



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

MEMORANDUM

DATE: September 20, 2002
TO: Montgomery County Planning Board
VIA: John Carter, Chief, Community-Based Planning Division *JAC*
FROM: Margaret Kaii-Ziegler, Bethesda-Chevy Chase/North Bethesda Team *MKZ*
(301-495-2183)

REVIEW TYPE: Mandatory Referral
PROJECT NAME: Alta Vista Elementary School Reuse
APPLICANT: Department of Public Works and Transportation, Division of Facilities and Services

CASE NUMBER: MR-02203-F&S-1
REVIEW BASIS: Article 28, Chapter 7-112 of the Regional District Act

ZONE: R-60
LOCATION: 5615 Beech Avenue, Bethesda
MASTER PLAN: Bethesda-Chevy Chase Master Plan

FILING DATE: July 17, 2002

STAFF RECOMMENDATION: APPROVAL with the following comments:

1. The property should remain in the public domain.
2. The eastern 1.48 acres should remain open space for community use.
3. Any future use of the site should limit the traffic generated to less than the existing user.

PROJECT DESCRIPTION

The former Alta Vista Elementary School is located on Beech Avenue between Montgomery Drive and Forest Road. The subject site contains 3.34 acres and is within the Bethesda-Chevy Chase Master Plan. The applicant for this Mandatory Referral, the Department of Public Works and Transportation, requests the Planning Board review the reuse analysis and recommendation of the Division of Facilities and Services per Executive Regulation 4-99AM, for the Reuse, Leasing and Sale of Closed Schools.

The Division of Facilities and Services received letters of interest from the Montgomery County Public Schools, the Montgomery County Police Department, and the Department of Housing and Community Affairs. Nobel Learning Inc., who currently operates the Bethesda Country Day School in the facility, has also expressed an interest in remaining in the building.

The Department of Facilities and Services recommend that the facility be leased or transferred to the Montgomery County Public Schools for administrative office use.

SITE DESCRIPTION

The property is improved with a 17,000-square foot building, a 25 space surface parking lot on the east side of Forest Road, and a circular driveway on Beech Avenue that could accommodate nine parallel parking spaces. The site is relatively flat and mostly grass, with scattered trees throughout the site and a row of significant trees along Forest Road and Montgomery Avenue. The Bethesda Country Day School currently uses approximately 1.86 acres of the western portion of the site, and the remaining 1.48 acres has been used by the surrounding neighborhood as a park.

The French International School is located north of the site, single-family detached residential dwellings are located east and west, and the YMCA is located south of the site.

The Bethesda-Chevy Chase Master Plan denotes a Class I bikeway along the eastern property line on Montgomery Drive.

BACKGROUND

The Alta Vista Elementary School was transferred to Montgomery County in 1976. The building has been leased out to private schools since shortly after its closure. The first lease was with Town and Country Day School. In 1982, the Town and Country Day School moved into the Newport Middle School, and EDUCO subleased the Alta Vista property as the Bethesda Country Day School. In 1991, EDUCO entered into a five-year lease directly with the County and in 1996 renewed the lease through June 30, 2001. In the last few years, EDUCO merged with a for-profit educational company, Nobel Learning Inc. The school continues to operate as the Bethesda Country Day School and offers preschool, kindergarten, and before and after school programs to two through six year olds.

In 1998, a Mandatory Referral was reviewed and approved to make on-site parking improvements in conjunction with a DPWT project for curb and gutter along the north side of Beech Avenue. The purpose of the project was to eliminate on-street parking and provide the needed additional parking on the school site. This project generated neighborhood controversy regarding the location of additional parking, the preservation and enhancement of neighborhood character, adequate parking for the child day care facility, and the continued community use of the outdoor play areas.

In June of 2001, the County Council adopted Regulation 4-99 AM, which provides the review policy for all closed school reuse, lease, and sales. The Planning Board and County Council are required to comment on reuse proposals prior to the final decision by the County Executive.

ANALYSIS

The Division of Facilities and Services provided staff with minimal information regarding the proposed uses. Therefore, staff can only provide a cursory review of each proposal. The Department of Facilities and Services recommend that the facility be leased or transferred to the Montgomery County Public Schools (MCPS) for administrative office use. In response to concerns raised by the surrounding community regarding child daycare needs, the MCPS has also provided an option that includes a relatively small daycare center on the site.

User	Site Impact	Required Parking	Traffic Impact	Open Space
Montgomery County Public Schools	Approximately 7,000 sq.ft. office space for 35 employees.	2.4 spaces/1000 sq.ft. Requires 33 spaces.	Less than current user.	Remain as is.
Montgomery County Public Schools offices and Child Care Option	Approximately 7,000 sq.ft. office space for 35 employees and child care facility for a maximum of 80 Children and 8 staff members.	Office requires 33 spaces, and child care requires 1 space per employee, plus 1 space per every six children (22 spaces). Requires total of 55 spaces.	Less than current user.	Additional parking area would be required on-site. This will impact open space. No plans to enlarge the existing building.
Montgomery County Police Department	New police station.	200 parking spaces (current program requirement).	Significant negative impact.	Would require impact to the entire 3.34 acres.
Department of Housing and Community Affairs	Public/private partnership with Victory Housing for an elderly assisted living facility with approximately 30 beds and 2 staff apartments, and 8 employees.	1 space/4 beds and 1 space/2 employees. Requires 12 spaces.	Less than current user.	Existing structure would be removed and a new building would be placed on the existing footprint. Open space would remain as is.

Citizen Concerns

Staff has received a few letters regarding this mandatory referral, which are attached to this report. In general, there is some concern regarding the future loss of the Country Day School. The Country Day School provides a valued service to the surrounding community that would be sorely missed by some. Over the past few years there has been significant controversy over traffic congestion and on-street parking problems caused by this facility and the French School. Staff is concerned that the continued use of the facility for a daycare/private school may continue to exacerbate the situation. The Bethesda Country Day School recently withdrew an application to provide more on-site parking to alleviate a problem caused by the recent on-street parking restrictions surrounding the site to residents only. They currently have an agreement with the YMCA located across the street to use their parking, however, this may not be a permanent solution. There is citizen concern that a renewal of the Bethesda Country Day School lease may allow an increase to their current student population, thus creating more traffic.

CONCLUSIONS

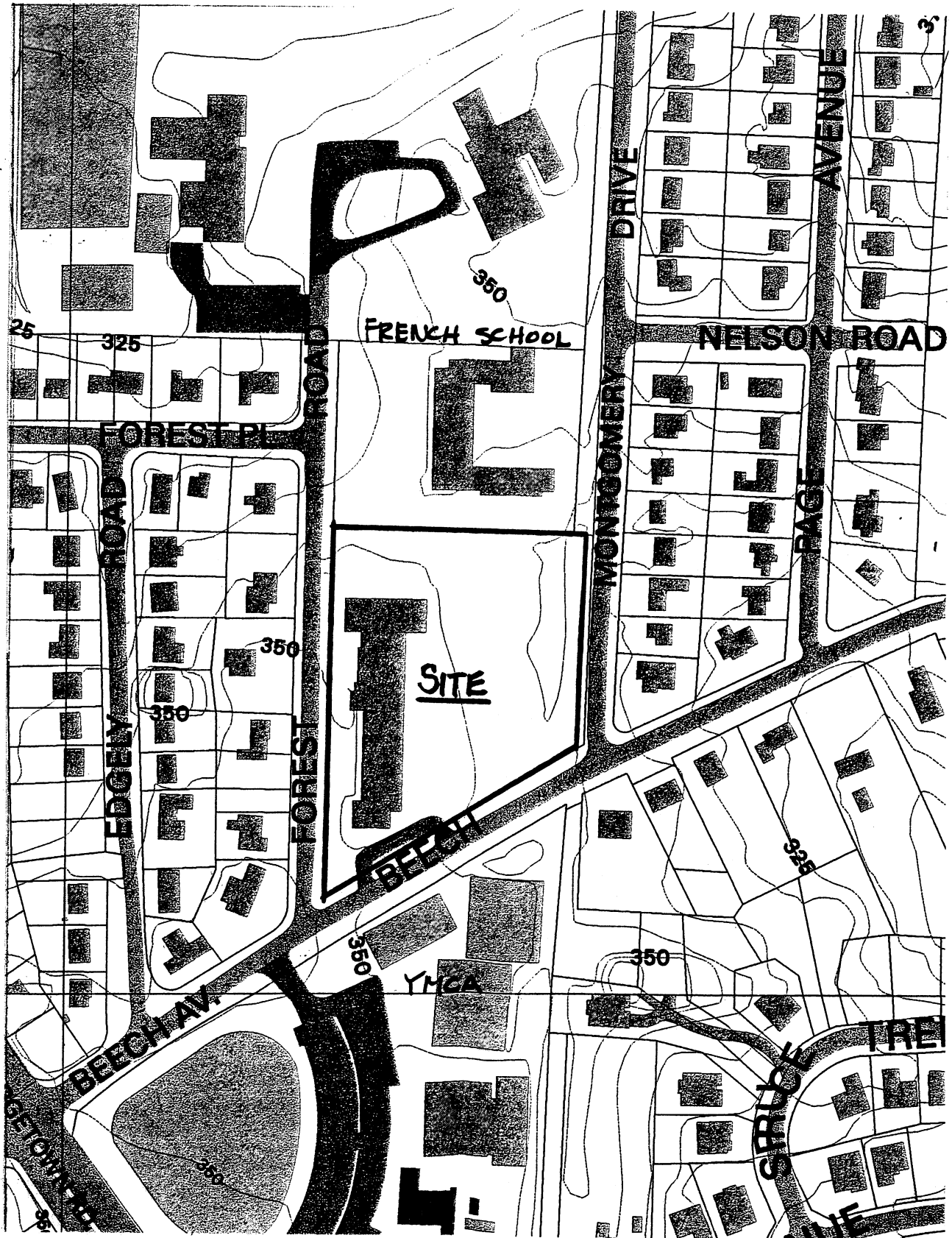
The proposed mandatory referral is intended to provide comments to the County Executive. The decision for future use of this site must consider the impact to the surrounding community and should provide opportunities to improve the character of the existing community. Staff recommend that the future use of the site should be limited to those uses that can be accommodated by the existing parking availability, and should not add to the existing traffic congestion on the surrounding streets. The 1.48 acres currently used as open space should remain as such. Any future use would be required to go through the mandatory referral process for site review.

MKZ:ha: a:\kaii2\Mr02203-f&s-1

Attachments:

Vicinity Map
Letters of Concern

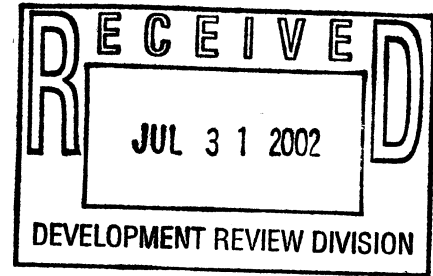
1. Vicinity Map



LETTERS OF CONCERN

July 27, 2002

Cynthia Brenneman, Real Estate Analyst
Dept. of Public Works and Transportation
Division of Facilities and Services
101 Orchard Ridge Drive, 2nd Floor
Gaithersburg, MD 20878



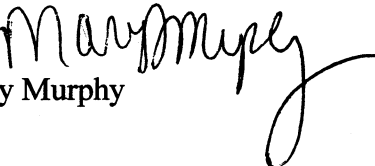
Dear Ms. Brenneman -

First, thank you in advance for all your hard work in working through the Alta Vista school building's leasing issue. I know this is a very arduous task, made more difficult by the pressing demands of various competitors, all of whom are vying for space in this building.

I want to voice my strong support the Alta Vista building remain as a preschool/early education provider. I am an at-home mom with two young kids (thus far) and live within a quarter mile of the School. My older child attends the Country Day School and I intend to enroll my second child in the Day School within the near future. I also grew up in the Wyngate neighborhood and experienced first-hand the aftermath of the closing of the Alta Vista elementary school. Back in 1979, when Alta Vista closed, I was attending Wyngate Elementary. I made friends with many of those children who were transferred form Alta Vista Elementary and I keep in close contact with them today.

