general neighborhood at the subject site, irrespective of any adverse effects the use might have if established elsewhere in the zone.

Staff Analysis: The proposed private educational institution should not have any detrimental effect on the use, peaceful enjoyment, economic value, or development of the general neighborhood. Most activity related to the proposed use will take place within the interior of the buildings or on the open fields fronting on River Road. Staff does recommend that in order to extend the "quiet hours" and increase the compatibility with the surrounding neighborhood, that all activities on campus cease and all staff leaves no later than 11:00 P.M. Please see section IV.A. above for further discussion relating to the hours of operation.

- (6) Will cause no objectionable noise, vibrations, fumes, odors, dust, illumination, glare, or physical activity at the subject site, irrespective of

any adverse effects the use might have if established elsewhere in the zone.

Staff Analysis: The proposed expansion should not cause any objectionable noise, vibrations, fumes, odors, dust, illumination, glare or physical activity at the subject site. Although the school's size is being increased, the proposed expansion should not have any adverse effects on surrounding properties. Existing exterior lighting is of a residential appearance. No spillover is anticipated from the wattage that will be used by the proposed fixtures, which will light the new parking areas proposed in Phases III, and IV.

- (7) Will not, when evaluated in conjunction with existing and approved special exceptions in any neighboring one-family residential area, increase the number, intensity, or scope of special exception uses sufficiently to affect the area adversely or alter the predominantly residential nature of the area. Special exception uses that are consistent with the recommendations of a master or sector plan do not alter the nature of an area.

Staff Analysis: Several special exception applications have been previously applied for within the defined neighborhood, but only four, including the Norwood School, remain. The special exceptions include Congressional Country Club, a resident dentist, and private riding stables. There are approximately 231 properties in the neighborhood; and of these, only 1.7% of the properties, including this existing private education use, have a special exception. The addition of this special exception will not result in an excessive concentration of special exception uses and will not adversely affect the area or alter its residential character.

- (8) Will not adversely affect the health, safety, security, morals or general welfare of residents, visitors or workers in the area at the subject site, irrespective of any adverse effects the use might have if established elsewhere in the zone.

Staff Analysis: There is nothing in the record to suggest that the use would adversely affect the health, safety, security morals or general welfare of the residents, visitors or workers.

- (9) Will be served by adequate public services and facilities including schools, police and fire protection, water, sanitary sewer, public roads, storm drainage and other public facilities.
- (A.) If the special exception use requires approval of a preliminary plan of subdivision the adequacy of public facilities must be determined by the Planning Board at the time of subdivision review. In that case, subdivision approval must be included as a condition of the special exception.
 - (B.) If the special exception does not require approval of a preliminary plan of subdivision, the Board of Appeals must determine the adequacy of public facilities when it considers the special exception application. The Board must consider whether the available public facilities and services will be adequate to serve the proposed development under the Growth Management Policy standards in effect when the application was submitted.
 - (C.) With regard to public roads, the Board or the Hearing Examiner must further find that the proposed development will not reduce the safety of vehicular or pedestrian traffic.

Staff Analysis: This modification does not require approval of a preliminary plan and, therefore, it must be analyzed under subsection (B) above. The site is adequately served by public facilities and will continue to be adequately served under the growth management policies in effect when the application was filed. Vehicular safety will not be diminished, since no increase in traffic is expected and the applicant will reconstruct portions of the internal driveway to allow a more efficient flow of traffic.

2. §59-G-1.23 General Development Standards (applicable subsections only)

- (a) **Development Standards.** Special exceptions are subject to the development standards of the applicable zone where the special exception is located, except when the standard is specified in Section G-1.21 or in Section G-2.

Staff Analysis: This site is located in the RE-2 zone. A comparison of the proposed special exception with the development standards of the RE-2 is shown in Table 3 below. Staff has included, for reference purposes, the Special Exception Plan Building Setbacks that were provided by the applicant, dated May 13, 2010. (See Attachment 8, Circle Page 36.) Upon review of the provided site plans, staff has determined that although the pavement adjacent to the

headmaster's house is existing, it is being reconfigured to allow staff parking for four vehicles other than the headmaster's , and therefore must comply with the double the side yard setback of §59-E-2.83(b). The applicant must either amend their application to request a 10-foot waiver of the side yard setback or remove the parking area. Staff can support a waiver request of 10 feet, as long as the applicant provides solid screening that does not conflict with the requirements of a category II forest conservation easement.

Table 3: Development Standards, RE-2 Zone.

Development Standards	Requirement	Provided
Minimum Tract Area (§59-C-1.321(a))	Not applicable	1,659,636 sf
Lot Area (§59-C-1.322(a))	87,120 sq. ft.	1,659,636 sq. ft.
Lot Width (§59-C-1.322(b)) @ Front of Block Line @ Street	150-feet 25-feet	±1,440 ft. (River Rd) ± 880 ft. (Bradley Blv) ±1,840 ft (River Rd) ±1,070 ft. (Bradley Blv)
Yard Requirements (Main Building) From Street (§59-C-1.323(a)) From Adjacent Lot Side Yards (§59-G-2.37(b)(3)) Rear Yard (§59-C-1.323(b))	50-feet 17-feet (one side) 35-feet (both sides) 35-feet	±472ft. (River Rd) ±240 ft. (Bradley Blv) ±186 ft. (east) ±365 ft. (west) 551 ⁶ ft. ±141ft.
Yard Requirements (Accessory Structure) (§59-C-1.323(a)(3)) (A) From Street (B) From Rear Yard (C) Side Yards	80-ft 10-ft 15-ft	(Carriage House) 194 ft N/A 121 ft.
Building Height (Maximum) (§59-C-1.237)	50 ft.	50 ft.
Coverage (Maximum) (net lot area) (§59-C-1.328)	25%	±6.6%
Density Requirements (Total students per acre and sq. ft.) §59-G-2.19(a)(4)(5)	87 students per ac	15 students/ac ⁷ 22 students/ac ⁸

⁶ Staff added the minimum east and west side yard setbacks, as there are several "side yards" that are in consideration. 551 ft is the most conservative side yard setback.

⁷ Maximum proposed student enrollment during the school year.

Development Standards	Requirement	Provided		
Parking Facility Setback Requirements (§59-E-2.83(b)) ⁸		PAC	Central Parking	HM house
Front Yard	50-ft	472 ft	558 ft	550 ft
Rear Yard	35-ft	141 ft	241 ft	610 ft
Side Yard	34-ft (2Xs side yard)	488 ft	282 ft	24 ft

(b) **Parking Requirements.** Special Exceptions are subject to all relevant requirements of Article 59-E.

Staff Analysis: §59-E-3.7 requires a parking space for each employee, including teachers and administrators, plus sufficient off-street parking areas for the safe and convenient loading and unloading of students, plus additional facilities for student parking. Based on this requirement, 216 parking spaces would be needed for staff at the conclusion of Phase IV. Since minimum guidance is provided in the zoning code regarding sufficient space for the loading and unloading of students, staff relied on the parking/loading ratio for a child daycare facility, which requires 1 parking space per 6 children, and applied it to the maximum departure and arrival time estimated by the applicant's counts, resulting in a total parking need of 291 spaces. In addition, the internal driveway system is anticipated to be re-aligned for better circulation, and as part of the transportation mitigation plan, the applicant proposes to stagger the arrival times of students and staff, and provide bussing and carpooling measures. No parking is needed for students, as none of the students in attendance are of driving age. Therefore, staff finds that parking will be sufficient.

In review, staff has determined the parking facility adjacent to the headmaster's house does not meet the double side yard setback of parking in a residential zone. Staff notes that this area is already an existing paved area; however, the petitioner is restriping this area to include an additional 4 parking spaces. In order to be in compliance with this standard, staff would support any one of the following actions:

1. Request a 10-foot waiver of the double the side yard setback provision of §59-E.2.83(b) from the Board of Appeals; or

⁸ Maximum proposed student enrollment during the summer camp months.

⁹ Applies to new parking areas only, as the applicant is not cumulatively adding more than 50% of the total parking area.

2. Comply with the setback required (34-feet); or
3. Reduce the number of parking spaces in this area to two; and
4. Provide additional [native] landscaping (e.g., American Holly) around this surface parking to further screen it from the adjacent neighbors.

In order to address concerns that have been raised regarding the visual impact of vehicles in the central parking lot (adjacent to the PAC), staff recommends that additional evergreens be planted; however, prior to planting the location and type of evergreen must be reviewed and approved by the environmental planning inspector, and must comply with §59-E2.83(d), which requires screening to be at least 6-feet high.

The application satisfies the applicable parking standards of Article 59-E, subject to the petitioner mitigating the double the side yard setback requirement of §59-E-2.83.

(c) **Minimum Frontage.** For the following special exceptions the Board may waive the requirement for a minimum frontage at the street line if the Board finds that the facilities for ingress and egress of vehicular traffic are adequate to meet the requirements of Section 59-G-1.21:

- (1) Rifle, pistol and skeet-shooting range, outdoor;
- (2) Sand, gravel, or clay pits, rock or stone quarries;
- (3) Sawmill;
- (4) Cemetery, animal;
- (5) Public utility buildings and public utility structures, including radio and TV broadcasting stations and telecommunication facilities;
- (6) Equestrian facility;
- (7) Heliport and helistop.

Staff Analysis: Not applicable. The application satisfies the minimum frontage requirements of the RE-2 zone.

(d) **Forest conservation.** If a special exception is subject to Chapter 22A, the Board must consider the preliminary forest conservation plan required by that Chapter when approving the special exception application and must not approve a special exception that conflicts with the preliminary forest conservation plan.

Staff Analysis: This property is subject to Chapter 22A Montgomery County Forest Conservation Law. There is 9.91 acres of conservation easement areas, and the proposed amendment will have no net forest loss~~6.50 acres forest on site, of which 3.3 acres are proposed to be cleared. The forest conservation plan generates a 6.6 acre planting requirement which is being met on site.~~ The applicant proposes to impact 364 trees, thereby requiring a variance under Section 1607(c) of the Natural Resources Article, MD Ann. Code. Staff recommends approval of the variance as part of the forest conservation plan.

(e) **Water quality plan.** Not applicable.

(f) **Signs.** The display of a sign must comply with Article 59-F.

Staff Analysis: The architectural renderings show the inclusion of monument signs, located at the entrances to the site. (See Attachment 3, Circle Page, 16). The proposed signage is typical of this type of institutional use. Prior to obtaining building permits for the installation for signs, the applicant will need to provide the submitted concept signage plan to the "Sign Review Board."

(g) **Building compatibility in residential zones.** Any structure that is constructed, reconstructed or altered under a special exception in a residential zone must be well related to the surrounding area in its siting, landscaping, scale, bulk height, materials and textures, and must have a residential appearance where appropriate. Large building elevations must be divided into distinct planes by wall offsets or architectural articulation to achieve compatible scale and massing.

Staff Analysis: The proposed construction appears to be well related to the surrounding area in its siting, landscaping, and appearance and satisfies this standard. (See Circle Page 3.)

(h) **Lighting in residential zones.** All outdoor lighting must be located, shielded, landscaped or otherwise buffered so that no direct light intrudes into an adjacent residential property. The following lighting standards must be met unless the Board requires different standards for a recreational facility or to improve public safety:

- (1) Luminaries must incorporate a glare and spill light control device to minimize glare and light trespass.
- (2) Lighting levels along the side and rear lot lines must not exceed 0.1 foot-candles.

Staff Analysis: The applicant is proposing four types of lighting within the newly constructed areas of the school. Lighting in the surface parking areas will include standard box lighting, which is pole mounted and full-cutoff to match existing lighting. Additional wall-mounted and decorative lighting is proposed as well; and the fixtures are equipped with reflector cut-off optics that will shield emitted light below the horizon. The result of the proposed lighting plan is that the lighting levels along the side and rear lot lines do not exceed 0.1 foot-candles.

3. Section 59-G-2.19 Educational Institution, Private

(a) Generally. A lot, tract or parcel of land may be allowed to be used for a private educational institution if the board finds that:

- (1) The private educational institutional use will not constitute a nuisance because of traffic, number of students, noise, type of physical activity, or any other element which is incompatible with the environment and character of the surrounding neighborhood;

Staff Analysis: The proposed application will not constitute a nuisance to the surrounding neighborhood for the reasons expressed in Sections IV.D.1 and IV.D.2 of this report. Additionally, this site is situated such that access does not require the vehicle trips that are generated by the use to travel on the neighborhood residential streets. Additionally, all buildings are more than 400 feet away from adjacent residential homes, and the site is surrounded by mature tree stands. All active uses face toward River Road, so as to not intrude onto the neighboring residential homes.

- (2) Except for buildings and additions completed, or for which a building permit has been obtained before (date of adoption [April 2, 2002], the private educational institution must be in a building architecturally compatible with other buildings in the surrounding neighborhood, and, if the private educational institution will be located on a lot, tract, or parcel of land of 2 acres or less, in either an undeveloped area or an area substantially developed with single-family homes, the exterior

architecture of the building must be similar to a single-family home design, and at least comparable to any existing homes in the immediate neighborhood;

Staff Analysis: The proposed modification is not required to be residential in nature, as the special exception use has been in existence since 1970, and the site is 38.1 acres in size; however, the proposed buildings will be architecturally compatible with other institutional buildings in the surrounding neighborhood. The building materials proposed include stone, which is in keeping with the finish and color of the existing buildings. The building elevations are divided into individual sections, which will reduce the mass of the buildings. Additionally, the proposed buildings will be less than the 50-foot height allowed in the RE-2 zone, and will be lower than the existing building heights. (See Attachment 3.)

- (3) The private educational institution will not, in and of itself or in combination with other existing uses, affect adversely or change the present character or future development of the surrounding residential community; and

Staff Analysis: As stated in Section IV.D.2, the private educational institution will not adversely alter the present character or future development of the surrounding residential community. Vision staff has indicated that the proposed use is consistent with the Potomac Subregion Master Plan.

- (4) The private educational institution must conform with the following standards in addition to the general development standards as specified in Section G.1.23:

- a. Density – The allowable number of pupils per acre permitted to occupy the premises at any one time must be specified by the Board considering the following factors:

- 1) Traffic patterns, including:

- a) Impact of increased traffic on residential streets;

- b) Proximity to arterial roads and major highways;

- c) Provision of measures for Transportation Demand Management as defined in Section 42A-21 of the Montgomery County Code;

- d) Adequacy of drop-off and pick-up areas for all programs and events, including on-site stacking space and traffic control to effectively deter queues of waiting vehicles for spilling over onto adjacent streets; and
- 2) Noise or type of physical activity;
- 3) Character, percentage, and density of existing development and zoning in the community;
- 4) Topography of the land to be used for the special exception;
- 5) Density greater than 87 pupils per acre may be permitted only if the Board finds that (i) the program of instruction, special characteristics of students, or other circumstances justify reduced space and facility requirements; (ii) the additional density will not adversely affect adjacent properties; (ii) additional traffic generated by the additional density will not adversely affect the surrounding streets.

Staff Analysis: The proposed special exception is for expansion of the existing Norwood School operations and physical plant. The school proposes an addition of 40 students during the school year and 290 students during the summer months. The campus is about 38.1 acres in size, with a density of 15.7 and 22.3 students per acre during the school year and summer camp, respectively. The overall campus population increase is well within the maximum allowed by the zoning ordinance and is less than one-third of the allowable student per acre density.

The applicant is proposing to restrict vehicle trips to its currently authorized levels, that is, to maintain the peak-hour trips associated with the current 560 student enrollment, regardless of the proposed increase in school and summer enrollment over the next several phases of the campus growth. Additional transportation mitigation and management procedures provided in the TMP will allow the school to meet PAMR requirements, which requires a 40% reduction in new trips in the current growth policy. Second, traffic generated by the school does not have to travel on the local residential streets to access this site. Three separate

driveways provide site access and all queuing can be maintained on the internal driveway network.

The proposed buildings are located towards the center of the campus, surrounded by extensive landscaping. The major athletic fields are also located towards River Road, which allows the open, rural character of the site to be maintained. Staff believes, based on traffic levels, noise considerations, community character, site topography, and other factors, that the maximum number of students proposed is a reasonable number to occupy the premises at any one time.

- (b) Buffer – All outdoor sports and recreation facilities must be located, landscaped or otherwise buffered so that the activities associated with the facilities will not constitute an intrusion into adjacent residential properties. The facility must be designed and sited to protect adjacent properties from noise, spill light, stray balls and other objectionable impacts by providing appropriate screening measures, such as sufficient setbacks, evergreen landscaping, solid fences and walls.

Staff Analysis: There are no new outdoor sports and recreation facilities proposed with this application. The majority of the play areas already exist on the River Road side of the campus. The proposed indoor recreational activities, such as the performing arts center, and natatorium (indoor swimming pool) are several hundred feet from the adjacent homes, and all entrances, parking areas, etc. are buffered by perimeter forest areas; however, staff is recommending additional evergreens be planted near the central parking area to further screen the parking, since most trees in the forested area are deciduous trees. No light spillover is anticipated from the proposed surface parking areas.

- (c) If a Private Educational Institution operates or allows its facilities by lease or other arrangement to be used for: (i) tutoring and college entrance exam preparatory courses, (ii) art education programs, (iii) artistic performances, (iv) indoor and outdoor recreation programs, or (v) summer day camps; the Board must find, in addition to the other required findings for the grant of a Private Education Institution special exception, that the activities, in combination with other activities of the institution, will not have an adverse effect on the surrounding neighborhood due to traffic, noise, lighting, or parking, or the intensity, frequency, or duration of activities. In evaluating traffic impacts on the community, the Board must take into consideration

the total cumulative number of expected car trips generated by the regular academic program and the after school or summer programs, whether or not the traffic exceeds the capacity of the road. A transportation management plan that identifies measures for reducing demand for road capacity must be approved by the Board.

Staff Analysis: The applicant is proposing to modify several of the operational characteristics of the previously approved special exception, as outlined by phase in Table 1, of Section III above. Except for the larger-scaled activities that will occur, under staff's recommendation no more than four times per year, the applicant's facilities will be used for normal school or camp operations. Moreover, these four activities are intended to occur outside of normal school operating times during off-peak hours, such as after 7:00 P.M. during a weekday or on weekends when transportation demands are typically less. The main activities of this school will occur either indoors or on the athletic fields adjacent to River Road, away from the adjacent homes.

(d) Programs Existing before April 22, 2002.

(1) Where previously approved by the Board, a private educational institution may continue the operation of (i) tutoring and college entrance exam preparatory courses, (ii) art education programs, (iii) artistic performances, (iv) indoor and outdoor recreation programs, or (v) summer day camps, whether such programs include students or non-students of the school, if the number of participants and frequency of events for programs authorized in 59-G-2.19(b) are established in the Board's approval.

(2) Where not previously approved by the Board, such programs may continue until April 22, 2004. Before April 22, 2004, the underlying special exception must be modified to operate such programs, whether such programs include students or non-students of the school.

Staff Analysis: Programs not previously approved are being addressed in this report. The only program previously approved by the Board was the summer camp program, and therefore, the modification request is inclusive of all uses listed above.

(e) Site Plan.

- (1) In addition to submitting such other information as may be required, an applicant shall submit with his application a site plan of proposed development. Such plan shall show the size and shape of the subject property, the location thereon of all buildings and structures, the area devoted to parking and recreation facilities, all access roads and drives, the topography and existing major vegetation features, the proposed grading, landscaping and screening plans and such other features necessary for the evaluation of the plan.

Staff Analysis: The applicant has submitted a site plan of the proposed development (Circle Pages 38- 53) that satisfies Code requirements. The proposed development as depicted on the site plan satisfies all applicable development standards of §59-C-1.32, assuming a 10-foot waiver of the parking facility side yard setbacks is approved.

- (2) No special exception, building permit or certificate of occupancy shall be granted or issued except in accordance with a site plan of development approved by the board. In reviewing a proposed site plan of development the Board may condition its approval thereof on such amendments to the plan as shall be determined necessary by the Board to assure a compatible development which will have no adverse effect on the surrounding community, and which will meet all requirements of this chapter. Any departure from a site plan of development as finally approved by the Board shall be cause for revocation of the special exception, building permit or certificate of occupancy, in the manner provided by law.

Staff Analysis: The applicant is aware that any departure from an approved site plan would be cause for revocation of the special exception grant.

V. COMMUNITY OPPOSITION

A letter in opposition to the school's expansion program has been submitted. West Montgomery County Citizens Association (WMCCA) cites its concern that the increase in student enrollment will adversely impact traffic on Bradley Blvd. and on the River Road corridor as least as far as Potomac Village and suggests that bus operations and carpools be made mandatory. As to school enrollment in general, West Montgomery expresses concern over the "several hundred percent increase" in student enrollment since the school's inception in 1970.

West Montgomery voiced concern that several of the operations proposed go well beyond those related to the education of K-8 students. Operation of the Mid-Atlantic Teacher Institute program, where student teachers participate in class room instruction, is cited as an example. Other operations cited include community accessible after school/camp education and indoor/outdoor recreation enrichment activities, college entrance exam prep courses and facility rentals including the 7 larger community and supplemental revenue events per year. West Montgomery would like to see a binding cap placed on the number of students that may enroll in Norwood programs to maintain a sustainable operation in context of the Potomac community and the road network. The full text of West Montgomery's comments is attached to this report.

Concerns were raised by an adjacent neighbor with regards to stormwater management, and the screening of parking areas. The neighbor requested that the applicant take additional measures to protect his driveway from runoff created during major rain events and other sources of hydrology. The applicant addressed these concerns through additional stormwater management measures, which have been approved in concept by DPS. The neighbor also requested that additional evergreens or another type of shrub be planted to better screen the parking areas located near the central parking area because in winter, after the trees drop their leaves, the parking is visible. Staff understands this concern and has conditioned approval of this application on the addition of native evergreens.

Lastly, staff has received two letters of support from the Congressional Golf and Country Club, and Mr. Montouri, an adjacent neighbor.

VI. CONCLUSION

Based on review of the application and all information of record, staff concludes that the application, with the conditions imposed by staff, satisfies all relevant standards for granting a private educational institution special exception. For these reasons, staff recommends that application S-285-E for a private educational institution special exception at 8821 River Road, Bethesda, MD, be approved, with conditions.

