

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
8787 Georgia Avenue • Silver Spring, Maryland 20910-3760

MCPB
Item # 4
5/2/02

MEMORANDUM

DATE: April 26, 2002
TO: Montgomery County Planning Board
VIA: John Carter, Chief, Community-Based Planning Division *JAC*
FROM: Margaret Kaii-Ziegler, AICP, Bethesda-Chevy Chase, North Bethesda Team, Community-Based Planning Division (301-495-2183) *MKZ*

REVIEW TYPE: Special Exception
APPLYING FOR: Special Exception Modification for a Private Educational Institution
APPLICANT: The French International School
CASE NUMBER: S-411-C
REVIEW BASIS: Chapter 59, Zoning Ordinance
ZONE: R-60
MASTER PLAN: Bethesda-Chevy Chase Master Plan

FILING DATE: January 11, 2002
PUBLIC HEARING: May 8, 2002 at Board of Appeals

STAFF RECOMMENDATION: APPROVAL with the following conditions:

1. The applicant is bound by all submitted statements and plans.
2. Provide staff to manage traffic circulation during drop-off and pick-up.
3. Eliminate all drop-off and pick-up occurring off-campus in public right-of-way.
4. Refine the Transportation Management Plan submitted for the current operation to reduce the number of daily bus runs and buses stored on-site.

BACKGROUND

In 1975, the French International School received special exception approval for a Private Educational Institution for a maximum of 750 students (levels nursery through high school) on 12.33 acres located at the end of Forest Road (from hereon referred to as the Forest

Road campus). The 1975 special exception approval allows for 45 parking spaces on-site. The approval requires that all bus traffic and carpools transporting elementary school children use Montgomery Drive for access. All vehicles are allowed to exit on Forest Road. As enrollment increased over time, the French School moved some of the grades to other facilities throughout the area (Rollingwood Elementary School and the Bradley Boulevard campus in Bethesda). Since 1975, several modifications have been requested to address the parking demand, building modifications, and the need to consolidate students on the Forest Road campus. A summary of the special exception history for this site can be found in attachment 7.

Relevant to this application, in February of 1990, the Applicant requested a Special Exception Modification (S-411-A) to expand their operation on the Forest Road campus. The application was highly controversial and the Board of Appeals granted a portion of the request. The approval allowed an enrollment increase to 850 students and an on-site parking increase to 130 cars with the condition that no parking on residential streets would be allowed, and that a traffic mitigation program would be submitted to M-NCPPC for review. The approval was appealed to the Circuit Court. In August of 1990, the Circuit Court remanded S-411-A to the Board of Appeals with an instruction for the Board to deny the petition for modification. On June 4, 1991, the Board of Appeals adopted the resolution denying modification of the special exception. The French School did not appeal the denial and has not pursued subsequent modifications until now.

Sometime between 1991 and 2001, the existing paved play area behind the original elementary school building was striped for parking and converted to a supplemental parking area exclusively for faculty, administration and staff. The parking lot contains 32 parking spaces and is screened from view by a board-on-board fence along Montgomery Drive. In addition, 13 parking spaces perpendicular to the traffic circle have been added for senior administration, staff and the parking of two spare buses. Eight visitor parking spaces have also been created parallel to the circle. These parking areas are not approved in the 1975 special exception.

With respect to on-site circulation, the 1975 Special Exception approval required the carpools for the Elementary School to access the site from Montgomery Drive for safety and efficiency reasons as the elementary School was located in the south building next to the access road. Since 1975, the Elementary School has been moved to the northern campus building on the east side of the circle. With the relocation, the need for carpool access from Forest Road became necessary so that drop off could occur near the Elementary School and not interfere with bus queues along the access road from Montgomery Drive.

In December of 2001, the Montgomery County Department of Permitting Services inspected the site and found that certain physical and operational features of the school were inconsistent with the terms and conditions of the 1975 special exception, as modified. This petition for modification has been filed pursuant to guidance from the County Inspector to address the matters of apparent non-compliance with the School's current special exception.

It should also be noted that the applicant has expressed the intent to file a subsequent application for Special Exception Modification to rebuild and relocate their high school building, which will involve changing the current on-site circulation and parking.

PROPOSAL DESCRIPTION

Application Description

The issues addressed by this modification are:

1. Circulation for carpool vehicles carrying elementary school students – The 1975 Opinion of the Board of Appeals directed the School to use Montgomery Drive for access. When this condition was placed on the site, the Elementary School was located immediately adjacent to the south access road on the campus. For reasons of efficiency, safety, and protection from inclement weather, the condition was appropriate for access to occur off Montgomery Drive. Since 1975, the majority of Elementary School students have been relocated to off-site campuses and the 150-180 elementary students that remain on the Forest Road campus are located in the northern part of the administration/library building located on the east side of the traffic circle at the end of Forest Road. For reasons of efficiency and on-site circulation, the applicant requests allowing all carpools to obtain access to the campus from Forest Road. Since 1975, the school has also implemented a busing program to reduce vehicular congestion and impact on the surrounding community. The buses use the access road from Montgomery Drive for drop-off and pick-up of students.
2. On-site parking – The 1975 Special Exception allows 45 parking spaces. The campus currently has 89 spaces; 36 spaces that are located in a parking area south of the Junior High Building (north of Forest Place), 13 spaces perpendicular to the traffic circle, eight spaces along the circle, and 32 spaces in a parking lot located just north of the Montgomery Drive access road. Changes in staffing (more part-time teachers and specialized teachers) and higher demand for visitor parking due to parent/teacher conferences and parents involved in school activities during the day precipitate the need for the existing parking. The applicant requests approval for the existing 32 parking space lot that has been created on the southeast side of the campus (used only by faculty, administration and staff) and the 13 parking spaces located perpendicular to the circle drive (used for bus storage at night and staff parking during the day).
3. Parking on interior roads – The 1975 Opinion does not allow parking along the School's interior roads. Eight spaces are currently provided around the circle drive. The applicant requests approval of eight existing parking spaces to accommodate visitor parking during the day.

Site Description

The French International School is located at 9600 Forest Road in the Bethesda-Chevy Chase Master Plan area. The campus is 12.33 acres in size and zoned R-60. The property is located at the north end of Forest Road with frontage on both Montgomery Drive and Forest Road. Three school buildings exist on the site. The main building on campus sits on a rise and the site gently slopes down to the southwest. The site contains some significant mature trees, especially along the north and east property lines.

