

18399

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION



d. Policy, Planning and Sustainability Administration

MEMORANDUM

TO: Board of Zoning Adjustment

FROM: Samuel Zimbabwe *sz*
Associate Director, PPSA
District Department of Transportation

DATE: September 21, 2012

SUBJECT: DDOT Report for BZA Case No's. 18399 and 18400

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Dear BZA:

The DDOT report regarding the referenced cases has not been submitted within the seven-day window before the BZA hearing (September 25, 2012) due to the fact that the Applicant's preliminary traffic impact study (TIS) was submitted to DDOT on September 11, 2012.

We expedited the review of the preliminary TIS and prepared an interim report to BZA reflecting DDOT's comments. Please find the enclosed DDOT report dated September 21, 2012. We respectfully request that you allow DDOT's comments and discussions to be included in the record.

Sincerely,

Sam Zimbabwe, PPSA

BOARD OF ZONING ADJUSTMENT
District of Columbia
CASE NO. 18399
EXHIBIT NO. 31

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF TRANSPORTATION**



d. Policy, Planning and Sustainability Administration

MEMORANDUM

TO: District of Columbia Board of Zoning Adjustment

FROM: Samuel Zimbabwe 
Associate Director, PPSA
District Department of Transportation

DATE: September 21, 2012

SUBJECT: **BZA Case #'s 18399 (4715 16th Street, NW) & 18400 (6045 16th Street, NW)**
(Application of Jewish Primary Day School of the Nation's Capital)

APPLICATION

BZA Case #18399 – Application of The Jewish Primary Day School of the Nation's Capital Inc. for a special exception and variance relief to increase the existing caps on student enrollment and the number of faculty and staff. JPDS also seeks variance relief from the parking requirements, for premises located at 4715 16th St., N.W., in the R-1-B Zoning District. (Square 2707, Lot 33).

The School has purchased the former British School of Washington (currently leased by the Washington Latin Public Charter School ("WLPCS") for ninth and tenth graders) located at 4715 16th Street, NW. The Applicant is planning to relocate its pre-kindergarten, kindergarten, and first grade academic programs to this location (Early Childhood Campus) and is requesting an increase in the current enrollment cap of 125 students to 130. The Applicant is also requesting an increase in the number of combined faculty and staff from 15 to 26.

BZA Case #18400 - Application of The Jewish Primary Day School of the Nation's Capital Inc. for a special exception and variance relief to increase the existing caps on student enrollment and the number of faculty and staff, and variance relief from the parking requirements for premises located at 6045 16th St., N.W., R-1-B/R-5-A Zoning District. (Square 2726, Lot No(s) 825 and 831).

The Applicant purchased the adjacent property at 6107 16th Street, NW to serve as its administrative offices. The school is seeking to increase the current enrollment cap from 275 students to 300, and to increase the current cap of faculty/staff number from 56 to 72.

RECOMMENDATIONS

During the scoping agreement process, DDOT agreed that the Applicant's traffic engineering consultants would not be able to collect the required traffic volume data at one of the three study area intersections due to the fact that the schools were not in session. Therefore, it was agreed that a preliminary traffic impact study ("TIS") would be prepared and submitted to DDOT for review of the proposed student drop-off and pick-up operations and proposed access/circulation plans, parking requirements and provisions, along with transportation demand management (TDM) measures. It was further agreed that a complete TIS would be prepared and submitted to DDOT for review within 30 days following the September 25, 2012 BZA hearing. The following recommendations are based solely on DDOT's review on the access and circulation, parking, and transportation demand management sections contained in the Applicant's preliminary TIS, and further detailed discussions regarding each element is included in the Transportation Analysis Section of this Report.