I can attest that this community goes through periodic changes each 20-30 years. As new families move in to the neighborhood, so too must the availability of schools be made apparent. When I was nearing the end of my elementary-age years, there was a lesser demand for elementary-age school space. Hence the closing of the Alta Vista Elementary in 1979. Now, however, we are experiencing a surge in record high-reported birth rates according to the Montgomery County 2000 census report. Parents are in great need of a preschool and the current demand for available enrollment is extremely tight. I, along with most parents in the community, will be very hard pressed to find available schooling for our young children should the Alta Vista building concede its lease to an institution other than a preschool/early education provider. I implore the County officials to help ensure that the Alta Vista building remain as a preschool/early education provider.

Sincerely,


Mary Murphy

cc:

County Executive, Douglas M. Duncan
Council Member, Howard A. Denis
Maryland National Capital Park and Planning Commission
Western Montgomery County Citizens' Advisory Board

Kaii, Margaret

From:

Sent: Friday, August 09, 2002 7:06 AM

To: Kaii, Margaret

Subject: Alta Vista

August 9, 2002

Dear Margaret,

I am sending you below a letter that I faxed to Douglas Duncan, County Executive, last night concerning Alta Vista. I hope that you will support the return of Alta Vista to MCPS, but that you will consider recommending conditions such as the formation of a committee, such as the one described in my letter and conditions concerning programs and parking. If you have any questions, please call me, (301) 564-0618 or cell phone (301) 602-6444.

Sincerely,

Sharon Constantine

9406 Kingsley Avenue

Bethesda, MD 20814

August 9, 2002

Douglas M. Duncan, County Executive

Montgomery County

101 Monroe Street

Rockville, MD 20850

Dear Executive Duncan,

Thank you for your letter of July 5, 2002, regarding the re-use process for Montgomery Hills and Alta Vista Schools. In your letter, you mentioned that Montgomery County Public Schools has entered into the competitive process to lease Alta Vista. As you know, I was involved during the drafting and adoption of both Council Bill 12-99 and the drafting of Executive Regulation 4-99AM, regulations for the sale and lease of closed schools. A Council member who introduced Bill 12-99, has indicated that Montgomery County Public Schools should have priority in the use of former public school buildings, and not be required to compete to retrieve the public building that it needs to facilitate its educational programs.

8/9/2002

In addition, an attorney hired by the corporation to help retain the lease of Alta Vista is making an argument that MCPS cannot use Alta Vista as requested for its administrative staff that support MCPS educational programs, because the Council did not approve Alta Vista for office use. However, another attorney, a former City attorney in California, and who now lives in our community, reminded me that most private schools also have offices. Therefore under the corporate attorney's interpretation, no private school with an administrative office could lease Alta Vista.

I urge you to support Chief Al Roshdieh's recommendation to return Alta Vista to MCPS. As Mr. Roshdieh pointed out in his July 12, 2002 letter, MCPS is willing to work with the community to provide day care or other programs requested by the community. In fact, at the informal meeting held at Alta Vista to consider government proposals, two dozen private school parents who live in the community, and whose children now attend the private school located at Alta Vista, testified that they want preschool programs at Alta Vista. Understandably, the private school parents want the programs administered by the private school currently operating at Alta Vista. However, MCPS has pledged to work with the community to provide programs requested by the community.

Finally, although I fully support MCPS in its request for Alta Vista, I realize that the building is located at the entrance to the community and in an area that is overburdened by traffic. The community will need your help to ensure that safeguards are in place to ensure that Alta Vista does not become dilapidated and that traffic will be controlled. Therefore, if you support MCPS' request for the return of Alta Vista, I respectfully request that you form a transitional committee consisting of private school parents who live in the community, adjacent property owners, Maplewood representatives, MCPS officials, Park and Planning officials, and Facilities and Services officials. The purpose of the committee would be to ensure that the Alta Vista property is maintained during the transition period, to secure commitments from MCPS for programs requested by the community, to determine and secure commitments from MCPS for traffic controls such as a Transportation Management Plan, and to ensure communication during the transition period.

Thank you for your consideration and for your support of our public schools.

Sincerely,

Sharon M. Constantine

cc: Senator Brian Frosh

Steven Silverman, President

Montgomery County Council

Chairman Park and Planning Commission

Albert J. Genetti, Jr., Director

Public Works and Transportation

8/9/2002

Senator Brian Frosh

President, Montgomery County Board of

Education

Dick Hawes, Director

Department of Facilities Management MCPS

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July 27th, 2002

Cynthia Brenneman, Real Estate Analyst
Department of Public Works and Transportation
Division of Facilities and Services
101 Orchard Ridge Drive, 2nd Floor
Gaithersburg, MD 20878

RECEIVED
1146
JUL 30 2002

OFFICE OF THE CHAIRMAN
THE MARYLAND NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

Dear Ms. Brenneman:

It was a pleasure meeting you in person at the public meeting held at the Alta Vista Building on Tuesday, July 23rd. My general understanding of the leasing issue involving this building is a complex one and which understandably leads to considerable debate in determining the most appropriate occupant of the building.

I am also glad to have had the opportunity to publicly voice my concerns with regard to determining the future tenant of the building. I want to further qualify my position with this letter, by offering additional information which supports my belief of the importance in retaining the Alta Vista building as an early education provider.

As you probably know, there are, presently, many parents and neighbors who are nervous that another institution (other than a preschool) will obtain the lease of the Alta Vista building. These same parents and neighbors strongly advocate that the Alta Vista building continue to function as a preschool provider; whether it continues to be leased by the existent tenant (Nobel Learning Inc.) or a different learning institution for preschoolers. Currently, with extremely tight enrollment for preschoolers, it is becoming increasingly difficult and frustrating for parents to find a preschool.

Executive Regulation 4-99AM, **Lease Agreements for Closed Schools** states in Section 8.1 (under Responsibilities and Authority) that the County Council will:

"Provide comments and restrictions on the reuse of a closed school."¹

I interpret this regulation to state that the County Council can (via an Amendment) provide limitations on the leasing availability of a public school building; restricting the bidding only to early education/childcare providers

Applying the 4-99 Regulation to the current leasing situation of Alta Vista Elementary (as it currently states) will create a momentous child care problem within the Bethesda/Chevy Chase/Potomac communities in the near distant future. Parents are already experiencing long "waiting lists" and are being turned away for fall enrollments of preschool children.

The following statistics further support my contention that the **Bethesda community needs a preschool:**

¹ Executive Regulation 4-99 AM, Lease Agreements for Closed Schools, Agenda Item 3, June 5, 2001
Action; page 16 Subject Reuse, Leasing, and Sale of Closed Schools

- **Number of Homes/Number of Children:** Currently, there are over 1,260 homes in the Wyngate Community, 800 homes in the Maplewood/Alta Vista Community, and approximately 450 homes in the Ashburton community.² Parents residing in Planning Area 35 of Montgomery County can not afford to loose a preschool. The housing market can attest that this area is becoming saturated with an influx of new, young families. BCDS supports both before and after-school care for 25 Wyngate and Ashburton elementary students, and having a neighborhood preschool is vital for the three communities. The after-school curriculum, which follows the Montgomery County Public School requirements, further demonstrates that BCDS (although a private entity) supports the county's commitment to child development. BCDS also provides early-morning child care to assist working parents in need of a safe-haven to send their children, prior to attending their neighboring public elementary schools.
- **Population Projection (Bethesda/Chevy Chase, Planning Area 35) :** Between 2002 and 2010, Bethesda, Chevy Chase will undergo a population increase of over 8% increase in children (ages 0-4).³ In my immediate neighborhood (which consists of 29 homes) there are currently 17 children under five years of age. Four of these families walk their children to BCDS. Six additional children from other families in this neighborhood block are tentatively planning to send their preschool- age children to BCDS in the Fall, 2003 school year, should the school retain its lease.
- **Community Involvement:** (Effective October, 2001) BCDS has recently resumed hosting its annual Halloween Party. BCDS, along with the neighborhood association, co-sponsored a large costume party with food, drinks and a parade, and over 200 children from the surrounding neighborhoods attended. Also, each year during the month of June, BCDS sponsors an end-of-school year carnival, free for all children in the neighborhood. This carnival is very similar to that which the Bethesda YMCA offers (each May) to the community.
- **Capital Improvements:** BCDS has initiated numerous improvements (totaling over \$150K) to the Alta Vista Building recently. This includes plumbing repairs and replacements, window restoration, new furniture and carpeting in the classrooms and replenishment of teacher supplies. Rather than discard the existing furniture at the school, BCDS advertised (in *The Bethesda Gazette* weekly newspaper) and offered free furniture and supplies to anyone in need. In addition, a new sidewalk has replaced the existing one at BCDS.
- **Lower Head Count in BCDS/Reduced Car Traffic:** Children of preschool age require, by Maryland law, 35 square feet per head.⁴ The BCDS has flexible school hours and children alternate days to attend the school. This allows for a lower total head count (of children) each day. Although the school is capped at 260 students, the day-to-day attendance is far less since children attend on opposing days. My child, for example, attends BCDS three mornings each week, while a neighborhood child attends the other two mornings each week. The total head count for my child

² Maplewood Citizens' Association calculation based from Association Officer; Wyngate home count quoted Wyngate Citizens' Association

³ Montgomery County Department of Park and Planning, Research and Technology Center, Round 6.2 (2000-2025) Cooperative Forecast for Planning Area 35 (Bethesda/Chevy Chase); Updated June 2000 *ibid*.

⁴ Code of Maryland Regulations, 07.04.02, Child Care Center Licencing (5-1-2000) #17 Indoor Space Requirements C.....licensed after 12.1.71 a minimum of 35 square feet provided for each child.

and my neighbor's child is just one. Also, while some parents may want five days/week (all-day) program, other parents seek greater flexibility in a part-time program. BCDS offers various packages which significantly lower the attendance daily. And when the Alta Vista building was utilized as a "public elementary" school in the 1970's the head count for the school was significantly greater than what it is capped at currently.


- **The state Board of Education has agreed to raise the age at which children advance to Kindergarten**-that being a child who enters kindergarten must be five years of age by Sep. 1st.⁵ In order to minimize fiscal impact, the board voted to phase-in this process starting with the 2003-2004 school year. For parents of children who are born during the calendar year after Sep 1st, this requires an additional year of preschool for their fall/early winter born children-further creating a need for a preschool.

Lastly, the after-school care program at BCDS has only 40 children in attendance; most of whom arrive by one bus as opposed to individual commuter cars, which further reduces the neighborhood traffic. BCDS has obtained ten additional parking spaces at the Bethesda YMCA (across the street on Beech Avenue) for its staff. In return, ten spaces are now reserved in the Alta Vista building parking lot for parents, in an effort to ease traffic congestion during the drop-off and pick-up periods during the school day. In reciprocation, BCDS now offers additional parking space to allow for YMCA vans to park during their peak summer months; again, to alleviate traffic/parking problems which may arise in the neighborhood in order to accommodate the YMCA.

In summary, **parents; especially those residing in Planning Area 35 of Montgomery County, can not afford to loose a preschool.** The housing market can attest that this area is becoming saturated with an influx of new, young families. Our community would greatly benefit by having the Alta Vista building serve the purpose of continuing as an early education provider, ideally leased through the Facilities and Services and also monitored through HHS. Attached is a petition which many of our neighbors agreed to sign in February. This petition reflects the overwhelming support in our neighborhood of retaining the Alta Vista Building as a preschool provider.

Thank you in advance for looking in to the concerns of both parents of children currently attending BCDS and area residents. If I can be of further help, please call me at during the working hours at my office at 202.564.3227.

Sincerely,


Daniel J Murphy

cc:

County Executive, Douglas M. Duncan
Council Member, Howard A. Denis
Maryland National Capital Park and Planning Commission
Western Montgomery County Citizens' Advisory Board

⁵MD Moves To Raise Starting Age for Kindergarten-Measure Sets Sept. 1 As Cutoff for Turning 5, by Nurith C. Aizenman and Tracey R. Reeves. Washington Post, page B1, co. 1, B5 col. 1., Feb 6, 2002.