Neighborhood Description

To the north, the site abuts the Maplewood Townhouse development. To the east across Montgomery Drive and to the west across Forest Road and along Forest Place are single-family residences. St. Jane de Chantel School and Church adjoin the site to the west. To the south, across the school's private access drive connecting Montgomery Drive to Forest Road, is the Bethesda Country Day School and County Park (formerly the Alta Vista Elementary School).

ANALYSIS

Master Plan

The subject site is located in the Bethesda-Chevy Chase Master Plan area. The Master Plan confirms the R-60 zoning. The finding that the use is consistent with the Master Plan has previously been made with the Board of Appeals granting of the original special exception.

Development Standards for Zone

The Private Educational Institution is allowed by right with special exception approval in the R-60 Zone. The applicant received approval for the use in 1975. The applicant does not propose any new construction or development on the site. The application conforms to all the pertinent bulk and setback standards of the Zoning Ordinance. The existing 32 space parking lot on the southeast side of the campus is in conformance with all development standards required for parking facilities at the time it was built.

Transportation

Transportation Planning staff recommends two conditions to support approval of the referenced petition.

- (1) Eliminate all drop-off and pick-up occurring off-campus in public right-of-way.
- (2) Refine the Transportation Management Plan for the current operation to reduce the daily number of bus runs and buses stored on-site.

Local Area Transportation Review (LATR)

The proposed application will not generate any additional trips during the morning or evening weekday peak period and, therefore, the petitioner is not required to conduct a Local Area Transportation Review study. However, the petitioner has prepared a traffic statement to document how the current condition has transpired and how it benefits the

safety and efficiency of traffic circulation on campus.

Transportation Management Plan

The French International School has been meeting with a liaison committee made up of community representatives since 1999 to resolve citizen's concerns. These meetings have resulted in improved bus access, circulation and parking, and has moved some traffic circulation away from the neighborhood. A Transportation Management Plan (TMP) has been submitted for this application and can be found as attachment 6.

Staff recommends as a condition of approval that the Transportation Management Plan be further refined to improve bus routing efficiency thereby reducing the number of bus trips and buses stored on-site. The school is also developing a second TMP in connection with the future implementation of the school master plan recommendations. That TMP will be submitted as part of the future modifications.

Policy Area Review/Staging Ceiling Analysis

The subject area is located within the Bethesda-Chevy Chase policy area, which has a remaining capacity of 484 jobs and 5,886 housing units as of March 31, 2002.

Environment

An environmental exemption has been granted for this modification. At such time as the school submits plans for redevelopment, the on-site exemption status will be re-reviewed.

Inherent/Non-inherent Adverse Effects

The inherent and non-inherent adverse effects of a special exception must be considered on nearby properties and the general neighborhood at the proposed location, regardless of the adverse effects the use might have if established elsewhere in the zone.

Section 59-G-1.2.1 of the Zoning Ordinance states:

Inherent adverse effects are the physical and operational characteristics necessarily associated with the particular use, regardless of its physical size or scale of operations. Inherent adverse effects alone are not a sufficient basis for denial of a special exception. Non-inherent adverse effects are physical and operational characteristics 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 adverse effects, are a sufficient basis to deny a special exception.

In order to make this determination, the general neighborhood affected by the proposed use must be identified. The staff finds that for this application the affected neighborhood consists of the properties located within an area bounded by Old Georgetown Road, I-495, Paige Avenue, and Beech Avenue. The neighborhood is predominantly residential in character with two institutional uses allowed by right (Bethesda Country Day School and Saint Jane Frances de Chantal Catholic Church and School.)

The inherent generic physical and operational characteristics arising from the given use, must be established to create an evaluation standard. In previous cases, staff has relied upon a number of criteria to establish these characteristics, including size, scale, scope, and traffic. The primary physical characteristics associated with the use are design, scale and institutional design of the buildings and related facilities. Other physical characteristics include the necessary parking to accommodate faculty, administration, staff, and other visitors. Operational characteristics include the array of academic programs offered to the students.

The physical and operational characteristics of the use as modified by the special exception must be determined. In this instance, the focus of the modification is on parking and circulation associated with the generated traffic. The applicant has provided justification for the amount of parking proposed, most of which already exists on the site. The parking will not pose a detrimental impact due to size or scale. The relocation of bus storage overnight will minimize noise impact on the adjoining community. The implementation of staff recommendations for circulation and the traffic management plan will address traffic impact and improve existing conditions.

After considering the generic characteristics of Private Educational Institutions, and comparing them with the proposed physical and operational characteristics of the applicant's use as modified, the staff finds that all of the physical and operational characteristics of the use will be inherent effects and therefore acceptable.

Citizen Concerns

As with previous modification applications for the French School, the surrounding community has been exceptionally interested. Staff has received numerous calls regarding the School's intent with respect to this application and the future application. The applicant has been diligent in working with the surrounding community to improve their relationship and to address concerns for the future application. The majority of concerns expressed to staff rest with the future application and modifications to the campus. In general this application was of minor concern to those to whom staff spoke. However, a notable amount of distrust remains in the community.

Staff understands that many of the problems pertinent to this case are related to traffic circulation and believes that they can be addressed through the conditions set in this report.

Specific and General Special Exception Provisions

The staff has reviewed the petition for compliance with the applicable special exception provisions. As noted in attachment 1, all general and specific requirements for a Private Educational Institution found in Sections 59-G-2.19 and 59-G-1.21 of the Zoning Ordinance will be satisfied.

Conclusions

The staff recommend approval of this modification with the conditions stated on page 1 as it will not negatively impact the surrounding community, will improve on-site circulation and minimize the negative affects of the bus storage and operation on the surrounding neighborhoods.

Attachments:

1. Compliance with Specific and General Special Exception Provisions
2. Vicinity Map
3. Circulation plan
4. Day bus parking plan
5. Night bus parking plan
6. Transportation management plan
7. Special Exception History

Compliance with Specific and General Special Exception Provisions

Sec. 59-G-2.19. Educational institutions, private.

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

- (1) That such 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; and

The proposed modifications will not pose any new nuisances to the environment or surrounding community. The Number of students, noise and type of physical activity will not change.

- (2) That, except for buildings and additions thereto completed, or for which building permits have been obtained prior to the time of adoption of this section, such use will be housed in buildings architecturally compatible with other buildings in the surrounding neighborhood, and, in the event such building is to 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, that the exterior architecture of such building will be of a residential home design, and at least comparable to existing residential homes, if any, in the immediate neighborhood; and

No new structures are being proposed.