- 1) Based on the review of the preliminary TIS document, DDOT recommends conditional approval of the application by The Jewish Primary Day School of the Nation's Capital to increase its enrollment cap for both 6045 16th Street, NW and 4715 16th Street, NW campuses. However, the Applicant needs to provide DDOT with the additional operational analyses at the 16th Street, NW and Crittenden Street, NW intersection (as requested on the Comprehensive Transportation Review (CTR) Scoping Agreement Form dated August, 10, 2012) within 30 days after the September 25, 2012 BZA hearing. The aforementioned condition anticipates that the results of the operational and queuing analyses will be acceptable to DDOT.
- 2) Before making a recommendation to the BZA regarding the reduced number of parking spaces at either campus, and prior to BZA approval, DDOT would like to have an opportunity to review the details of the off-site parking (i.e., "satellite parking") and transportation alternatives of the faculty/staff and discuss the logistics of such operations with the Applicant. Therefore, the Applicant needs to provide DDOT with the details of the "satellite parking" (i.e., location, number of spaces allocated for JPDS staff parking, executed agreement(s) between the parties, operational details of the shuttle service from the satellite parking to the campuses, etc.), and any other measures/implementation plans to reduce the on-site parking demand at either campus within 30 days after the September 25, 2012 BZA hearing.
- 3) DDOT recommends that the approval is conditioned to have the Applicant to actively manage the school bus operations and routing to ensure the buses do not encroach the neighborhood streets before drop-off or after pick-up at either campus. DDOT also recommends that the Applicant actively monitors the idling of the school buses during drop-off and pick-up operations at both campuses.
- 4) DDOT recommends that JPDS continue with their aggressive carpooling and school bus programs for the students. DDOT also recommends that the approval is conditioned that the Applicant provides the annual post-completion TDM monitoring program report to DDOT in order to document the field-measured number of trips, modal split, and parking demand, and their comparison to the estimated values in the TIS.

TRANSPORTATION ANALYSIS

The following analyses are based on DDOT's review on the access and circulation, parking, and transportation demand management sections contained in the Applicant's preliminary TIS dated September 11, 2012.

6045 16th Street, NW (current JPDS)

Access and Circulation – Current access to the School is provided at two locations: 16th Street, NW for school bus drop-off, and the parking lot along Rock Creek Ford Road/Fort Stevens Drive, NW for parent drop-off and pick-up. Drop-off and pick-up operations are actively managed by a full-time security/traffic control person, along with assistance from the teachers/employees of JPDS. School buses were observed to arrive using 16th Street, NW in the northbound direction during the drop-off and pick-up operations. DDOT recommends that the Applicant ensures the operation of the bus operations are maintained as-is, and that the buses do not encroach the neighborhood streets before drop-off or after pick-up.

Access and circulation plans were provided to and reviewed by DDOT's Safe Routes to Schools Coordinator and Bicycle/Pedestrian Coordinator from a safety perspective, and both agreed that the proposed access and circulation plan during drop-off and pick-up periods are adequately safe.

Parking – The Applicant provides a total of 41 stacked parking spaces within the existing surface parking lot along Rock Creek Ford Road, NW, and a proposed number of four (4) spaces on the adjacent Phillips Property. Based on the parking ratio established in DCMR § 2101.1 (two parking spaces for each three teachers and other employees), the requested increase in the number of faculty and staff to 72 computes to a minimum of 48 spaces. The required minimum is 3 spaces more than the 45 spaces provided on the existing parking lot and Phillips Property.

However, based on the 84-percent 'drive alone' arrival mode that is discussed in the preliminary TIS, if the faculty/staff number is increased from 56 to 72, it could be expected that there could be a demand for a total of 61 parking spaces.

Before making a determination and further recommendations to the BZA regarding the parking requirements and operations at this location, DDOT would like to discuss the alternatives such as off-site parking and shuttle service to the School with the Applicant.

4715 16th Street, NW (current WLPCS)

Access and Circulation – Access to the School is planned to be maintained as it currently exists for Washington Latin Public Charter School ("WLPCS"), i.e., it will be provided at two locations: 16th Street, NW as the school bus drop-off, and the one-way circular driveway off of Decatur Street, NW for parent drop-off/pick-up. The only modification will be to prohibit right-turn movements from the circular driveway along Decatur Street, NW, in order to prevent the vehicles to cut through the neighborhood streets after the drop-off or pick-up. DDOT also recommends that the Applicant ensures the operation of the bus operations are maintained as-is, and that the buses do not encroach the neighborhood streets before drop-off or after pick-up.