By agreeing to sign this document, we, neighbors residing in proximity to the Alta Vista Building, are affirming our support to have this building remain The Bethesda Country Day School or an early education provider at the very least.

Name	Date	Address	# Years Residing
Danuel J. Maffey	2-13-02	5607 Forest Pl. Bethesda, MD.	2 years
Mary Macoly	2.13.02	5607 Forest Pl	2 yrs
Ken Honich	2/13/02	5703 Forest Pl	5 yr
John Purcell	2/13/02	9409 ELSMERE CT	15 YEARS
Norman Hise	2/13/02	5701 Forest Pl.	48 years
Susan P. Tice	2/13/02	5701 Forest Pl	48 yrs
Mary E McAdam	2-13-02	5606 Forest Pl.	44 years
Bin P. Kim	2/13/02	5702 Forest Pl	4 years
Joan T. Jader	2/13/02	9521 Edgeley Rd.	30 years
Mary Isidina B. Kiricko	2/13/02	5700 Forest Pl.	1 yr.
Robert E. Carter	2/14/02	9512 Edgeley Rd	39 yrs
Jonathan M. Ditye	2/14/02	9507 Edgeley Rd.	72 years
Chris Talcott	2/14/02	9508 Forest Rd.	28 years

July 26th, 2002

Cynthia Brenneman, Real Estate Analyst
Dept. Of Public Works and Transportation
Division of Facilities and Services
101 Orchard Ridge Drive, 2nd Floor
Gaithersburg, MD 20878

RECEIVED
1145
JUL 29 2002

OFFICE OF THE CHAIRMAN
THE MARYLAND NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

Dear Ms. Brenneman -

I write to voice my support that you and our County Executive strongly consider the value of available early education, as this applies to the upcoming leasing decision affecting the lease-renewal process for the Alta Vista building. I was actively involved with the original expansion phase of Wyngate Elementary School in 1979, as a result of the decision the County made to close the Alta Vista Elementary School. To the best of my knowledge, the county voted to close Alta Vista Elementary (along with other public schools in the county in the late 1970's) as a result of demographic changes illustrating a dip in the elementary-age children and as a cost-savings to the county. Consequently, the elementary-age children of the Alta Vista and Maplewood subdivisions were relocated to Wyngate Elementary.

Although I was not in attendance at the July 23rd public meeting at the Alta Vista School, I have been a Bethesda (Wyngate subdivision) resident for nearly 37 years, am a father of three adult children and a grandfather of four young ones. My eldest grandchild currently attends the Country Day School and another grandchild will be entering in the Spring of 2003.

From my experience as an active realtor since the mid 1960's, the Bethesda housing market is currently booming with homes being purchased by young families. Demographically-speaking, there is now a resurgence of young families in the Wyngate/Maplewood/Alta Vista communities and the demand for available and convenient early education is escalating. I can attest, both as a realtor and as a grandparent, that the need for a pre school is vital! Already, parents are under tremendous strain in enrolling their children, as available schooling is extremely tight. Should the County choose to occupy the Alta Vista building with anything but a preschool provider, this will potentially cast out approximately 200 families with young children.

On behalf of myself and my family, I urge you and the County Executive to observe the changing dynamics of this area and recognize the tremendous need for having an early education provider to occupy the Alta Vista building.

Sincerely,



Steven N. Jacoby

cc:

County Executive, Douglas M. Duncan
Council Member, Howard A. Denis
Maryland National Capital Park and Planning Commission

Kaii, Margaret

From: s constantine
Sent: Friday, September 06, 2002 3:03 PM
To: Kaii, Margaret
Subject: Fwd: Alta Vista

From: "Roshdieh, Al" .

>

>CC: "Genetti, Albert"

>Subject: Alta Vista

>Date: Thu, 5 Sep 2002 10:12:15 -0400

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>Dear Ms. Constantine:

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>Mr. Al Genetti has asked me to respond directly to your various emails regarding Alta Vista.

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>First, the letter extension of the lease has not yet been signed, but has been drafted. The tenant has agreed to a cap of 350 students and no expansion of the building. As for the maintenance language, we believe the existing lease language is sufficient, and will just need diligent enforcement as we draw nearer to the lease termination.

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>Second, we don't believe it's necessary to wait until after Maplewood has its full membership meeting. We have your input and the input of the Co-President of the association. The parents are looking for immediate assurances that the school will be there for the next year. Enrollment begins during the first few weeks of school.

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>Finally, in the event we go to private reuses of the facility, part of the parameters set up for the proposals will be that the facility will not be available until after June 30, 2004. As for other schools in the reuse process, we will handle them on an individual basis as their circumstances dictate. We have no plans to do a "blanket" extension.

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>Thank you for your input.

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>Sincerely,

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>

>

**SHULMAN
ROGERS
GANDAL
PORDY &
ECKER, P.A.**

Lawrence A. Shulman
Donald R. Rogers
Larry N. Gandal
Karl L. Ecker†
David A. Pordy +
David D. Freishtat
Martin P. Schaffer
Christopher C. Roberts
Jeffrey A. Shanc
Edward M. Hanson, Jr.
David M. Kochanski
James M. Kefauver
Robert B. Canter
Daniel S. Krakower
Kevin P. Kennedy
Alan B. Sternstein
Nancy P. Rogelin

Samuel M. Spiritos +
Martin Levine
Worthington H. Talcott, Jr. +
Fred S. Sommer
Morton A. Faller
Alan S. Tilles
James M. Hoffman
Michael V. Nakamura
Jay M. Eisenberg +
Douglas K. Hirsch
Ross D. Cooper
Glenn C. Etelson
Karl J. Protul, Jr. +
Timothy Dugan +
Rebecca Oshway
Ashley Joel Gardner
Michael J. Froehlich

William C. Davis, III
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Kim Viti Fiorentino
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Elizabeth A. White
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Sean P. Sherman +
Michael L. Kabik
Gregory D. Grant +
Jeffrey W. Rubin
Stephen G. Janoski
Karl W. Means
Debra S. Friedman +
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Matthew M. Moore +
Daniel H. Handman

Deborah L. Moran
Robert S. Tanner
Eric J. von Vorys
Michelle R. Curtis +
Gary I. Horowitz +
Jason M. Kerben
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Cara A. Frye +
Sarit Keinan
Christopher A. Tagg +
Mary Park McLean +
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Stephen A. Metz
Steven A. Adelman
Jude E. Wikramanayake +
James M. Koch

Of Counsel
Leonard R. Goldstein
Richard P. Meyer +
Robert B. Ostrom +
William Robert King
Larry A. Gordon +
David E. Weisman
Lawrence Jay Eisenberg

Maryland and D.C.
except as noted:
+ Virginia also
• Maryland only
• D.C. only
† Retired

Writer's Direct Dial Number:

(301) 230-5239
rcooper@srgpe.com

August 16, 2002

VIA FIRST CLASS MAIL

Derick Berlage, Chairman
Montgomery County Planning Board
8787 Georgia Avenue
Silver Spring, MD 20910

RECEIVED
1269
AUG 19 2002

OFFICE OF THE CHAIRMAN
THE MARYLAND NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

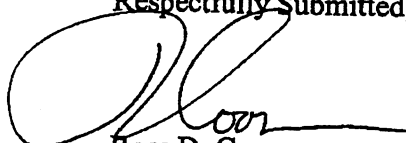
Dear Mr. Berlage:

This Firm represents Nobel Learning, Inc. ("Nobel"), which operates the Bethesda Country Day School ("BCDS") on the site of the former Alta Vista School. Herewith are two letters Nobel submitted in opposition to the proposals by Montgomery County Public Schools (MCPS) and Victory Housing ("Victory") to re-use the Alta Vista site.

With regard to the MCPS proposal, we have reviewed the August 9, 2002 memorandum sent to you by Albert Genetti of Montgomery County's Department of Public Works advising that MCPS plans to house 35 workers at Alta Vista rather than 24 as stated in MCPS' original proposal. Despite this change, MCPS official Janice Turpin admitted at a public meeting at Alta Vista on July 23 that only 6 workers will be housed at the facility full time. It would indeed be unfortunate and inappropriate to deprive the community of the valuable services provided by BCDS to accommodate 6 workers.

I understand that the Planning Board will be conducting a hearing on this issue in the near future. Please consider this Nobel's formal request to address the Planning Board at this hearing and its request for notice of the date.

Respectfully Submitted,


Ross D. Cooper

SHULMAN
ROGERS
GANDAL
PORDY &
ECKER, P.A.

Derick Berlage
August 16, 2002
Page 2

cc: Henry Bright, Principal BCDS

**SHULMAN
ROGERS
AND
PORDY &
ECKER, P.A.**

Lawrence A. Shulman
Donald R. Rogers
Larry N. Gandel
Karl L. Ecker†
David A. Pordy +
David D. Freishta
Marisa P. Schaffer
Christopher C. Roberts
Jeffrey A. Shanc
Edward M. Hanson, Jr.
David M. Kochanski
James M. Kefauver
Robert B. Canter
Daniel S. Krakower
Kevin P. Kennedy
Alan B. Sternstein
Nancy P. Regelin

Samuel M. Spiritos +
Martin Levine
Worthington H. Talcott, Jr. +
Fred S. Sommer
Morton A. Faller
Alan S. Tilles
James M. Hoffman
Michael V. Nakamura
Jay M. Eisenberg +
Douglas K. Hirsch
Ross D. Cooper
Glenn C. Etelson
Karl J. Protil, Jr. +
Timothy Dugan +
Rebecca Oshowsy
Ashley Joel Gardner
Michael J. Froehlich

William C. Davis, III
Paul A. Bellegarde +
Kim Viti Fiorentino
Patrick M. Marryn
Elizabeth A. White
Sandy David Baron
Christine M. Sorce
Sean P. Sherman +
Michael L. Kabik
Gregory D. Grant +
Jeffrey W. Rubin
Stephen G. Janoski
Karl W. Means
Debra S. Friedman +
Simon M. Nadler
Matthew M. Moore +
Daniel H. Handman

Deborah L. Moran
Robert S. Tanner
Eric J. von Vorys
Michelle R. Curtis +
Gary I. Horowitz +
Jason M. Kerben
Mark S. Guberman
Cara A. Frye +
Sarit Keinan
Christopher A. Taggi +
Mary Park McLean +
Heather L. Howard +
Stephen A. Metz
Steven A. Adelman
Jude E. Wikramanayake +
James M. Koch

Of Counsel
Leonard R. Goldstein
Richard P. Meyer +
Robert B. Ostrom +
William Robert King
Larry A. Gordon +
David E. Weisman
Lawrence Jay Eisenberg

Maryland and D.C.
except as noted:
+ Virginia also
+ Maryland only
• D.C. only
† Retired

Writer's Direct Dial Number:

(301) 230-5239
rcooper@srgpe.com

July 19, 2002

VIA FACSIMILE AND FIRST CLASS MAIL

Cynthia Brenneman
Division of Facilities and Services
Montgomery County Department of
Public Works and Transportation
101 Orchard Ridge Drive
Gaithersburg, MD 20878

Re: Alta Vista School

Dear Cynthia:

Nobel Learning Communities, Inc. ("Nobel"), which operates the Bethesda County Day School ("BCDS") on the site of the former Alta Vista School, and serves the parents of the over 300 children who attend BCDS and its summer camps, respectfully submits this opposition to the request by Montgomery County Public Schools ("MCPS") to use the Alta Vista site for an office building. Allowing MCPS to convert the Alta Vista school to offices would be contrary to Montgomery County Council Resolution No. 14-1157, adopted March 5, 2002, which provides that Alta Vista should continue to be used as a "private school or [other] community-serving uses, such as a child day care, elderly day care or charitable institutions." The Council adopted this resolution after its Management and Fiscal Policy Committee conducted a forum with community representatives and submitted its recommendations to the full Council.

