Subject: TLSE-2018-0008, The North Star School at C.S. Monroe Property

Staff Contact: Christopher Murphy, AICP, Senior Planning Project Manager

Council Action Requested: Council is asked to approve the Special Exception with noted conditions.

Staff Recommendation: Staff recommends conditional approval of TLSE-2018-0008, The North Star School at C.S. Monroe Property, subject to the conditions of approval in the attached Resolution (Attachment 1), and per the analysis provided within the August 1, 2019 and September 5, 2019 Staff Reports which can be found at the following links:

August 1, 2019: https://mss.leesburgva.gov/LFWeblink/1/doc/8977/Page1.aspx

September 5, 2019: https://mss.leesburgva.gov/lfweblink/1,1,1,1/doc/9024/Page1.aspx

Commission Recommendation: The Planning Commission held a duly advertised public hearing for the Special Exception Application on August 1, 2019. Four members of the public addressed the Commission during the hearing. Another three residents submitted written correspondence. The comments/concerns expressed by neighbors related to increased traffic, poor driving behavior and safety, on-street parking, students parking on surrounding neighborhood streets, the proposed frontage improvements on Children’s Center Road, building architecture and building size, and littering. Of the seven members of the public who addressed the Commission, only one household expressly objected to the proposed use. One member of the public spoke in support of the school and the essential service the alternative education program provides to its students and the community.

The Planning Commission raised concerns regarding student parking fees as the root cause behind students parking off-campus on residential streets, Children’s Center Road frontage improvements, building architectural design, height of site lighting fixtures, and outdoor trash cans. In regard to frontage improvements, staff presented the Commission with a request for a Variation submitted by the Applicant to waive those improvement along specific segments of the Property’s Children’s Center Road frontage required pursuant to Subdivision and Land Development Regulations (SLDR) Sec. 4.02(g). Pursuant to the SLDR Sec 6.03, the Planning Commission has the authority to decide on requests for variation including whether or not the request should be reviewed at a public hearing. Due to the nature of the request, the Commission determined it necessary to review the variation through a public hearing process.
Due to other unresolved issues raised by the Commission as noted above, the Commission moved to continue discussion at a work session on September 5, 2019 by a vote of 7-0.

**Variation Public Hearing:** At the public hearing on variation request TLSV-2019-0001, staff presented two options (“Option A” and “Option B”) for the Commission to consider for addressing the variation request. Both options offered waiving frontage improvements in those areas where staff found specific conditions/constraints existing along the Children Center Road frontage which made it impractical to complete the required frontage improvements at present. The difference between “Option A” and “Option B” was whether or not to include any on street parking along the south side of Children Center Road, i.e., the North Star School side. “Option A” offered no on street parking. “Option B” does provide on street parking. Staff supported “Option B” for reasons expressed in the public hearing staff report dated September 5, 2019.

Three members of the public addressed the Commission on the variation. One spoke in support of “Option B” presented by staff. One offered support for either option “A” or “B” depending upon whether Loudoun County Public Schools (LCPS) waives the required student parking fee. One individual raised concerns regarding students parking off-campus in the Foxridge Park parking lot if no other options for parking off-campus were available. The Planning Commission voted in to grant the Variation following “Option B” (Attachment 3) by a vote of 4-2-1.

**Worksession:** Staff presented the post public hearing staff report that provided evidence for the Commission to find the Applicant had satisfactorily addressed the issues of concern raised at the public hearing including architecture and light pole height (see Attachment 6). Based on this, the Commission voted to send a recommendation of approval contingent upon the conditions enumerated in the September 5, 2019 staff report with two additional conditions:

- Condition 9: Development must be in substantial conformance with the Concept Design Presentation dated August 22, 2019 prepared by Stantec: and,

- Condition 10: Loudoun County Public Schools will waive parking fees specifically for the North Star School.

Note that this condition means that if Loudoun County Public Schools does not waive the parking fees as conditioned, the Zoning Administrator cannot issue an occupancy permit for the school. If Town Council desires to retain this condition, staff recommends that a specific time for the fees to be waived should be added to provide clarity for all parties.

The motion passed by a vote of 6-0-1.

**Fiscal Impact:** A Fiscal Impact Analysis is not required to be submitted as part of a Special Exception application.
Work Plan Impact: None. Processing of these types of applications is part of the core function of Planning and Zoning.