Access and circulation plans were provided to and reviewed by DDOT's Safe Routes to Schools Coordinator and Bicycle/Pedestrian Coordinator from a safety perspective, and both agreed that the proposed access and circulation plan during drop-off and pick-up periods are adequately safe. However, a complete analysis showing the impact of the operations to the adjacent intersections along 16th Street, NW (i.e., capacity analyses and queuing conditions), as well as along the neighborhood streets has not been provided to DDOT as of the date of this Report to the BZA. Therefore, prior to BZA approval, DDOT would like to have the opportunity to provide additional comments on this subject once the completed TIS is submitted by the Applicant.

Parking – The current site layout accommodates a total of 7 parking spaces within the existing surface parking lot located on the eastern side of the circular driveway off of Decatur Street, NW. Based on the parking ratio established in DCMR § 2101.1 (two parking spaces for each three teachers and other employees), the requested increase in the number of faculty and staff to 26 computes to a minimum of 17 spaces. Based on the 84-percent 'drive alone' arrival mode for the existing JPDS campus at 6045 16th Street, NW, it could be expected that there would be a demand for 22 parking spaces.

The Applicant indicated that there will be additional parking provided at an off-site location; however, details were not provided in the preliminary TIS, or during the meetings with the Applicant. Before making a recommendation to the BZA regarding the reduced number of parking spaces and prior to BZA's approval, DDOT would like to have the opportunity to review the details of the off-site parking and transportation alternatives of the faculty/staff and discuss the logistics of such operations with the Applicant.

Both Campuses

Transportation Demand Management (TDM) – Applicant's TDM proposals and monitoring program was evaluated as a whole for both campuses.

Satellite Parking – During their meetings with DDOT, the Applicant presented preliminary plans to have a satellite parking location for faculty and staff that would allow personnel to park at a remote location and travel to either campus by carpooling or by shuttle service. This arrangement was not finalized to date, and further details are expected to be provided to DDOT for review and comments. DDOT would like to have an opportunity to review the details of the off-site parking (i.e., "satellite parking") and transportation alternatives of the faculty/staff prior to BZA approval.

Bicycling and Walking - In addition, it was also observed that that the non-auto modes of travel by the faculty and staff were not significant (i.e., 15-percent). During the meetings with the Applicant, DDOT has requested that JPDS implement a more aggressive program for their staff and faculty members to decrease the percentage of members that drive alone, thus reducing the number of trips and demand for parking. As a response to DDOT's requests, the Applicant is proposing to provide shower and locker facilities for the staff/faculty use at both campuses (i.e., at the new campus and at Phillip's Property). DDOT believes that provision of such facilities, along with secure bicycle parking spaces, would encourage the use of non-motorized transportation modes such as walking and bicycling.

Intercampus Connectivity - Based on the discussions in the preliminary TIS and during the meetings, the Applicant presented that they are planning to implement their current TDM program at the existing campus to the operations at the new campus. It was also noted that the School is proposing an intercampus connectivity program where the school buses are scheduled to accommodate multiple children of a family to be dropped-off to or picked-up from one location (i.e., either 4715 or 6045 16th Street, NW campus), where the intercampus transfer is planned to occur through the school bus.

Safe Routes to School (SRTS) - Based on the modal split observations, as documented in the preliminary TIS, the non-motorized modes such as bicycling and walking are not as highly used as would be expected from a school in a setting such as JPDS. DDOT suggests that the Applicant coordinates with DDOT's SRTS Coordinator to discuss the availability of programs that could increase bicycling and walking modes.

DDOT supports the implementation of the proposed TDM measures and the intercampus connectivity programs. DDOT also recommends that JPDS continue with their aggressive carpooling and school bus programs, as well as submitting the annual reports to DDOT for their proposed post-completion TDM monitoring program.

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