



LOUDOUN COUNTY PUBLIC SCHOOLS

DIVISION OF PLANNING SERVICES

21000 Education Court
Ashburn, Virginia 20148
Telephone: 571-252-1050
Facsimile: 571-252-1101
Email: lcpsplan@lcps.org

October 30, 2020

BY CERTIFIED MAIL/RETURN RECEIPT REQUESTED

**RE: TLSE-2019-0009, LCPS Catoctin Elementary School Expansion
Special Exception**

Dear Adjacent Property Owner:

The School Board of Loudoun County, Virginia (the "Applicant") hereby gives notice that the above-referenced application will be heard at a public hearing before the Town of Leesburg Town Council on the evening of **Tuesday, November 10, 2020 at 7:00 p.m.**, in the Town Council Chambers, 25 West Market Street, Leesburg, Virginia 20176.

Please be advised that you may receive additional notices, including CERTIFIED NOTICES, for this hearing. THE VIRGINIA STATE CODE REQUIRES CERTIFIED NOTICE MAILINGS TO CERTAIN PROPERTIES. IN ADDITION, THE TOWN OF LEESBURG ZONING ORDINANCE REQUIRES CERTIFIED NOTICE TO CERTAIN PROPERTIES.

The Applicant has submitted a special exception application to allow expansion of the existing Catoctin Elementary School by constructing a one-story 6,000 square-foot addition to the existing 76,800 square foot school. This expansion is intended to accommodate three classrooms, a resource room, an office, and storage space. The project will also upgrade the fire lane access and provide safety and security improvements at the front of the building (inside the existing footprint). The planned addition will accommodate an increase of the school's base capacity from 658 students to 743 students.

The 17.53-acre property is located at 311 Catoctin Circle, east of the Catoctin Circle/Dry Mill Road intersection. The site is more particularly identified as MCPI 231-15-4538 and is zoned R-4 (Single-Family Residential). The planned opening for the addition is Fall 2021, as identified in the Loudoun County School Board Adopted FY 2021-2026 Capital Improvement Program.

Members of the public who wish to review the application documents may do so electronically or in person. To view electronically go to the Leesburg Interactive Applications Map (LIAM) on the Town of Leesburg website: <https://www.leesburgva.gov/government/departments/planning-zoning/current-planning-zoning-projects/liam-interactive-applications-map>. **HARD COPIES OF THE APPLICATION DOCUMENTS MAY BE VIEWED BY APPOINTMENT ONLY** at the Department of Planning and Zoning located on the second floor of the Leesburg Town Hall, 25 West Market Street, Leesburg, Virginia 20176 during normal business hours (Monday-Friday, 8:30 a.m. to 5:00 p.m.), by contacting Christopher Murphy, Senior Planning Project Manager, at 703-737-7009 or by email at cmurphy@leesburgva.gov.

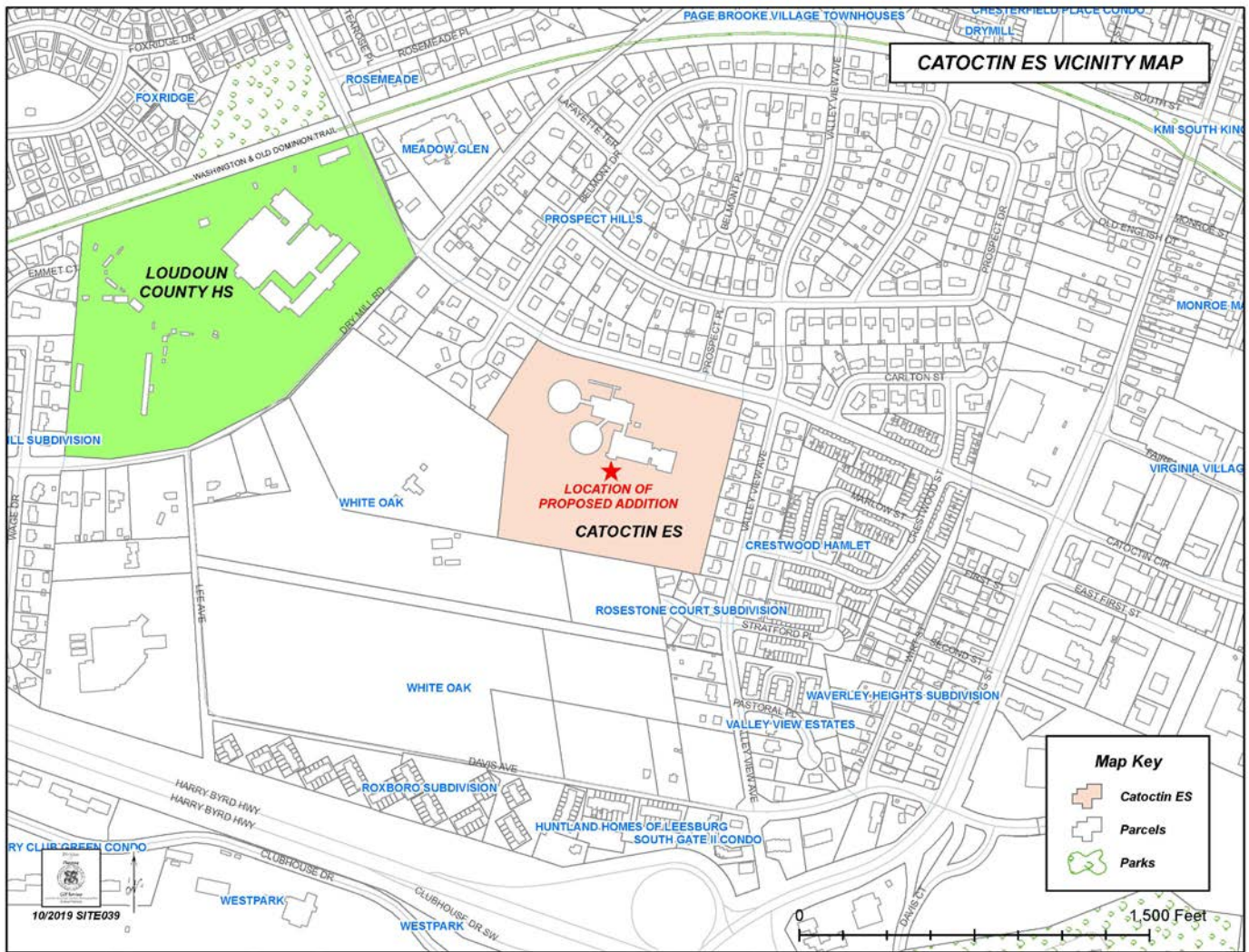
At this hearing, all persons desiring to express their views concerning these matters will be heard. Persons requiring special accommodations at the meeting should contact the Clerk of the Council at (703) 771-2733 three days in advance of the meeting. For TTY/TDD service, use the Virginia Relay Center by dialing 711.

You are invited to attend this public hearing and express your views.

Sincerely,



Sara Howard-O'Brien, AICP
Land Management Supervisor



cc: Beverly I. Tate, Director, Division of Planning Services

S:\Planning\Donna's Folder\CATOCTIN ES - SPEX 2019\Public Hearing Town Council Nov 10 2020\NoticeLtr TCPH Nov 10 2020.doc