RMK/

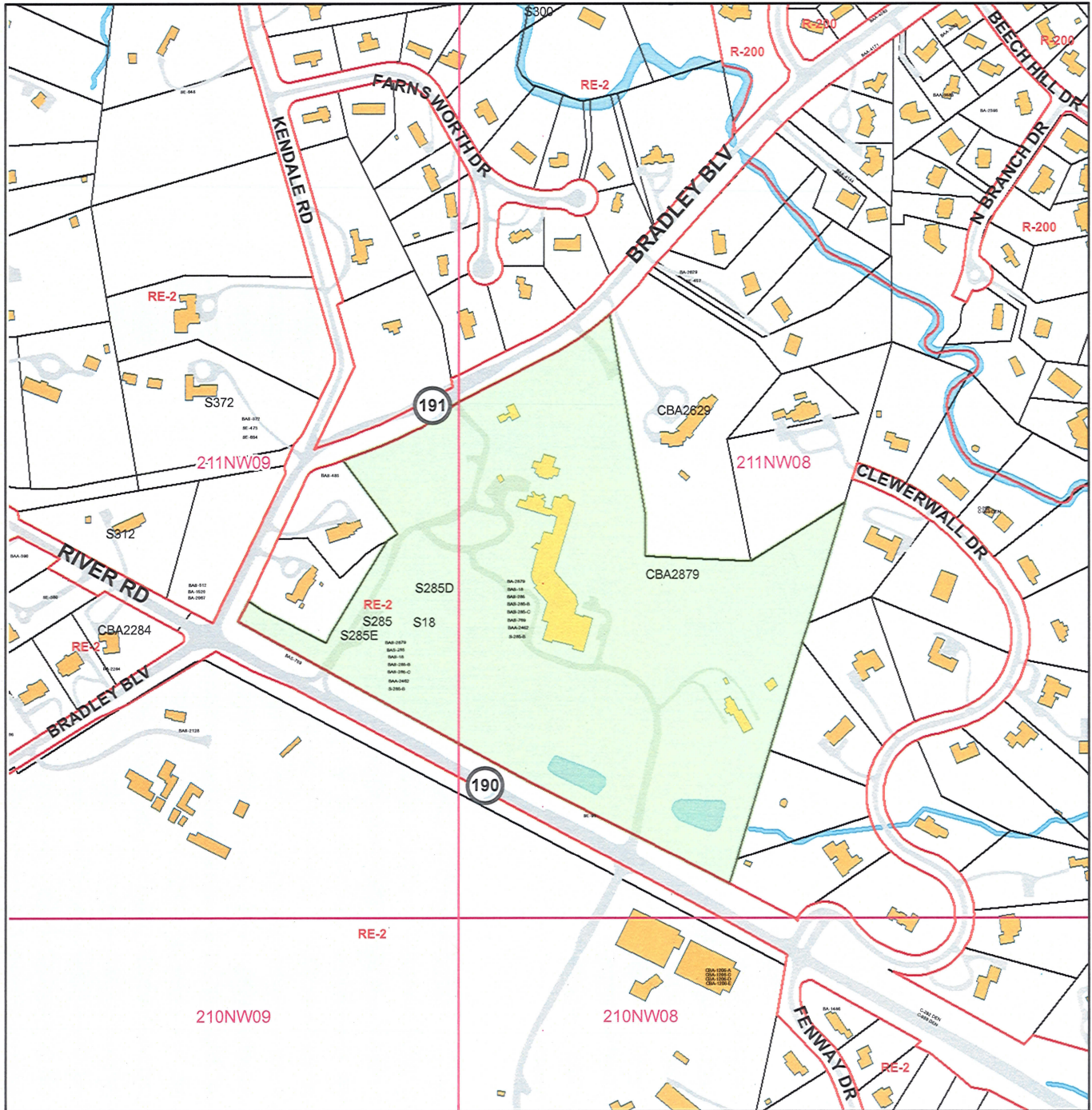
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ATTACHMENTS






No.	Circle Page	Attachment Name
1	1	General Location Map
2	2 - 5	Existing Conditions
3	6 - 17	Architectural Renderings, submitted by applicant
4	18	Surrounding Area and Neighborhood Map
5	19 - 29	Memorandum from Callum Murray, Team Leader, Vision Division to Renée M. Kamen, AICP, Development Review Division, June 4, 2010
6	30 - 33	Memorandum from Ki Kim, Planner Coordinator, Transportation Planning Division to the Renée M. Miller, May 26, 2010
7	34 - 36	Memorandum from Josh Penn, Environmental Planning Division to Renée M. Kamen, AICP, Development Review Division, June 3, 2010
8	37	Special Exception Site Plan: Building Setbacks, submitted by applicant
9	38 - 44	Special Exception Site Plans, submitted by applicant
10	45 - 53	Special Exception Landscape Plan, submitted by applicant
11	54 - 55	Correspondence from Liza Wilson Durant, PhD, West Montgomery County Citizens Association to Renée M. Miller, AICP, Development Review Division, May 4, 2010
12	56	Electronic Mail Correspondence from Daniel Gordon, resident to Renée M. Miller, AICP, Development Review Division, April 27, 2010
13	57	Correspondence from Warren Montoun, resident to Ms. Francoise Carrier, Office of Zoning and Administrative Hearings, May 25, 2010
14	58	Correspondence from Michael G. Leemhuis, CEO & General Manager, Congressional Country Club to Mr. Royce Hanson, Chair, M-NCPPC, June 3, 2010

ATTACHMENT 1

General Location Map



LEGEND

-  Special Exception Request
-  Zone Boundary
-  Parcel
-  Lake and Pond
-  Stream and River

NOTICE:

The planimetric, property, and topographic information shown on this map is based on copyrighted Map Products from the Montgomery County Department of Park and Planning of the Maryland-National Capital Park and Planning Commission, and may not be copied or reproduced without written permission from M-NPPC.

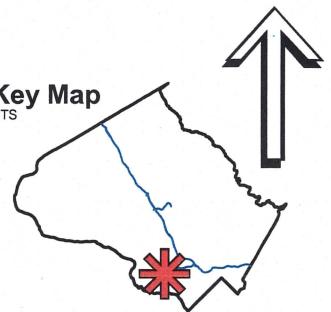
Property lines are compiled by adjusting the property lines to topography created from aerial photography and should not be interpreted as actual field surveys. Planimetric features were compiled from 1:14400 scale aerial photography using stereo photogrammetric methods.

This map is created from a variety of data sources, and may not reflect the most current conditions in any one location and may not be completely accurate or up to date. All map features are approximately within five feet of their true location. This map may not be the same as a map of the same area plotted at an earlier time as the data is continuously updated. Use of this map, other than for general planning purposes is not recommended.

1 inch = 500 feet
Address: 8821 River Road, Bethesda

Key Map

NTS



ATTACHMENT 2





Figure 1: Softball Field, along Bradley Blvd



Figure 2: River Rd entrance



Figure 3: Marsh Building



Figure 4: Future PAC area



Figure 5: Eastern Property



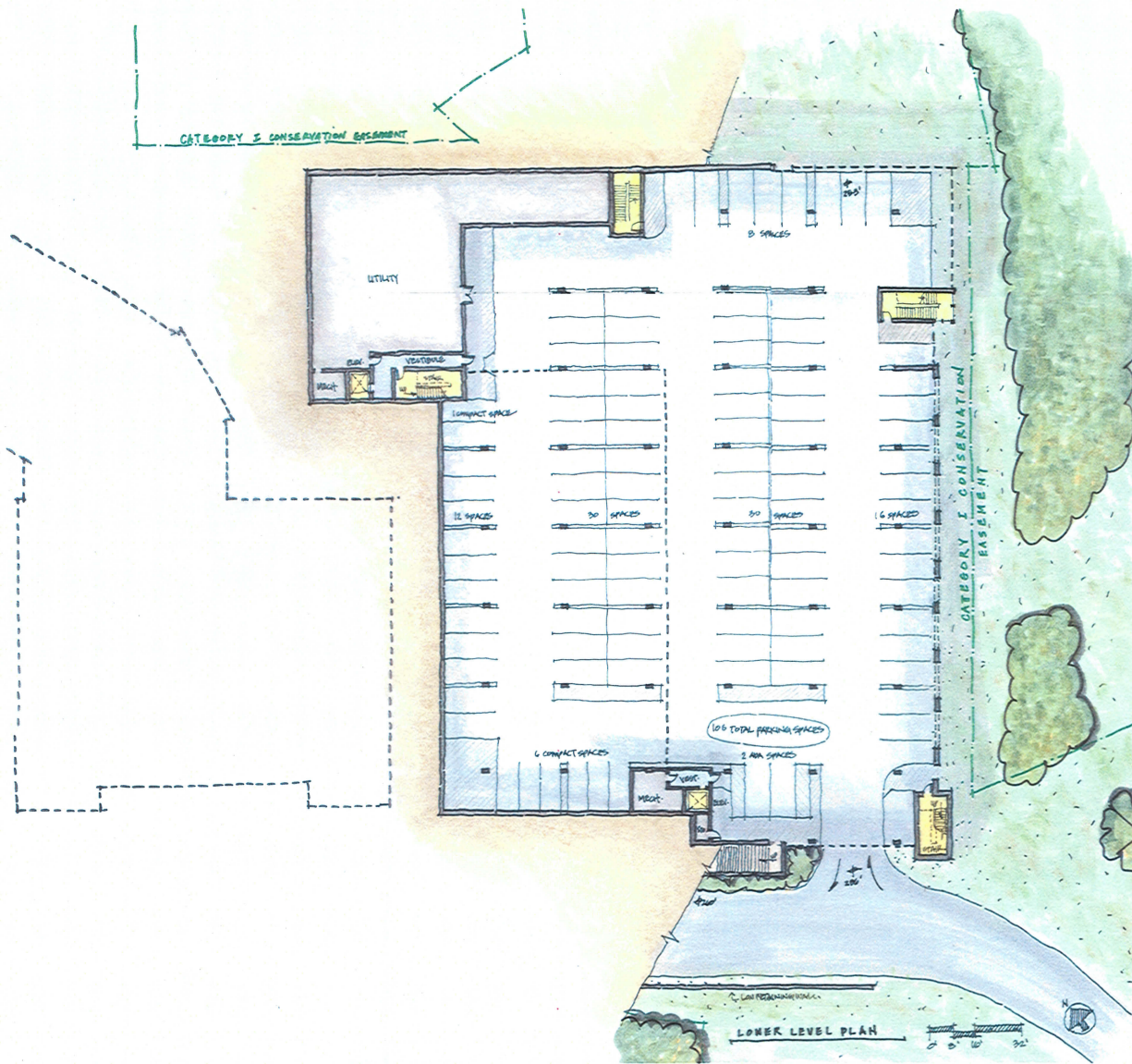
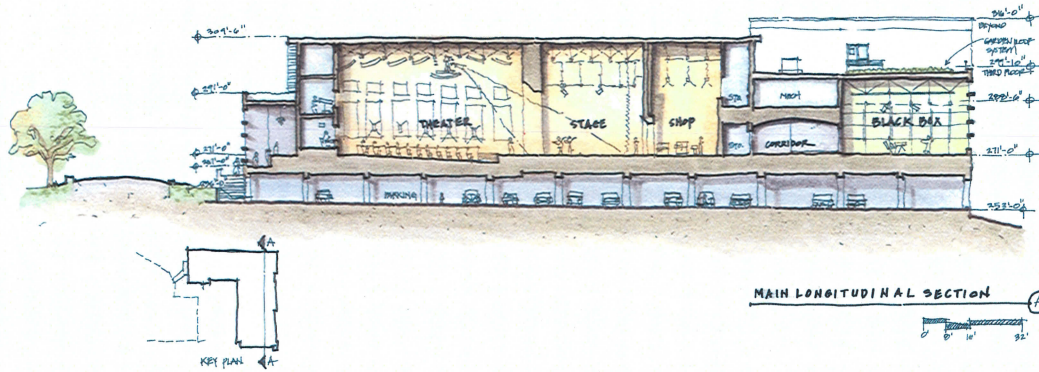
Figure 6: Bradley Blvd Entrance

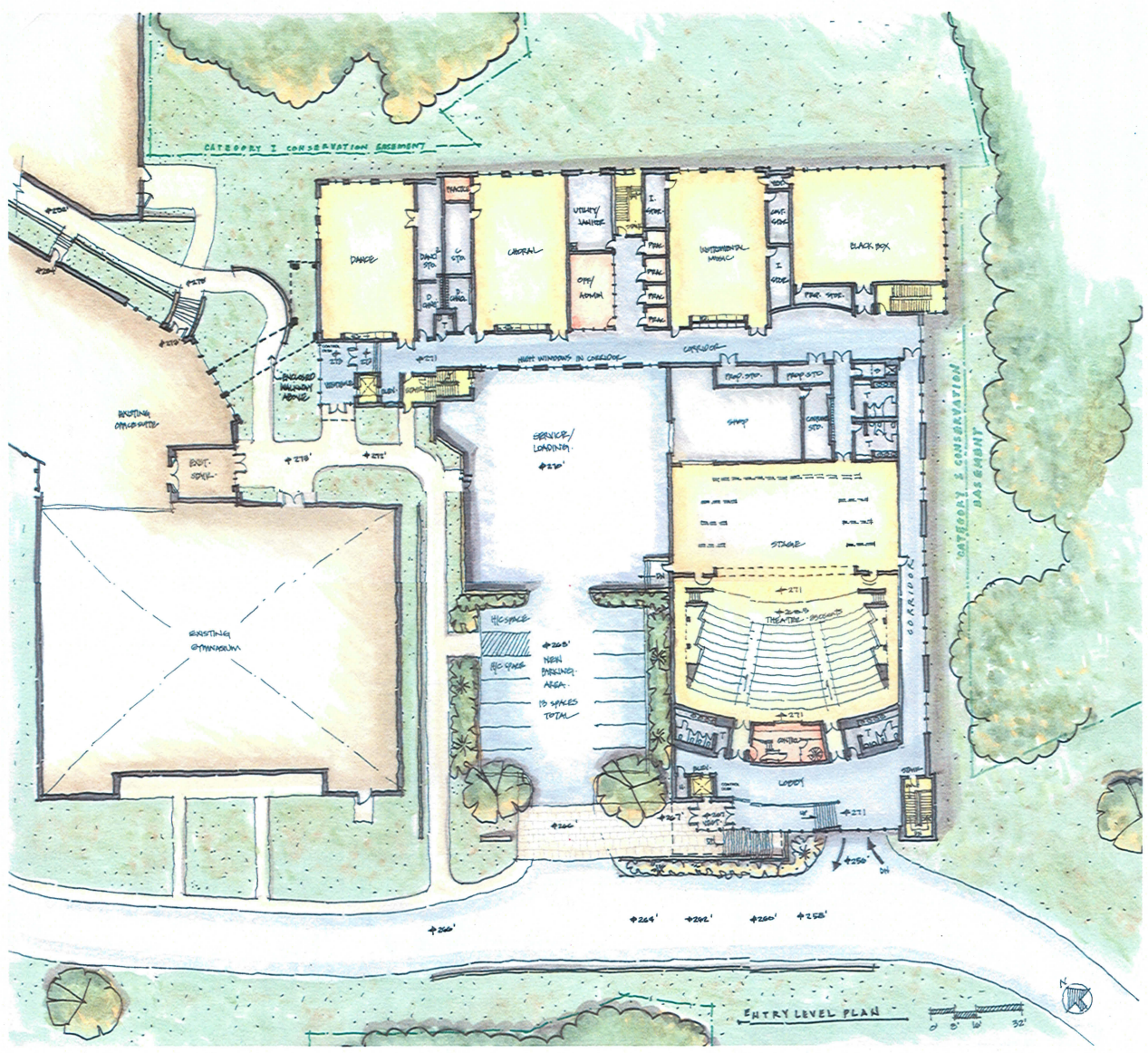
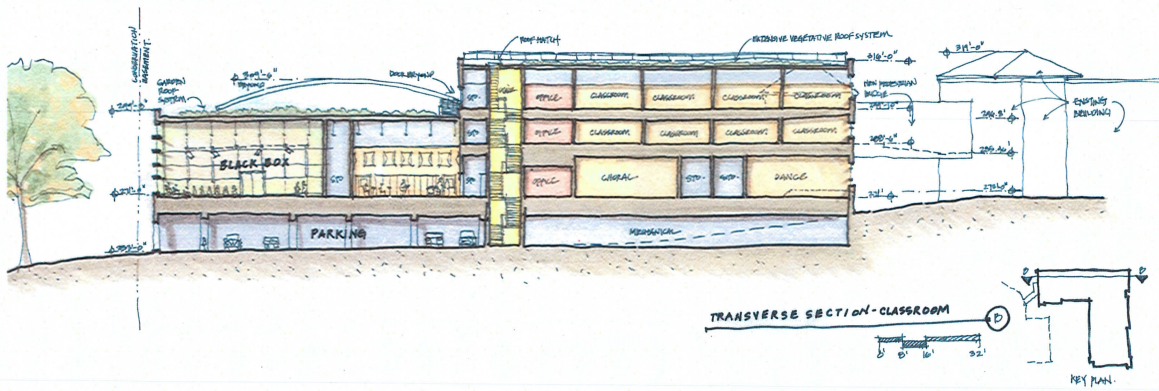


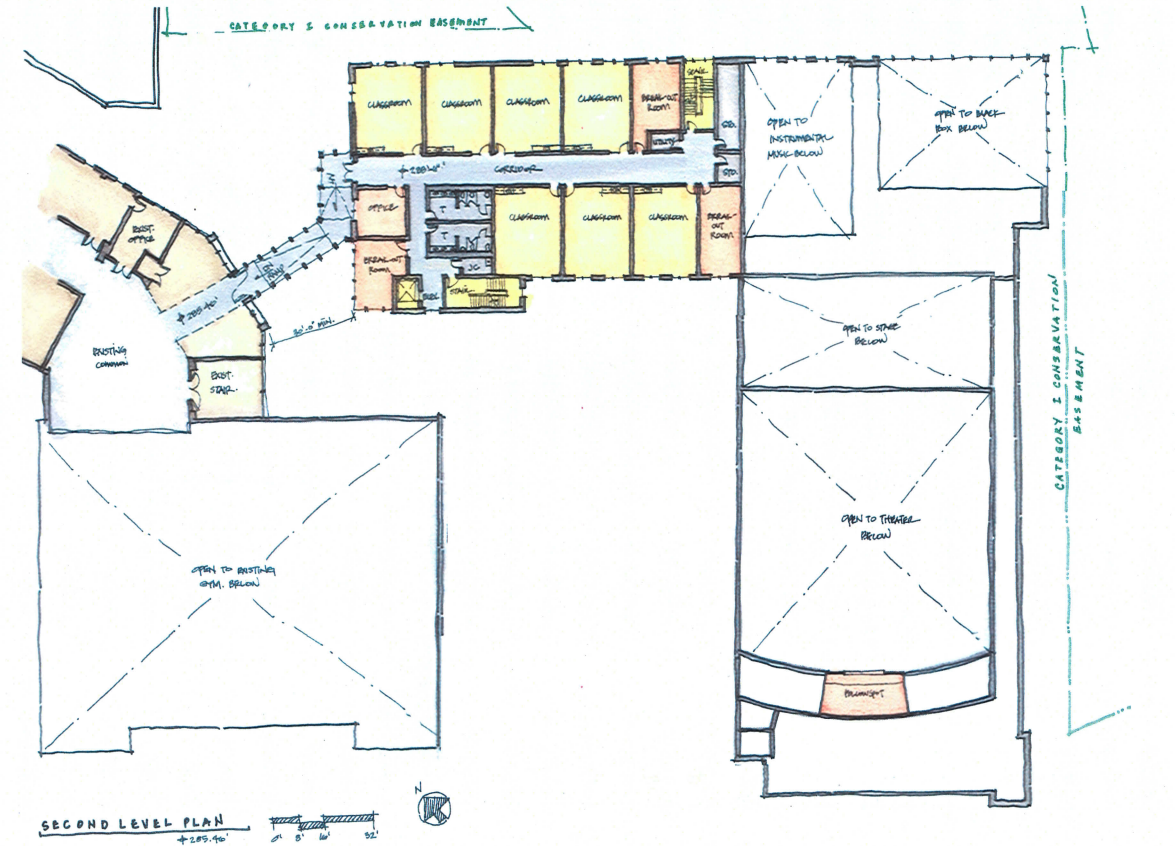
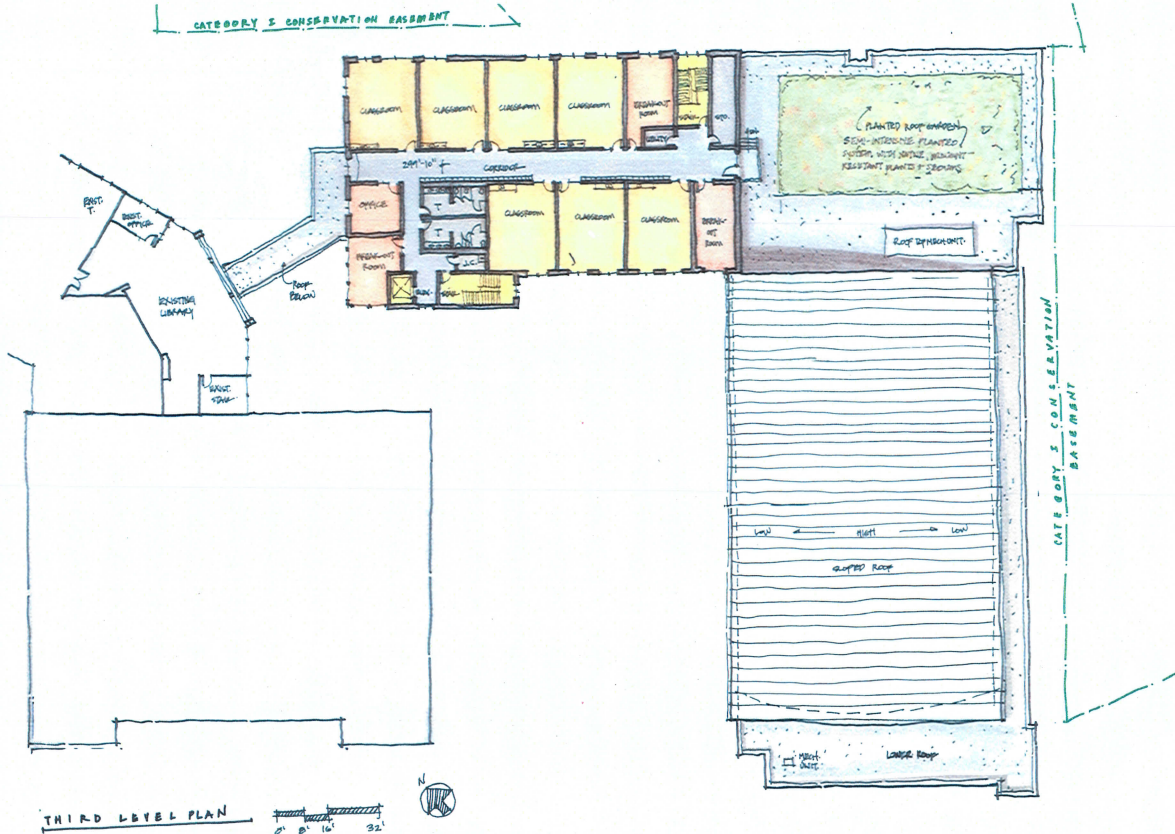
Figure 7: Looking toward River Rd