Although MCPS, in its May 22, 2002 letter requesting the site, attempts to portray its proposed use as educational in nature – by claiming that the office workers to be housed there will administer certain educational programs – MCPS confesses on page two of its letter that no student programs actually will be conducted at Alta Vista and that the site would be no more than an office building. Plainly, this use does not comport with the County Council's mandate.

Cynthia Brenneman

July 19, 2002

Page 2

Nor is MCPS, when it requests a so-called "closed-school" for office use, entitled to any preference under either Section 4-114 of the Education Article of the Maryland Code, which vests the Council with exclusive jurisdiction to determine closed-school use, or implementing regulation 4-99 AM. To the contrary, MCPS must be judged as would any other agency requesting the site for office building purposes. Thus, the inquiry into MCPS' request need go no further than MCPS' failure to comport with County's mandate that the facility be used as a school.

Of course, other factors exist which make the MCPS' request inappropriate, including that the residential neighborhood in which Alta Vista is located is an inappropriate setting for an office building. More importantly, conversion of the Alta Vista site to an MCPS office building would deprive the local community of the valuable service provided by BCDS – high quality, secular pre-school and kindergarten complement. BCDS' service also is unique in that it is the only school accredited by the Maryland State Board of Education which has a busing arrangement with the local public elementary schools – Wyngate and Ashburton – to provide morning and afternoon kindergarten complement and afternoon care. Closure of BCDS thus would leave local parents with no alternative accredited school for their children's early educational needs.

The need for quality, secular pre-school and kindergarten is particularly acute in the Wyngate, Ashburton community. According to recent census data, the number of pre-school/kindergarten age children in the community is expected to increase by approximately ten percent by 2005. Moreover, the percentage of families in local communities having both parents employed full time – thus requiring quality pre-school, day care and kindergarten complement – is substantial, exceeding the already high state-wide figure of 60 percent. See New Plan Offers Bonus for Improved Education Providers, The Washington Post, Feb. 24, 2001. In addition, the recent change in state law requiring children to have reached age five before entering kindergarten, will lead to an even greater need for private, secular pre-school. Under these circumstances, sacrificing a local pre-school to provide for an office building would be a clearly inappropriate use of public resources.

We suspect that several local residents will contend that parking/traffic considerations favor the MCPS use. Although Resolution No. 14-1157 provides that traffic/parking is to be a secondary consideration in the re-use decision, BCDS has alleviated whatever parking/traffic considerations may have existed in the past. Indeed, MCPS itself notes in its May 22 letter that it would seek to employ the very parking arrangement that the current BCDS administration negotiated with the neighboring YMCA. This arrangement has eliminated parking concerns to such an extent that your office, at BCDS' urging, recently withdrew its Mandatory Referral to the Planning Board relating to expanding the parking lot at BCDS, agreeing that construction to

Cynthia Brenneman
July 19, 2002
Page 3

increase parking was unnecessary. Moreover, as set forth in Board of Appeal No. A-5722, it is the school buses being operated by the neighboring French International School, and not BCDS parents, that are the principal traffic nuisance in the neighborhood. Indeed, BCDS' extended drop-off and pick-up times, has partially eliminated traffic congestion around the school. MCPS' proposed use thus provides no advantage on this secondary consideration.

Quite clearly, MCPS' request: (1) fails to comport with Resolution No. 14-1157 because it will not result in the site being used as a school; (2) will deprive the local community of an accredited pre-school/kindergarten, which provides desperately needed service that is otherwise unavailable to neighborhood residents; and (3) provides no parking/traffic advantage to the local community. As a result, it should be denied.

Nobel is grateful for the opportunity to present its views and appreciates your attention to this matter.

Sincerely,



Ross D. Cooper
Counsel to Nobel Learning, Inc.

cc: The Honorable Howard A. Denis
Henry Bright, Principal BCDS

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August 12, 2002

VIA FACSIMILE AND FIRST CLASS MAIL

Cynthia Brennehan
Division of Facilities and Services
Montgomery County Department of
Public Works and Transportation
101 Orchard Ridge Drive
Gaithersburg, MD 20878

Re: Alta Vista School

Dear Cynthia:

Nobel Learning Communities, Inc. ("Nobel"), which operates the Bethesda Country Day School ("BCDS") on the site of the former Alta Vista School, and serves the parents of the over 300 children who attend BCDS and its summer camps, respectfully submits this opposition to the request by Victory Housing ("Victory") to use the Alta Vista site to construct a facility for senior citizens suffering from Dementia. Because Victory is not a governmental agency, even processing its proposal at this time would violate Regulation 4-99 AM, which requires the Council to determine first whether any government use is viable and appropriate before addressing private uses such as Victory. Allowing such perversion of the newly-established regulatory process surely will result in litigation that only will delay the process, to the community's detriment.

In addition, you will recall from the July 23, 2002 public meeting at Alta Vista that there was unanimous opposition by the community to Victory, both upon grounds that it is not a government agency and because its proposed use was inappropriate for the site. Moreover, allowing Victory to convert the Alta Vista school to a Dementia Center would be contrary to Montgomery County Council Resolution No. 14-1157, adopted March 5, 2002, which provides that Alta Vista should continue to be used as a "private school or [other] community-serving uses, such as a child day care, elderly day care or charitable institutions." (emphasis added). The Council adopted this resolution after its Management and Fiscal Policy Committee conducted a forum with community representatives and submitted its recommendations to the full Council.

Cynthia Brenneman
August 12, 2002
Page 2

Victory representative Jim Brown made clear at the July 23 public meeting that Victory would be a permanent Dementia residence, not elderly day care.

Of course, other factors exist which make the Victory's request inappropriate, including that the residential neighborhood in which Alta Vista is located is an inappropriate setting for an Dementia Center. More importantly, the Victory proposal would deprive the local community of the valuable service provided by BCDS – high quality, secular pre-school and kindergarten complement. BCDS' service also is unique in that it is the only school accredited by the Maryland State Board of Education which has a busing arrangement with the local public elementary schools – Wyngate and Ashburton – to provide morning and afternoon kindergarten complement and afternoon care. Closure of BCDS thus would leave local parents with no alternative accredited school for their children's early educational needs.

The need for quality, secular pre-school and kindergarten is particularly acute in the Wyngate, Ashburton community. According to recent census data, the number of pre-school/kindergarten age children in the community is expected to increase by approximately ten percent by 2005. Moreover, the percentage of families in local communities having both parents employed full time – thus requiring quality pre-school, day care and kindergarten complement – is substantial, exceeding the already high state-wide figure of 60 percent. See New Plan Offers Bonus for Improved Education Providers, The Washington Post, Feb. 24, 2001. In addition, the recent change in state law requiring children to have reached age five before entering kindergarten, will lead to an even greater need for private, secular pre-school. Under these circumstances, sacrificing a local pre-school to provide for a Dementia Center would be a clearly inappropriate use of public resources.

In addition, as Mr. Brown admitted, Victory's use likely would somewhat increase traffic in the neighborhood. As you know, Resolution No. 14-1157 provides that traffic/parking is to be a secondary consideration in the re-use decision. BCDS for its part has alleviated whatever parking/traffic considerations may have existed in the past, negotiating a parking arrangement with the neighboring YMCA. This arrangement has eliminated parking concerns to such an extent that your office, at BCDS' urging, recently withdrew its Mandatory Referral to the Planning Board relating to expanding the parking lot at BCDS, agreeing that construction to increase parking was unnecessary. Moreover, as set forth in Board of Appeal No. A-5722, it is the school buses being operated by the neighboring French International School, and not BCDS parents, that are the principal traffic nuisance in the neighborhood. Indeed, BCDS' extended drop-off and pick-up times, has partially eliminated traffic congestion around the school.

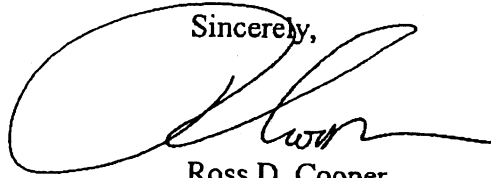
Quite clearly, Victory's request: (1) fails to comport with Resolution No. 14-1157 because it is not a government use; (2) will deprive the local community of an accredited pre-

Cynthia Brenneman
August 12, 2002
Page 3

school/kindergarten, which provides desperately needed service that is otherwise unavailable to neighborhood residents; and (3) will increase parking/traffic in the local community. As a result, it should be denied.

Nobel is grateful for the opportunity to present its views and appreciates your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Cooper', written over a large, loopy flourish.

Ross D. Cooper
Counsel to Nobel Learning, Inc.

cc: The Honorable Howard A. Denis
Henry Bright, Principal BCDS

**DIVISION OF FACILITIES AND SERVICES
REPORT AND CORRESPONDENCE**



DEPARTMENT OF PUBLIC WORKS
AND TRANSPORTATION

Douglas M. Duncan
County Executive

Albert J. Genetti, Jr., P.E.
Director

July 12, 2002

Mr. Arthur Holmes, Jr., Chairman
The Montgomery County Planning Board
Maryland-National Capital Park and Planning Commission
8787 Georgia Avenue
Silver Spring, Maryland 20910-3760

RECEIVED
1095
JUL 17 2002

RE: The Former Alta Vista Elementary School

OFFICE OF THE CHAIRMAN
THE MARYLAND NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

Dear Mr. Holmes:

In accordance with Executive Regulation 4-99AM, Reuse, Leasing and Sale of Closed Schools, this is to request the Planning Board to review, under mandatory referral, the reuse of the former Alta Vista Elementary School. We have completed a survey of government agencies and received three responses. Our recommendation is for reuse of the facility as administrative offices by Montgomery County Public Schools (MCPS). The entire 3.34 acre property would be transferred to Board of Education ownership.

Background: The Board of Education's Capital Improvements Program includes funding to reopen the Connecticut Park Center (CPC) as an operating school in September 2006. In order to meet this schedule, they must relocate the administrative offices housed in that facility by January 2005. There is no space in the MCPS inventory for this requirement, therefore, renting commercial office space is the only option. Reuse of Alta Vista would be a convenient and cost-effective solution to this problem.

Facility and Site: The 17,000 square foot building was built in stages, with the original section being constructed in 1935 and additions being made in 1948, 1950, 1958 and 1967. We will be conducting an assessment of building condition this summer, but at a minimum, the building will require substantial roof work.

On-site parking is limited, and this has been a problem for the neighborhood for some time. There is a lot for 24 cars on the Forest Road side of the building. There are 10 parallel spaces in the circular driveway facing Beech Avenue.



Division of Facilities and Services

101 Orchard Ridge Drive, 2nd Floor • Gaithersburg, Maryland 20878
240/777-6000, TTY 240/777-6013, FAX 240/777-6109

The site is 3.34 acres: the building sits on 1.86 acres and the remaining 1.48 acres are open space and an old playground. The open space and playground have traditionally been used by the neighborhood (after school hours and on weekends). A map is attached showing the site.

The Neighborhood: This facility is located one block off Old Georgetown Road, just south of the Beltway, in Bethesda. It fronts on Beech Avenue, and is bounded on the north by the French School, on the east by Montgomery Avenue, and on the west by Forest Road. It is in the middle of a densely populated residential neighborhood with narrow streets. A number of the residences have no off-street parking, so residents' cars are often parked on the streets, further constricting traffic flow. In recent years, residents have worked with Public Works and Transportation to implement various traffic restrictions on the streets around the facility.

Beech Avenue is considered to be the main "entrance" into the neighborhood and therefore, residents are very concerned about the "curb appeal" of the Alta Vista facility. Any prospective user of the school will have to maintain a close working relationship with the neighborhood, in order to deal with the many issues that surface frequently. We would expect this coordination to extend to the other institutional neighbors such as the French School, the YMCA and St. Jane de Chantal.

Analysis: The MCPS proposal would resolve the major difficulties we have experienced at this site with our current tenant. Traffic congestion and parking problems should ease because MCPS use of the site will be considerably less intense than private school use. There are 24 staff members currently assigned to the Department of Alternative Programs. Six are in the building full-time. The rest will come and go during the day as they oversee their programs in various public school facilities. The worst case scenario would be all 24 arriving or leaving at once, which is not likely to happen. There are virtually no visitors to the department.

