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MEMORANDUM



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TO: Patrick Reed – DDOT

FROM: Jami L. Milanovich, P.E.

COPY: Ben Strasser – InSite Real Estate

RE: 2461 Wisconsin Avenue NW
BZA Case No.: 19816

DATE: August 21, 2018

As a follow-up to our phone conversation on August 17, 2018, this memorandum serves to outline specific procedures that will be implemented by KinderCare for the proposed daycare at 2461 Wisconsin Avenue NW.

BACKGROUND

Under the 2016 Zoning Regulations, the proposed daycare is required to provide six off-street parking spaces. The daycare will provide the required six parking spaces plus one tandem space on-site. The tandem space will be reserved for the director of the daycare. The remaining six spaces will be designated as short-term pick-up/drop-off spaces for parents/guardians dropping-off or picking up children. Additionally, the Applicant is working with DDOT to designate three on-street parking spaces on Calvert Street (including two new parking spaces resulting from the narrowing of the existing curb cut) as short-term parking spaces. The Applicant is in discussions with The Department of Parks and Recreation on a fee-based permit for the use of two parking spaces at the Guy Mason Rec Center for drop-off/pick-up spaces during peak hours. In summary, the Applicant will have six off-street parking spaces, three on-street parking spaces (subject to final approval by DDOT) and potentially two off-site parking spaces for a total of 11 spaces to be designated for customer drop-off/pick-up during peak hours.

In order to ensure that the pick-up/drop-off for the daycare operates in an orderly and efficient manner, the following procedures will be implemented by KinderCare.

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TRANSPORTATION MANAGEMENT PLAN

Pick-up/Drop-off Procedures

The following procedures will be provided to parents or guardians upon enrollment of child(ren).

1. Drop-off and pick-up is permitted anytime during operating business hours, 7:00 AM to 6:00 PM weekdays, with peak drop off hours between 7:00 AM and 9:00 AM and peak pick up hours between 4:00 PM and 6:00 PM.
2. When dropping-off or picking-up children, parents/guardians should use available short-term parking provided in the on-site parking lot.
3. If no space is available in the parking lot, parents/guardians should use one of the three designated spaces in front of the site on Calvert Street.
4. If both the parking lot and designated spaces on Calvert Street are full, two spaces are available in the Guy Mason Recreation Center Parking lot.
5. Parents/guardians must follow District of Columbia traffic laws. Designated pick-up/drop-off spaces or legal parking spaces must be used for pick-up and drop-off of children. Travel lanes and crosswalks shall not be blocked when picking-up or dropping-off children.

Employee Parking

The following procedures will be provided to new employees upon hire:

1. Employees will be provided a transit subsidy that can be used for Metro fare, bus fare, or parking at Metro facilities.
2. Employees are prohibited from parking on-site (except for the director).

Monitoring

To ensure that the proposed operational procedures are effective in managing the pick-up/drop-off procedure, a monitoring study will be conducted within one year of the opening of the daycare. The monitoring study will include the following:

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1. Parking occupancy of the 11 designated pick-up/drop-off spaces at 15 minute intervals between 6:30 and 9:30 AM and between 3:30 and 6:30 PM.
2. Trip generation for the facility by mode of transportation.

I trust the information provided herein adequately clarifies the pick-up/drop-off and parking procedures for the proposed facility. Please do not hesitate to contact me should you have any questions or require additional information.

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