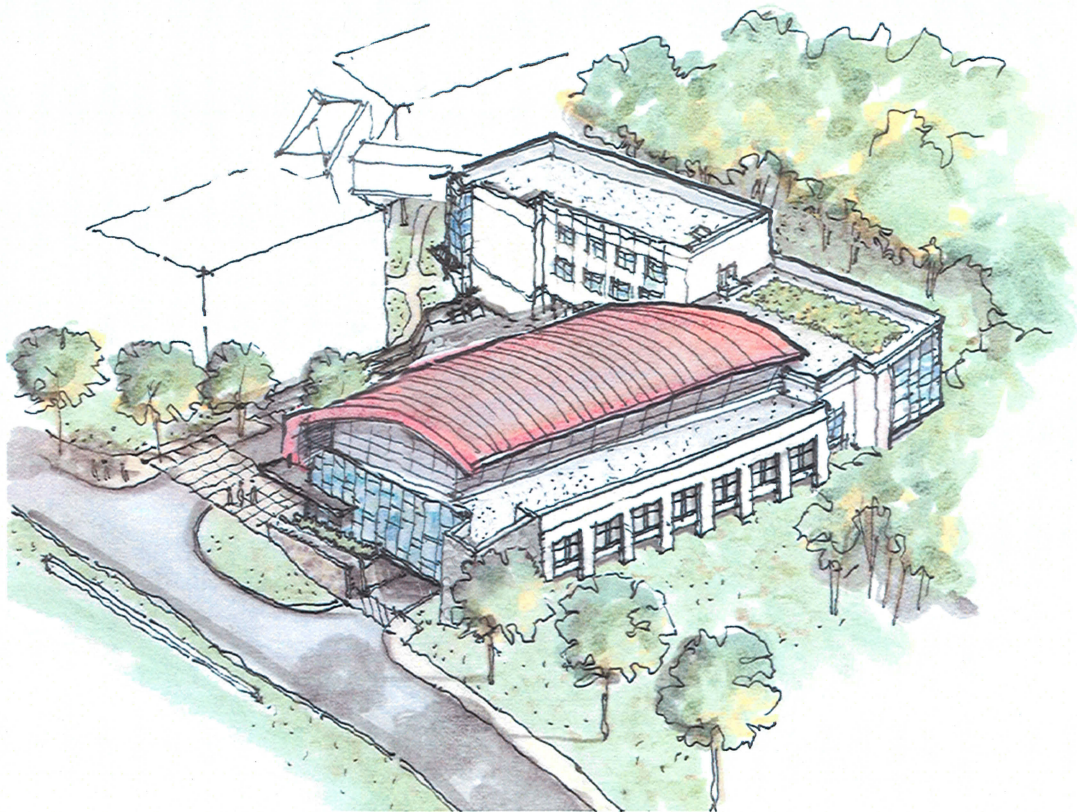
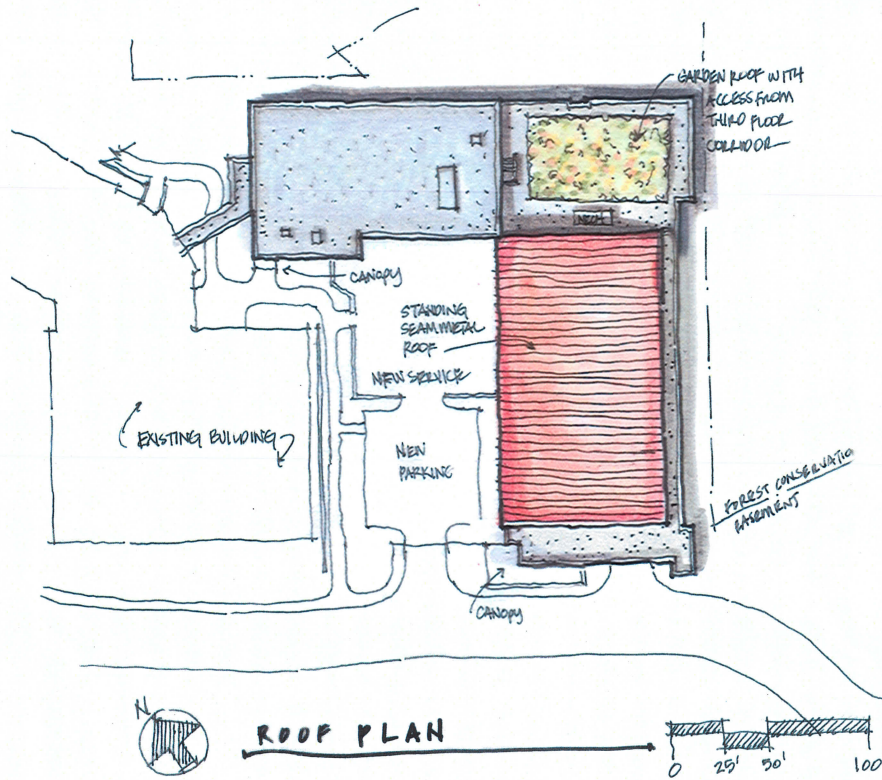


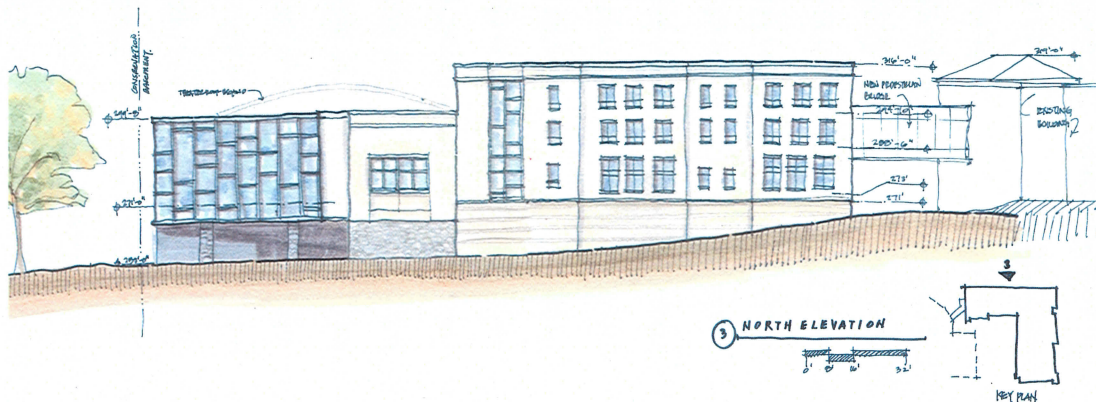
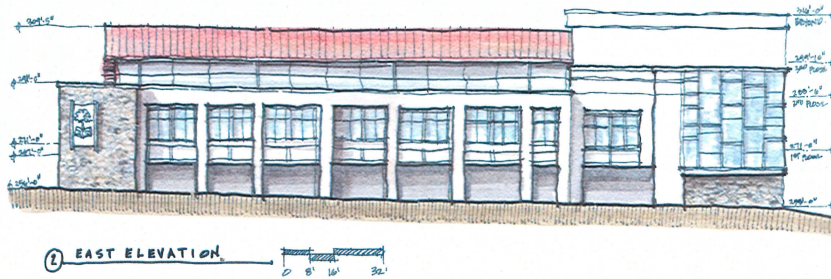
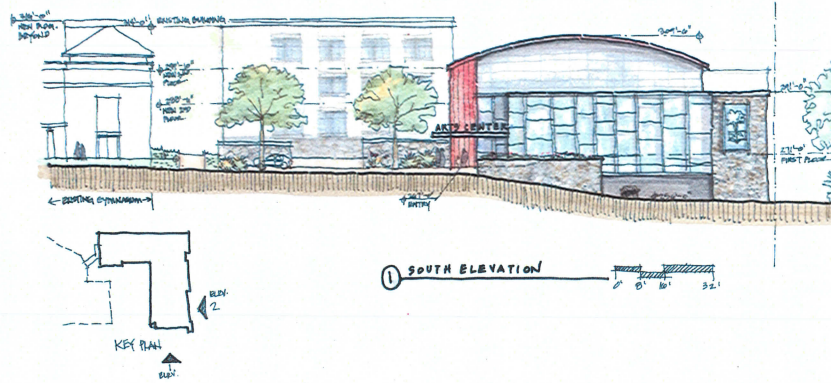
Figure 8: Athletic Fields

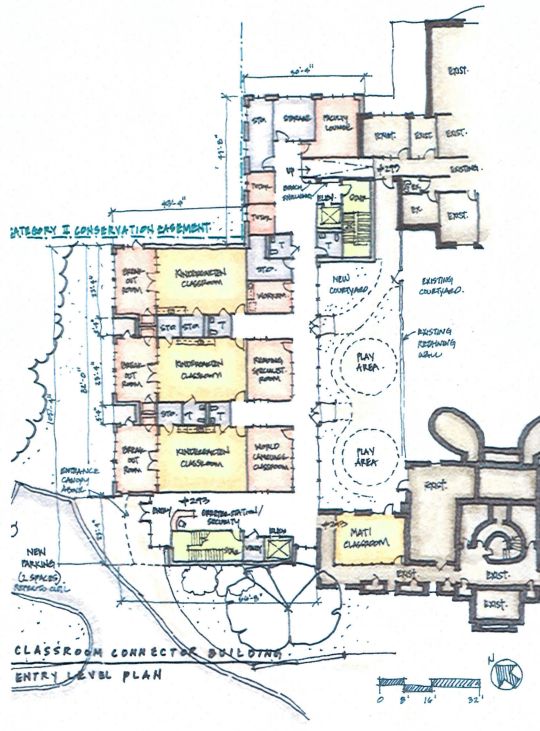
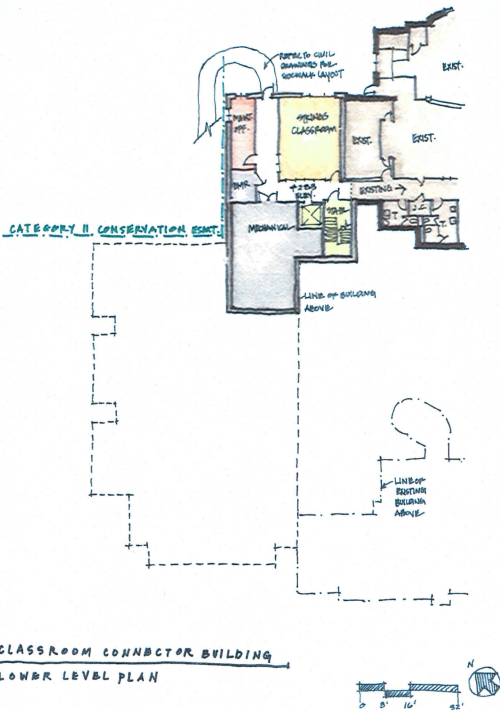
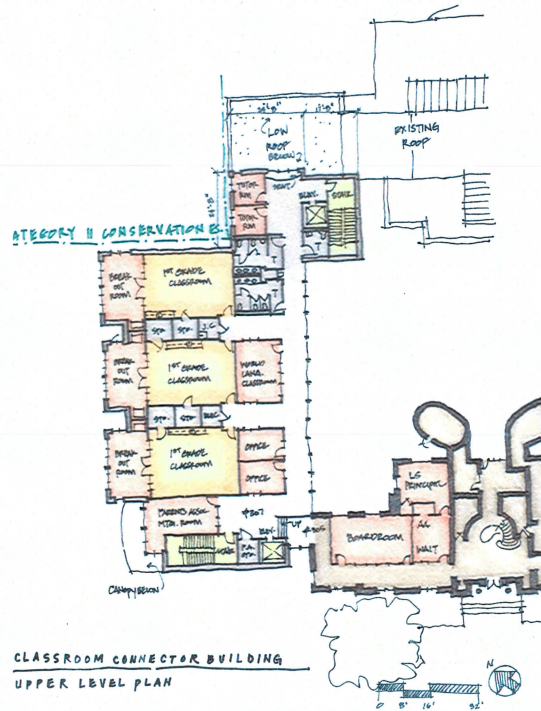
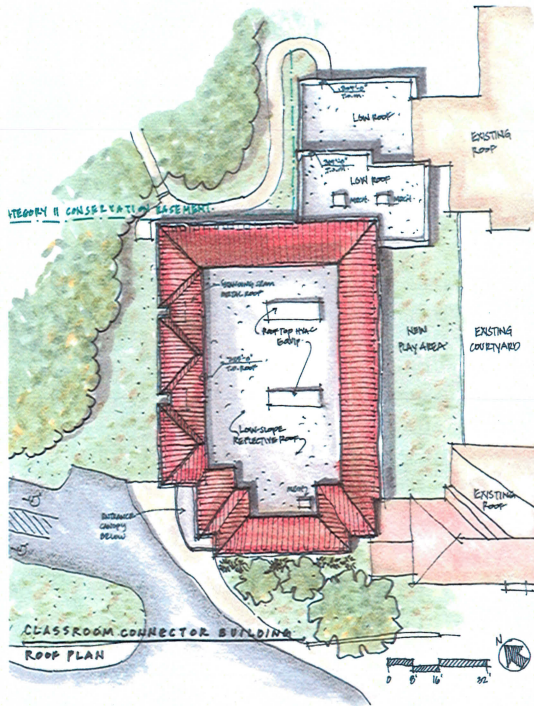


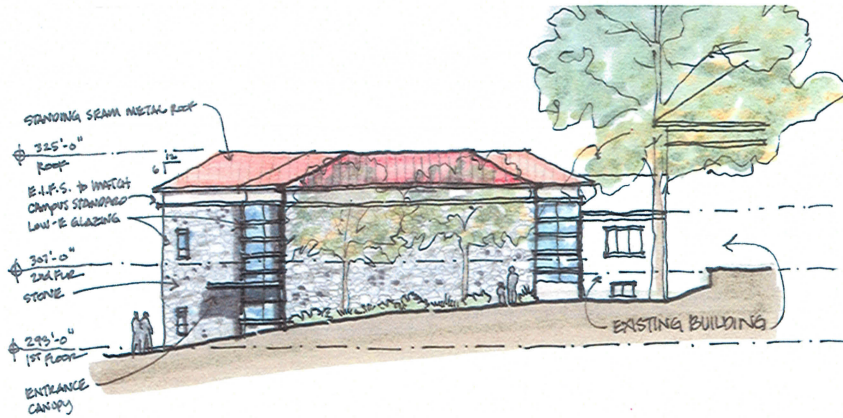
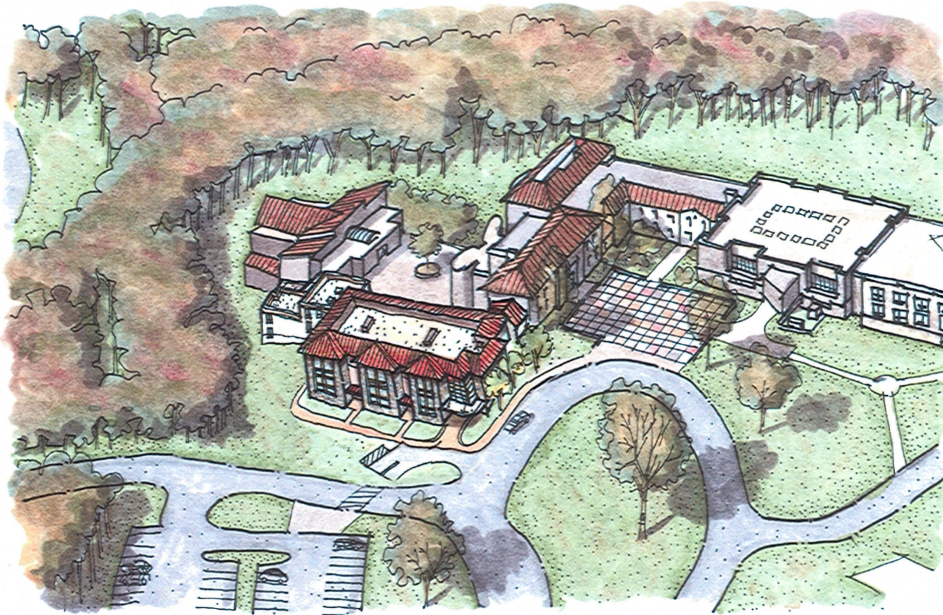




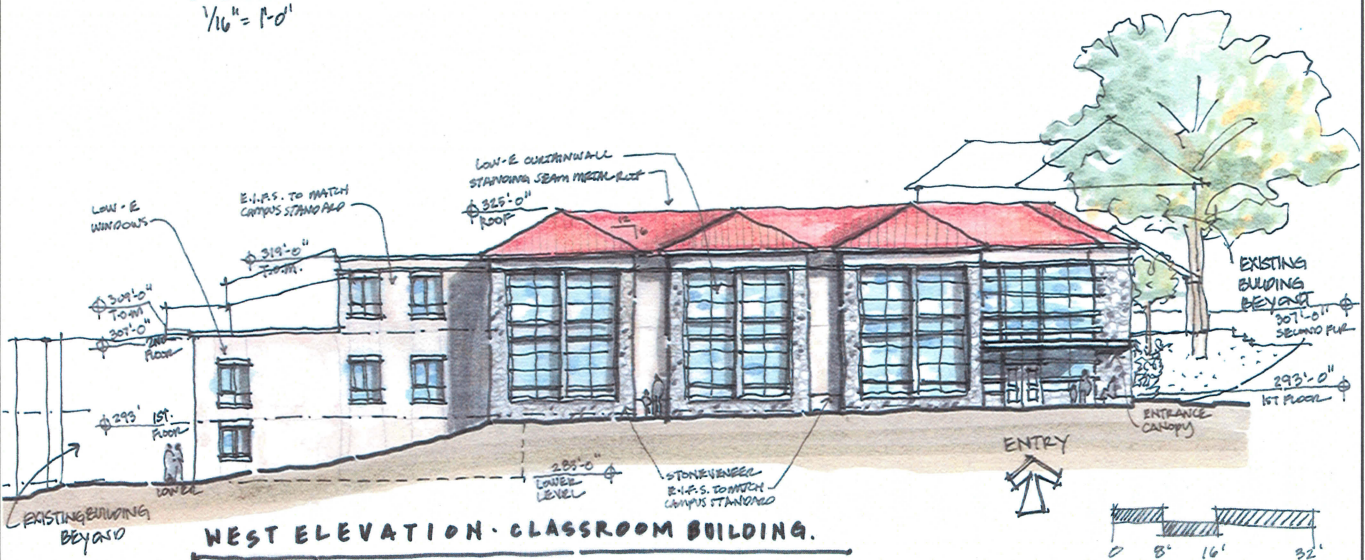




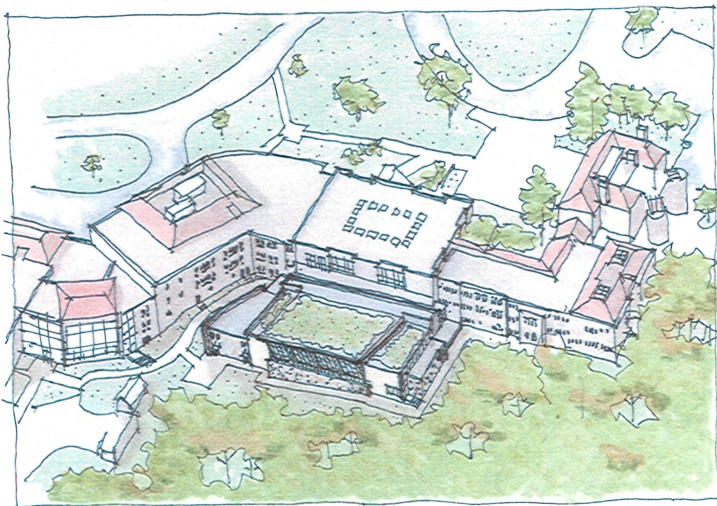
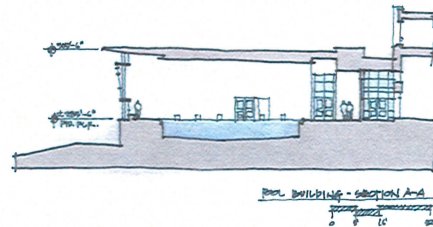
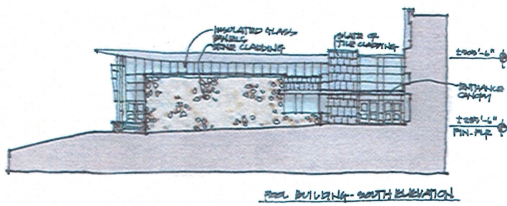
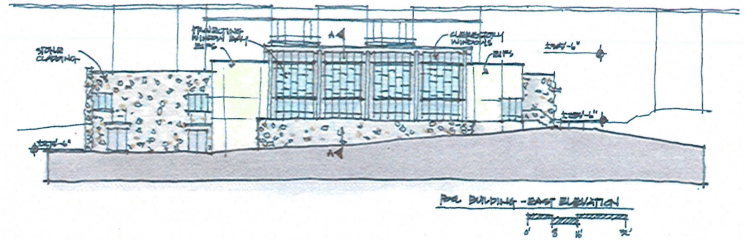
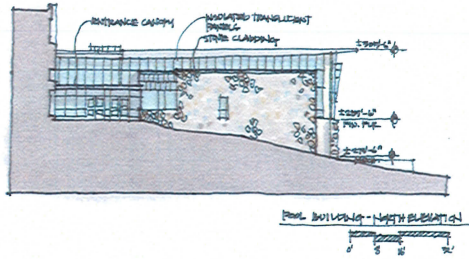




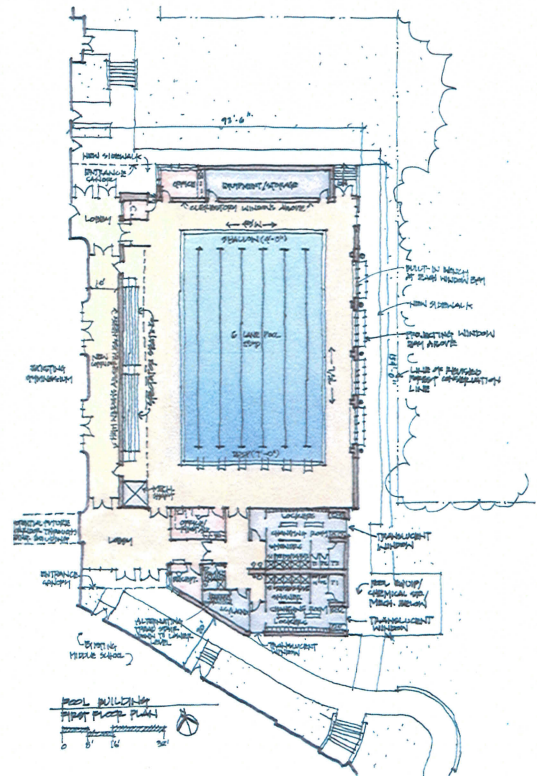
SOUTH ELEVATION · CLASSROOM BUILDING
 $\frac{1}{16}'' = 1'-0''$



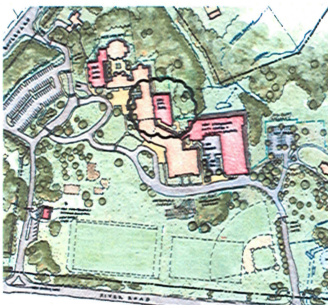
WEST ELEVATION · CLASSROOM BUILDING.