- (3) That such use 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

The proposed modifications will not adversely affect or change the present character of the surrounding residential community.

- (4) That such use can and will be developed in conformity with the following area, density, building coverage, frontage, setback, access and screening requirements, where specified:

The subject application does not propose new development on the site.

- a. Area, frontage and setback - As shall be specified in a site plan of development approved by the board; provided, that in no event shall such standards be less than the area regulations for the zone

in which the private educational institution is proposed to be located; and

- b. Access building coverage and screening - As shall be specified in a site plan of development approved by the board; and
- c. Density - Such density, being the allowable number of pupils per acre permitted to occupy the premises at any one time as shall be specified by the board upon consideration of the following factors:
 - 1. Traffic patterns, including:
 - a) Impact of increased traffic on residential streets;
 - b) Existence of arterial highways; and
 - 2. Noise or type of physical activity; and
 - 3. Character, percentage and density of existing development and zoning within the community; and
 - 4. Topography of the land to be used for the special exception:
 - 5. Provided that a density in excess of 87 pupils per acre may only be permitted upon a finding that (a) the program of instruction, special characteristics of students, or other circumstances justify reduced space and facility requirements; and (b) the additional density will not adversely affect adjacent properties; (c) additional traffic generated by the additional density will not adversely affect the surrounding streets; and (d) adequate provisions for drop-off and pick-up of students will be provided.

(b) Site plan.

The applicant has submitted a site plan that meets these requirements.

- (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.

(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.

(c) Exemptions. The requirements of this section shall not apply to the use of any lot, lots or tract of land for any private educational institution, or parochial school, which is located in a building or on premises owned or leased by any church or religious organization, the government of the United States, the State of Maryland or any agency thereof, Montgomery County or any incorporated village or town within Montgomery County.

This does not apply to the subject site.

(d) Nonconforming uses. Nothing in this chapter shall prevent any existing private educational institution which obtained a special exception prior to the effective date of this chapter, from continuing its use to the full extent authorized under the resolution granting the respective special exception, subject, however, to division 59-G-4 of this chapter.

This does not apply to the subject site.

(e) Public Buildings.

The subject site is not, nor has been used for a public school.

(1) A special exception is not required for any private educational institution that is located in a building or on premises that have been used for a public school or that are owned or leased by Montgomery County.

(2) However, site plan review under Division 59-D-3 is required for:

- (i) construction of a private educational institution on vacant land owned or leased by Montgomery County; or
- (ii) any cumulative increase that is greater than 15% or 7,500 square feet, whichever is less, in the gross floor area, as it existed on

February 1, 2000, of a private educational institution located in a building that has been used for a public school or that is owned or leased by Montgomery County. Site plan review is not required for: (i) an increase in floor area of a private educational institution located in a building that has been used for a public school or that is owned or leased by Montgomery County if a request for review under mandatory referral was submitted to the Planning Board on or before February 1, 2000, or (ii) any portable classroom used by a private educational institution that is located on property owned or leased by Montgomery County and that is in place for less than one year.

59-G-1.21. 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.

The subject site is zoned R-60 and Private Educational Institutions are allowed as a special exception.

- (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.

The application complies with the standards and requirements of Section 59-G-2 of the Zoning Ordinance.

- (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 special exception must be consistent with any recommendation in an approved and adopted 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.

The application will be consistent with the General Plan and the Bethesda-Chevy Chase 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 application will be consistent with the character of the surrounding community and does not pose any changes to the existing character or activity on the site. The proposed parking and traffic mitigation plan will improve the site conditions and circulation.

- (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.

The application will not be detrimental to the use, peaceful enjoyment, economic value or development of surrounding properties or the general neighborhood.

- (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 application does not propose any new activity or intensify activity on the site and therefore will not pose any of these effects.

- (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.

The application modifies an existing special exception and therefore will not create the above mentioned condition.

- (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.

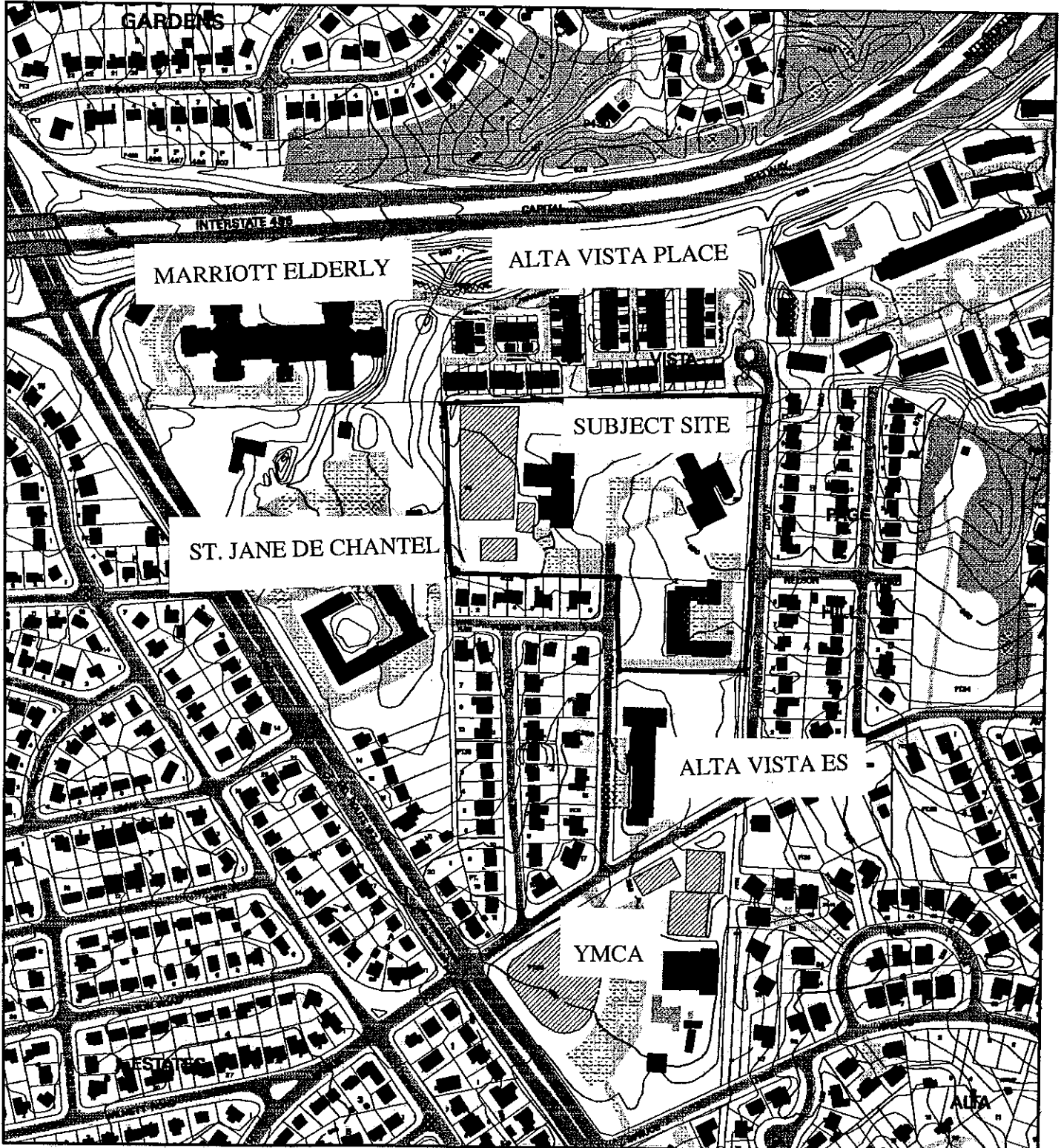
The application will not adversely affect the health, safety, security, morals, or general welfare of the residents, visitors or workers in the area at the subject site.

