SIDWELL FRIENDS SCHOOL
TRANSPORTATION MANAGEMENT PLAN
WASHINGTON, D.C.

Prepared for:
Sidwell Friends School

Prepared by:
Wells & Associates, LLC

January 2004

BZA
Case No. 17149
Exhibit No. 9

Board of Zoning Adjustment
District of Columbia
CASE NO. 17149
EXHIBIT NO. 9

SIDWELL FRIENDS SCHOOL
TRANSPORTATION MANAGEMENT PLAN
WASHINGTON, D.C.

TABLE OF CONTENTS

Page

Section 1 – Introduction 1

Section 2 - Current Transportation Management Plan (TMP) 5

Section 3 - Proposed Transportation Management Plan (TMP) 6

Section 4 - Conclusions 8

LIST OF FIGURES

Figure	Title	Page
1-1	Site Location Map	2
1-2	Existing Site Plan	3
1-3	Proposed Site Plan	4

Section 1
INTRODUCTION

Overview

Sidwell Friends School (Sidwell) is a PK-12, co-educational, Quaker day school that was founded in 1883. The Lower School is located on a five-acre campus on Edgemoor Lane in Bethesda, Maryland. The Middle and Upper Schools are located on a 15-acre campus at 3825 Wisconsin Avenue in the Tenleytown section of Northwest Washington, D.C., as shown on Figure 1-1.



As shown on Figure 1-2, the Wisconsin Avenue Campus is comprised of the Earl G. Harrison Jr. Upper School Building; the Middle School (Zavitz) Building; Kogod Center for the Arts; Richard Walter Goldman Memorial Library; Zartman House (administrative building); Sensner Building (maintenance services and school store); the Wannan and Kenworthy Gymnasiums; three athletic fields; eight tennis courts; and a six-lane track.

The Washington Home and Friendship Station Post Office are located immediately north, and adjacent to, the Sidwell campus. Hearst Elementary School and Hearst Recreation Center are located west of the campus, across 37th Street.

The Fannie Mae national headquarters and McLean Gardens are located west of the campus, across Wisconsin Avenue. Another building occupied by Fannie Mae, the James Johnson Building, is located on the east side of Wisconsin Avenue, immediately adjacent to Sidwell.

During the 2003-2004 school year, 342 students are enrolled in the Middle School and 459 students are enrolled in the Upper School. A total of 801 students are enrolled at the Wisconsin Avenue campus. Sidwell currently employs 172 full time educators on its DC Campus.

As shown on Figure 1-3, Sidwell proposes to construct: (1) renovate and expand the Middle School, (2) renovate the Arts Center, (3) construct a new gym and convert some existing athletic space to art uses, and (4) construct a new Quaker Meeting House. A 196-space underground parking structure is proposed beneath the existing athletic field.

Access to the garage is proposed via a new entrance that would be aligned opposite Rodman Street. Egress will continue via the existing exit shared with the post office and the James Johnson Building (Fannie Mae). A one-way service drive is proposed between the Johnson Building and the new parking deck.

Sidwell is currently operating under a 1996 BZA Order that limits the number of staff to 190 and the number of students to 780. The school is proposing to increase the enrollment cap to 825 students. No change is proposed to the current staff cap.

This report presents the Sidwell Traffic Management Plan (TMP). It includes a description of the current transportation policies and recommendations for the proposed traffic management plan. The proposed traffic management plan is presented in terms of the physical (or building) elements, traffic management elements, monitoring, and compliance.



Figure 1–1
Site Location

North Schematic

WELLS & ASSOCIATES, LLC.
TRAFFIC, TRANSPORTATION, and PARKING CONSULTANTS



Figure 1–2
Existing Site Plan

North
Schematic

Sidwell Friends School
Washington, D.C.

WELLS & ASSOCIATES, LLC.
TRAFFIC, TRANSPORTATION, and PARKING CONSULTANTS



Figure 1–3
Proposed Site Plan

North
Schematic

Sidwell Friends School
Washington, D.C.