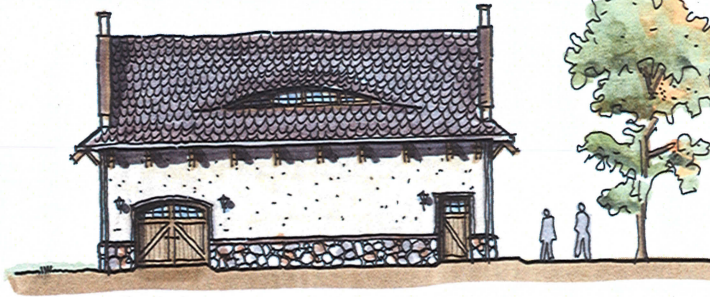


AERIAL VIEW OF NATATORIUM

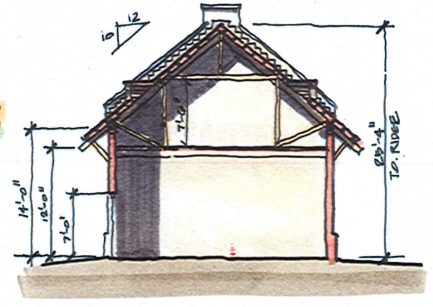


KEY PLAN

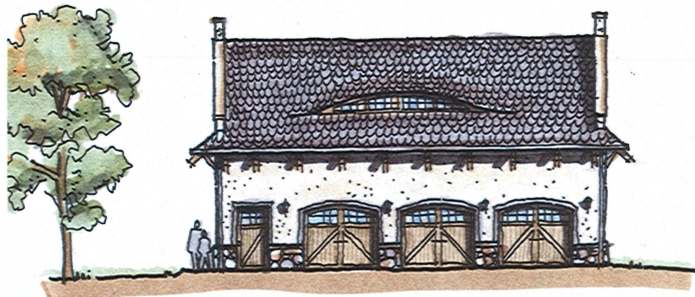




REAR ELEVATION



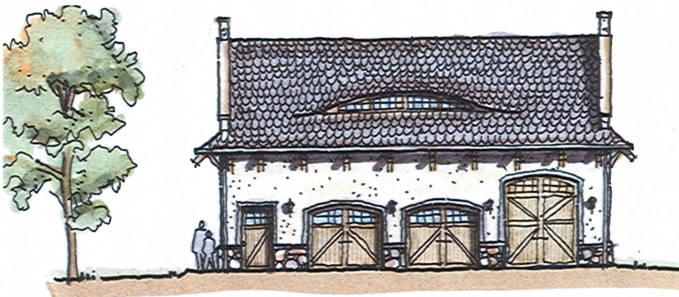
SECTION



FRONT ELEVATION

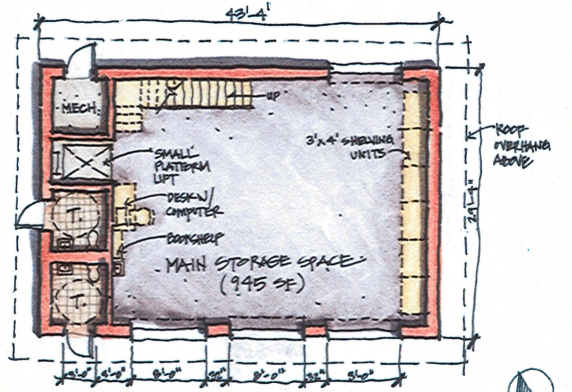


SIDE ELEVATION

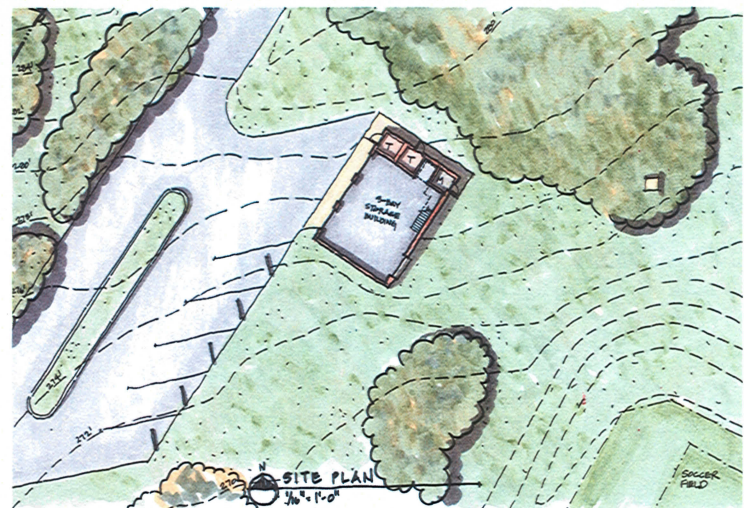


FRONT ELEVATION

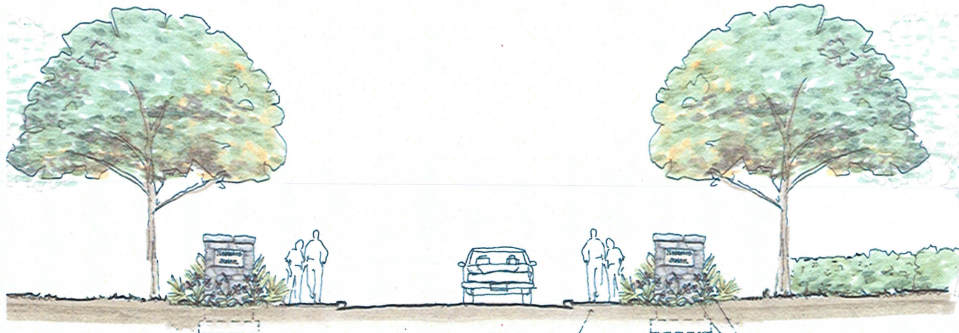
LARGE DOOR OPTION



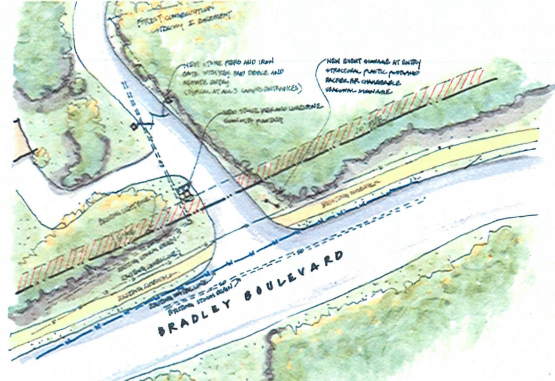
PLAN



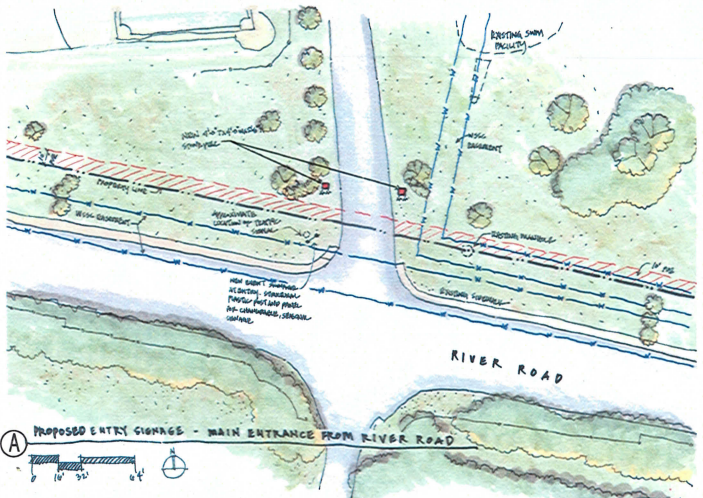
SITE PLAN



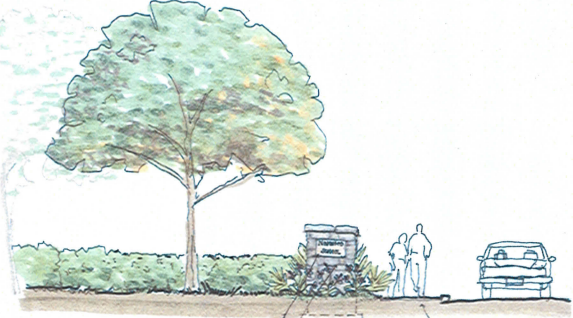
RIVER ROAD MAIN ENTRY SIGN (A)



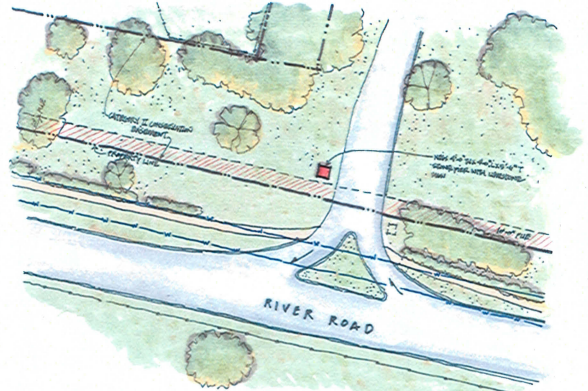
PROPOSED ENTRY SIGNAGE AT VISITOR ENTRANCE OFF BRADLEY BOULEVARD (C)



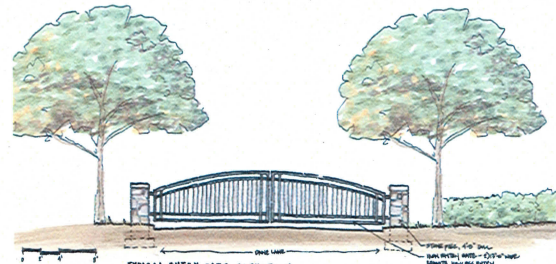
PROPOSED ENTRY SIGNAGE - MAIN ENTRANCE FROM RIVER ROAD (A)



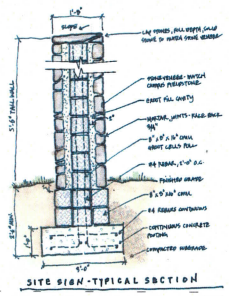
RIVER ROAD ENTRY SIGN (B)



PROPOSED ENTRY SIGNAGE - SECONDARY ENTRANCE FROM RIVER ROAD (B)

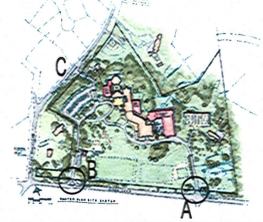


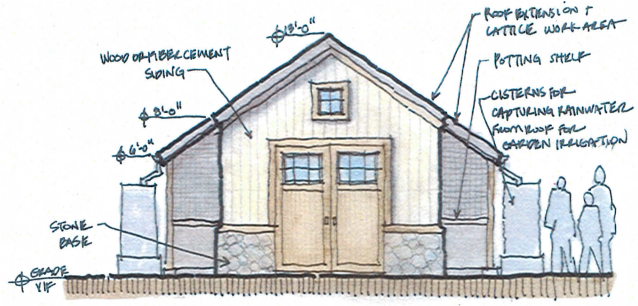
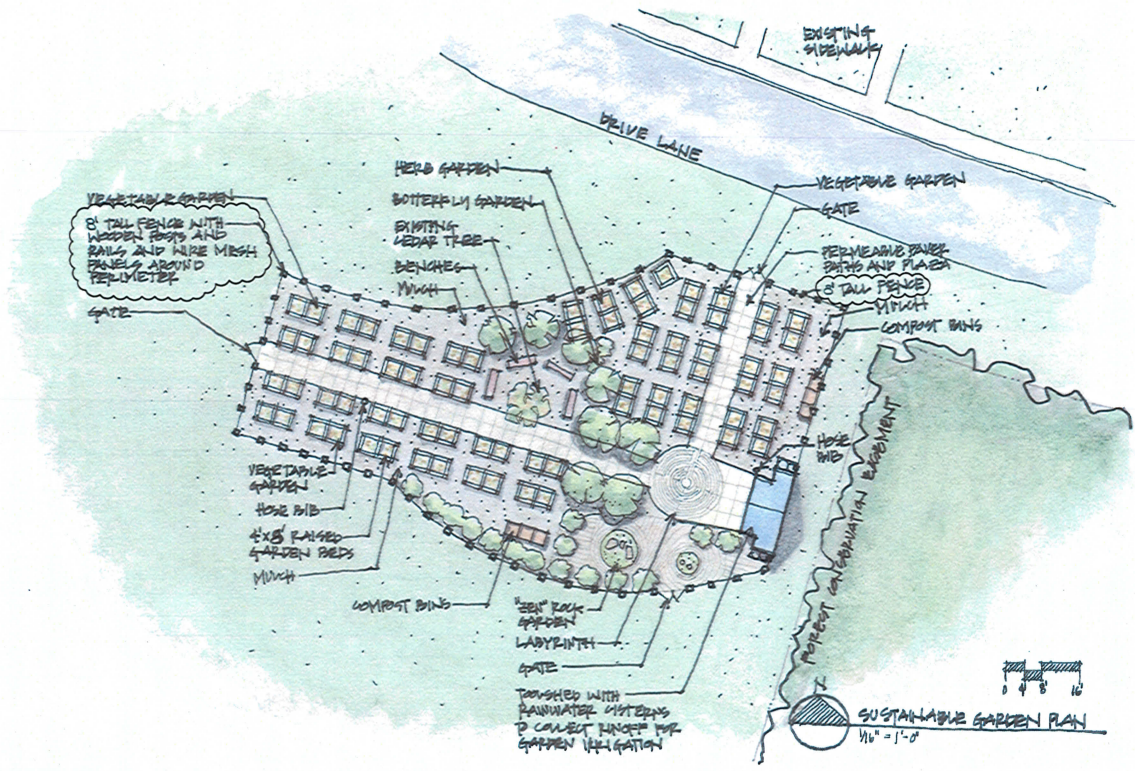
TYPICAL ENTRY GATE ELEVATION



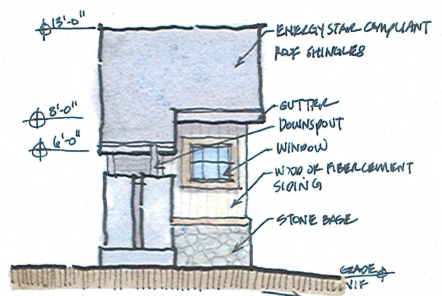
SITE SIGN-TYPICAL SECTION

KEY PLAN

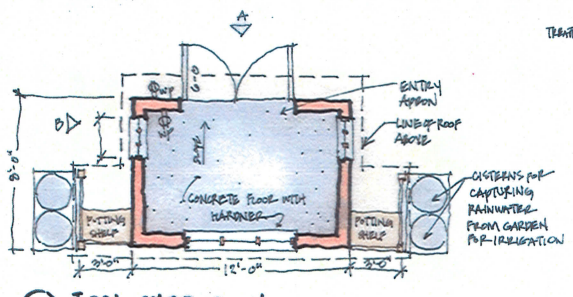




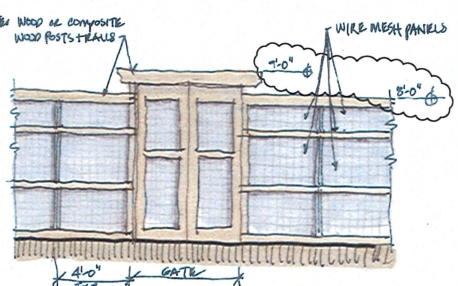
A TOOL SHED FRONT ELEVATION



B TOOL SHED SIDE ELEVATION



1 TOOL SHED PLAN



C GARDEN FENCE ELEVATION



ATTACHMENT 4

Surrounding Neighborhood Map



18

ATTACHMENT 5



MONTGOMERY COUNTY PLANNING DEPARTMENT
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

June 4, 2010

MEMORANDUM

TO: Renée Kamen
Development Review Division

FROM: ^{cn} Callum Murray, Team Leader, Potomac and Rural Area (301-495-4733)
Katherine Holt, Senior Planner (301-495-4549)
Vision Division

SUBJECT: Amendment to modify existing private educational institution
Norwood School – S-285-E
Potomac Subregion Master Plan

RECOMMENDATION

Staff finds that this Special Exception Amendment, with modifications, is consistent with the 2002 Approved and Adopted Potomac Subregion Master Plan. Vision Division staff recommends approval with the following conditions to ensure community compatibility and master plan compliance:

1. The student enrollment is limited to 600 students onsite at one time during the school year and limited to 850 for summer programs.
2. Staff (excluding volunteers, visiting coaches and parents) is limited to 200 onsite at one time during the school year and summer staff is limited to 216.
3. The applicant shall implement a comprehensive traffic management program as described in the submitted Transportation Management Plan; the shuttle service shall be a mandatory service, not an optional one.
4. Phases 2, 3 and 4 should not proceed until the Transportation Management Plan for the previous phase is demonstrated to be successful.
5. The bike paths along River Road and Bradley Boulevard should be constructed in the first phase.
6. Vehicles destined to the school are not permitted to be stacked (queued) on off-site streets.
7. Limit hours of operation to 7 am to 11 pm, seven days per week, with the exception of the Natatorium, which may open at 5 am.
8. All activities and operations should comply with the Montgomery County Noise Control Ordinance.

Vision Division, 301-495-4555, Fax: 301-495-1304
8787 Georgia Avenue Street, Silver Spring, Maryland 20910
www.MontgomeryPlanning.org

9. Provide evergreen screening between the school and residents to the northeast.
10. Building-mounted lights should cast light downward only.
11. Establish a Community Liaison Committee that meets four times a year in the first phase; invite West Montgomery County Citizens Association to participate.
12. Limit large scale special events to no more than seven per year. Special events should be limited to those with an educational component or be related to PGA tour events at Avenel or Congressional Country Clubs.
13. The applicant should continue working with Environmental Planning staff and DPS staff to resolve the runoff issues identified by neighbors.

PROJECT DESCRIPTION

The Norwood School property is comprised of a 38-acre parcel located in the RE-2 zone at the intersection of Bradley Boulevard and River Road in the Potomac Subregion Master Plan area. The School, which has been operating in this location since 1972 under Special Exception S-285 as modified, currently has several buildings which are generally located in the central portion of the property. Maximum enrollments are 560 students, 120 employees, 560 children in a summer camp program, child day care (limited to the majority of Norwood School employees) up to 12 children, and a pre-kindergarten program.

This proposal adds four new buildings and site improvements in four phases, along with operational changes, as follows:

Phase 1:

- Stripe new parking spaces and modify existing spaces to increase existing 207 spaces to 209 spaces plus six shuttle bus parking spaces.
- Install Sustainability Garden.
- Establish bus service for six buses (two routes began operation in September 2009).
- Establish new hours of operation: 7 am to 11 pm Sunday through Thursday and 7 am to 12 am Friday and Saturday (currently hours are 7:30 am to 10 pm).
- Establish school year (August to June) operations:
 - Before care and pre-K to 8 school program for Norwood students;
 - Community-accessible after school enrichment classes, educational, community, indoor/outdoor recreation, tutoring, college entrance exam prep courses and art education classes, and winter break and spring break enrichment camps.
 - Mid-Atlantic Teacher Institute (MATI was established at Norwood in 2007 as an extension of the Assistant Teacher Program. Norwood and The George Washington University provide a 13-month program for 8-12 participants who receive a master's degree in elementary education and teacher certification upon completion).

- Maintain the existing maximum of 560 students permitted on-site at one time. This maximum includes participants in educational, recreation, community and other programs and facility rentals, plus juvenile camp counselors.
- Increase the existing staff maximum from 145 to 160, including teachers, MATI apprentices, Norwood coaches, administrative, custodial and maintenance personnel, independent contractors, instructors and supervisors. Visiting coaches, parents and volunteers are not included in this maximum.
- Establish summer (June 16 to August 31) operations:
 - Summer day and summer twilight camps and recreational activities, Horizons at Norwood. This camp is a national academic and enrichment program for underserved students. Montgomery County public school students participate in six weeks of academic and recreational activities. Norwood anticipates 15 first-grade students entering the program each summer and continuing for eight years, resulting in 120 students after eight years.
 - Summer staff maximum to be set at 155.
- In the existing single-family structure near the Bradley Boulevard entrance, establish a residence for the School Resident Manager along with a potential school office, program and/or storage space.
- Permit other inherent activities such as school dances, secondary school placement fair, spring picnic, student/parent breakfasts, dinners and social activities, book fairs, silent auctions and similar activities throughout the year.
- Permit facility rentals for educational, community indoor/outdoor recreation, tutoring, college exam prep courses and art education.
- Permit up to seven large scale community and supplemental revenue events/facilities annually (examples provided: Cancer Walk-A-Thon, PGA tour parking and ancillary facilities during PGA tour events at Avenel and Congressional Country Clubs, antique show, rummage or used book sale, or similar activities). These events will generally not occur before 7 pm Monday through Friday, when pre-K through 8 instruction is in session.

Phase 2

- Construct/install entry signage, security lighting, and security gates.
- Construct a two-story (with partial third level below) Lower School Classroom Connector Building (17,600 sf) that connects the existing Steuart Building with the existing Murray Building.
- Construct a one-story with loft Carriage House Maintenance Building (1,270 sf)
- Modify the existing sidewalk along the main entrance drive lane and widen the road along the west driveway.
- Construct bike path along River Road and Bradley Boulevard.

- Establish a total of 202 on-site parking spaces, plus 6 shuttle parking spaces.
- Increase the maximum number of students from 560 students to 600 students permitted on-site at one time. This increase will provide the school with flexibility to add the previously authorized pre-K program.
- Increase maximum number of staff from 160 staff members to 180 staff members for the school year and the summer program.
- Increase the maximum number of students permitted on-site at one time during the summer program to 775.

Phase 3

- Construct a two-story Natatorium (indoor pool building) that will connect to the rear of the existing Marsh Building with pool hours beginning at 5 a.m.
- Construct surface parking facility and associated access, which will create 38 parking spaces.
- The total number of on-site parking spaces will be 240 spaces plus 6 shuttle parking spaces.

