

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Zoning



Date MAY 21 2014

To Whom It May Concern

The D C. Office of Zoning is providing this letter to inform all property owners within 200 feet of a development project of conditions associated with the approval of the project

The following is offered for informational purposes only. **You are not required to respond or take any other action with respect to this letter. Further, the record in this case is closed and no additional documentation will be accepted.**

The D C Board of Zoning Adjustment recently approved the following project, which is within 200 feet of your property.

Application No. 18740 of Sheridan School Inc., pursuant to 11 DCMR §§ 3104.1, for a special exception under § 206 to allow the continued operation of an existing private school with an increase in student enrollment from 226 to 230, in the R-2 District at premises 4400 36th Street, N W (Square 1968, Lot 10)

This application was approved subject to the following conditions

- 1 The parking layout of the small parking area in front of the school building on 36th Street, N.W shall be maintained in the current configuration and no stacked parking shall be allowed in the parking area in front of the school building on 36th Street
2. The main parking area on Alton Place, N.W. shall be maintained in the current configuration and the drive aisle in the lot shall not be used for the parking of motor vehicles.
3. During school hours, the parking area on Alton Place shall only be used by faculty and staff. After-school hours, the parking area shall only be used by school visitors, parents, and members of the board of trustees.
4. The Applicant shall maintain and enhance all landscaping in a healthy growing condition, replacing it when necessary
5. The number of students shall not at any time exceed 230, of which no more than 50 shall be kindergarten students The term "students" is defined without exception as all

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children (including children who pay tuition or receive scholarships) who are enrolled in the school or participate in summer school or summer camp activities

- 6 The hours of operation shall be between 7:30 a.m. and 6 00 p.m., Monday through Friday
- 7 No trash collection shall occur before 9:00 a.m. or after 6.00 p.m., Monday through Friday
8. The Applicant shall schedule deliveries at the property so that:
 - a All pickups or deliveries shall occur at any entrance located on the north side of the building (i e., facing Alton Place) after 9.00 a m. and before 6:00 p m , Monday through Friday The Applicant shall post and maintain a sign adjacent to the door located nearest to the parking lot on Alton Place indicating that deliveries shall only be accepted during the designated hours
 - b. Only as necessary, time-sensitive deliveries of produce, perishable goods, or similar items may be accepted at the building's main entrance on 36th Street between 7 00 a m. and 9.00 a m.
 - c No deliveries shall be made during the weekend or on school holidays
9. The Applicant shall maintain a community liaison group in coordination with Advisory Neighborhood Commission 3F The Applicant shall:
 - a At least once a year, and at other times as requested, meet with the ANC and the community liaison group at the school and review issues of ongoing interest, including traffic and parking, landscaping, compliance with BZA conditions, school operations, and any planned construction, renovations, and maintenance, and
 - b Provide electronic notice of special events on a continuous basis, but not less than monthly, to ANC 3F and to the community liaison group (all property owners or occupants in the 3500 and 3600 blocks of Yuma Street, N W., 3500 and 3600 blocks of Alton Place, N W , and 4300 – 4500 blocks of 36th Street, N W)
- 10 The Applicant shall not park school buses or vans (a) on any residential streets within the boundaries of ANC 3F or (b) on the property after school hours unless arrangements for off-site parking are terminated by the owner of the off-site parking area (or other third party who controls the parking area) and the Applicant is unsuccessful in making arrangement for alternative off-site parking. In the event the arrangements for off-site parking are terminated, the Applicant shall in good faith seek to make alternative arrangements for off-site parking promptly, and shall not park any school buses or vans on the property, after school hours, longer than 60 days in the aggregate. Within 14 days

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of an event when a school bus or van is parked on the property, the Applicant shall report to the community liaison group on its good-faith efforts to make arrangements for alternative off-site parking arrangements. Thereafter, the Applicant shall continue to report to the group on a biweekly basis until the bus or van is relocated off property.