- (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.

The site is currently served by adequate public services and facilities. The proposed modifications will not change this situation.

- (i) 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.
- (ii) With regard to findings relating to public roads, the Board, the Hearing Examiner, or the District Council, as the case may be, must further determine that the proposal will have no detrimental effect on the safety of vehicular or pedestrian traffic.

VICINITY MAP FOR
THE FRENCH INTERNATIONAL SCHOOL



Map compiled on April 24, 2002 at 10:33 PM | Site located on base sheet no - 212NW06

NOTICE

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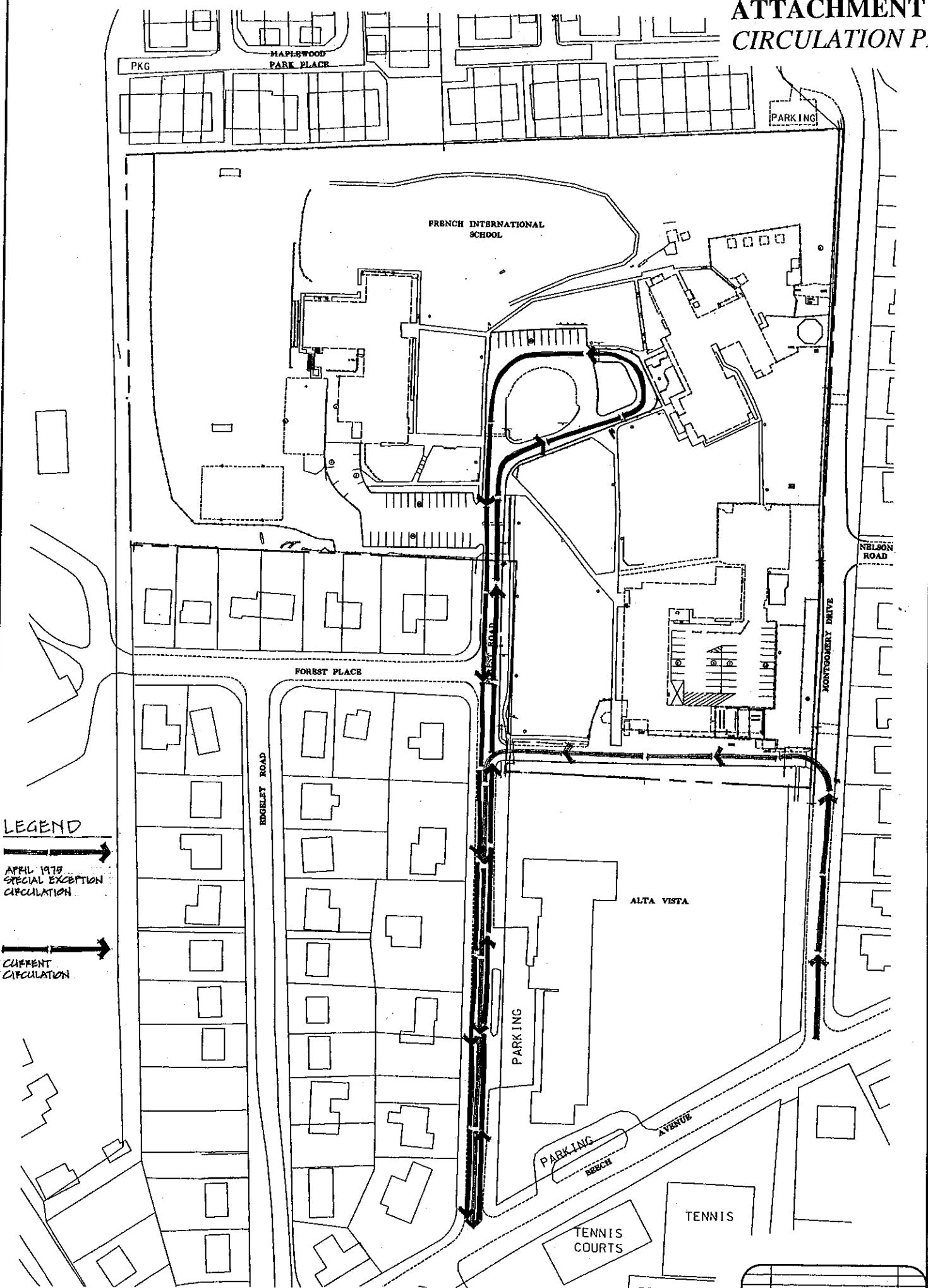
Property lines are compiled by adjusting the property lines to topography created from aerial photography and should not be interpreted as actual field surveys. Planimetric features were compiled from 1:14400 scale aerial photography using stereo photogrammetric methods.