Phase 4

- Construct a Performing Arts Center (PAC)(350-seat capacity and 52,600 sf) and associated parking structure (45,400 sf).
- Improve existing sidewalk along the main drive lane to the Performing Arts Center.
- The total number of on-site parking spaces will be 293 spaces plus 6 shuttle parking spaces.
- Increase maximum number of staff from 180 staff members to 200 staff members for the school year and the summer program.
- Increase the maximum number of students permitted on-site at one time during the summer program from 775 students to 850 students.
- Permit PAC facility rental for artistic instruction and performances, educational presentation, and commencement exercises and offer community accessible after school enrichment classes, educational, community, indoor/outdoor recreation, tutoring, college entrance exam prep courses, and art education classes, and winter break and spring break enrichment camps.

MASTER PLAN AND ZONING HISTORY

The property is located within the 2002 Potomac Subregion Master Plan area. The School and surrounding area are zoned RE-2. The Congressional Country Club is located across the street to the south and east of the Norwood School with Cabin John Creek to the north and east. There are nine residential

properties abutting the Norwood School.

The Master Plan confirmed the existing RE-2 zone and the land use map indicates the site as a school/education facility. The Plan text does not specifically address the school site. Private educational institutions are allowed by special exception in the RE-2 Zone.

Recommendations and guidelines for special exceptions can be found in the Master Plan on pages 35 and 36 (emphasis below original). The Plan states:

A special exception may be denied if the concentration of such uses is deemed to be excessive or if it is inconsistent with Master Plan recommendations. The Master Plan seeks to provide guidelines that will protect residential areas while also attempting to meet important policy goals.

Recommendations

- ***Limit the impacts of existing special exceptions in established neighborhoods. Increase the scrutiny in reviewing special exception applications for highly visible sites.....***
- ***Avoid an excessive concentration of special exceptions along major transportation corridors.***

In the design and review of special exception uses, the following guidelines shall be followed, in addition to those stated for special exception uses in the Zoning Ordinance:

- a. Adhere to Zoning Ordinance requirements to examine compatibility with the architecture of the adjoining neighborhood.*
- b. Parking should be located and landscaped to minimize commercial appearance. In situations where side or rear yard parking is not available, front yard parking should be allowed only if it can be adequately landscaped and screened.*
- c. Efforts should be made to enhance or augment screening and buffering as viewed from abutting residential areas and major roadways.*

There are a number of private educational institutions in the planning area and concerns have been raised about parking and traffic problems caused by queuing for drop-off and pick-up.

A half mile radius from Norwood School was used to determine the number of special exceptions. There are six special exceptions that were approved, one denied, two dismissed, one revoked, and three undecided. This is not an excessive concentration and the current application is an amendment (albeit a

substantial one) to an existing special exception. The proposal has therefore been reviewed in terms of its potential impact on the established neighborhood and within a highly visible site.

Norwood School has operated under the grant of a special exception (Case No.: CBA-2879) since 1970, and has subsequently been altered over the last 36 years in order to accommodate the growing educational needs of its students and programs. Originally approved for 150 students, Norwood School has added 410 students (approximately 273%), since initially being approved. The latest major modification, which was approved in 2001, allowed for a 2,700 square foot expansion to the Murray Arts Building. Below describes the legislative history of the Norwood School:

- **Case No.: CBA-2879** (granted 1970). Established Norwood School at 8821 River Road, which permitted up to 150 students on 8.5942 acres
- **Case No.: S-18** (granted 1971) (modification to CBA-2879) relocation of driveway. This grant was "abandoned" with S-285 as the applicant was approved to abandon the use of this driveway.
- **Case No.: S-285** (granted 1974) Request to construct a new building, which is adjacent to (the now) Steuart Building to accommodate an additional 100 students.
- **Case No.: S-285-A** (granted 1989) Requested an increase of 60 students (total enrollment of 310 students) increase staff to 50, summer program, renovating existing buildings with the addition of air conditioning and construction of 2 additions and a connection to Bradley Boulevard and expand boundaries to 21.298 acres.
- **Administrative Modification** (granted 1994) Request to increase enrollment to 330 with 60 staff members.
- **Case No.: S-285-B** (granted 1996). Request to increase staff to 65 persons, increase enrollment to 360 students, installation of temporary trailers, and two additional soccer/play fields and expand campus to include an additional 17.462 acres.
- **Case No.: S-285-C** (granted 1998) Request to increase enrollment to 560, with the addition of pre-kindergarten and middle school; increase staff to 120; installation of 6 temporary classrooms, 4 tennis courts, 2 soccer fields, and hard surface play area, with 2 basketball nets; reconfiguration of the driveway; construction of a inter-parcel connector, 3 off-street parking facilities, gymnasium/classroom, and softball/baseball field; expansion of the summer camp program to permit a maximum of 560 children; and daycare for up to 12 children.



- **Case No.: S-285-D** (granted 2001). Request to construct a 2,700 square feet addition to the existing performing arts building (known as the Amanda Murray Arts Center).
- **Administrative Modification** (granted 2007) Request to permit the Saturday operation of a foreign language school by a third party, and installation of 2 storage units. Hours of operation provided are 9:15 A.M. – 4:00 P.M.

As a result of the above special exception modifications, the school currently operates under the following conditions: maximum enrollment of 560 students, maximum staff of 120 employees, summer camp program enrollment of 560 children, child day care (limited to the majority of Norwood School employees) up to 12 children, a pre-kindergarten program, and multiple physical plant additions and modifications throughout the campus.

PROPOSED PROJECT OPERATIONS

Schedule

The school year is from August to June and the summer programs operated generally mid-June until the end of August. The summer programs are comprised of summer day and summer twilight camps and recreation activities, Horizons at Norwood, community accessible education, recreation, tutoring, college entrance exam prep courses, art education, and facility rentals.

Hours of Operation

The current hours of the Norwood School are 7:30 a.m. to 10:00 p.m. The Norwood School proposed hours of operation would be 7 am to 11 pm, Sundays through Thursdays and 7 a.m. to midnight, Friday and Saturday. (The proposed midnight closure hours are opposed by Vision Division staff). These hours incorporate before care and pre-K-8th grade school programs for Norwood students, community accessible after school enrichment classes, educational opportunities, recreational opportunities, school break enrichment camps, Mid-Atlantic Teacher Institute, facility rentals, and college entrance exam prep courses. Once the Natatorium (indoor pool) is built, the pool will open at 5 a.m. daily.

Number of Staff and Students

Currently, there are 145 staff for the school year and 135 staff for the summer programs. Certain phases have staff numbers increasing, while other phases maintain the previous number of staff. The maximum number of staff for the school year program and the summer programs is 200. In the Revised Transportation Management Plan, there will be 200 staff for the school year program and 216 staff for the summer program. Once the programs are

implemented and the school is built out, there will be 600 students for the school year program and 850 students for the summer programs.

Site Access

Access to the school is from River Road and on Bradley Boulevard.

River Road is classified as a major highway (M-2) with two lanes and an off-road bike path (Class I bikeway) proposed within the master plan right-of-way of 150 feet. This highway provides access from I-495 to the site. Two entries exist on River Road; one is signalized.

Bradley Boulevard is classified as an arterial roadway (A-39) with two lanes and an off-road bike path (Class I bikeway) proposed within the master plan right-of-way of 100 feet. One driveway exists on Bradley Boulevard.

There are currently 4 ½ - 5 foot sidewalks along both River Road and Bradley Boulevard. The applicant's special exception modification request states, "Construct bike path along River Road and Bradley Boulevard frontage and associated landscaping".

Parking

The applicant proposes 293 parking spaces and six shuttle bus parking spaces when the campus is built out. Parking will be located underneath or behind the proposed new building structures with one parking garage and the rest as surface lots with additional screening proposed to hide new or modified surface parking lots. *"The northern and eastern property line existing forest stands have been retained and protected with Conservation Easements in order to screen abutting residential areas"* (p. 4, *Special Exception Modification Request*). One neighbor has requested evergreen screening for the future performing arts building.

For special events, Norwood School has identified the location of overflow parking areas on-site where cars will park on grass on a temporary basis and the School will shuttle people to off-site locations, if required.

Continued coordination should occur with the Montgomery County Department of Transportation as well as the M-NCPPC Transportation Planning Division to ensure that community concerns regarding traffic problems on Seven Locks Road and Bradley Boulevard are addressed as the staging plan comes to fruition.

The Master Plan states: *"The two-lane road policy is intended to preserve the community's visual aspect and character by discouraging the expansion of existing roadways from two to four lanes. The policy retains the rights-of-way and setbacks during the subdivision process, and while those rights-of-way may never develop, their preservation enhances safety, allows for intersection*

improvements, leaves potential for pedestrian and bicycle facilities, and provides space to offset the effect of auto emissions and roadway noise” (p. 109).

The Master Plan mandates that Potomac highways remain as a maximum of two-lanes. Additional lanes can therefore not be proposed as part of a School Traffic Management Plan. Coordination will be required between Norwood School, Montgomery County Department of Transportation, and M-NCPPC Transportation Planning Division to ensure that each phase can be accommodated without undue congestion.

Queuing of vehicles must not occur off-site. Norwood School states, “*Traffic does not, therefore, have to proceed along a local residential street to access the School. The campus is of sufficient scale that queuing of vehicles is accomplished fully on-site*” (p. 24-25, *Special Exception Modification Request*).

COMMUNITY CONCERNS

The petitioner has notified adjoining and confronting property owners and homeowner and civic associations and posted signs on the property.

West Montgomery County Citizens Association (WMCCA) submitted a letter to the Chairman in opposition to the proposed modification to the special exception case. WMCCA expressed concerns about the impact of the increase in students and staff on traffic congestion on River Road and Bradley Boulevard, which has impacts as far as Potomac Village. WMCCA is also concerned that the school's traffic mitigation of carpools and bus service will not minimize the traffic impact because the programs are not mandatory. A second letter from WMCCA requested a delay in hearing this item.

Letters in support of the application have been received from the Congressional Country Club and Mr. Warren Montouri, 8801 Bradley Boulevard, the immediate neighbor to the west.

The applicant and the M-NCPPC staff have met with another neighbor whose property abuts the school to the north (8800 Bradley Boulevard). The property owner is concerned about the potential for increased runoff draining across a private driveway during and after construction. The property owner has requested improved screening of the School parking lots and buildings.

DISCUSSION

Staff considered whether increasing the student population from the currently-permitted level of 560 students to 600 students during the school year and 850 students during the summer would create excessive impacts on the established



neighborhoods (p. 35 of the Potomac Subregion Master Plan). Guidance for densities over 87 pupils per acre is contained in the Zoning Ordinance (Section 59-G-2.19(a)(4)(5)). At 38.06 acres, that would result in over 3,300 students—the current proposal ranges between 15.7 and 22.3 students per acre. Staff considers the proposed population to be compatible with the low density character of the neighborhood.

To assure compatibility with the neighboring residential properties, Vision Division staff has several recommendations: additional evergreen screening should be provided between the campus and the neighbors, especially in areas where parked cars and lights are currently visible. All lights should be shielded, and lights on buildings should cast light downward only. All activities on the site should comply with the Montgomery County Noise Control Ordinance. The Ordinance limits sound levels to 65 dBA at the nearest receiving residential property line during daylight hours and 55 dBA during nighttime hours. Daytime hours are defined as 7 am to 9 pm weekdays and 9 am to 9 pm weekends and holidays; conversely, nighttime “quiet” hours are 9 pm to 7 am weekdays and 9 pm to 9 am weekends and holidays.

Extending the hours of operation from the present 7:30 am to 10 pm hours to the requested 7 am (5 am for the Natatorium) to 11 pm (Sunday-Thursday) or 12 am (Friday and Saturday) gives the neighboring properties a limited number of quiet hours. Staff recommends that all activities cease and the campus be vacated by 11 pm on all nights.

In addition to educational, recreational, athletic, artistic and community events, the school proposes to host up to seven “larger-scale community and supplemental revenue events/facilities” per year. Such frequent, unrestricted events could have substantial negative impacts on area residents and adjacent traffic routes. Staff recommends that such events be restricted to those with a clear educational component, or PGA tour-related events at Avenel or Congressional County Clubs, and that a special event maximum attendance should be established.

Staff recommends that Phases 2, 3 and 4 should not proceed until the Transportation Management Plan for the previous phase is demonstrated to be successful. Staff also strongly supports the proposed creation of a Community Liaison Committee, and recommends that a representative from West Montgomery County Citizens Association be invited along with the adjacent property owners. Quarterly meetings should start with the first phase, and should at a minimum include regular reviews of the Transportation Management Plan, proposed events, and community concerns as they arise. In addition, to increase connections to the community and to reduce short car trips, construction of bike paths along River Road and Bradley Boulevard should be moved to the first phase.



CONCLUSION

Vision Division Staff recommends approval with these conditions for the proposed Special Exception for the Norwood School. The application, as modified above, is consistent with the Approved and Adopted Potomac Subregion Master Plan.



ATTACHMENT 6

MONTGOMERY COUNTY PLANNING DEPARTMENT

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

May 26, 2010

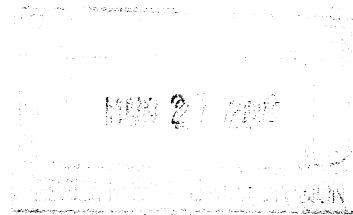
MEMORANDUM

TO: Renee Miller, Planner
Development Review Division

VIA: Shahriar Etemadi, Supervisor
Transportation Planning Division

FROM: Ki H. Kim, Planner/Coordinator
Transportation Planning Division

SUBJECT: Norwood School
Special Exception Case No. S-285-E



This memorandum represents Transportation Planning staff's Adequate Public Facilities (APF) review and recommendations for the subject special exception case. The Norwood School proposes to expand the student enrollment and number of staff for the School Year program as well as the Summer Program. The School is located in the northeast quadrant of the River Road (MD 190) /Bradley Boulevard (MD 191) intersection in the Potomac Policy Area. The school is currently operating with an authorized enrollment of 560 students and proposed to expand to 600 students in the School Year program and 850 students for the Summer Program, with additional increase in the number of staff.

RECOMMENDATION

Transportation Planning staff recommends the following conditions for transportation requirements related to approval of this application:

1. The student enrollment under the new special exception application S-685-E must be limited to 600 and 850 for the School Year Program and the Summer Program, respectively.
2. The number of faculty/staff under this special exception application must be limited to 200 and 216 for the School Year Program and the Summer Program, respectively.
3. The applicant shall provide an eight-foot-wide shared use path along its MD 190 frontage and a five-foot-wide sidewalk along its MD 191 frontage subject to the MSHA's review and approval.
4. No vehicles destined for the school are allowed to be stacked (queue) off-site and onto adjacent streets during the morning drop-off and afternoon pick-up periods.



5. The applicant must implement the submitted comprehensive Transportation Management Plan to address the PAMR requirements of the School's proposed expansion. Detail of the traffic management program as contained in the submitted TMP is listed under the PAMR discussion of this memorandum.
6. The number of future peak hour trips to be generated by the School shall be limited to 753 and 269 during the AM and PM peak hours, respectively. A monitoring system of annual traffic counts at the site must be submitted to the M-NCPPC to ensure the traffic cap is maintained.

DISCUSSION

Based on the currently authorized number of students and staff, the School is allowed to generate 753 and 269 vehicular trips during the AM peak hour and PM peak hour, respectively. However, the current school student enrollments and number of faculty and staff is generating 728 in the AM and 272 PM peak hours. The applicant is conditioned to implement a TMP that will cap their traffic generation to what is authorized (753 in the morning and 269 in the evening peak hours). Based on the traffic limit for AM and PM peak hours, the applicant is meeting the LATR and PAMR requirements.

Local Area Transportation Review

Three intersections were identified as critical intersections affected by the proposed development and were examined in a submitted traffic study to determine whether they met the applicable congestion standard. The congestion standard for the Potomac Policy Area is 1,450 Critical Lane Volumes (CLV).

The Critical Lane Volume (CLV) impacts of the proposed expansion on effected intersections were analyzed and are summarized in Table 1.

Table 1

Intersection Capacity Analysis with CLV						
During the Peak Hour						
Intersection	Existing		Background		Total	
	AM	PM	AM	PM	AM	PM
River Rd. (MD 190)/ Seven Locks Rd.	1226	1175	1250	1196	1250	1229
MD 190/ Bradley Blvd. (MD 191)	1329	1174	1330	1177	1330	1214
MD 190/ East School Dr./Congressional CC Dr.	1242	1102	1243	1105	1243	1152
MD 190/West School Dr.	1254	1010	1255	1013	1255	1017

As shown in the above table, the three intersections analyzed are currently operating at acceptable CLVs (below 1,450) and this level will continue for the background development condition (existing traffic plus approved but not-built subdivisions in the area) and the total development condition (background traffic plus traffic from the site). Therefore, this special exception application meets the LATR requirements of the APF review. The existing School Traffic is based on the current enrollment of 530 students which is less than the authorized enrollment of 560 students. Therefore, there is a difference between the background and the total traffic conditions.

Policy Area Mobility Review (PAMR)

The site is located within the Potomac Policy Area with 40% PAMR trip mitigation requirement according to the current Growth Policy. In order to address this PAMR trip mitigation requirement, the applicant proposed a number of trip mitigation measures and management actions to ensure that the School does not exceed the trip caps associated with its currently authorized School year enrollment. The proposed trip mitigation measures and management actions are contained in the submitted Transportation Management Plan (TMP) and listed below:

1. The School will increase the number of buses to six from the current operation of two buses to transport more students without the need for private automobile use. These buses will also be used during the Summer Camp operations.
2. The School will maintain a flexible schedule for staff arrivals and School start times in order to stay within the approved peak hour trip cap.
3. The School will appoint a staff member to be the School Transportation Coordinator (STC), to promote bus riding and carpooling through education and communication with parents and Staff.
4. The STC will identify clusters of families (i.e., based on zip codes) who potentially could form carpools or justify additional bus routes.
5. The STC will encourage carpooling among staff using similar measures.
6. The STC will monitor parking requirements for auxiliary programs so that the 90% capacity utilization target is met.
7. The School's Director of Auxiliary Programs will be charged with scheduling classes, facilities rentals, etc. so that caps are not exceeded.
8. The School will establish a Community Liaison Committee (CLC), which will be attended by the STC and/or the Head of School to maintain communication with the community regarding implementation of the TMP and operational issues. The meeting dates/times will be posted on the School web site. A designated County representative will be an ex officio member of the CLC.

9. The School will conduct peak period driveway counts in accordance with M-NCPPC monitoring requirements to periodically ascertain the peak hour trip levels and ensure compliance with the approved trip caps.
10. If additional actions are required to meet the trip caps, the School will implement management and operational measures as appropriate to assure prompt compliance with the caps. Examples of representative measures are enhanced carpool incentives, adjusting of staff schedules outside of peak hours, expansion of off-site bus pick-up locations, etc.
11. The School will seek suggestions from the CLC to arrive at additional measures as necessary to attain and ensure compliance with the peak hour trip caps.

Based on currently authorized number of students and staff, the School is allowed to generate 753 and 269 vehicular trips during the AM peak hour and PM peak hour, respectively. The applicant proposed a number of trip mitigation measures and management actions listed above to ensure that the School does not exceed the trip caps associated with its currently authorized School year enrollment. With implementation of the proposed trip mitigation measures, the proposed expansion will have no additional traffic impact. Therefore, the subject special exception application meets the PAMR requirements of the APF review.

Site Access and Vehicular/Pedestrian Circulation

Three existing access points serve the School: two driveways on River Road (MD 190), one as a right-in/right-out only and one full movement access point. There is a full movement driveway from the school (T-intersection) onto Bradley Boulevard (MD 191).

There is an existing substandard shared use path along MD 190 and deteriorated sidewalk along MD 191. It is recommended that the applicant provide a five-foot-wide concrete sidewalk along the School's MD 191 frontage and an eight-foot-wide shared use path along the School's MD 190 frontage. The School has a long internal driveway that should provide sufficient queuing storage area for the student drop-off and pick-ups.

With the applicant's upgrading the existing bike path and sidewalk along its frontage on MD 190 and MD 191, staff finds the proposed traffic/pedestrian circulation system as shown on the site plan adequate to accommodate the School generated vehicular and pedestrian activities.

SUMMARY

Transportation Planning staff concludes that the proposed expansion of the Norwood School under the subject special exception application can be adequately accommodated with implementation of trip mitigation measures and traffic management program as described in the proposed Transportation Management Plan (TMP). The School should provide all other roadway improvements as recommended in this memo.

KK:tc



ATTACHMENT 7

MONTGOMERY COUNTY PLANNING DEPARTMENT
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MEMORANDUM

TO: Renee Kamen, Development Review

VIA: Stephen Federline, Master Planner, Environmental Planning *SA*

FROM: Josh Penn, Environmental Planning *JP*

DATE: June 3, 2010

SUBJECT: Special Exception S-285-E
Norwood School

The Environmental Planning Division recommends approval of Special Exception Application # S-285-E.

DISCUSSION

The 38.76-acre property is located at 8821 River Road, at the northeast corner of the intersection with Bradley Boulevard in Potomac. The property is bounded by single family residential development to the north, east, and west. The property is bounded by River Road and Congressional Country Club to the south. This plan proposes an amendment to the existing approved special exception for the increase of enrollment, staff, and facilities associated with the private educational institution. The property is also subject to preliminary plan of subdivision plan number 119980150 approved on February 5, 1998 and a final forest conservation plan approved on June 25, 1998.

REGULATORY FRAMEWORK

Environmental Guidelines

There is one stream, wetlands, floodplains, and associated buffers on or adjacent to the property. The property contains 4.68 acres of environmental buffers. All of these environmental features were protected and placed into conservation easement as part of the previously approved Forest conservation plan. There are highly erodible soils onsite, generally towards the northeast side of the property. The property is within the Cabin John Creek watershed, a Use I/IP watershed. The Countywide Stream Protection Strategy (CSPS) rates the tributaries in this watershed as good. This property is not located within a Special Protection Area or Primary Management Area.

Forest Conservation

This property is subject to a final forest conservation plan approved on June 25, 1998.

SA

The applicant submitted an amendment to the approved forest conservation plan to address issues with the approved plan, that provides insufficient space between the forest line and existing buildings, and the ability to make provide activities, such as a hard surface walkway that connects a parking lot to athletic fields.

The original FCP contained 9.8 acres of conservation easement; the proposed amendment shows a total of 9.91 acres of conservation easement. 8.76 acres of conservation easement are exactly the same as the originally approved FCP, 1.04 acres of easement is proposed to be moved to other on-site locations with the addition of 0.11 acres of additional easement area to compensate for disturbance within in the previously undisturbed Right-of-Way for frontage improvements.