The building and site condition will rise to the maintenance level that all MCPS facilities receive. MCPS will rely on a condition assessment being completed this summer to identify building conditions, other than the roof, that must be addressed in order to house their program.

For those community members who believe there is a need for child care services, MCPS will consider adding child care to the Alta Vista location if the community requests it. Obviously, the size and scope of a child care program would be limited by traffic and parking constraints.

Arthur Holmes
July 12, 2002
Page 3

MCPS has no objection to continued community use of the playground and open space, and in fact, community use could expand to include daytime weekday hours. The area will be maintained to the same standards MCPS uses at its other facilities.

Finally, and perhaps most importantly, MCPS has expressed a willingness to work with the neighborhood on any issues that may arise. The CPC staff has experience working with neighbor groups. They are also willing to continue the overflow parking agreement with the neighboring YMCA.

Government Survey: We received a number of responses from other government agencies, some offering alternate proposals and some offering comments and information to be considered during the reuse analysis. Copies of all responses are attached. There were three responses that merit further discussion.

The Police Department requested that we set aside this site as a possible future location for a Bethesda station to replace the current location in the central business district. They noted that their current station prototype requires 3.8 acres; however, they believe with some modifications, they could fit it onto the 3.34 acres of the site. We do not believe this use would be appropriate for this property. The current program of requirements for police stations calls for 200 parking spaces. This is far too much traffic for this residential neighborhood. There is no visibility to a major road, which is desirable for a station. Even though the request states that Police would be amenable to working to preserve as much park space as possible, the likelihood is that little or none would survive the design process. All factors considered, this is an inappropriate use of the site.

Health and Human Services suggested low to moderate income housing on the site, however, they did not offer a specific proposal. In contradiction, our Department of Housing and Community Affairs concluded that the 1.86 acres available would not be large enough for a housing facility.

The Planning Board commented that we should take into account traffic congestion caused by the nearby French School during peak morning hours, and the limited amount of parking available on site. They also stated that they have no desire to develop the open space as a park, but that it should remain available for passive recreation use.

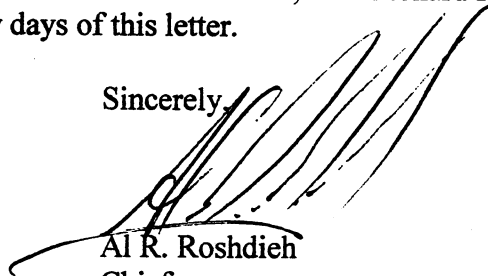
Recommendation: We recommend that the former Alta Vista Elementary School be transferred back to MCPS so that they can relocate the current occupants of their Connecticut Park Center as the first step toward reopening that facility for public school children. The use will be less intense than use as a private school and more in keeping with the residential feel of the neighborhood.

Arthur Holmes
July 12, 2002
Page 4

Next Steps: In accordance with Executive Regulation 4-99AM, this recommendation will be submitted to the County Council for comment concurrently with submission for a mandatory referral. We have also scheduled a public meeting at the Alta Vista facility on Tuesday, July 23, 2002, from 7:00p.m. to 8:00 p.m., to present this recommendation to any interested parties, answer any questions and collect feedback. After receipt of all comments the County Executive will issue a final decision.

Any comments that the Planning Board may have on the reuse of this property may be directed to my attention, Division of Facilities and Services, 101 Orchard Ridge Drive, Gaithersburg, Maryland, 20878, within sixty days of this letter.

Sincerely,

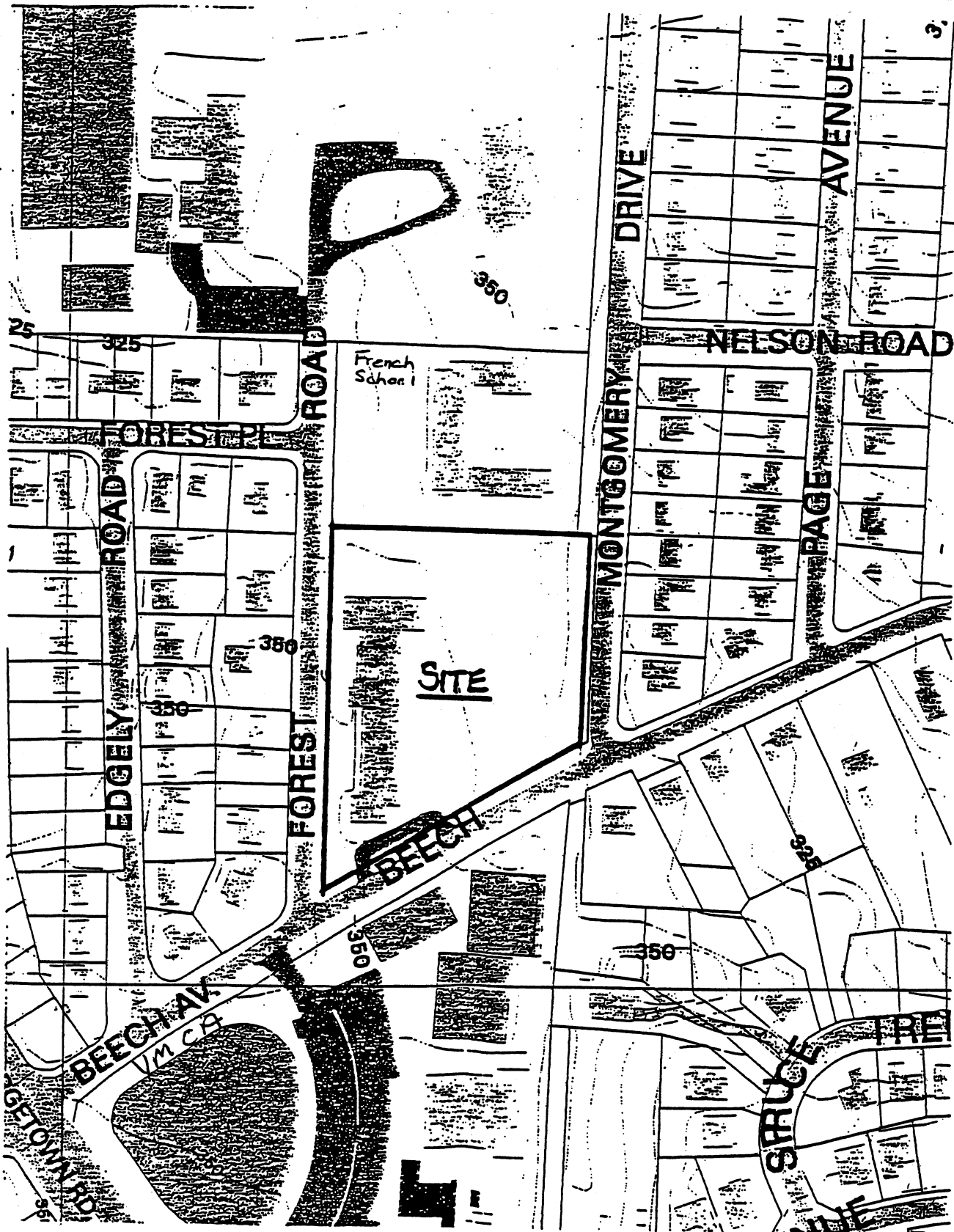


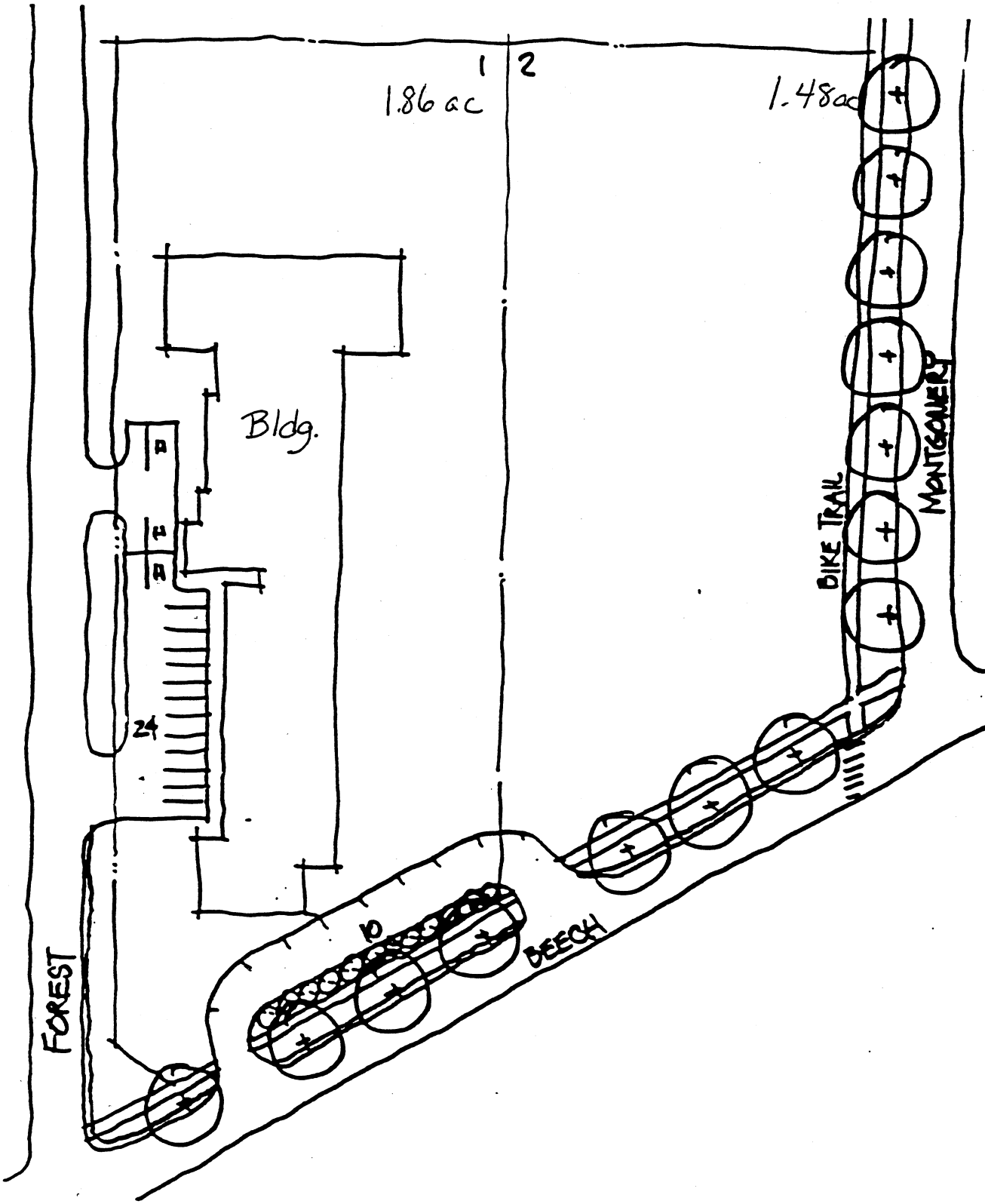
Al R. Roshdieh
Chief

ARR:cb: alta vista mandatory referral cvr

Enclosures .

1. Vicinity Map





1.86 ac^{1 2}

1.48 ac

Bldg.