Executive Summary: Loudoun County Public Schools (LCPS) proposes the demolition of the former C.S. Monroe Technology Center building to accommodate the redevelopment of the site for a new school facility to be called The North Star School at C.S. Monroe Property, (North Star School). The North Star School will be two stories and measure 94,633 square feet gross floor area.

The North Star School will be the new home for LCPS’ Alternative Education Program currently located at the former Douglass High School at 407 East Market Street. In addition, the North Star School will also be the location of LCPS’ Licensed Practical Nursing (LPN) program as well as daytime and evening Adult Education programming. Total enrollment is planned at 570 students consisting of 450 Alternative Education Program, 20 LPN Program, and 100 Adult Education Program enrollees.

Other than the SLDR Variation granted by the Planning Commission discussed previously in this report, no waivers or modifications have been granted for this application.

Background: The subject property consists of a single parcel measuring 10 acres and zone R-4, Single –Family Residential. The site is developed with the 81,500 square-foot one-story former C.S. Monroe Advanced Technology Academy building, constructed in 1977, and its appurtenances. LCPS’ C.S. Monroe Advanced Technology Academy, formally housed on the
Subject Property, was relocated to the new Academies of Loudoun facility at 42075 Loudoun Academy Drive in the fall of 2018. At present, the existing building is vacant.

A special exception approval is required for the present application to demolish the former C.S. Monroe Technology Center and redevelop for The North Star School.

The North Star School is proposed as a two-story 94,633 square-foot building intended to accommodate a total enrollment of 570 students. This total student population is planned to be comprised of 450 students in the Alternative Education Program, and a maximum of 120 LPN and daytime adult education students. Evening adult education attendance will vary depending on the courses offered, and will be limited to the hours of 6 p.m. – 9 p.m. The Alternative Education Program and daytime adult education program will operate between the hours of 9:30 a.m. and 3:30 p.m. with occasional adult education classes in the 3:30 p.m. – 6:00 p.m. timeframe. The Council shall note these student population numbers are not Day One totals, but are set to accommodate projected growth for such educational offerings by LCPS. For example, the 2018 Alternative Education Program enrollment was 140 students. LCPS projects the North Star School will be opened for the 2020-2021 school year.

The Subject Property is located in the Leesburg Town Plan’s Central Planning Policy Area, and the Planned Land Use Policy Map further designates the subject property for “Major Institutional” uses. There are no specific area objective policies for the Property. The primary intent of the Major Institutional is to provide a variety of public-based community services on properties measuring at least 10 acres. Land Use General Objective 12: *Provide institutional uses, such as schools, libraries, and government facilities throughout the Town.* The proposed use is a qualifying public-based community service (public school) situated on a lot measuring 10 acres in area.

Land Use, General Objective 11: This objective states, “*encourage infill development that is compatible with the character of existing or planned development in the vicinity.*” (Town Plan pg. 6-9). Given the proposed increased intensity of the school use and the fact that it is not intended as just a local neighborhood school but will serve students throughout Loudoun County and Leesburg, compatibility with neighborhood character is achieved through site design that includes the location of facilities and access, building height, scale and massing, adequate on-site parking, and buffering between different uses.

**Attachments:**
1. Draft Resolution of Approval
3. SLDR Variation Request TLSV-2019-0001 “Option B” Exhibit
4. Concept Design Presentation, dated August 22, 2019, prepared by Stantec
5. Applicant’s Statement of Justification, dated May 15, 2019
6. LCPS Letter, dated August 19, 2019, responses to Planning Commission
A RESOLUTION: APPROVING SPECIAL EXCEPTION TLSE-2018-0008, THE NORTH STAR SCHOOL AT C.S. MONROE PROPERTY TO ALLOW THE REDEVELOPMENT OF THE PROPERTY AT 715 CHILDRENS CENTER ROAD SW FOR A NEW PUBLIC SCHOOL FACILITY.

WHEREAS, an application has been filed by Loudoun County Public Schools requesting Special Exception approval for the redevelopment of the property situated at 715 Childrens Center Road SW; and

WHEREAS, the property is the site of the former C.S. Monroe Technology Center that was relocated to the Academies of Loudoun Facility in the fall of 2018; and

WHEREAS, the property will be redeveloped with a new two-story, 94,633 square-foot building to house the Alternative Education Program, presently located at the former Douglass High School at 407 E. Market Street, the Licensed Practical Nursing Program, and daytime and evening Adult Education Programs; and

WHEREAS, the property is zoned R-4 Single-Family Residential Zoning District; and

WHEREAS, the Planning Commission held a duly advertised Public Hearing for Special Exception TLSE-2018-0008 on August 1, 2019 and recommended approval subject to conditions; and