There are 71 large trees on-site, of which 33 are specimen-size trees. The applicant proposes remove one tree that is 30 inches and greater DBH and impact four others a variance under Section 1607(c) of the Natural Resources Article, MD Ann. Code. Staff recommends approval of the variance as part of the forest conservation plan. A more detailed discussion of the forest conservation plan and the variance is included in the separate Environmental Planning forest conservation report to the Planning Board.

Special Exception Required Finding

In the Zoning Ordinance, there are required findings in Section 59-G-1.21(a). Required finding (6) reads as follows:

- (6) Will cause no objectionable noise, vibrations, fumes, odors, dust, illumination, glare or physical activity at the subject site, irrespective of any adverse effects the use might have if established elsewhere in the zone.*

The amendment to the private educational institution as proposed at the ultimate build out of this special exception amendment will not result in a significant change over existing conditions, with regards to noise, which would affect the adjoining land uses.

Stormwater Management

A Stormwater Management concept plan was approved by the Department of Permitting Services (DPS) on May 20, 2010. The concept includes 10,786 square feet of vegetated green roof, underground detention vaults, and underground sand filters, as well as the use of existing storm filters.

Sustainability

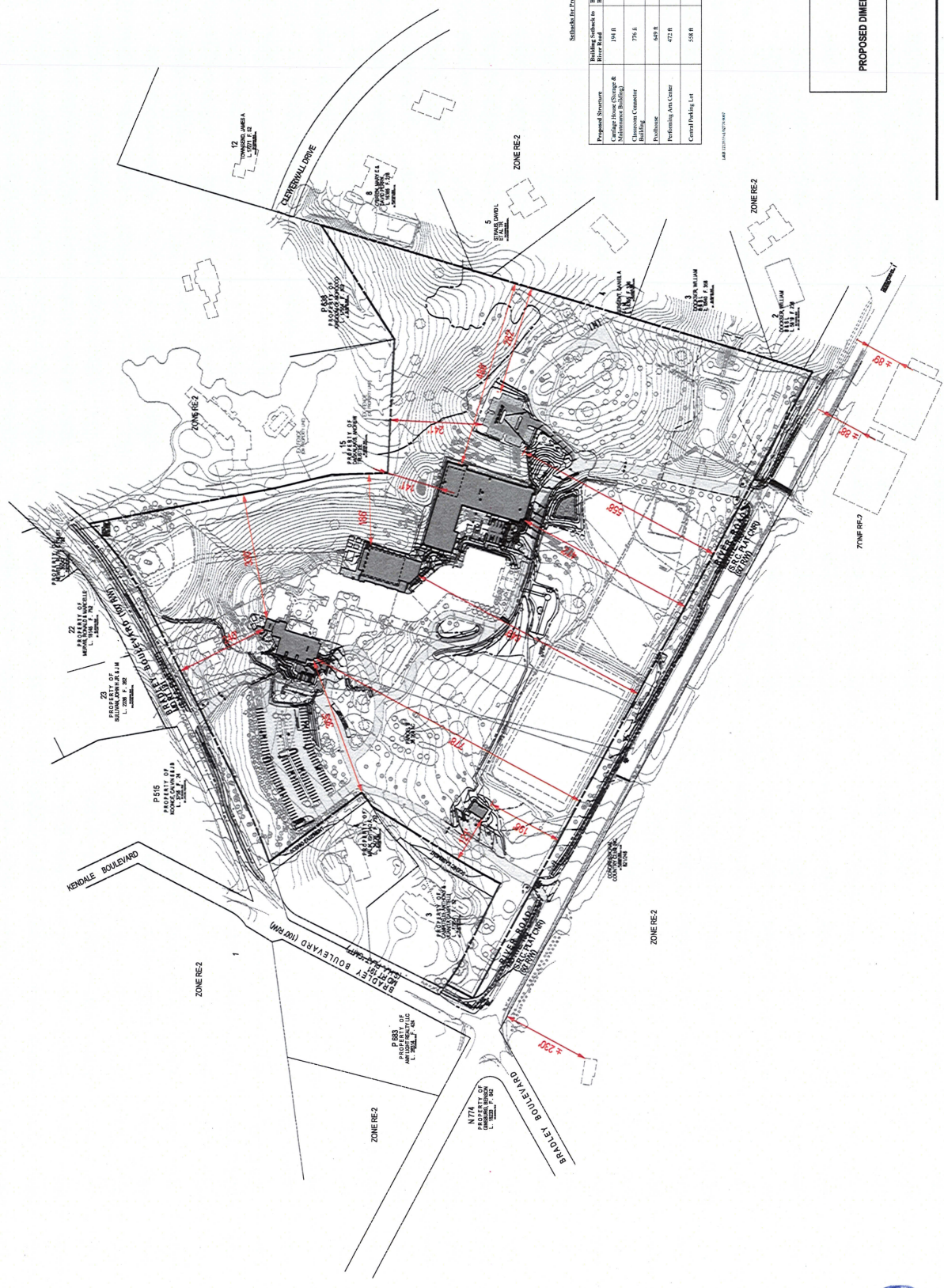
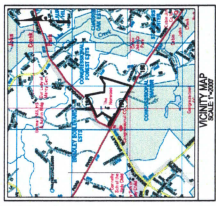
M_NCPPC Planning Department has a number of goals that work towards the higher goal of creating a sustainable community. In order to meet these goals, individual projects will need to positively contribute to creating sustainable development. The way this applicant has chosen to implement these goals is through the following ways to

positively contribute to sustainability:

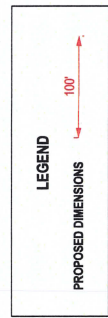
- The applicant is seeking LEED (Leadership in Energy and Environmental Design) Silver Certification for this project, though they may be able to attain Gold Certification when implementing the overall proposed master plan.
- Locally-sourced and recycled material will be used to construct the new buildings and a construction waste management plan will divert 75% of materials from disposal.
- Bike racks and the construction of new bike paths along River Road and Bradley Boulevard will allow and encourage both students and staff to ride to the school.
- The facility employed daylighting or natural lighting in the design to the maximum extent possible.
- The school is using vegetated roofs to help reduce energy use due to the insulating effects of the vegetation and planting medium. Additionally the vegetated roofs will trap particulate matter, as well as removing other pollutants from the air.

Z:\Special Exceptions (all others)\200 to 300\S_285E_NorwoosSchool_final_JP.doc

ATTACHMENT 8



Proposed Structure	Building Setback to Street (Feet)	Building Setback to Utility Network (Clear Property Lines)
Classroom Building	194 ft	N/A
Classroom Connector	795 ft	210 ft
Playhouse	697 ft	185 ft to the (back) property line
Performing Arts Center	472 ft	121 ft to the (back) property line
Central Parking Lot	558 ft	242 ft to the (back) property line



BUILDING SETBACKS

SPECIAL EXCEPTION SITE PLAN

NORWOOD SCHOOL

APPLICANT: NORWOOD SCHOOL DISTRICT
 PROJECT NO: 2023-0001
 DATE: 08/15/2023

NO.	DATE	DESCRIPTION
1	08/15/2023	ISSUED FOR PERMIT

OWNER/DEVELOPER/APPLICANT

NORWOOD SCHOOL DISTRICT
 1000 W. BROADWAY
 NORWOOD, NJ 07068
 CONTACT: P. J. IMPERORA

MISS UTILITY NOTE

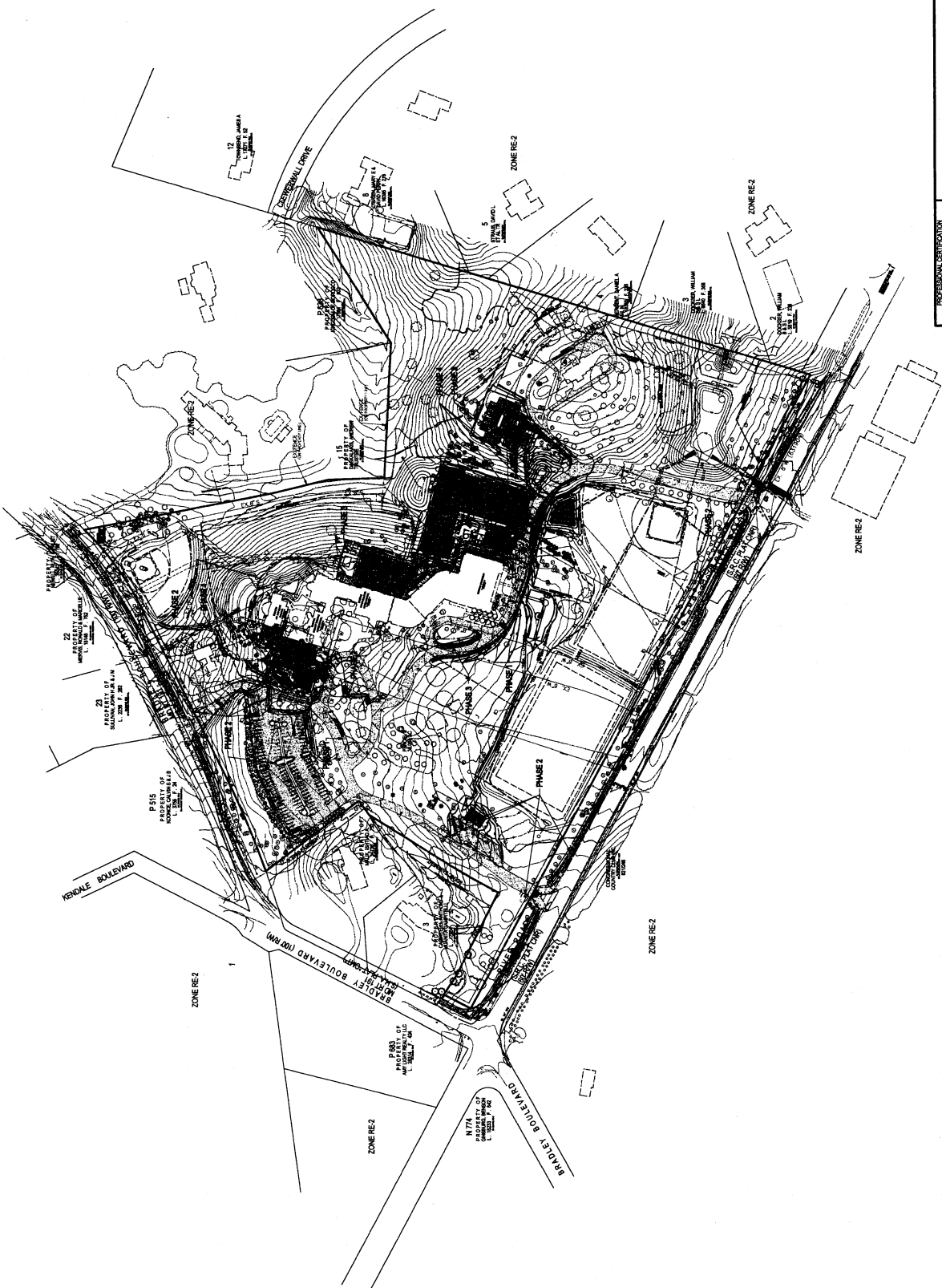
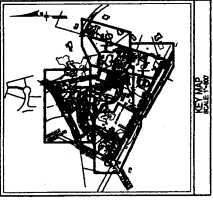
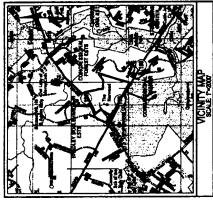
NO UTILITIES WERE IDENTIFIED ON THIS PLAN. THE APPLICANT IS RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE APPLICANT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE APPROPRIATE AGENCIES.

NO.	DATE	DESCRIPTION
1	08/15/2023	ISSUED FOR PERMIT

ROCKVILLE OFFICE
 100
 ROCKVILLE, MD 20850
 1.301.948.2750 | 301.948.8387

LS
 Engineering
 Environmental Services

This project is the property of the applicant and is not to be used for any other purpose without the written consent of the applicant. The applicant is responsible for obtaining all necessary permits and approvals from the appropriate agencies. The applicant shall be responsible for verifying the location and depth of all utilities prior to construction. The applicant shall be responsible for obtaining all necessary permits from the appropriate agencies.



COMPOSITE SHEET AND PHASING PLAN

SPECIAL EXCEPTION SITE PLAN

NORWOOD SCHOOL

APPLICANT: **PSIS**
 PROJECT NO: **12**
 SHEET NO: **1**

ROCKVILLE OFFICE
 2 Research Plaza, Suite 100
 Knoxville, TN 37912
 1-800-548-2769 / 423-548-0087

OWNER/DEVELOPER/APPLICANT

PSIS
 1200 N. BRADLEY BLVD.
 KNOXVILLE, TN 37912
 CONTACT: TIM MORRISON

MRS. UTILITY NOTE

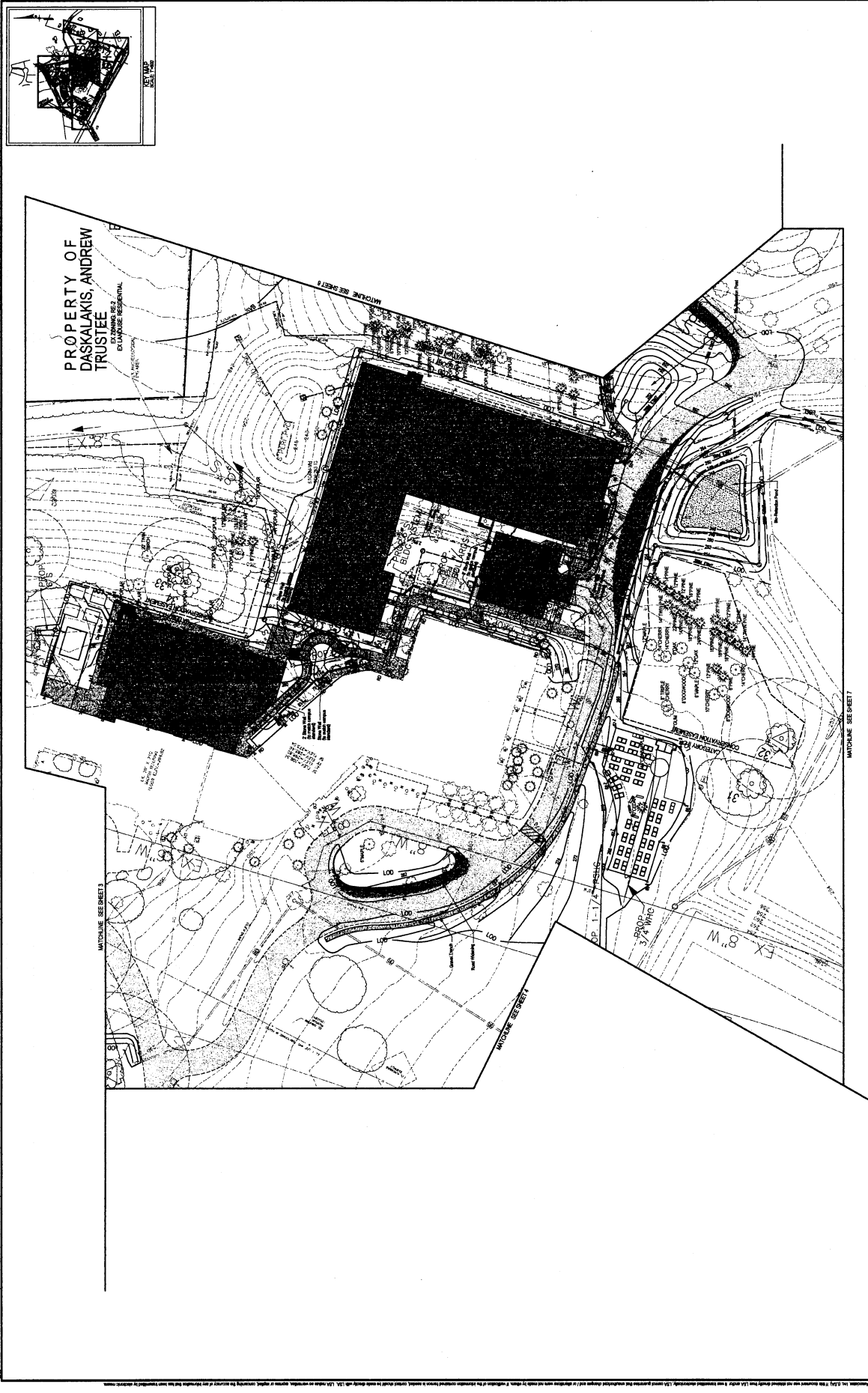
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ROCKVILLE OFFICE

2 Research Plaza, Suite 100
 Knoxville, TN 37912
 1-800-548-2769 / 423-548-0087

DATE: 11/11/2011
SCALE: AS SHOWN
PROJECT NO: 12
SHEET NO: 1

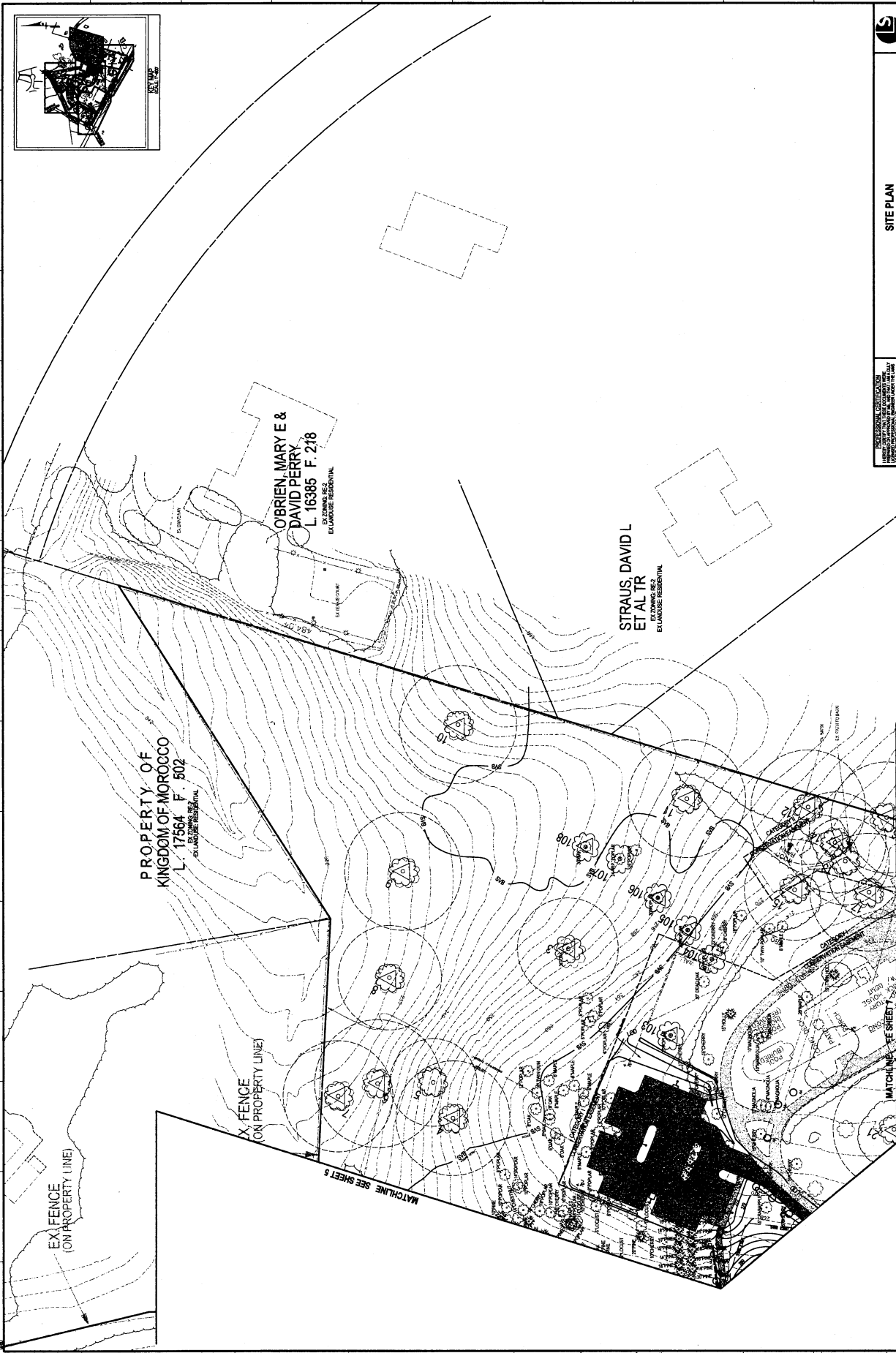
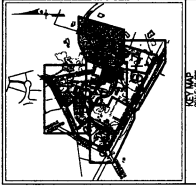
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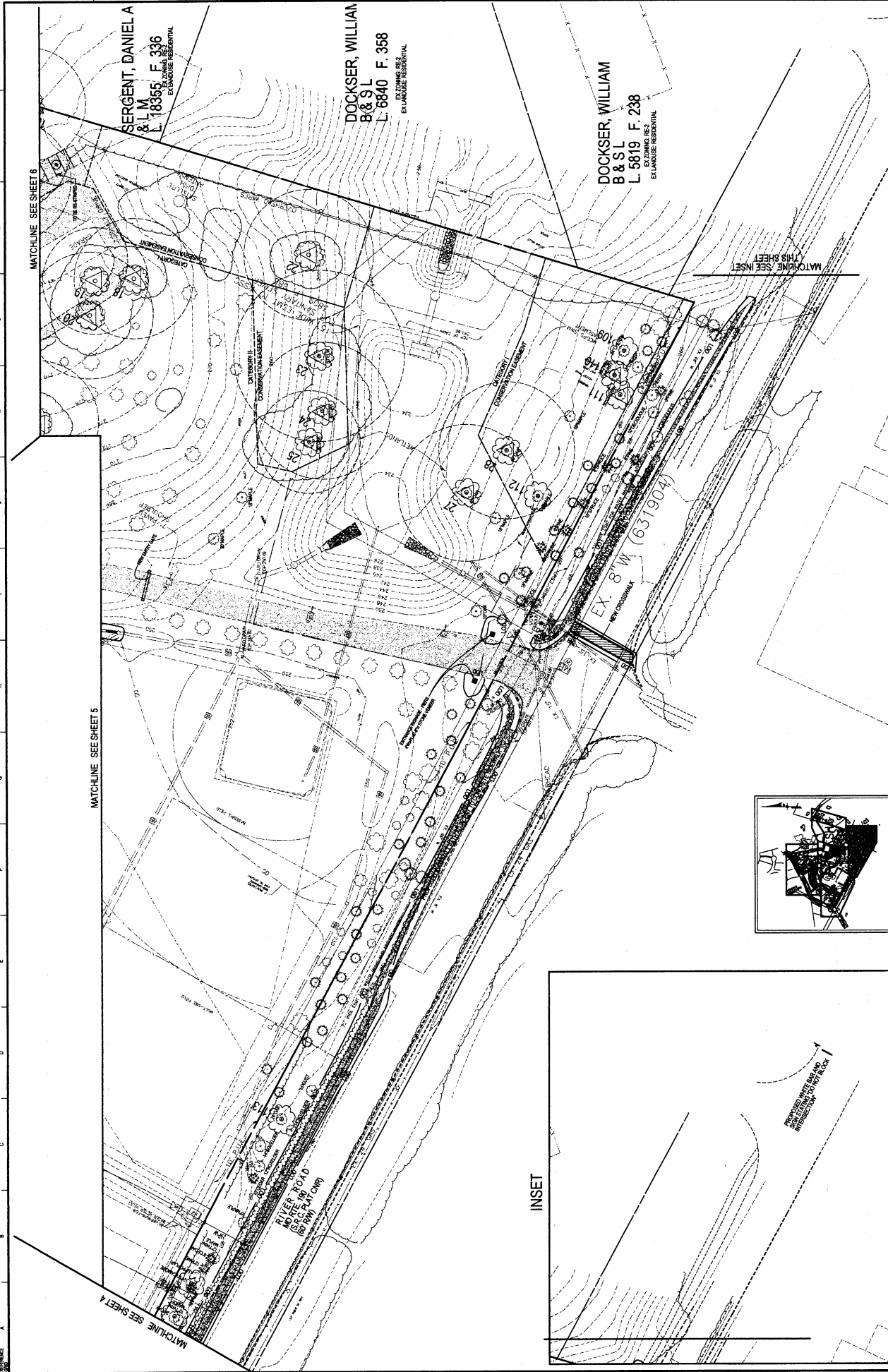
PROPERTY OF
DASKALAKIS, ANDREW
TRUSTEE
OF LAWRENCE RESIDENTIAL

	ROCKVILLE ENGINEERING, INC. 100 ROCKVILLE, MD 20850 301.948.2700 / 301.948.8007 www.rockvilleeng.com	DATE: 11/20/2018 TIME: 11:00 AM PROJECT NO: 18-0048	SHEET NO: 1 TOTAL SHEETS: 1
	SPECIAL EXCEPTION SITE PLAN NORWOOD SCHOOL 12000 WOODBURN RD ROCKVILLE, MD 20850	TITLE: SITE PLAN DRAWN BY: [Redacted] CHECKED BY: [Redacted] DATE: 11/20/2018	CITY: ROCKVILLE, MD COUNTY: GAITHERSBURG, MD STATE: MARYLAND
MISS UTILITY NOTE VERIFY ALL UTILITY LOCATIONS AND DEPT. RECORDS FOR ALL UTILITIES TO BE INSTALLED OR EXISTING UTILITIES TO BE MAINTAINED. CONTACT THE APPROPRIATE UTILITY COMPANY FOR LOCATION AND DEPTH INFORMATION.		OWNER/DEVELOPER/ARCHITECT NORWOOD SCHOOL 12000 WOODBURN RD ROCKVILLE, MD 20850 CONTACT THE ARCHITECT FOR MORE INFORMATION.	
THE PROJECT AND THE INFORMATION CONTAINED HEREIN ARE THE PROPERTY OF ROCKVILLE ENGINEERING, INC. AND ARE NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF ROCKVILLE ENGINEERING, INC.			