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


Key Map

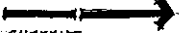


ATTACHMENT 3: CIRCULATION PLAN

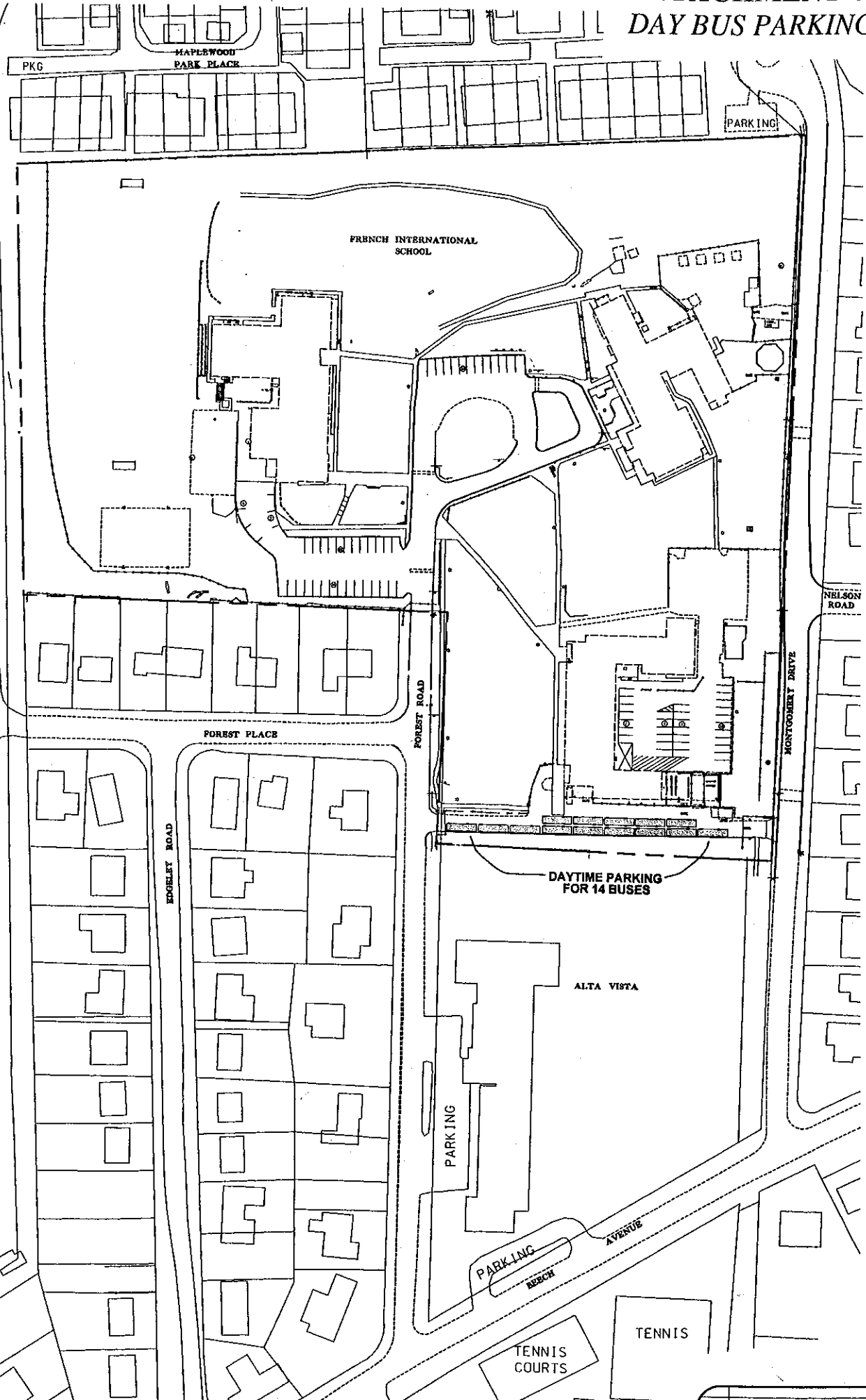


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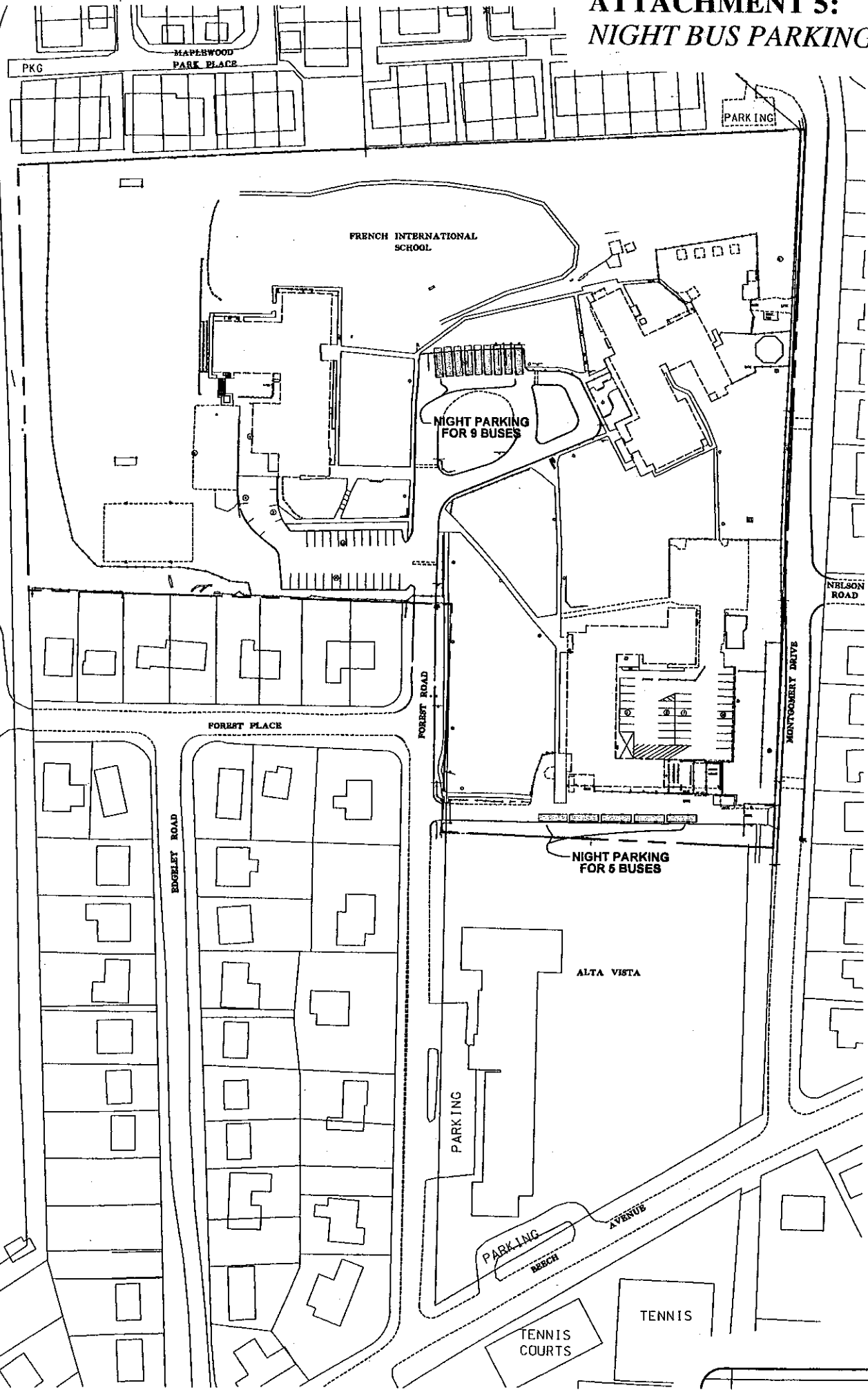
 APRIL 1975
SPECIAL EXCEPTION
CIRCULATION