FOREST

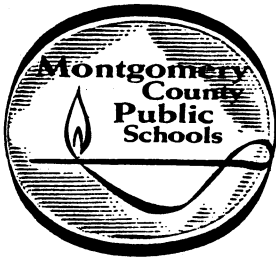
BEECH

BIKE TRAIL

MONTGOMERY

24

10



850 Hungerford Drive * Rockville, Maryland * 20850-1747

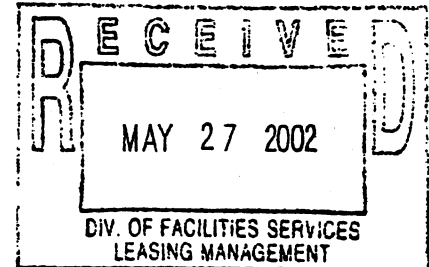
Telephone (301)

279-3425

Department of Facilities Management, 7361 Calhoun Place, Suite 400, Rockville, Maryland 20855

FAX: 301-279-3737

May 22, 2002



Ms. Cynthia Brenneman, Real Estate Analyst
Division of Facilities and Services
Montgomery County Department of Public Works and Transportation
101 Orchard Ridge Drive
Gaithersburg, MD 20878

Dear Ms. Brenneman:

This is in response to Mr. Roshdieh's memorandum of April 18, 2002, concerning the reuse of the former Alta Vista Elementary School.

I have reviewed the County Council resolution and discussed the reuse of this facility with the Board of Education. We have a proposed government use for Alta Vista and request that the facility be used to house administrative staff that is currently located at our Connecticut Park Center (CPC). The Board of Education's Capital Improvements Program includes funding to re-open the CPC as an operating school in September 2006. To meet this schedule, we must relocate the administrative staff by January of 2005.

At present, we do not have available space in a Montgomery County Public Schools (MCPS) or county owned facility to house the staff currently located at the CPC. Given our projected growth, the only option at this point is to rent commercial office space for this staff. Alta Vista would be a convenient location for the CPC staff, and MCPS would avoid the additional expense of having to rent office space.

The CPC staff is accustomed to working with their neighbors in the Connecticut Park neighborhood and would work closely with the Alta Vista community to meet the intent of the County Council resolution. The existing parking at Alta Vista would be sufficient for the staff from the CPC, and we would be willing to continue the current arrangement that the existing tenant has with the YMCA for any additional parking requirements. Since we only plan to house administrative functions at Alta Vista, there would be no conflict with the community over continued use of the park by the neighbors.

The primary tenant at Alta Vista Elementary School would be our Department of Alternative Programs (DAP). We may also need to offer space to other programs currently located at the CPC;

however, the decision to house additional programs there would be limited to the available parking and current accommodations. I want to emphasize that we only plan to house administrative functions as part of the reuse and the student programs supported by these offices will continue at their current locations.

To give you an understanding of the DAP, they are responsible for the administration of 14 satellite alternative programs serving 300-350 at-risk adolescents, Adult Education classes for Adult Basic Education (ABE) and English Speakers of Other Languages (ESOL), Scholastic Aptitude Test (SAT) preparation classes, Graduate Equivalency Diploma (GED) preparation classes, evening high school offerings, and the system-wide summer school program. These programs are held at various locations throughout the county.

Adult Education courses are provided to over 6,000 enrollees each year. Classes are offered in over 20 sites throughout the county, including computer instruction. Since Fall 2000, introductory computer classes have been provided to 550 senior citizens through a partnership with the Montgomery County Department of Health and Human Services – Aging & Disability Services. This has enabled seniors to study Computer Concepts, Microsoft Word, Microsoft Office, Web Page and Internet Overview

The adult and student ESOL programs in MCPS are the largest in the state. In fact, MCPS serves more ESOL students than the rest of the state combined. Classes are offered year round to over 9,000 non-English speakers and are held during the day, evening, and Saturdays in over 15 locations throughout the county.

The mission of the Adult Literacy-GED Program is to support Workforce Development through expanded instructional and support services to undereducated workers. This program assists out-of-school young adults and adults on public assistance, who do not have high school credentials. The goal of this program is to advance the academic achievement of undereducated adults in Montgomery County. Classes are held at six sites throughout the county and served over 1,700 students this past year.

DAP also provides opportunities for students to prepare for the SAT at very low cost. The program offers seven sessions, addressing the March, May, June, October, November, and December sessions. These sessions typically serve more than 1,350 students at 22 locations at various times during the year.

In order to help support students in their quest for high school graduation, DAP operates and administers a comprehensive evening, Saturday, and summer school program. The mission of the evening high/Saturday school program and the summer school program is to provide, at a reasonable cost, the best possible alternatives for the regular 10-month curricular program. For elementary and middle school students the summer program strives to help low performers with the bulk of the effort targeted on reading and mathematics. For high school students, additional avenues to high school graduation are made available through the dual programs, both of which offer all necessary core and non-core courses required for degree completion.

In the summer of 2001, a total of 14,051 students attended summer school. Exceeding Special Education, ESOL, and Book Club, the regular summer school program ran 84 classes in 6 elementary schools, 18 classes in 2 middle schools, and 345 classes in 6 high schools. In addition, Maryland Functional Remediation classes were held in 65 middle and high schools. During the fall of 2001, the evening high/Saturday school extended hours program enrolled 1,912 students at 2 centers. That number reached 3,664 for the spring 2002 semester.

In conclusion, thank you for this opportunity to propose a critical governmental use for the former Alta Vista Elementary School. If you have any questions, please contact me at the number above or Ms. Janice Turpin, real estate management team coordinator, Department of Facilities Management, at 301-279-3131.

Sincerely,



Richard G. Hawes, Director
Department of Facilities Management

RGH:jlc

Copy to:

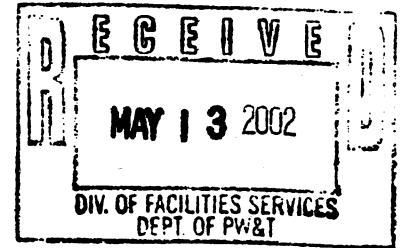
Dr. Weast
Dr. Williams
Mr. Bowers
Dr. Bryant
Mr. D'Aiutolo
Mr. Lavorgna
Ms. Turpin
Mr. Roshdieh



DEPARTMENT OF POLICE

Douglas M. Duncan
County Executive

Charles A. Moose, Ph.D.
Chief of Police



MEMORANDUM

April 25, 2002

TO: Al R. Roshdi, Chief
Division of Facilities and Services

SUBJECT: Alta Vista Reuse

I am in receipt of your memo of April 18, re: Alta Vista Elementary School. The Police department is currently finalizing our Facility plan. In this plan, and in our draft Facilities plan, we stated the need to replace the 2nd District Police Station in the Bethesda CBD. The current station is on a very constrained site that precludes building additions or modifications. The Alta Vista site is very close to the CBD. Bethesda residents have consistently requested that we maintain a Police presence in the CBD. Although our current station prototype requires a site of 3.8 acres, with some simple modifications to the plan staff believe we could design a station that would fit on the 3.34 acres available at this site.

I would appreciate your consideration of designating this site for a future Police District Station. It is ideally located near a major County road and near the central business district. In addition, we would be amenable to working to preserve as much of the site as possible for the continuation of the neighborhood park. The idea of this type of mixed use is currently being explored with the Fire Department and the Urban District in conjunction with Recreation on the CSX site in downtown Silver Spring.

I look forward to working with you on this issue and hope that you will consider designating this site for a future Police District Station.

Charles A. Moose, Ph.D.
Chief of Police



DEPARTMENT OF HEALTH AND HUMAN SERVICES

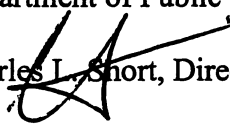
Douglas M. Duncan
County Executive

Charles L. Short
Director

MEMORANDUM

April 29, 2002

TO: Cynthia Brenneman, Real Estate Analyst
Division of Facilities and Services
Department of Public Works and Transportation

FROM:  Charles L. Short, Director

SUBJECT: Alta Vista Reuse

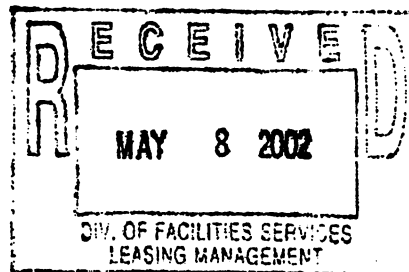
I am responding to your April 18, 2002 memorandum concerning the reuse of the former Alta Vista Elementary School. The dearth of affordable housing options for low income people, particularly in Bethesda and other areas near to "service industry" jobs, makes this site an ideal option to help alleviate that problem. While there will be some community opposition to such a reuse, I believe that the housing crisis has reached a point in which every opportunity for lower cost housing options should be thoroughly studied and considered. This seems to be one of those opportunities.

This facility may be ideally suited for conversion to low or moderately priced efficiency apartments or for use as "personal living quarters" (PLQ's), a newer concept currently being studied in Montgomery County. Either or both of those uses could be combined with other non-housing uses in that facility.

Thank you for your consideration.

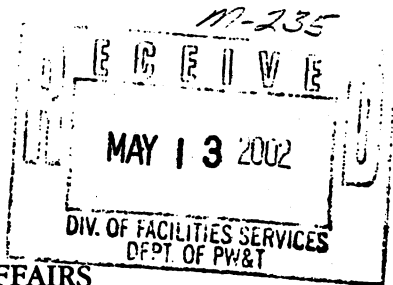
CLS:kr

cc: Scott Minton, HOC
Patrick Maier, HOC
Corinne Stevens, HHS
Elizabeth B. Davidson, DHCA
Stephanie Killian, DHCA



Office of the Director

Ray/Cindi



DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

Douglas M. Duncan
County Executive

Elizabeth B. Davison
Director

Hay

MEMORANDUM

May 6, 2002

TO: Al R. Roshdieh, Chief
Division of Facilities and Services

FROM: Elizabeth B. Davison, Director *See Guy*
Department of Housing and Community Affairs *Fun*

SUBJECT: Alta Vista School Reuse

I have reviewed the information provided in your memorandum of April 18, 2002 concerning the proposed reuse of the Alta Vista Elementary School.

The existing building is not suitable to be renovated for housing purposes. Because your memorandum indicated that it is likely that only 1.86 acres would be available for development, the parcel would not be large enough for an elderly housing facility.

Therefore, the Department of Housing and Community Affairs does not have an interest in obtaining a lease on this property.

EBD:tl

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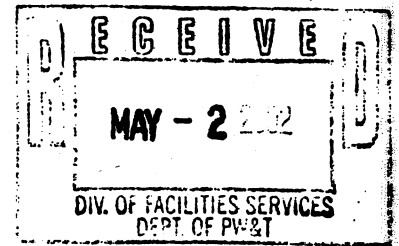
Office of the Director

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THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION
Office of the Chairman, Montgomery County Planning Board

April 30, 2002



Mr. Al R. Roshdieh, Chief
Division of Facilities and Services
Department of Public Works and Transportation
101 Orchard Ridge Drive, 2nd Floor
Gaithersburg, Maryland 20878

SUBJECT: The Former Alta Vista Elementary School

Dear Mr. Roshdieh:

Thank you for the opportunity to comment on the former Alta Vista Elementary School property. As you have pointed out in your letter, parking has been and continues to be a problem for the present user, the Bethesda Country Day School.

The decision for the future use of this site must take into consideration the parking limitations and the traffic congestion in the morning peak hours when the French School buses and students arrive by Forest Road. Staff would recommend a use less intensive than the Bethesda Country Day School.

The 1.48 acres currently used as open space should remain as such. The M-NCPPC has no plans to formally request the property or develop it into a local park. The property should continue to be used by the community for passive recreation and open space.

I hope this information is of help. If you have any questions, please feel free to contact Margaret Kaii-Ziegler, Community-Based Planning Division, at 301-495-2183.

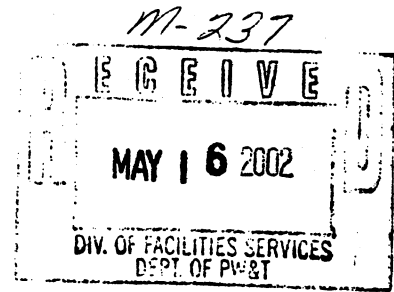
Sincerely,

Arthur Holmes, Jr.
Arthur Holmes, Jr.
Chairman

AH:MKZ:ha: a:\kaii2\alta vista2.doc

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Haf.