11. All mechanical equipment associated with the central heating and cooling ("HVAC") systems shall be located in the basement of the school building or in other interior areas of the building, except that new or replacement HVAC equipment may be installed and operated on the exterior of the building (including its roof) so long as the new or replacement HVAC equipment (a) generates operating noise no greater than the noise generated by the HVAC equipment it replaces, (b) is screened from neighboring property, and (c) is no larger in size, shape, or profile than the HVAC equipment it replaces. Any HVAC equipment not permitted by this paragraph shall require Board of Zoning Adjustment approval as a modification of the special exception approved in this Order.
12. Evening and weekend activities or events at the property shall be restricted to those activities and events that are customary to an elementary school (kindergarten through eighth grade)
 - a. During activities or events at the school, ingress and egress shall be restricted to the building's main entrance on 36th Street, N.W.
 - b. The Applicant shall deliver to all members of the community liaison group all notice of planned activities or events at least one week in advance by mail or electronic mail.
 - c. With the exception of the farmer's market, the Applicant shall be restricted to a maximum of 12 activities or events of 50 or more persons.
13. The Applicant shall not allow the use of the property for commercial or profit-making functions or activities such as dances, concerts, exercise classes, or other events. This condition shall not apply to the CASA or similar summer educational program or summer camp traditional to an elementary school offered by the Applicant or to the farmer's market operating at the property.
14. The Applicant shall use its best efforts to ensure that
 - a. Students enter and exit the school building by either the 36th Street entrance or the playground doors closest to 36th Street that face Yuma Street,
 - b. Faculty and staff enter and exit the school building through (i) the doors located on 36th Street, (ii) the doors adjacent to the Yuma Street playground, or (iii) the doors adjacent to the parking area on Alton Place for faculty and staff who park their vehicles in that parking area; and

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- c Students, parents, visitors, faculty, and staff enter and exit the school building on the Alton Place (north) side of the building when coming to the subject property by bicycle and using a bicycle rack located on the Alton Place side
- 15 The Applicant shall provide faculty and staff with incentives, including the Smart Benefits program, to encourage the use of public transportation or carpooling to the property. The Applicant shall give priority to or reserve at least three sign-designated parking spaces for persons who carpool.
- 16 The Applicant shall comply with, implement, and enforce the traffic management plan ("TMP") described in the Applicant's Traffic Report at Exhibit 27, as may be amended after consultation with the community liaison group and provided the traffic impact is not greater than that contained in the TMP.
- 17. No later than May 1st of each year, the Applicant shall submit an annual report to the Zoning Administrator setting forth its ongoing compliance with the Conditions of this Order during the prior calendar year, and shall transmit copies of the annual report, by mail or electronic mail, to the Office of Planning, ANC 3F, and the community liaison group. The annual report shall include, at minimum:
 - a Detailed information on the number of students enrolled (by range and average number enrolled),
 - b A breakdown of faculty and staff by full-time, part-time, and contract basis for those contract personnel who work more than 10 hours per week on average; and
 - c The number of written complaints or allegations of non-compliance received by the Applicant during the prior year, with a description of the nature of the complaints or allegations and a copy of each complaint
- 18 The Applicant shall notify ANC 3F and the community liaison group, at least 30 days in advance, of any plans it has for the renovation of the existing playground, any substantial maintenance or renovation, or interior work. The Applicant shall meet with the community to discuss the schedule and appropriate construction management measures for the playground project or any other larger scale maintenance work
- 19 The Applicant shall not be required to obtain additional Board approval for in kind renovations to the existing playground provided that the existing footprint, location and topography or grade is generally maintained

Please note: The timeframe for development of an approved project varies depending on the scope and complexity of the project. Consequently, the conditions enumerated above may not be pertinent or at issue until a future date

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If you are interested in learning more about this case, or have questions about the definition of terms enumerated above, you can obtain a copy of the written Order that contains the conditions from the D.C. Office of Zoning website (www.dcoz.dc.gov) From the homepage, select the "Search" tool in the blue left sidebar, navigate to a search of "ZC and BZA Orders," and enter the case number provided above. Once you obtain the Order, if you have questions *specifically pertaining to enforcement of the aforementioned conditions*, please contact the D.C. Office of Zoning Compliance Review Specialist at (202) 727-6311

SINCERELY,

A handwritten signature in black ink, appearing to read 'R. Nero', with a stylized flourish at the end.

RICHARD S. NERO, JR.
Deputy Director of Operations