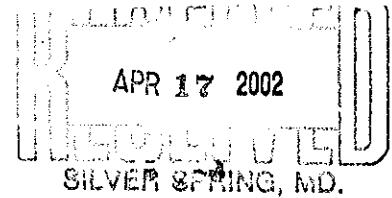
 CURRENT
CIRCULATION

**ATTACHMENT 4:
DAY BUS PARKING PLAN**



**ATTACHMENT 5:
NIGHT BUS PARKING PLAN**



**TRAFFIC MANAGEMENT PLAN FOR CASE NO. S-411-C****1. Introduction**

The French International School has its main campus at 9600 Forest Road, Bethesda which it acquired in 1975. The campus houses its middle and high schools and six classes of elementary students. The school is permitted to have up to 750 students on this site. In addition the school owns a site on Bradley Boulevard in Bethesda which houses its nursery school and rents a site from Montgomery County Public Schools in Rollingwood, Chevy Chase for its main elementary school campus.

Since 1999 the school set up a neighborhood liaison committee to meet on a regular basis with Maplewood Citizens Association. The first meetings were held in May 1999 to listen to concerns that immediate neighbors had and also to build better relationships with the Citizens Association. Since those meetings started in 1999 the school has, at the request of the neighbors

- improved, in 1999, the bus access road to stop back-up of bus traffic on Montgomery Avenue
- moved the dumpster from its old location on Montgomery Avenue
- in December 2001 moved the two spare buses from the parking lot behind Forest Place and began parking most buses overnight in the lot on the traffic circle well away from houses.
- hired an off-duty police officer to enforce traffic regulations imposed on cars entering the campus.

The school has held two community-wide meetings, most recently in September 2001 and again on December 12th 2001 at which members of both Maplewood Citizens and Maplewood Homeowners (our neighbors on the north side) as well as St Jane de Chantal and Marriott were invited to attend. The school also made a presentation to the Mapleleaf Homeowners Association in December 2001.

The community formed a Traffic Management Plan committee which has met formally with the school since February 2002.

- The school is currently working on a Traffic Management Plan in connection with the future master plan application with input from the working group of the Maplewood Citizens Association to review the traffic circulation on the campus in connection with new improvements contemplated by the school.

2. Parking

The school has parking in three areas on campus with a total of 89 spaces. The lot behind Forest Place has 36 spaces and is used for faculty and visitor parking. The lot next to the administration building has 13 spaces and is used by senior administration personnel and for parking the two spare buses belonging to the school which are used in case of breakdown.

There are 8 spaces for visitor parking around the traffic circle and for parking of bus drivers prior to school opening in the morning.

The lot behind the high school building is a playground area which was converted to parking and has spaces for 32 cars. It is used by staff and faculty.

The school has a bus fleet of 12 buses plus the two spare buses referred to above. At the request of the neighbors and to minimize the impact of noise and fumes on the environment, seven buses are parked overnight in the administration car lot and five are parked in the access road off Montgomery Drive with the two spare buses. During the day the buses are parked in the access road off Montgomery Drive.

No parking is permitted on neighboring streets in the immediate vicinity by staff, faculty, visitors or students during school hours.

Parking Regulations

Since December 2001, no student parking is allowed on campus. Prior to that date ten student seniors were permitted to park, bringing in 14 additional students. Students' cars previously had stickers.

Staff and faculty have parking stickers. The lots are patrolled periodically for unauthorised vehicles which are then sanctioned.

Steps will be taken to encourage staff car pooling and use of public transport to keep the parking at 89 on campus. This will be a challenge and present hardship for staff due to the complex and varied schedules which members of staff have.

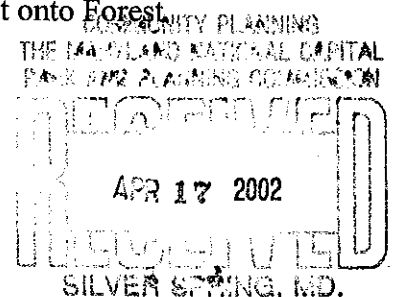
Visitor parking is on the traffic circle.

3. Vehicular Traffic

The school will continue to pursue a policy of encouraging car pooling to retain the existing traffic flow. The attached appendix shows the transportation usage by the school.

Carpools arrive via the Forest Road entrance to the school and drop off on the campus as set out in the Circulation Plan annexed. There is a one-way system anti-clockwise on the circle. Cars exit via Forest Road. Cars are discouraged from exiting via Forest Place.

Buses enter the campus on the access road from Montgomery Drive and exit onto Forest Road.



4. Bus Transport

The school operates a program of private bus transportation. It operates the most extensive and highest use service of all private schools in the Washington Baltimore region.

The school operates 15 bus routes within the following areas : Bethesda, Potomac, Cabin John, McLean, Washington, DC, Wheaton, Kensington, Rockville, Aspen Hill and Silver Spring.

The school owns 14 buses out of which it uses 12 for actual runs and 2 as spare buses in case of breakdown. The school contracts out 3 of the 15 runs.