MEMORANDUM

May 13, 2002

TO: Al Roshdieh, Chief, DFS

FROM: Robert K. Kendal, Director, OMB *RK*

SUBJECT: Alta Vista Reuse

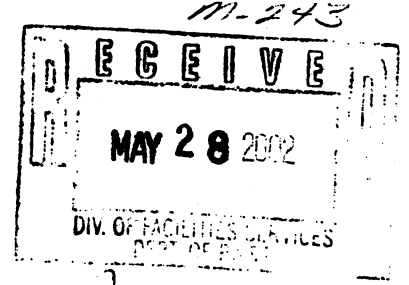
OMB has reviewed your memo of April 18, 2002, and Council Resolution 14-1157 regarding the proposed reuse of the former Alta Vista Elementary School.

The facility has been leased to private schools for the past 26 years and sits on a parcel of land no longer considered sufficiently large for an elementary school according to Board of Education guidelines. As required by Executive Regulation 4-99AM, we can not identify any government use for the facility.

RKK:cfg

cc: Martha Lamborn, OMB
Angela Dizelos, OMB
Charles Goldsmith, OMB

Deep/Condi



INTERAGENCY COORDINATING BOARD

Douglas M. Duncan
County Executive

Ginny Gong
Director

MEMORANDUM

May 23, 2002

TO: Al R. Roshdieh, Chief
Division of Facilities and Services
Department of Public Works and Transportation

FROM: Ginny Gong, Director
Office of Community Use of Public Facilities

SUBJECT: Alta Vista Reuse

The Office of Community Use of Public Facilities (CUPF) has no objection to any plans to reuse the former Alta Vista Elementary School. A review of our database indicates that there has been minimal use of this facility. In the past, the all purpose room has been solely utilized for elections. Therefore, we do not anticipate any significant impact if the Alta Vista Elementary School is leased to a private organization.

If you have any questions, please feel free to contact me at (240) 777-2723.

L:\word\walshh\alta vista reuse



Community Use of Public Facilities



DEPARTMENT OF PUBLIC WORKS
AND TRANSPORTATION

Douglas M. Duncan
County Executive

Albert J. Genetti, Jr., P.E.
Director

August 9, 2002

RECEIVED
1257
AUG 14 2002

Mr. Derick Berlage, Chairman
Montgomery County Planning Board
8787 Georgia Avenue
Silver Spring, Maryland 20910-3760

OFFICE OF THE CHAIRMAN
THE MARYLAND NATIONAL CAPITAL
PARK AND PLANNING COMMISSION

Re: Alta Vista Elementary
Additional Information on School Reuse

Dear Mr. Berlage:

This is a follow-up to our July 12, 2002, request for the Planning Board review of the possible government reuse of the former Alta Vista Elementary School. This letter updates the information on staffing levels in the MCPS proposal, and provides further information on an additional proposal from our Department of Housing and Community Affairs.

In the analysis section of our July 12 submission the number of staff that MCPS would house at the facility is reported at 24. They recently informed us, due to internal reorganization of staff, the number will increase to approximately 35. This number does not exceed the number of spaces available for on-site parking.

I have also received an additional request from the Department of Housing and Community Affairs (DHCA) to consider a public/private partnership with Victory Housing to build an elderly assisted living facility on the site. A copy of the proposal, which came in after the original government reuse deadline, is enclosed for your review. I believe it is important information that the Planning Board should be aware of when discussing possible government reuses. It does not change the recommendation of the Division of Facilities and Services in favor of MCPS reuse. In addition, a representative from Victory Housing made a presentation at a July 23 community meeting. To date, no comments, positive or negative, have been received from the public on the proposal.

If you have any questions, please call me on 240-777-6008.

Sincerely,

Al R. Koshdieh
Chief

Enclosure
ARR:cb:alta vista supplement to PB



Division of Facilities and Services

101 Orchard Ridge Drive • Gaithersburg, Maryland 20878-1952
240/777-6000, TTY 240/777-6013, FAX 240/777-6109



DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

Douglas M. Duncan
County Executive

Elizabeth B. Davison
Director

MEMORANDUM

July 24, 2002

TO: Al Roshdieh, Chief
Division of Facilities and Services

FROM: Elizabeth B. Davison, Director
Department of Housing and Community Affairs

SUBJECT: Reuse of Alta Vista School

This memorandum requests that the Alta Vista school site be considered for reuse as an assisted living facility for the elderly. The Department of Housing and Community Affairs (DHCA) would form a public/private partnership with Victory Housing, Inc. to develop the 1.86 acre parcel that contains the existing school building. DHCA has worked with Victory Housing, Inc. to provide affordable elderly housing at various locations in the County over the past several years. These projects include: Mary's House, Raphael House, Marian Assisted Living and Cambridge Apartments.

The preliminary plans for the reuse of the Alta Vista site would be for the demolition of the existing structure and the construction of a new facility no larger than the footprint of the current structure. The design of the building would be compatible with the housing in the surrounding neighborhood. The facility would contain approximately thirty (30) units that would serve members of the community at affordable prices. The building would include common space for uses that are appropriate for elderly housing facilities. The parking needs are limited and traffic generated by a facility of this size is not intrusive to the neighborhood.

It is requested that you add this reuse for consideration by the County Executive and County Council. Please contact Eric Larsen, MPDU Program Manager, at 7-3713 if you need additional information regarding this proposal.

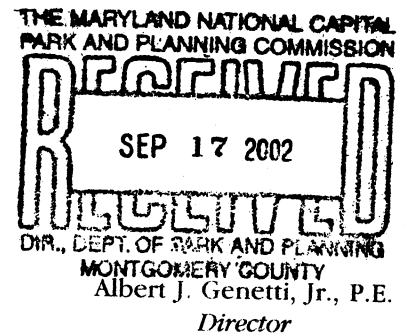
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Office of the Director



DEPARTMENT OF PUBLIC WORKS
AND TRANSPORTATION

Douglas M. Duncan
County Executive



September 13, 2002

Mr. Charles R. Loehr, Director
Montgomery County Department of
Park and Planning
8787 Georgia Avenue
Silver Spring, MD 20910

Re: Alta Vista Elementary School Reuse
Mandatory Referral MR-02203-F&S-1

Dear Mr. Loehr:

This is in response to your letter dated August 29, 2002, requesting further information on our mandatory referral request for Alta Vista Elementary School reuse.

The child care option was not originally part of the Montgomery County Public Schools (MCPS) proposal. It was added in response to neighborhood concerns about the need for child care at that location. We would like your input on the feasibility of having a child care program there, so I give you the following information with the condition that this is the maximum size of a program that could be accommodated. This is MCPS's best estimate based on programs they currently house in other facilities.

Maximum - 4 Classrooms with 20 children and two staff members. Total 80 children and 8 staff members.

There are no plans to make any additions to the building or any physical changes to the site, unless the need arises as a condition of regaining the facility.

MCPS will provide you with an existing conditions plan showing current parking on the site.

The Victory Housing project was a last minute entry, so we have little details. I am requesting Jim Brown of Victory to provide basic information on the parking requirements and traffic impact of his proposal. He will email Margaret Kaii-Zeigler directly. His phone number, if you have programmatic questions, is 301-493-5506. Our analysis, based on the



Division of Facilities and Services

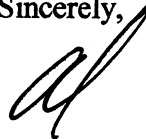
101 Orchard Ridge Drive, 2nd Floor • Gaithersburg, Maryland 20878
240/777-6000, TTY 240/777-6013, FAX 240/777-6109

Charles Loehr
September 13, 2002
Page 2

sketchy information, is that it isn't necessarily incompatible use for the site. Victory Housing has successfully done similar projects in residential areas. The key to success would be to involve the neighbors in the planning and design of the facility, and then being responsive to operational issues after opening. In fact, with 30 units in the facility and 24 hour coverage, it will probably generate less traffic than the current use.

We look forward to receiving our scheduled hearing time. Thank you.

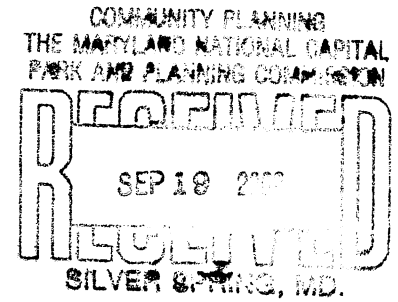
Sincerely,



Al R. Roshdiah
Chief

ARR:cb:alta vista response to Loehr

cc: Pat Hanehan, MCPS



ORGANIZATIONAL SUMMARY

Victory Housing, Inc, is a private, non-profit, IRS-approved 501(c)(3) tax-exempt organization, which serves as the housing development arm of the Catholic Archdiocese of Washington. Victory Housing's mission is to provide affordable housing and related social services to low- and moderate-income frail senior adults, independent senior citizens, families with children, and others with special needs.

The corporation was formed from three parishes¹ in 1979 and was reorganized by Cardinal Hickey in 1989. Victory Housing's fourteen-member board of directors is made up of real estate, housing, and non-profit professionals, and members of the clergy. The Archdiocese assists Victory Housing by making under-utilized church property available to the corporation on a nominal basis.

Victory Housing owns and operates six assisted living facilities for frail senior citizens in Maryland, including: Marian Assisted Living, located in Brookeville, which opened in September 2000; Byron House in Potomac; Bartholomew House in Bethesda; Malta House in Hyattsville; Raphael House in Rockville; and Mary's House, also in Rockville, which was Victory Housing's first facility and opened in May 1985 and was substantially renovated during 1998. Each of the facilities provides three daily meals, assistance with the activities of daily living, and various activities. In addition, affiliates of Victory Housing have developed two apartment communities in Hyattsville for low-income independent seniors [Manor Apartments (62 units) and Avondale Park Apartments (88 units)] that are managed by an outside firm. Currently, Victory Housing is renovating a 46-unit apartment building for families in Takoma Park and constructing a 76-unit apartment community for low-income seniors in Olney.

Victory Housing's facilities, staff, and board members have received numerous awards within the past fifteen years. In October 2001, Victory Housing was selected "*Developer of the Year*" by the Maryland Department of Housing and Community Development. In addition, for the past two years, Victory Housing, Inc. has been selected "*Nonprofit Developer of the Year*" by the Housing Association of Nonprofit Developers (HAND, www.handhousing.org).

Victory Housing's web site address on the Internet is "www.victoryhousing.org."

¹ Montgomery County: Christ the King; District of Columbia: Our Lady of Victory, Blessed Sacrament



BUILDING INSPECTION REPORT

CLOSED SCHOOL SURVEY AND EVALUATION

TABLE OF CONTENTS:

- I. Executive Summary
- II. Architectural Conditions & MEP Systems Survey Results
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 - Page 2 Roof (Continued)
 - Page 3 General Interior Spaces
 - Page 4 General Interior Spaces (Mech., Elect., & Life Safety)
 - Page 5 General Interior Spaces (Mech., Elect., & Life Safety) - cont.
 - Page 6 General Exterior Spaces
 - Page 7 Gymnasium / Stage Area
 - Page 8 Main Building Entrance
 - Page 9 Engineer's Shop
 - Page 10 Mechanical Plant / Boiler Room
- III. Photographs

BUILDING INSPECTION REPORT

CLOSED SCHOOL SURVEY AND EVALUATION

I. Executive Summary:

Montgomery County Department of Public Works and Transportation has contracted with Group Goetz Architects and WFT Engineers, Inc. to perform a building site inspection and provide a subsequent Report listing the results, and specifically, the deficiencies found with the existing interior and exterior conditions and building systems. The inspection is a professional, visual survey, and is meant to provide the client with a continuing baseline of conditions for individual properties in order to assess the ongoing maintenance and repairs required for the property.

The Intent of this report is to provide a general outline of the condition of the existing building architectural, mechanical, plumbing and electrical systems based on a checklist as provided by Montgomery County. The data provided is based on a visual inspection of the building. No destructive testing was performed, no ceiling tiles were removed, nor any air or water flow measurements taken. No mechanical, plumbing or electrical equipment disassembled. It is not the intent of this report to assess all base building systems in detail as required for purchase of the building. This report shall not be construed as a warranty or guarantee of future life expectancy or operation of the building systems.