42



	SITE PLAN	
	SPECIAL EXCEPTION SITE PLAN NORWOOD SCHOOL PROJECT NO. 17564 F. 502 DATE: 08/14/2013	
EMERGENCY OPERATIONS PLAN		
MEMO UTILITY NOTE THE INFORMATION CONTAINED HEREIN IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE A GUARANTEE OF ACCURACY. THE USER SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE APPROPRIATE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY EASEMENTS FROM THE PROPERTY OWNERS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY EASEMENTS FROM THE PROPERTY OWNERS. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY EASEMENTS FROM THE PROPERTY OWNERS.		
PROFESSIONAL CERTIFICATION I, the undersigned, being a duly Licensed Professional Engineer in the State of Tennessee, do hereby certify that I am the author of the above design and that it was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Tennessee.		
DATE: 08/14/2013 SCALE: AS SHOWN PROJECT NO.: 17564 F. 502 DATE: 08/14/2013 SCALE: AS SHOWN PROJECT NO.: 17564 F. 502		
ROCKVILLE OFFICE 2 Pleasant Place, Suite 100 Nashville, Tennessee 37203 Phone: (615) 848-2764 Fax: (615) 848-0967 www.laurelwood.com		



PROFESSIONAL CERTIFICATION
 I, the undersigned, being a duly licensed Professional Engineer in the State of Maryland, do hereby certify that I am the author of the design and content of this plan and that I am a duly licensed Professional Engineer in the State of Maryland.
 PROJECT NO. 2018-000000
 SHEET NO. 1 OF 1
 DATE: 11/15/2018

OWNER/DEVELOPER/APPPLICANT
 NORWOOD SCHOOL
 10000 WOODBURN RD
 ROCKVILLE, MD 20850
 CONTACT: JIM HANCOCK
 PHONE: 301-946-5987

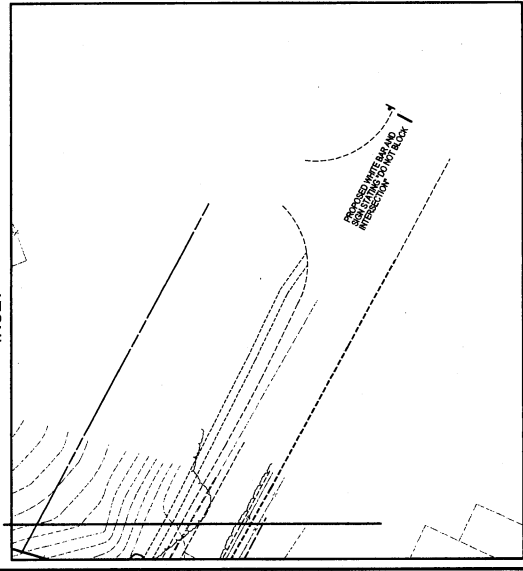
MISS UTILITY NOTE
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KEY MAP

 SCALE: 1" = 100'

PROVIDENCE
 ROCKVILLE OFFICE
 10000 WOODBURN RD
 ROCKVILLE, MD 20850
 1-301-946-2750 / 301-946-5987
 www.landscapeinc.com

LS
 Landscape
 Site
 Planning
 Inc.



NO.	DATE	DESCRIPTION
1	11/15/2018	ISSUED FOR PERMIT REVIEW
2	11/15/2018	ISSUED FOR PERMIT REVIEW
3	11/15/2018	ISSUED FOR PERMIT REVIEW
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8	11/15/2018	ISSUED FOR PERMIT REVIEW
9	11/15/2018	ISSUED FOR PERMIT REVIEW
10	11/15/2018	ISSUED FOR PERMIT REVIEW

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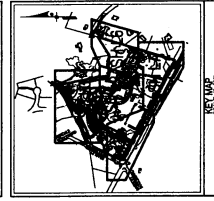
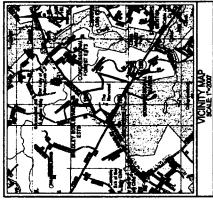
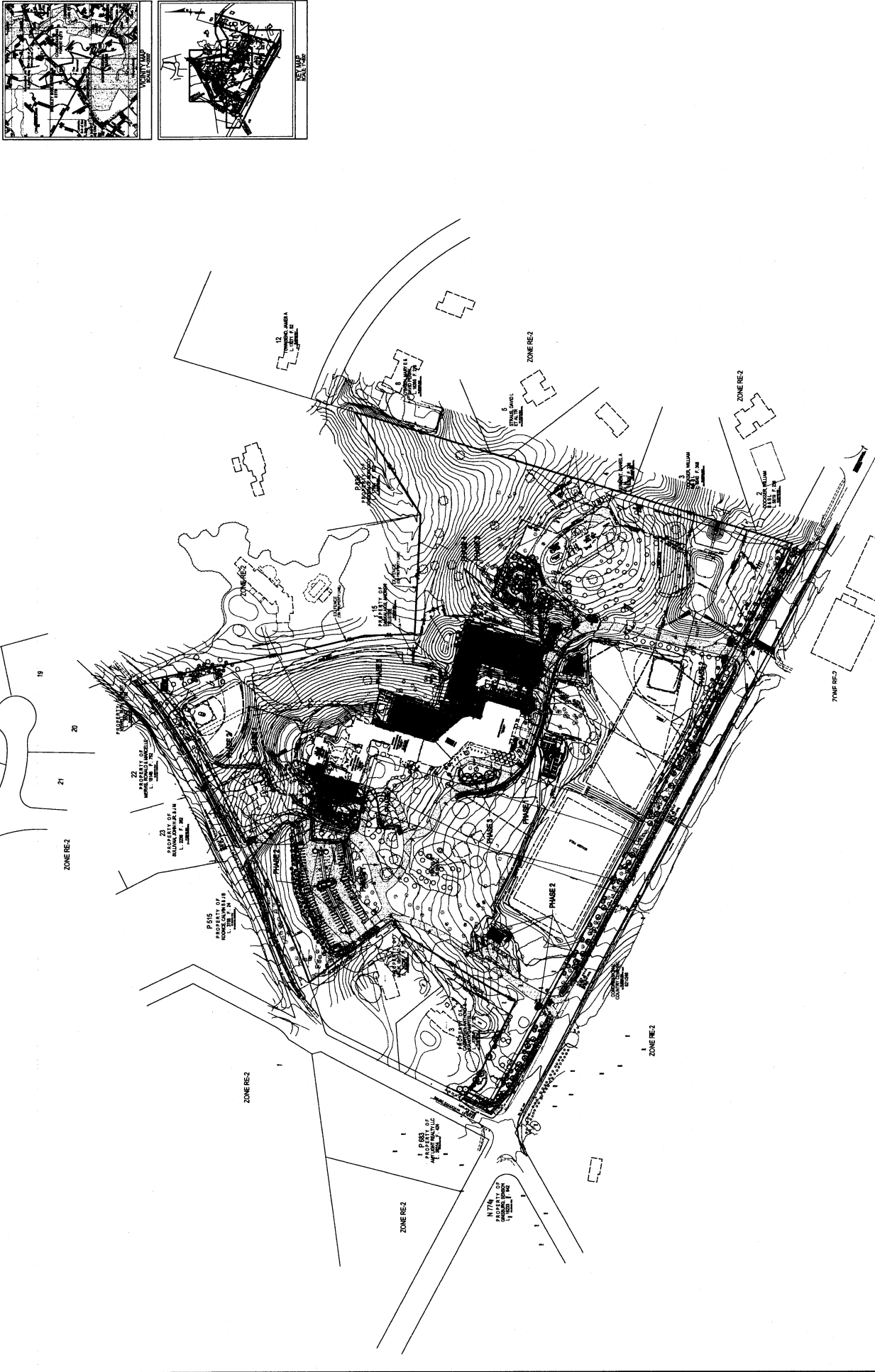
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OVERALL LANDSCAPE PLAN
SPECIAL EXCEPTION SITE PLAN
NORWOOD SCHOOL
 PROJECT NO. 1100
 DATE: 11/10/09
 SCALE: 1/8" = 1'-0"

OWNER'S USE ONLY	
PROJECT NO.	1100
DATE	11/10/09
SCALE	1/8" = 1'-0"
BY	[Signature]
CHECKED BY	[Signature]
DATE	11/10/09
PROJECT NO.	1100
DATE	11/10/09
SCALE	1/8" = 1'-0"
BY	[Signature]
CHECKED BY	[Signature]
DATE	11/10/09

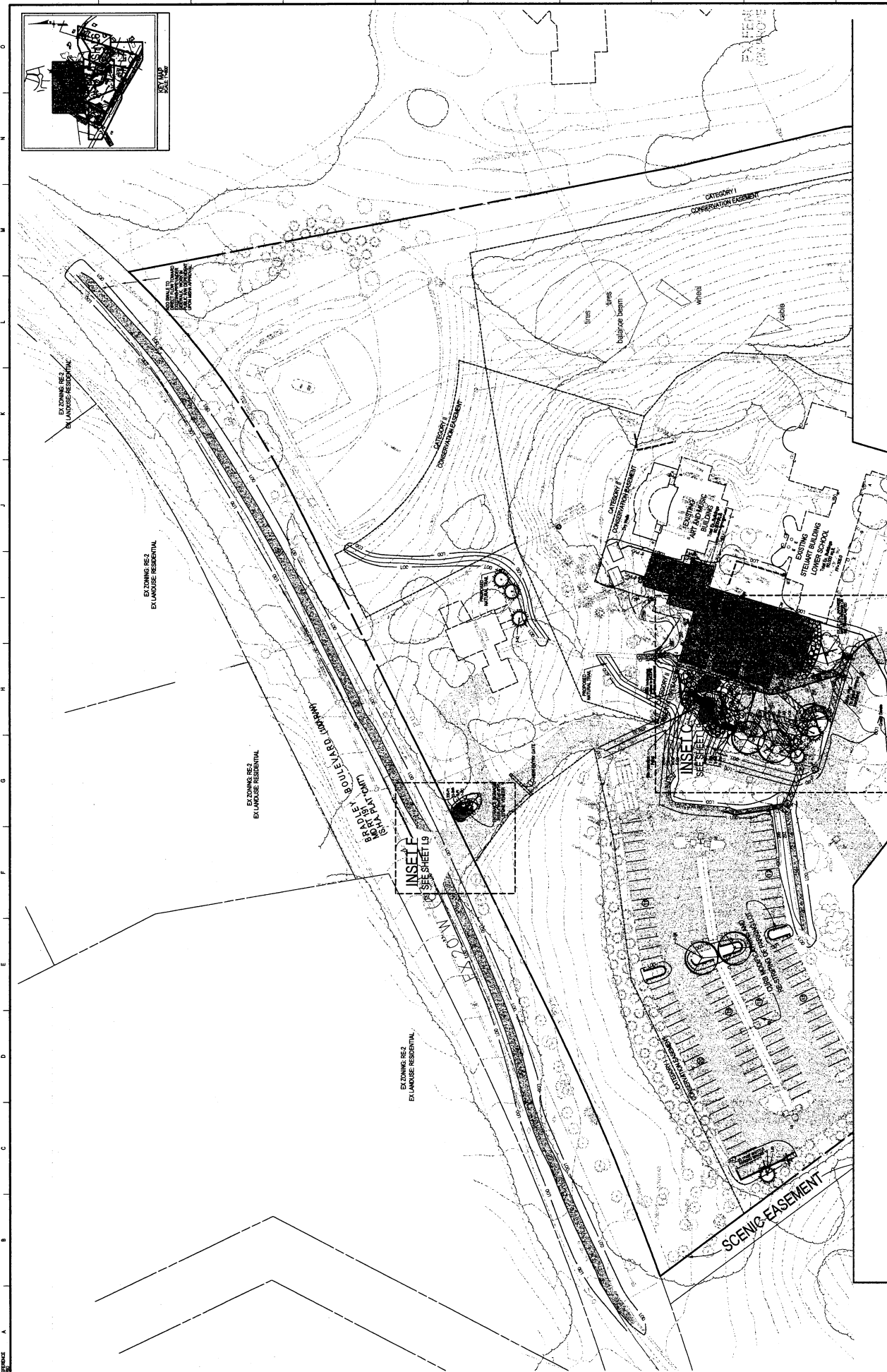
OVERSEER/DEVELOPER/PLANNING
 NORWOOD SCHOOL
 1100 ROCKVILLE PIKE
 ROCKVILLE, MD 20850
 CONTACT: [Name]
 PHONE: [Number]

MSB UTILITY NOTE
 THE INFORMATION ON THIS PLAN IS BASED ON THE RECORD DRAWINGS AND FIELD SURVEY DATA. THE USER SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF THE INFORMATION AND FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

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Rockville Office
 20850 Rockville Pike, Suite 100
 Rockville, MD 20850
 Phone: (301) 848-2750 | Fax: (301) 848-8367
 www.landscapeinc.com





LANDSCAPE PLAN

SPECIAL EXCEPTION SITE PLAN

NORWOOD SCHOOL

DATE: 11/15/2017
 DRAWN BY: J. HARRIS
 CHECKED BY: J. HARRIS

PROJECT NO. 17000000

DATE: 11/15/2017

SCALE: 1" = 20'

CONTRACTOR

CONTRACT NO. 17000000

DATE: 11/15/2017

PROJECT NO. 17000000

OWNER

STATE OF MARYLAND

17000000

MISS UTILITY NOTE

THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR THE PROTECTION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND REPLACEMENT OF ANY UTILITIES DAMAGED OR DESTROYED DURING THE CONSTRUCTION PROCESS.

CONTRACTOR'S REPRESENTATIVE

NAME: J. HARRIS

PHONE: 410-326-1234

CONTACT: J. HARRIS

PROJECT INFORMATION

PROJECT NO. 17000000

DATE: 11/15/2017

PROJECT NO. 17000000

CONTRACTOR'S REPRESENTATIVE

NAME: J. HARRIS

PHONE: 410-326-1234

CONTACT: J. HARRIS

PROJECT INFORMATION

PROJECT NO. 17000000

DATE: 11/15/2017

PROJECT NO. 17000000

CONTRACTOR'S REPRESENTATIVE

NAME: J. HARRIS

PHONE: 410-326-1234

CONTACT: J. HARRIS

PROJECT INFORMATION

PROJECT NO. 17000000

DATE: 11/15/2017

PROJECT NO. 17000000

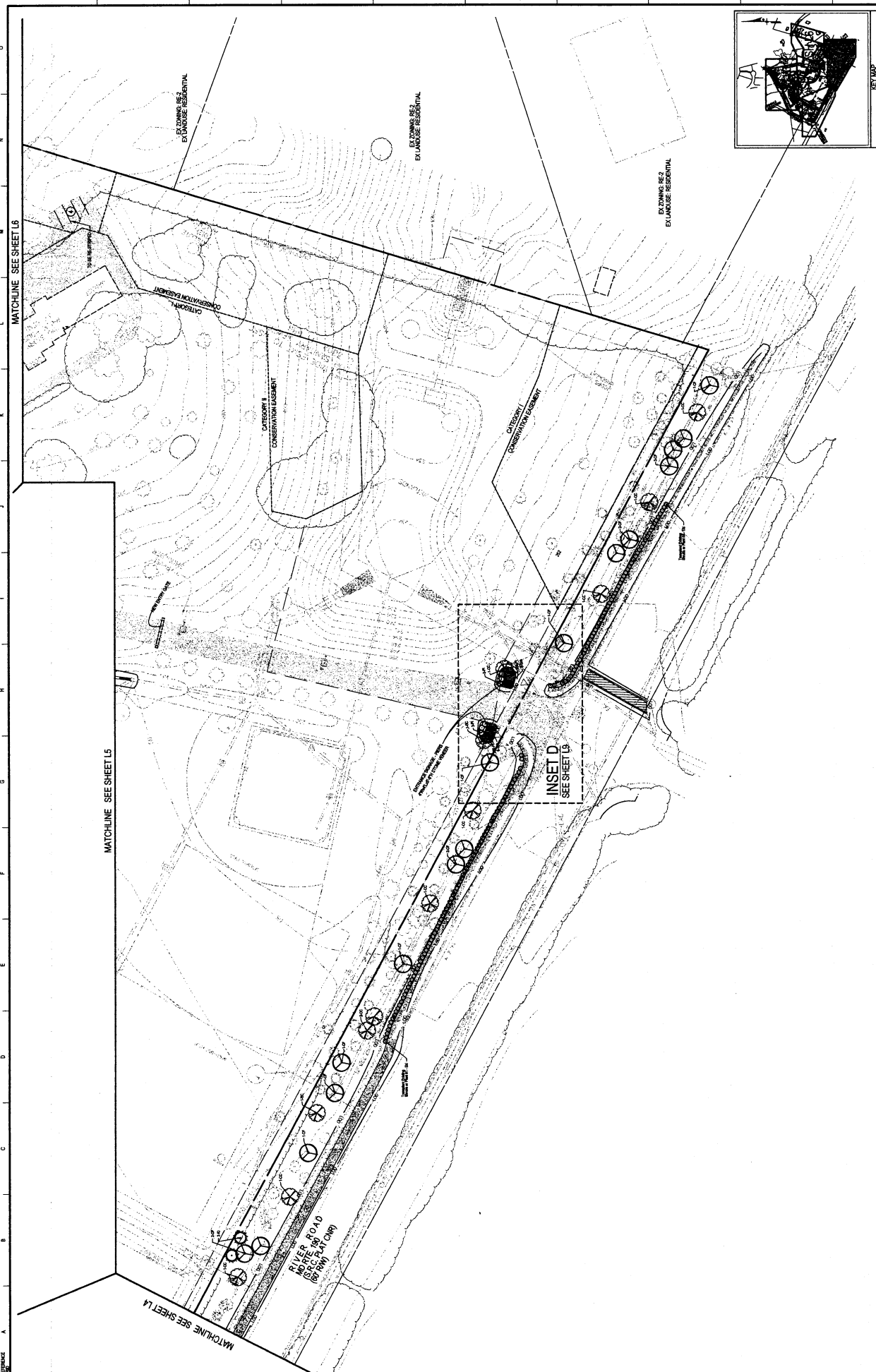
CONTRACTOR'S REPRESENTATIVE

NAME: J. HARRIS

PHONE: 410-326-1234

CONTACT: J. HARRIS

47



LANDSCAPE PLAN

SPECIAL EXCEPTION SITE PLAN

NORWOOD SCHOOL

ROCKVILLE OFFICE
 1301 948-2750 | 301-948-8067

COMMISSIONER'S CERTIFICATE

APPROVED FOR THE CITY OF ROCKVILLE, MARYLAND

PROJECT NO. 200000

DATE: 08/11/2000

PROJECT: NORWOOD SCHOOL

PREPARED BY: [Signature]

DATE: 08/11/2000

PROJECT NO. 200000

MISS UTILITY NOTE

THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES. THE CONTRACTOR SHALL MAINTAIN ALL UTILITIES AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO UTILITIES. THE CONTRACTOR SHALL MAINTAIN ALL UTILITIES AT ALL TIMES.