The school currently transports by bus 646 students representing 56 per cent of its total enrollment. The number of students arriving by bus at Forest Road is 386 representing 56% of the students on the Forest Road Campus and 59% of the total students bussed. The buses belonging to the school are parked overnight on the school grounds. The pick-up and drop off is accessed off Montgomery Avenue where the buses enter the site. They exit the campus from Forest Road.

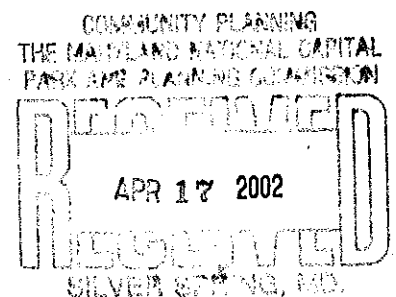
Existing Bus Plan

Of the 12 buses, eight leave after 7 am and four buses leave the campus between 6.45 and 7 am . In cold weather during the winter it is required that the engines idle for 15 minutes before the buses leave. The buses then pick up students. Four buses drop off at Rollingwood campus first then proceed to Forest Road. Eleven buses drop off at Forest Road between 8am and 8.15 then go to the Rollingwood campus to drop elementary students and return to Forest Road to park until dismissal. At 2.40 pm buses leave to pick up students at Rollingwood, return to Forest Road at 3.20 pm to pick up students at this campus then leave at 3.30 pm to drop students off. Another run is done at 5.35 for High School students when they are dismissed. The 12 buses return after 6.15 and are parked overnight on site. No maintenance or refuelling of the buses is carried out on site. The leased buses do not return to the campus but go back to their garage overnight.

In addition the school uses its buses for field trips. The 2002 estimate is three buses are used per day on average for field trips.

The current bus schedule, routing and load factor is attached in Appendix A.

The Existing Bus Plan is attached in Appendix B.



APPENDIX A

CURRENT BUS ROUTING AND LOAD FACTORS

Bus passengers 2001/2002 as on DEC. 1st 2001

Bus	Forest Road	Rollingwood	Bradley	Total	Bus capacity
1	31	14	2	47	47
2	22	21	4	47	47
3	30	12	2	44	45
4	25	20	2	47	47
5	20	6	2	28	28
6	11	11	5	27	28
7	30	14	3	47	47
8	27	12	4	43	45
9	26	14	7	47	47
10	26	5	3	34	45
11	26	14	3	43	45
12*	32	41	2	75	47
13*	32	10	2	44	45
14*	24	8	8	40	45
15	24	7	2	33	45
Total	386	209	51	646	

* Bus 12 operates a shuttle between Forest Road and Rollingwood

*Bus 13 takes children from Rollingwood to Forest Road

*Bus 14 takes the nursery children to Bradley campus

Bus Routes

Bus 1 Potomac/Bethesda Tuckerman Lane

Bus 2 Bethesda Bannockburn

Bus 3 Potomac/Rockville College Pkway

Bus 4 Virginia/Cabin John/Bethesda

Bus 5 Washington DC /Van Ness/Bethesda Chevy Chase

Bus 6 Wheaton /Kensington/Bethesda

Bus 7 Rockville/Bethesda Rockville Pike

Bus 8 Potomac Falls Road

Bus 9 Rockville Harrington Road

Bus 10 Bethesda/ Glen Echo Heights

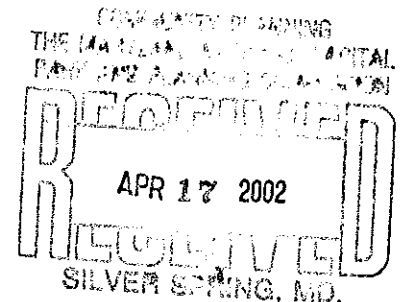
Bus 11 Aspen Hill/Silver Spring

Bus 12 Washington DC Arizona Ave

Bus 13 Washington DC Georgetown

Bus 14 Washington DC 16th St/Chevy Chase

Bus 15 Silver Spring/ Washington



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Note buses 5, 13, 14 and 15 call at Rollingwood before Forest Road for drop off.

APPENDIX B

EXISTING BUS PLAN
 14 BUSES (12 BUSES + 2 SPARES) PARKED ON CAMPUS

AM RUN

NUMBER OF BUSES AND RUNS	TASK DESCRIPTION
12	Leave FR and Pick Up
11	Return to FR and Drop Off
11	Leave FR to RW and Drop Off
4	Late buses arrive from RW
2	Leave FR to Off Campus Parking
1	Leave FR via BR to Off Campus Parking
11	Return to FR from RW Drop Off
TOTAL NUMBER OF AM RUNS = 52	

PM 1 RUN

NUMBER OF BUSES AND RUNS	TASK DESCRIPTION
11	Leave FR to Pick Up at RW
2	Arrive from Off Campus Parking to FR
1	Arrives from Off Campus to FR via BR Pick Up
11	Arrive from RW Pick Up
15	Leave FR for Drop Off
TOTAL NUMBER OF PM1 RUNS= 40	

PM 2 RUN

NUMBER OF BUSES AND RUNS	TASK DESCRIPTION
14	Return to FR from PM1 Drop Off
1 or 2	RW Shuttle Arrives to FR
15	Leave FR for PM2 Drop Off
12	Return to FR from PM2 Drop Off
TOTAL NUMBER OF PM2 RUNS = 42	

TOTAL NUMBER OF RUNS PER DAY = 134

**THE SCHOOL ORGANIZES ON AVERAGE 3 FIELD TRIPS PER DAY,
EQUIVALENT TO 6 RUNS.**

**APPENDIX C
PROPOSED CIRCULATION PLAN**

COMMUNITY DEVELOPMENT
THE MARYLAND STATE ARCHIVES
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FRENCH INTERNATIONAL SCHOOL – LYCEE ROCHAMBEAU
 - DESCRIPTION OF OPERATION-
 -Number of Faculty and Staff Members-
 2001-2002

In the 2001-2002 school year, the French International School has a total number of Faculty and Staff of 126 * people located at the Forest Road campus (including 14 bus drivers). These people work a varied number of hours, ranging from full time (40 + hours / week), to those who work only 4 to 8 hours per week depending on their functions and specialties.

Members of the total staff contribute to the good carpooling ratio that the school demonstrates by carpooling 47 students each day.