All questions or comments regarding this report are to be submitted in writing to Group Goetz Architects.

BUILDING INSPECTION REPORT

CLOSED SCHOOL SURVEY AND EVALUATION

II. Architectural Conditions and MEP Systems Survey Results:

Overall, the building not in good condition. Many problems detected in the survey are maintenance issues. There are some deficiencies (some severe) that need to be addressed immediately, and some others that need to be addressed within the next year. One of the conclusions of this survey report is that the most severe repairs to damaged areas needs to occur sooner than later. Delaying the repairs will only result in corrective actions which will cost more as time goes by.

For the most part, however, the school is in need of many relatively simple repairs and ongoing care.

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

ROOF:

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Skylight			X	Water infiltration-North side
Walkboards / Conc. pavers	N/A			None seen
Roof membrane			X	Membrane is in fair condition. Rock/pebble ballast-bare at some locations, piled up at others; needs to be smoothed out
Vent protrusions / flashing	X			Applies to non, heat-producing vents only.
Gutters		X		Bent gutters on East side; standing water due to poor sloping
Pitch pockets	N/A			
Black tar			X	Gravel not even-some air pockets
Alum. counter flashing		X		
Roof base wall flashing		X		
Metal air grilles	N/A			None seen
Vent protrusions / flashing		X		
Overhanging tree limbs			X	Tree limbs hang over roof on North & West sides causing water retention problems at many areas on roof. Severe algae growth.
Blisters		X		There is some blistering on roof.
Bare spots		X		Several areas have no gravel, causing water retention/low spots
Membrane ridging			X	Poor sloping causing water ponding.
Splits	N/A			None seen
Roof Drains			X	Drains are clogged causing severe backups/ponding
Flag	None			
Airplane warning lights	N/A			
Electrical transformer area	N/A			
Trash accumulation			X	Several loose items on roof-branches; debris; abandoned roofing materials
Antenna installation		X		
Parapet Wall flashing		X		
Masonry chimney stacks		X		Need repointing in some locations

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

ROOF (CONTINUED):

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Pigeon / Bird Damage	None			
Roof Hatch	N/A			None seen
Metal Drip Edges / Misc. metal			X	Metal should eventually be sanded down and re-painted. Some straps have come loose.
Penthouse condition	N/A			None seen
Cooling Tower condition	N/A			No cooling tower
Fascia boards		X		Several Fascias around building are damaged and should be repainted to protect from future water damage / rotting.
Exposed duct work			X	Ductwork not insulated
Cooling Tower Pan	N/A			No Pan
Isolation Springs	N/A			No Springs
Excessive water bleeds, loose belts, noisy bearings	N/A			None seen
Condensate drainage			X	Condensate is dripping directly onto roof ballast/membrane – need splash block to avoid long-term water damage. Piping is damaged.
Refrigerant Piping Insulation			X	Deterioration noted
Roof top air conditioning unit		X		There are two existing rooftop air-handling units. One unit was operating. The second unit was not operating; a compressor was lying on the roof next to the non-operating unit.

**BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION**

GENERAL INTERIOR SPACES:

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Carpeting		X		
Vinyl Tile Flooring		X		
Ceramic or Quarry Tile Flooring		X		
Vinyl/Tile Wall Base	X			Most areas have tile base, which is in fairly good condition.
Storage room		X		Poor lighting level
Painted wall finishes		X		
Wallcovering	N/A			None seen
Millwork cabinetry		X		Most is dirty, but in fair condition
Acoustical tile ceiling			X	Tile ceiling system is aging-there are numerous areas of discoloration and severe water damage.
Painted drywall ceiling surfaces	N/A			
Doors		X		
Door frames		X		
Door hardware			X	There are no ADA-compliant lever door handles throughout the facility.
Interior windows		X		Caulk is cracking
Trash accumulation	None			
Signage		X		No clear bldg. plan posted
Support closets / janitorial		X		Closets are cluttered with storage
CMU Wall finishes	X			
General Lighting		X		Most rooms seem to be underlit for their purposes. There are several light fixtures missing lamps.
Plumbing fixtures (general)	X			Most fixtures appear to be in good working order. There are leaky fixtures in Men's room adjacent to Room #6
CMU condition	X			
Water coolers	X			
1' x 1' ceiling tiles		X		Water damage seen
2' x 4' ceiling tiles		X		Water damage seen; some tiles show signs of crumbling/collapse
Fire sprinkler system		X		The newer addition is covered by a sprinkler system - the older half that was surveyed as part of this report had none.

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

GENERAL INTERIOR SPACES (Mechanical, Electrical, Life Safety):

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Restrooms		X		No ADA-compliant restrooms throughout the facility. Fixtures, finishes, exhaust fans, etc. are adequate, however, age of facility is beginning to be an issue. Standing water seen in some restrooms.
Annunciator Panel (Front Entrance Area)			X	Panel is not readily visible in closet location. Maintenance clearance is limited
Fire extinguishers	X			
Emergency lights (Wall packs)	X			
Heat Detectors	X			See note regarding annunciator panel problem.
Smoke / Heat Detectors	X			Did not test system - tenant or owner should verify that existing devices are NOT combination heat/smoke detectors.
Fire Pull stations	X			
Fire Bells	X			
Strobe lights			X	Only one seen. Strobes are installed in newer half of bldg.
Forced Air perimeter heating system (Supplemental heat)	X			Units were not tested, but appeared to be in decent condition. Age of system is becoming an issue.
Air supply vents / diffusers		X		Some discoloration/dust/dirt around vents, probably due to age of system. However, vents are operable. Residential style.
Air vents/ grilles		X		
Classroom lights		X		Many fixtures / lamps are not operable, or are missing lamps. Lighting level is generally low.
Test Buttons on Emer. Lights	X			
Stairwells	N/A			No stairwells-one story bldg.
Lighting-Energy conservation			N/A	No energy conserving fixtures.
Janitor Closet #2			X	Cluttered with large water bottles
Janitor Closet #1			X	Sink is tilted badly; also, too close to electrical panels
Hallway ramp			X	Non-compliant ADA slope; no hand rails

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

GENERAL INTERIOR SPACES (Mechanical, Electrical, Life Safety)-continued:

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Classroom AC window units	X			
Classroom odors	N/A			None detected
Fan coil units		X		System not tested, but getting old
Kitchen food prep equipment	X			
Admin. Area toilet exhaust fan	X			
Kitchen exhaust fan	X			
Oven/Range fire suppression	X			
Telephone Closet		X		
Rear Entrances			X	No ADA-compliant handicapped-accessible ramps to raised stoops
VCT flooring tiles (8" x 8")		X		Flooring tiles are the size and age that typically indicate asbestos-type. However, tile appears to be in reasonably good condition, and probably should be left intact, in lieu of removal and potential contamination.
Kitchen painted surfaces		X		Surfaces need to be periodically cleaned

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

GENERAL EXTERIOR SPACES:

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Brick Wall (bldg. skin)		X		Some graffiti seen; paint peeling
Exterior Soffits / Overhangs		X		
Playground equipment	X			
General Landscaping/Foliage		X		Some trees are overgrown or dead
Exterior lighting	N/A			Exterior lighting was not tested as part of this survey, however, the fixtures appeared to be undamaged
Exterior Windows		X		Windows appeared to be operable; no broken glass was seen; However, glass is single-pane and non-energy efficient. Some caulking around windows is cracking
Playground ground surfaces			X	
Playground chain-link fencing	X			
Chain-link fencing gates	X			
Hose bibs			X	Hose bibs were not tested. Several hose bibs are not sealed at walls - open gaps. No damage was noted on hose bib itself.
Holes in brick exterior			X	Some exterior voids / holes were seen and need to be infilled with cement or sealant to avoid water damage. Some spalling detected.
Building name properly posted	X			
Postal address	X			
General exterior appearance		X		
Exterior directional signage			X	Unmarked doors
Public sidewalks			X	Many cracks detected with grass growing in cracks & joints in rear. No ADA curb cuts in front
Roads / Asphalt Paving			X	Some cracking detected; lines faded; paving is deteriorated at trash bins - large open crack at base of building
Flag pole	N/A			No flag pole; flag staff used instead
Walkway markings			X	No crosswalk markings
Walk-Up Areaways			X	Water accumulation; no handrails
Walk-Up Areaway doors			X	Severely deteriorated
Storage Shed (attached to bldg)			X	Very cluttered; spilled paint cans
Storage shed doors			X	Severely deteriorated & rusting
Exterior railings			X	Does not meet code at stairs
Trash pick-up area		X		
Trash pick-up area enclosure			N/A	None seen

BUILDING INSPECTION FORM SCHOOL BUILDING INSPECTION

GYMNASIUM / STAGE AREA:

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Gym flooring	N/A			Gym floor could not be viewed as it is covered with carpet
Light fixtures		X		Seem adequate, however, most lenses need cleaning; some inoperable or missing lamps need to be replaced
Acoustical ceiling panels		X		The ceiling tiles show signs of water damage
Play equipment	X			
Stage			X	No ADA/handicapped access to stage
Exterior windows		X		Single pane, non-energy efficient
Stage door at corridor			X	Door has no hardware and is not operable
Exterior exit		X		Drop-off between gym/stage area floor and pavement below

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

MAIN BUILDING ENTRANCE:

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Lighting-energy conservation measures			N/A	None detected
Housekeeping	X			
Bronze / metal thresholds		X		Missing transition strip
Plant health / appearance		X		Landscaping / plants look good at exterior entrance area. None seen on interior.
Entrance glass	X			All glass is wire-frame, fire protected, transom above is not.
Ultrasonic emergency exiting device			X	No strobe light seen
Doors / weather stripping / open & closed positions			X	No weather stripping
Walk mats		X		One exterior mat
Directory Board		X		Very little information displayed
Rear Entrance - signage			X	No signage
Mail drop area	X			Small box mounted on wall
ADA / handicapped accessibility		X		Main front entry doors meet entrance/egress width requirements, however, the approach ramp outside is too steep (not 1:12 slope) and has no railings
Exterior windows		X		Single pane, non-energy efficient

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

ENGINEER'S SHOP:

	<u>GOOD</u>	<u>FAIR</u>	<u>POOR</u>	<u>REMARKS/COMMENTS</u>
Daily work program			None	Not seen
First Aid supplies			None	Not seen
Unusual sounds (motors/belts/bearings)	None			No sounds detected
Employee's time clock area for OSHA & accident report forms			None	Not seen
Work/repair table			X	
Work desk	X			
Tool storage		X		
Lighting		X		Light level seems too low
Door & hardware	X			
Flooring		X		
Wall finishes		X		
Safety bulletins / displays		X		
Office organization		X		Office is cluttered - space also used for storage. The engineer needs room for maintenance supplies & tools.

BUILDING INSPECTION FORM
SCHOOL BUILDING INSPECTION

MECHANICAL PLANT / BOILER ROOM:

	GOOD	FAIR	POOR	REMARKS/COMMENTS
Housekeeping (clean & organized)			X	Boiler room is very cluttered with furniture and misc. storage items – it is hard to move around freely in room. Items need to be removed Not enough light - could be better lit.
Ample lighting		X		
Equipment components – painted finishes	X			
Belt-driven equipment	N/A			
Valves (tagged)		X		
Identification of piping		X		Color coded only
Labeled electrical disconnects		X		
Fire extinguishers	X			
Pipe insulation		X		
Sprayed-on duct fireproofing	N/A			
Air supply chambers	N/A			
Filter media	X			
Engineer's Log	N/A			None seen
Sump pumps	X			Not operated during survey
Exhaust Barometric Damper	N/A			
Ceiling finish		X		
Gas Meter	X			
Leaks – Spray pump assembly	N/A			
Gas Boilers	N/A			
Domestic Hot Water heater		X		
Exhaust breeching	X			
Exterior window			X	Paint peeling - not closed properly, allowing water infiltration
Pneumatic control air comp.	X			
Controls		X		
Hot water circulating pump		X		
Dual control sump pump			X	Needs maintenance
Combustion air louver		X		
Oil boiler	X			

