

# Government of the District of Columbia


## Department of Transportation



### d. Planning and Sustainability Division

#### MEMORANDUM

**TO:** District of Columbia Board of Zoning Adjustment

**FROM:** Anna Chamberlin, AICP   
Associate Director

**DATE:** September 27, 2024

**SUBJECT:** BZA Case No. 19606A – 3101 Wisconsin Ave NW (St. Albans School)

---

#### APPLICATION

Protestant Episcopal Cathedral Foundation of the District of Columbia and the St. Albans School (the “Applicant”), pursuant to Title 11 of the *District of Columbia Municipal Regulations (DCMR)*, requests a Modification of Significance to the Board of Zoning Adjustment (BZA) Order No. 19606 to increase the maximum permitted full-time faculty and staff of an existing private school from 145 to 160. The site is in the R-1B Zone at 3101 Wisconsin Ave NW (Square 1944, Lot 25).

#### SUMMARY OF DDOT REVIEW

The District Department of Transportation (DDOT) is committed to achieving an exceptional quality of life by encouraging sustainable travel practices, safer streets, and outstanding access to goods and services. To achieve this vision, DDOT works through the zoning process to ensure that impacts from new developments are manageable within and take advantage of the District’s multi-modal transportation network and, as necessary, propose mitigations that are commensurate with the action. After an extensive review of the case materials submitted by the Applicant, DDOT finds:

- The site is approximately one mile from the Cleveland Park Metrorail Station and within ¼ mile of one (1) Metrobus Priority Corridor Network route (31);
- The property currently has entry access via Wisconsin Avenue NW and Lynch Gate Road NW, and Pilgrim Road NW;
- DDOT concurs with the Applicant that school drop off and pick up operations will occur on private property, on Pilgrim Road and Senior Circle;
- DDOT concurs with the Applicant’s Pick-Up/Drop-Off Plan provided in the Applicant’s 9/9/2024 Transportation Statement ([Exhibit 14B](#));

Board of Zoning Adjustment  
District of Columbia

- The Applicant is providing 230 parking spaces will be located within private property which remains unchanged from BZA Order No. 19606, which modified BZA Order No. 17320;
- The Applicant submitted a Transportation Demand Management (TDM) Plan (see Recommendation section below) to support non-automotive travel to and from the site; and
- Given the site's access to transit and bicycle facilities, walkability of the neighborhood, and TDM Plan, DDOT does not expect any transportation impacts.

## RECOMMENDATION

DDOT has no objection to the approval of this application with the following condition:

- The Applicant work with DDOT and goDCgo to modify the TDM Plan submitted in the 9/9/2024 Transportation Statement ([Exhibit 14B](#)), and include a Performance Monitoring Plan (PMP) as follows:
  - The Applicant shall submit a report to DDOT once per year. The report will include the following elements:
    - Student enrollment and number of faculty and staff;
    - Total entering vehicle traffic counts for students, faculty, and staff at all site driveways for the busiest morning school drop-off hour;
    - Mode splits, broken down separately for students and faculty and staff, obtained by counters (not travel surveys);
    - Vehicle occupancy counts; and
    - Documentation of any changes to the TDM plan from the previous year, including new or innovative programs.
  - Data collection will be performed on a yearly basis. Data collection will occur on a typical school day during the Spring session when weather conditions are normal. A "typical" school day is defined as a Tuesday, Wednesday, or Thursday when regular school hours are in effect, during a week without holidays, and far enough into the school year that parents, students, and faculty and staff members are accustomed to school operations. Data collection shall include the following:
    - Obtain student enrollment and faculty and staff numbers at the time of reporting;
    - Manual counters or video counters will be employed at each of the four site driveways between the hours of 7:00 AM and 9:30 AM on a typical school day to determine the total entering vehicles during the morning peak hour. These counters will also be used to determine whether the pick-up and drop-off queues extend into public space and the mode split;
    - Manual counters will be employed at the pick-up and drop-off area(s) and the parking lot to count the number of students in each vehicle and the number of employees carpooling. These counts will take place on the same day as the driveway counts; and,
    - A survey of families and faculty and staff will be conducted and cross referenced against the field observations to help determine mode splits by students, faculty, and staff.

## TRANSPORTATION ANALYSIS

### Vehicle Parking

The overall parking demand created by the development is primarily a function of land use, development square footage, price, and supply of parking spaces. However, in urban areas, other factors contribute to the demand for parking, such as the availability of high-quality transit, frequency of transit service, proximity to transit, connectivity of bicycle and pedestrian facilities within the vicinity of the development, demographic composition, and other characteristics.

The Applicant is required by Zoning to provide 230 parking spaces within private property. Per the Applicant's Architectural Plans, the Applicant is providing 230 parking spaces. The parking spaces are accessed from existing driveways shared with the Wahington National Cathedral.

### Bicycle Parking

The project provides 38 short-term bicycle parking spaces. The Applicant's plans do not demonstrate they are altering their existing bike parking.

### Loading

DDOT's practice is to accommodate loading operations safely and efficiently, while prioritizing pedestrian and bicycle safety and limiting negative impacts to traffic operations. For new developments, DDOT requires that loading take place in private space and that no back-up maneuvers occur in the public realm. Access to this building for loading and unloading, delivery and trash pick-up is an important consideration, and DDOT expects the Applicant to comply with DDOT's standards for loading.

Per Title 11 of the *DCMR*, Subtitle C § 901.1, commercial buildings with more than 30,000 square feet are required to provide a loading berth. The site's loading, delivery, and trash access are located on the lower level of the campus on Marriott Hall. These facilities are accessed via the private road accessible via Garfield Street NW. The existing facilities include one (1) 30-foot berth and one (1) 20-foot delivery space. No changes to loading and trash facilities or activity are proposed with this BZA action.

## STREETSCAPE AND PUBLIC REALM

DDOT's lack of objection to this application should not be viewed as an approval of the public realm. If any portion of this or future projects at the property propose elements within District-owned right-of-way or the building restriction area, the Applicant is required to pursue a public space construction permit.

DDOT expects the adjacent public realm to meet all District standards. The Applicant should refer to Titles 11, 12A, and 24 of the *DCMR*, the most recent version of DDOT's [Design and Engineering Manual](#), and the [Public Realm Design Manual](#) for public space regulations and design guidance. A permit application can be filed through the DDOT [Transportation Online Permitting System](#) (TOPS) website.

AC:CP