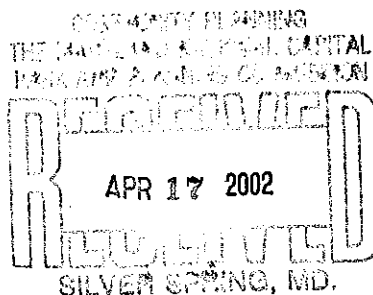
The Faculty and Staff can be separated into eight different categories, which are the following:

STAFF AT Forest Rd.	RANGE OF HOURS @ WEEK	GROUPS
18	40 or +	Direction and Administrative Personnel
51	4 20	M.S. and H.S. Teaching Staff
13	12 40	M.S. and H.S. Librarians, Proctors, and Lab Tech.
6	27	Primary School Teachers
8 **	4 -12	Primary School Special Needs, English and PE
8	4 - 8	Primary School Aids
2	8 40	School Psychologist and Nurse
6	40	Maintenance Personnel
14	20	Bus Drivers
126 *		TOTAL STAFF

A parking demand study done by the school demonstrates a need for 95 spaces this year, at certain mid-days (excluding all student drivers, bus drivers and visitors). Given this demand, we see that our present count of 89 spaces is insufficient.

*The total 126 corresponds to the staff/faculty for the 2001-2002 school year. This number can vary as per the French Government's changes in the Curriculum.

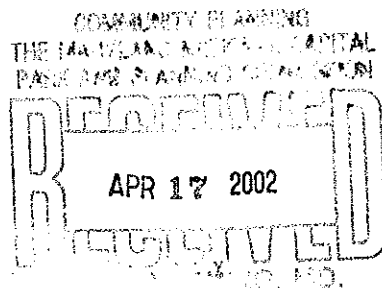
** These teachers work at Rollingwood and Forest Road



FRENCH INTERNATIONAL SCHOOL – LYCEE ROCHAMBEAU
PARKING JUSTIFICATION

The French International School has a justified need for additional parking spaces on the campus for the following reasons:

- As the curriculum of the School becomes richer, due to interests of students and requirements of the French Government, there is a need for more part-time faculty with specializations such as:
 - Philosophy
 - American civilization (in preparation for the American High School Diploma, and the International Baccalaureate)
 - English taught at 4 different levels to all grades (grades 1-12)
 - Computer Sciences
 - Mandatory Foreign Languages Program (Spanish, German, Latin and Greek by French Government requirement)
 - These instructors of specialized courses have a reduced classroom teaching load so they cannot carpool with full time teachers.
- A larger number of faculty members that remain on campus to prepare courses and be available to students.
- The need for teaching staff from each department to be on campus longer and more often to coordinate their teaching material regularly.
- Teacher and Administration coordination meetings.
- Teacher and Administration student assessment meetings.
- More parent involvement in school activities, such as
 - Board meetings
 - Preparation of the Yearbook
 - Fund raising committee
 - Book Fair
 - Preparation of Year End Fair
- A desire to encourage student drivers with a requirement that they must carpool with other students thus reducing vehicle trips to and from the campus.



ATTACHMENT 7: SPECIAL EXCEPTION HISTORY

THE FRENCH INTERNATIONAL SCHOOL SPECIAL EXCEPTION APPROVALS

<u>Case No.</u>	<u>Date</u>	<u>Action</u>
S-411	July 16, 1975 (12.58 Acres)	Original special exception approval for PEI with current 550 students and maximum 750 students. <u>Conditions:</u> Elementary school bus traffic and carpools must utilize Montgomery Drive for access; Jr. or Sr. high school traffic must utilize either Montgomery Drive or Forest Road.; no parking along school's interior roads; on-street parking permitted only for after-school or evening events; water saving devices to be installed; Proposed "stacking" drive along Montgomery Drive to be reviewed when student body has increased to 650, or 4 yrs. from date of this Resolution, whichever event occurs first. School to take steps to decrease traffic impact (i.e. carpooling, buses), with BOA to conduct review hearing in March, 1976 to review steps taken to minimize impact.
S-411	June 16, 1976	BOA review hearing held 3/4/76 to discuss traffic impact. Board concluded that additional off-street parking on site and at YMCA are sufficient to overcome problem of on-street parking of which area residents complained.
S-411	December 7, 1977	In accordance with 7/16/76 Opinion, hearing held 11/17/77 to determine adequacy of arrangements for vehicular traffic arriving and departing school. Stacking lane along Montgomery Drive deemed unnecessary. Steps taken by school adequate.
S-411	July 26, 1978	Administrative modification permitting school to construct 1470 SF addition to second floor of high school building by extending second floor over first floor roof to enlarge two classroom areas. No increase in enrollment or traffic.

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Co./Dept.		Co.	
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Fax #	301.495.1304	Fax #	

- S-411

June 6, 1979

Administrative modification permitting school to extend canopy over elementary school playground to allow protected recreation in inclement weather. No increase in enrollment or traffic.
- S-411

July 29, 1985

Administrative modification permitting installation of 41' x 28' multi-purpose room attached to Administration/Nursery building. No increase in enrollment or employees.
- S-411

August 17, 1987

Administrative modification permitting replacement and addition of sidewalks between buildings; 14 additional parking spaces to eliminate congested parking on Forest Road; and addition of a handball court.
- S-411

September 28, 1987

In response to neighbor complaints, BOA suspended that portion of Board's 8/1787 Resolution pertaining to parking lot changes, and required school to file formal modification petition to ask for parking changes.
- S-411-A

January 12, 1990

Order extending time for Board of Appeals to reach decision.
- S-411-A

February 1, 1990

School had requested Modification to construct new 45,000 SF lower school building in Phase I; to add 6000 SF science wing and 3000 SF cafeteria wing to existing buildings in Phase II; and to increase enrollment to 1096 students. Board castigated school for violations of previously granted special exception. (i.e. current enrollment was 975, but only 750 were permitted by SE). Board granted enrollment increase to 850; 130 car parking lot to be built; no parking on residential streets; on-campus streets to be widened; no new construction until review hearing; traffic mitigation program to be submitted to M-NCPPC; landscape and lighting plan to

be submitted. Special Exception to be reviewed annually.

S-411-B	April 4, 1990	Board granted continuance of hearing on modification request dated March 20, 1990 to permit addition of modular classrooms. Case was apparently never re-scheduled.
Civil No. 55897	August 9, 1990	Circuit Court remanded S-411-A to BOA with instruction for it to deny petition for modification.
S-411-A	June 4, 1991	Board Resolution on remand from Circuit Court denying modification of special exception.