WELLS & ASSOCIATES, LLC.
TRAFFIC, TRANSPORTATION, and PARKING CONSULTANTS

Section 2
CURRENT TRAFFIC MANAGEMENT PLAN

General. The following is a summary of Sidwell's current transportation policies for the 2003-2004 school year:

1. Students who have parental permission to drive to school and/or school sponsored events are required to register his/her vehicle.

2. Student parking is prohibited on campus between the hours of 7:00 AM and 3:00 PM.

3. Visitors must park in the designated visitor parking spaces.

Start/Dismissal Times. Middle and Upper School start and dismissal times are as follows:

Middle School:

7:30 AM:	Building opens.
7:55 AM:	First bell.
3:20 PM:	Classes end.
3:45 PM:	Doors locked.

Upper School:

7:00 AM:	Building opens.
8:00 AM:	Classes start.
3:19 PM:	Classes end.
4:00 PM:	Classrooms locked.
3:45 PM:	Doors locked.

Middle School. The following Middle School transportation policies are included in the Sidwell Friends School Handbook for Parents and Students:

"Drop-off and dismissal in Middle School are centered on 37th Street, a public thoroughfare in Washington. Hearst School dismisses its students at approximately the same time as Middle School, so the street can become congested. To provide the safest arrival and dismissal under these conditions, we ask that parents follow these guidelines:

1. *Please drop off and pick up children only on the southbound side of the street. Crossing the street is very dangerous, especially in the morning when we have no crossing assistance. Please treat 37th Street as a one-way street southbound during drop-off and pick-up at Middle School.*



Morning Drop Off on 37th Street

2. *During morning drop-off, do not leave your car in front of the building. This area is reserved for student drop-off only. If you have to park for any reason, please do so well away from the entrance to the building.*

3. *In the morning, please do not allow children to leave your car until you are safely pulled up to the curb. At dismissal time, there is a place between the orange cones to stop in front of the building to pick up your carpool if your carpool is ready to load. If the carpool is not ready to load, please move on to a parking spot away from the building*

4. *At dismissal time, if you park in the designated areas in front of the building to await your child or children, please park close to the curb and please do not leave your car. When you have loaded your car, please move along to allow for the next person.*

5. *Please do not turn into the Hearst driveway for parking or use the Hearst driveway to turn around. This is very dangerous for the children of both schools, and it badly snarls traffic.*

6. *It is very important to have clear expectations for your child(ren) at dismissal, and your arrival on 37th Street should coincide with her/his/their readiness to be picked up.*



Afternoon Pick Up on 37th Street

7. *For safety reasons, we do not cross students to the other side of 37th Street in front of the Middle School. Students may walk to the nearest intersection and stop sign to cross safely if they need to do so to walk home.*

8. *Although the School provides supervision during dismissal and at the close of the day, because of the many transportation options open to students and because of the large campus, parents and carpool drivers need to communicate clearly with students about pick-up expectations.*

   Students who ride bicycles to school must park them in the racks provided outside the Middle School building. Bikes must be securely locked" [Photos inserted by Wells & Associates].

Upper School. The following Middle School transportation policies are included in the Sidwell Friends School Handbook for Parents and Students:

"The speed limit on campus is 10 miles per hour.

Students may drive on campus to pick up and discharge passengers. They may not park anywhere on campus during the school day. Students who violate this rule are subject to DC traffic fines as well as disciplinary action by the School.

Students who have parental permission to drive to school are required to complete a Student Vehicle Registration form, which is available in the Security Office. Completion of this form is required from any student who drives to school or to school-sponsored events.

Parents who drive their children to school are asked to leave them in the Upper School parking lot, using the curb lane for dropping them off and picking them up so that traffic can move smoothly through the lot. The parking lot is crowded, so it is important that students watch carefully for moving cars when entering and leaving the lot and follow the traffic patterns of the cars.
We ask that parents not block traffic or parking spaces. Parents visiting for any reason are asked not to park in numbered spaces.

Students who ride bicycles to school must park them in the racks provided for this purpose and be sure that they are securely locked.