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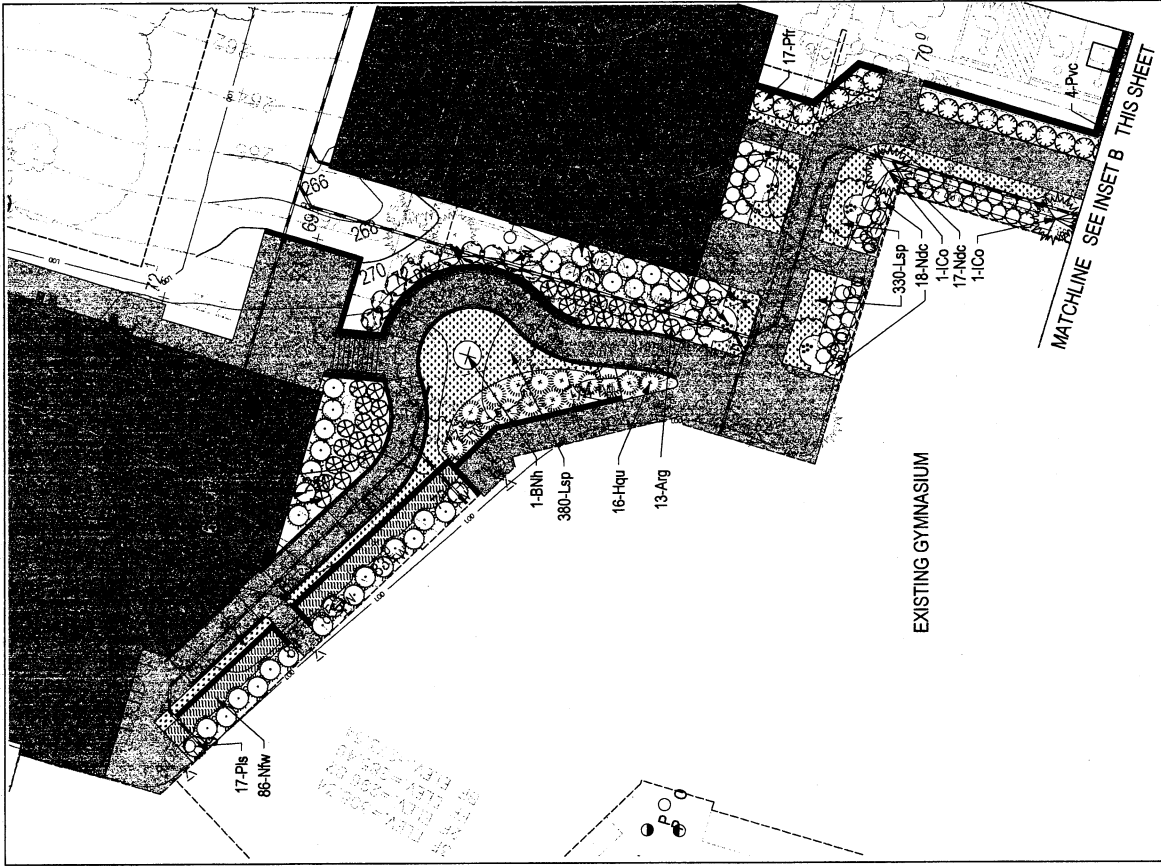
Rockville Office

1301 948-2750 | 301-948-8067

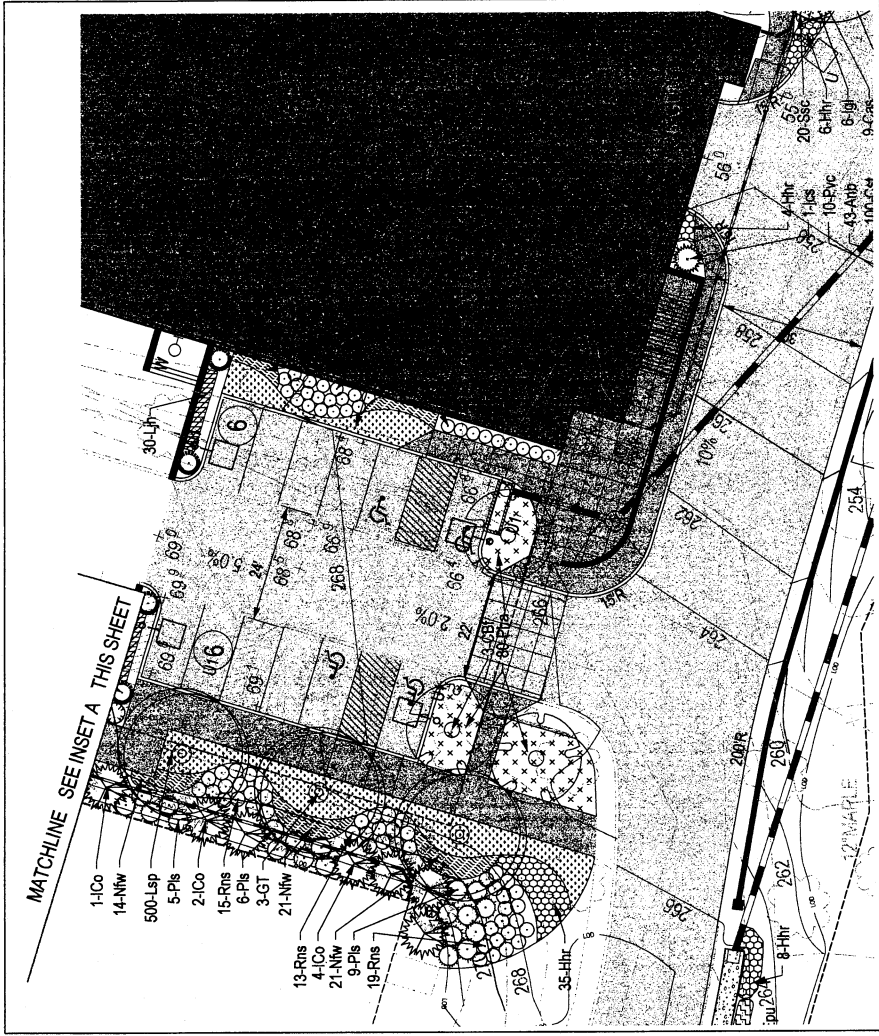
Rockville, MD 20850

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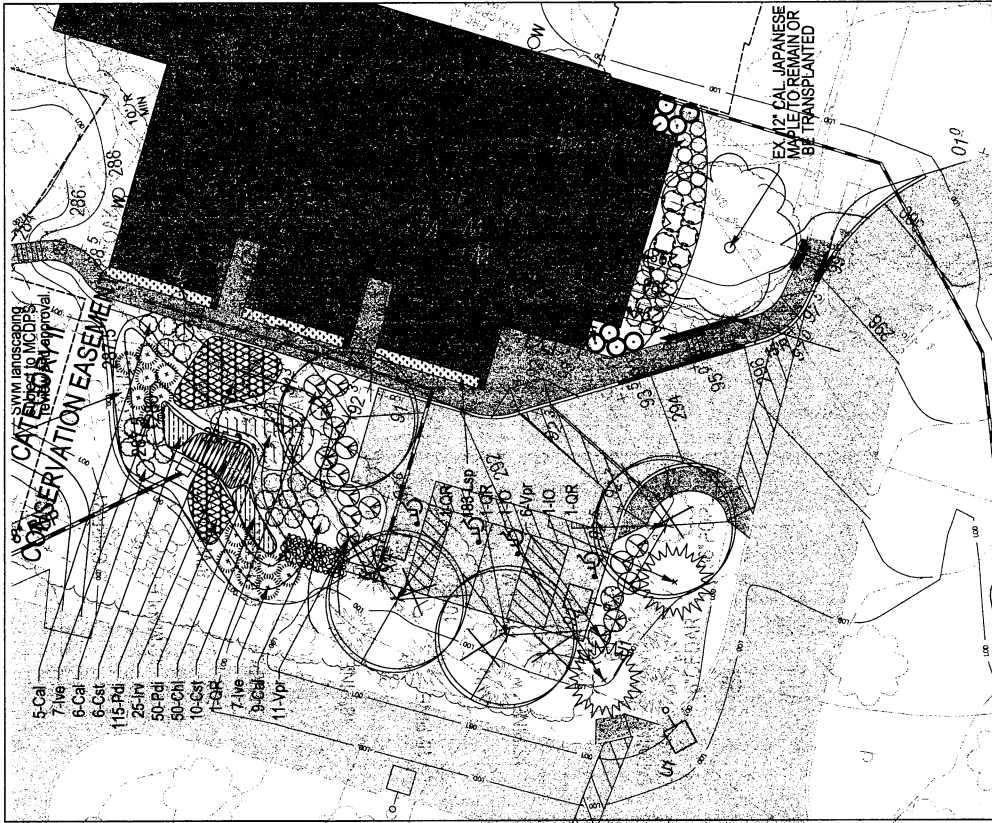
INSET A - Pathway Connection to Pool
SCALE: 1"=10'-0"



INSET B - Performing Arts Center Entrance and Parking Lot
SCALE: 1"=10'-0"

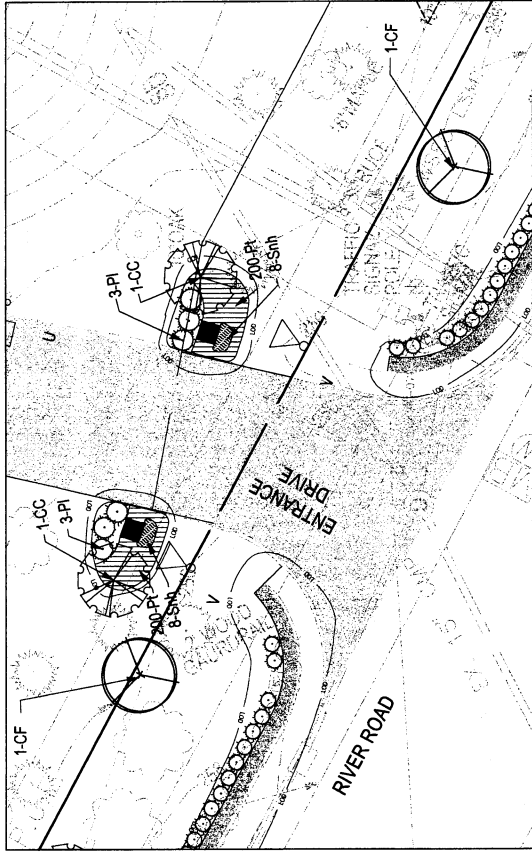
	PROJECT NO.: DRAWING NO.: DATE:	PROJECT NAME: SPECIAL EXCEPTION SITE PLAN NORWOOD SCHOOL	LANDSCAPE PLAN - 10 SCALE BLOWUP AREAS
	ADDRESS: CITY: STATE:	DESIGNER: ARCHITECT:	SCALE: DATE:
PROJECT LOCATION: PROJECT NO.: DRAWING NO.: DATE:	PROJECT NAME: SPECIAL EXCEPTION SITE PLAN NORWOOD SCHOOL	PROJECT NO.: DRAWING NO.: DATE:	PROJECT NO.: DRAWING NO.: DATE:
PROJECT NO.: DRAWING NO.: DATE:	PROJECT NAME: SPECIAL EXCEPTION SITE PLAN NORWOOD SCHOOL	PROJECT NO.: DRAWING NO.: DATE:	PROJECT NO.: DRAWING NO.: DATE:





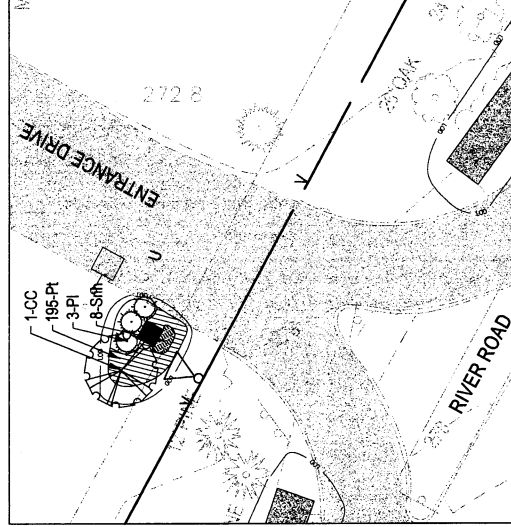
INSET C - New Connector Building Parking Lot

SCALE: 1"=10'-0"



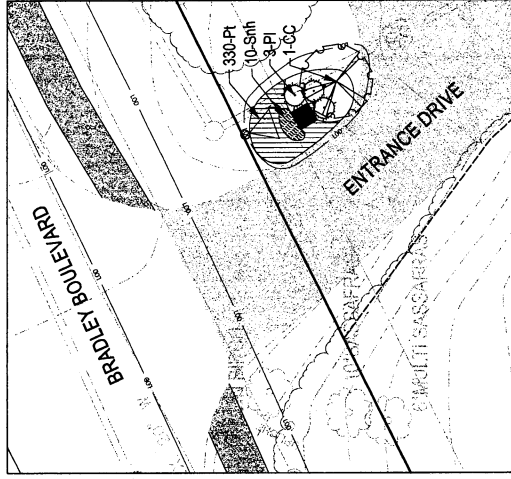
INSET D - River Road Main Entrance

SCALE: 1"=10'-0"



INSET E - River Road Secondary Entrance

SCALE: 1"=10'-0"



INSET F - Bradley Boulevard Entrance

SCALE: 1"=10'-0"

ROCKVILLE OFFICE
 2 Research Plaza, Suite 100
 Rockville, MD 20850
 T: 301.271.7500 F: 301.794.2097
 www.landscapeinc.com

NO.	DATE	DESCRIPTION
1	01/11/11	ISSUED FOR PERMITTING
2	01/11/11	ISSUED FOR PERMITTING
3	01/11/11	ISSUED FOR PERMITTING
4	01/11/11	ISSUED FOR PERMITTING
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9	01/11/11	ISSUED FOR PERMITTING
10	01/11/11	ISSUED FOR PERMITTING

MISS UTILITY NOTE
 ANY UTILITIES SHOWN ON THIS PLAN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. THE CLIENT IS RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. ANY UTILITIES NOT SHOWN ON THIS PLAN ARE THE RESPONSIBILITY OF THE CLIENT. ANY UTILITIES FOUND TO BE DIFFERENT FROM THOSE SHOWN ON THIS PLAN SHALL BE THE RESPONSIBILITY OF THE CLIENT. ANY UTILITIES FOUND TO BE DIFFERENT FROM THOSE SHOWN ON THIS PLAN SHALL BE THE RESPONSIBILITY OF THE CLIENT.

OWNER/DEVELOPER/APPLICANT
 NORWOOD SCHOOL
 2000 RIVER ROAD
 ROCKVILLE, MD 20850
 CONTACT: JEFF HANCOCK
 PHONE: 301.794.2097

NO.	DATE	DESCRIPTION
1	01/11/11	ISSUED FOR PERMITTING
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10	01/11/11	ISSUED FOR PERMITTING



LANDSCAPE PLAN - 10 SCALE BLOWUP AREAS

SPECIAL EXCEPTION SITE PLAN
NORWOOD SCHOOL

DATE: 01/11/11
 DRAWN BY: J.H.
 CHECKED BY: J.H.
 PROJECT NO.: 2000
 SCALE: 1"=10'-0"



ATTACHMENT 11
West Montgomery County Citizens Association
Founded 1947
P.O. Box
Potomac, Maryland 20854

10-00210

ident
a Wilson Durant, PhD
ill Mountain Road

May 1, 2010

ident Elect
my Barnes
n Road

Dear Chairman Hanson and Members of the Planning Board:

t President
ol Van Dam Falk
worthy Road

I am writing on behalf of the West Montgomery County Citizens Association (WMCCA) to convey our opposition to the proposed modification to Special Exception Case No. S-285. The original Special Exception approved in 1970 granted operation of a Private Education Institution for 150 students with expansion expected not to exceed 250 students. The current proposed modification calls for 600 students during the academic year, 850 children in summer camp and 263 adults as staff and adult students in a teacher training program. The proposal represents a several hundred percent increase in students from the original approved vision for this institution.

e President
anne Lee
cle Drive

etary
e Anderson
niral's Way

asurer
rge Barnes
n Road

WMCCA has concerns about the impact of the increase in students and staff on traffic congestion on River Road and Bradley Blvd, two of the busiest thoroughfares in the area. The impact of Norwood's operations on traffic on River Road resonates all along the River Road corridor and at least as far as Potomac Village. River Road is the primary route for Potomac residents to move between the beltway and their homes. Indeed an increase from 150 students in 1970 to 600 students and 850 summer campers in the 21st century is significant, especially since the road network remains basically unchanged since the school's founding. While we understand Norwood's desire to expand, there is a limit to the number of students and adults in terms of traffic, activity and noise that the community can accommodate. We recognize that Norwood plans to enhance bus service, but neither bus service nor carpools are mandatory under the current proposal. The proposal focuses on a "trip cap" monitoring program to control its impact on the community rather than long term, sustainable solutions to the significant impact that 600-850 students and 263 staff will have on the community. The bus operation and carpool must be mandatory for students and campers in order to effectively address the impact on the community. There are successful local examples of mandatory busing including the Green Acres School and Valley Mill Camp.

vsletter
s Williams
ush Lane

ctors
Pisarra Cain
y Meetinghouse Road

na Conway
r Road

i Dahan
Road

e Denker
ey Creek Road

thia Fain
le Drive

wn Justement
1 Mill Road

Yassin, MD
y Meetinghouse Road

We also have significant concerns about the scope of operations which run well beyond those related to the education of a K-8 student population. Norwood is already operating a Teacher Training Institute to train adult teachers and facilitate the completion of their Master Degrees from George Washington University. This operation has not been approved as part of any previous application for modification to the Special Exception and appears to be an accessory use beyond the scope of operations required to educate the enrolled K-8 students. A

West Montgomery County Citizens Association
Founded 1947
P.O. Box
Potomac, Maryland 20854

line must be drawn between those operations directly related to the operation of a private education institution as it was approved and accepted by the community and accessory operations where the primary purpose is to sustain revenue for the school. The Special Exception should not be used as a vehicle to approve commercial operations that are related to education but rather as a vehicle to support the ongoing operations of a cohesive K-8 educational program. Other such proposed operations include: community accessible after school/camp education and indoor/outdoor recreation enrichment activities, college entrance exam prep courses (clearly targeting an older student population than Norwood enrollees) and facility rentals including "7 larger scale community and supplemental revenue events/facilities per year (e.g. Cancer Walk a Thon, PGA tour parking and ancillary facilities during PGA events, antique show, rummage and used books sales or similar activities)".

While we understand Norwood's interest in providing enrichment activities for the convenience of its enrolled student population, opening these activities to the community increases the number of cars in and out of our community. It will be very difficult to subject these vehicles to mandatory busing and carpooling when they are coming to campus for 1-2 hours. There is no shortage of other private and County institutions providing these kinds of services to the community. WMCCA is especially concerned about the precedent set by allowing this institution to engage in hosting large-scale events that are not part of the normal operation of a Private Education Institution.

Finally, the school indicates that although the current proposal represents a Campus Master Plan, Norwood states "modification of the Campus Master Plan at some point in the future may become necessary". (see Norwood's Statement of Operations, p. 2). We urge the planning staff to limit the possible expansion of this facility in the future and to place a binding cap on the number of students (of any age) that may enroll in Norwood programs to maintain a sustainable operation in the context of the Potomac community and our fixed network of roads.

Thank you for consideration of our views.

Sincerely,

Liza Wilson Durant, PhD

President, West Montgomery County Citizens Association



ATTACHMENT 12

Miller, Renee

From: Daniel Gordon [dangordon1@verizon.net]
Sent: Tuesday, April 27, 2010 2:04 PM
To: Miller, Renee
Subject: Norword Expansion

I strongly oppose the further expansion of Norwood school. From a small, private school Norwood continues to alter its role into a large business complex involving additional buildings, substantially increased uses and further expansion of hours of operation. It is turning into an industrial complex of its own. There is no way that "expansion of the private will not constitute a nuisance and (affect) the character of the neighborhood." Its proposed actions are inconsistent with the Master Plan and threaten the character of the area.

If Norwood believes its future is best served by these alterations in its business plan it should abandon its current property and move to another location that would be more compatible with its needs.

Daniel Gordon
10011 Newhall Road
Potomac MD 20854

100 05/01/10

ATTACHMENT 13

FROM :OZAH

FAX NO. :2407776665

May. 26 2010 10:25AM P2

8801 Bradley Boulevard
Bethesda, MD 20817

May 25, 2010



Mr. Francoise M. Carrier
Office of Zoning and Administrative Hearings
Stella B. Werner Council Office Building
100 Maryland Avenue, Room 200
Rockville, Maryland 20850

Re: Case Number S-285-E

Dear Mr. Carrier,

I am writing in support of the application of Norwood School for modification of its special exception and amendment of its preliminary plan. I have been one of Norwood's closest neighbors for 37 years. I have never had problems with school operations. In fact, Norwood has been my best neighbor, and our proximity to the school has been a pleasant experience for my family.

With regard to the current application, I am familiar with its contents. The school has provided several opportunities for neighbors and local citizen associations to attend briefings about its plans, has responded to concerns raised, and remains in ongoing communication with the community.

I support the application. The design and location of the new buildings is pleasing. They will fit in well with the existing buildings on campus and the surrounding community. I am especially supportive of expanding community access to the school. It is a great potential community resource and can serve the public interest in increasing the supply of educational and recreational programs, meeting space, and special event support.

Because of the size of the school property and its location with multiple access points on River Road and Bradley Boulevard, the new construction and expanded operations will not have an adverse impact on our neighborhood. Since so little of the school's 39 acres will be built on, it will continue to preserve the rural nature of the neighborhood.

I urge you to support approval of the long range master plan for the school. It is good for neighbors because it will allow us to understand and anticipate future changes at the school. The presence of the school is a stabilizing force in the neighborhood, and is far better than if the acres had been developed for luxury housing.

Thank you for your consideration.

Sincerely,

Warren Montouri
Warren Montouri

EXHIBIT NO. 24
REFERRAL NO. S-285-E

(5)

ATTACHMENT 14



June 3, 2010

Mr. Royce Hanson, Chair
Montgomery County Planning Board
Maryland-National Capital Park
& Planning Commission
8787 Georgia Avenue
Silver Spring, MD 20910

Re: Case Number S-285-E

JUN 03 2010

Dear Mr. Hanson:

This letter is written in support of the referenced case in which Norwood School has requested a Special Exception.

Norwood School has been a good neighbor to Congressional Country Club and we are very familiar with the school's application. Representatives of the Club have been included in several meetings hosted by Norwood to learn about the plans and solicit our support. Residential neighbors were also included in these meetings.

From all we have been able to ascertain, the site improvements are in keeping with the character of the school's campus and the neighborhood as a whole. Traffic has not been in issue since the installation of a light at the main entrance to Congressional so that is not a concern to the Club.

Congressional Country Club offers its full support to the application of Norwood School for a Special Exception and our representative, Mr. Vernon Stricklin, will be happy to speak with you if you wish.

Sincerely,

A handwritten signature in black ink, appearing to read "M. Leemhuis".

Michael G. Leemhuis, CCM
CEO & General Manager

MGL:mh