The Office cannot order cabs for students. When a student calls a cab, he or she should notify the dean's office and the Zartman House receptionist and should meet the cab in front of Zartman House." [Photos inserted by Wells & Associates].

Section 3
PROPOSED TRANSPORTATION MANAGEMENT PLAN

Goals. The goals of the proposed TMP are to:

1. Encourage the use of public transportation.
2. Reduce traffic on 37th Street without burdening residential streets and/or alleys.
3. Provide for an orderly flow of traffic on campus.

Physical Plan. The physical plan consists of the following traffic and parking elements:

Traffic. Approximately 31 on-site drop-off/pick-up spaces will be provided in one lane on the ground level beneath the athletic field. As proposed, these spaces are provided adjacent to the travel lane on the garage level.

Currently, approximately 17 spaces are available for drop-off/pick-up in the Wisconsin Avenue parking lot. Therefore, the number of drop-off/pick-up spaces would be increased two times over the existing capacity.

Access to the below-grade parking and the drop-off/pick-up lane will be provided from Wisconsin Avenue via a new entrance aligned opposite Rodman Street. Egress will continue to be provided via the existing driveway shared with the Post Office.

Parking. One hundred ninety-six (196) parking spaces are proposed on one underground parking level beneath the existing athletic field. Including parking on the Zartman Circle, a total of 212 parking spaces will be provided under proposed conditions, an increase of 20 spaces over existing conditions.

Traffic Management Plan. The proposed traffic management plan (TMP) should consist of the following elements:

1. Operations:
    A. Regular operation of the school will be limited to the programs and activities of the Sidwell School.
    B. The number of students shall not exceed 825 and the total number of faculty and staff shall not exceed 190.
2. Faculty, staff, and students who live close to the school are encouraged to walk.
3. Students, staff, and students who cannot walk to school are encouraged to take public transportation.
    A. Students who live in the District of Columbia are eligible for Smart Student Metro Passes, which provide unlimited travel on Metrorail or Metrobus for school and school related events on a monthly basis. Sidwell will offer that benefit to all Virginia and Maryland families whose children use public transportation to come to and from school.
    B. Sidwell will continue to make Metrochek available to its employees.
4. Those who choose to drive or be driven to school by a parent or guardian are encouraged to carpool.
5. The drop-off/pick-up plan consists of the following:
    A. Sidwell vehicles must drop-off students in one of three places: (1) on 37th Street in front of the Middle School in the designated area, (2) on the Zartman Circle, (3) on the drop-off/pick-up lane in the new parking facility.
    B. Vehicles dropping-off and/or picking-up students on 37th Street must do so on the west side of the street, traveling in a southbound direction.
    C. Drop-offs/pick-ups on 37th Street will be prohibited except on the southbound side of the street in the designated area and will be limited to carpools only.
    D. The area of the new drop-off/pick-up lane along the frontage of the school, adjacent to the stairs, will be designated for carpools of two or more students.
6. Sidwell will continue to operate shuttle bus service between the Wisconsin Avenue campus and the Lower School Campus in Bethesda, Maryland.
7. Student drivers are required to register their cars' makes/models and license plate numbers with the school, and to affix a Sidwell parking sticker to the back window of their cars. Students, even those with Zone 3 residential parking permits, are not allowed to park in any restricted spaces on Quebec Street, 37th Street, or Upton Street
8. Faculty, staff, students, and visitors are advised to obey all traffic regulations, including crossing streets only at designated crosswalks.

Section 4
CONCLUSIONS

The conclusions of this study are as follows:

1. The proposed transportation management plan (TMP) encourages carpooling and the use of public transportation for students and faculty/staff.

   The TMP also limits the drop-off/pick-up areas to the following locations:

   - 37th Street in front of the Middle School in the designated area
   - Zartman Circle
   - The drop-off/pick-up lane in the new parking facility.

2. The proposed new drop-off/pick-up lane on Wisconsin Avenue would increase on-site queueing/stacking capacity to two times the existing capacity.

3. The proposed Sidwell traffic plan would, for the first time, provide both full movement access to and egress from Wisconsin Avenue at two signalized intersections.