WHEREAS, staff recommends approval subject to conditions; and

WHEREAS, the Town Council held a duly advertised Public Hearing on September 24, 2019; and

WHEREAS, Town Council has determined that the approval criteria of Zoning Ordinance Sections 3.4.12 have been satisfied; and
WHEREAS, Town Council has determined that the proposal will serve the public
necessity, convenience, general welfare and good zoning practice.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that Special
Exception application TLSE-2018-0008, The North Star School at C.S. Monroe Property, is
hereby approved to permit the development of a new public school facility, subject to the
following:

1. **Substantial Conformance:** Development of this property shall be in substantial
conformance with the plan set entitled “The North Star School at C.S. Monroe Property TLSE-2018-0008”, dated July 31, 2018, revised through July 12, 2019, prepared by J2 Engineers, Inc. (herein referred to as the “Plat”), with reasonable allowances to be made for engineering and design alteration to meet Town Subdivision and Land Development Regulations, Zoning Ordinance or Design and Construction Standards Manual requirements.

2. **No Waivers Expressed or Implied:** Approval of this special exception does not express or imply any waiver or modification of the requirements set forth in the Subdivision and Land Development Regulations, the Zoning Ordinance, or the Design and Construction Standards Manual, except as may have been approved as part of this application. Final plats, site plans, and construction drawings are subject to the applicable town regulations.

3. **Childrens Center Road Frontage Improvements:** Childrens Center Road frontage improvements required pursuant to DCSM Sec. 4.02(g) shall be provided per the results of the Planning Commission Frontage Improvements Variation Request TLSV-2019-0001 submitted by the letter dated July 24, 2019 by J2 Engineering, Inc. and approved by the Planning Commission on September 5, 2019

4. **Pavement Markings:** At the time of site plan review, in coordination with the Town Transportation Engineer, additional pavement markings shall be provided adjacent to the cross walk at the entrance of the site that meet applicable MUTCD criteria to clearly delineate the center lane as "Bus Lane Only".

5. **Bioretention Design:** The Bioretention designs (plan/profiles) and calculations shall be revised to meet the following criteria:
A RESOLUTION: APPROVING SPECIAL EXCEPTION TLSE-2018-0008, THE NORTH STAR SCHOOL AT C.S. MONROE PROPERTY TO ALLOW THE REDEVELOPMENT OF THE PROPERTY AT 715 CHILDRENS CENTER ROAD SW FOR A NEW PUBLIC SCHOOL FACILITY

a. Minimum Surface Area and Treatment Volume provided per the 2013 VRRM BMP Clearinghouse Specification No. 9 criteria.
b. Top width of Bioretention B shall be shown with additional spot shots, labels, and/or half contours to provide the required 2 feet of freeboard in the maximum design storm (25yr. for Town Branch Watershed).

6. Overland Relief: At the time of site plan review, the Overland Relief design shall provide a pre and post development analysis of the On Site Contributing Drainage Area to the Southern property line am/ South Eastern Outfall as depicted by cross section A-A on the attachment. The site plan shall not have any adverse overland relief impacts to any downstream properties due to this development.

7. Pre/Post Development Analyses: At the time of site plan review, provide a pre and post development analysis to verify there are no downstream impacts in the 25 yr. storm due to the addition volume of water routed through the bioretention and into the storm sewer system.

8. Lighting: Light Poles shall be no higher than a maximum of 20 feet as shown on the Special Exception Plat.

9. Architectural Design Substantial Conformance: Development of this property shall be in substantial conformance with the architectural designs set entitled “Revised Concept Design Presentation”, dated August 22, 2019, prepared by Stantec.

10. Student Parking Fee: Loudoun County Public Schools shall waive the student parking fee requirement for The North Star School.

PASSED the ____ day of ____________, 2019

______________________________
Kelly Burk, Mayor
Town of Leesburg
A RESOLUTION: APPROVING SPECIAL EXCEPTION TLSE-2018-0008, THE NORTH STAR SCHOOL AT C.S. MONROE PROPERTY TO ALLOW THE REDEVELOPMENT OF THE PROPERTY AT 715 CHILDRENS CENTER ROAD SW FOR A NEW PUBLIC SCHOOL FACILITY

ATTEST:

_________________________________
Clerk of Council
CONCEPTUAL GRADING PLAN

GRAPHIC SCALE
1 INCH = 40 FEET

VA. STATE GRID NORTH

GRADING LEGEND

EXISTING CONTOUR
PROPOSED CONTOUR
PROPOSED SANITARY SEWER (LOC)
PROPOSED STORM DRAIN
EXISTING SANITARY SEWER
EXISTING WATER LINE
EXISTING STORM DRAIN
PROPOSED WATER LINE
PROPOSED SANITARY SEWER
PROPOSED FIRE HYDRANT
5/8" WATER METER

NOTE:
1. GRADING SHOWN WITH THIS APPLICATION IS TO DEMONSTRATE THE GENERAL DRAINAGE PATTERNS. ALL GRADING SHOWN HEREON IS SUBJECT TO CHANGE WITH FINAL ENGINEERING DESIGN.
2. NO HEAVY EQUIPMENT TO BE USED IN THE AREA BETWEEN THE LIMITS OF CLEARING AND THE LIMITS OF DISTURBANCE. HAND DIGGING ONLY WITHIN THE LIMITS OF DISTURBANCE.

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LEGEND

- PEDESTRIAN CIRCULATION PATH
- PROPOSED CONCRETE SIDEWALK
- PROPOSED ASPHALT PAVEMENT
- EXISTING PAVEMENT

PEDESTRIAN CIRCULATION PLAN

1'0"=40'0"

TLSE-2018-0008
LOUDOUN COUNTY PUBLIC SCHOOLS
THE NORTH STAR SCHOOL AT C.S. MONROE PROPERTY
TOWN OF LEESBURG, VIRGINIA

JULY 2018

JAMES C. BISHOFF
GEOGRAPHIC PROJECT CONTROLLER

PEDESTRIAN CIRCULATION PATH

PROPOSED CONCRETE SIDEWALK

EXISTING PAVEMENT

PROPOSED ASPHALT PAVEMENT

J2 Engineers, Inc.
4080 Lafayette Center Drive
Suite 330
Chantilly, VA 20151
703.361.1550 (office)
703.361.1566 (fax)
www.j2engineers.com

PEDESTRIAN CIRCULATION PLAN

75' BUFFER - ROUTE 7 BY-PASS
PROPOSED 50' BUFFER
20' REAR YARD
15' FRONT YARD
10' SIDE YARD
25' BUFFER

PROPOSED SCHOOL BUILDING
2 STORIES
94,633 GSF
MAIN FLOOR=48,425 SF
UPPER FLOOR=46,208 SF
FFE=396.80
MAX HEIGHT=35 FEET

ACCESS
SCHOOL BUS
(ONLY)
DUMPSTER
PAD AREA/
TRANSFORMER
PAD AREA
SCHOOL SIGN
ENCLOSURE
367 SPACES
TOTAL PARKING

BIORETENTION "A"
BIORETENTION "B"

2ND FLOOR OVERHANG (TYP)
CATOCTIN CIRCLE SW (VA RTE. 4200)
WILD TURKEY WAY SW
LEESBURG BY-PASS (VA. RTE. 7)
CHILDRENS CENTER ROAD SW (VA RTE. 929)
FOXRIDGE
PHASE 1 SECTION 3
LOT 93 LOT 92 LOT 91
LOT 90
LOT 94 LOT 107
LOT 108 LOT 109
PARCEL H

FOXRIDGE
PHASE 1 SECTION 2
LOT 81
PARCEL F
PARCEL G
PARCEL H
TOWN OF LEESBURG
FOXRIDGE
PHASE 1 SECTION 3
AUTOTURN NOTES

1. AUTOTURN MOVEMENTS SHOWN WERE SELECTED TO BUS 40 AND SU 40 LOUDOUN COUNTY FIRE TRUCK AS SPECIFIED BY AASHTO (2011 US VERSION)
2. ADDITIONAL TRUCK MOVEMENTS TO BE PROVIDED WHERE NECESSARY WITH FINAL SITE PLAN TO DEMONSTRATE ACCESS TO SPECIFIC LOADING/TRASH AREAS AND/OR FOR ADDITIONAL DESIGN VEHICLES.
VRRM COMPUTATIONS, MAP AND BMP NARRATIVE

SUMMARY:

- The VRRM computations, map, and BMP narrative are provided for a school building with associated travel, asides, and parking.
- The document contains calculations for pollutant reduction, specifically focusing on phosphorus removal.
- The site is described as having a stormwater management system in place.
- Notes include the use of proprietary structures to enhance water quality compliance.
- The map and narrative are intended to be consistent with final site plan drawings.

MAP NARRATIVE:

- The map illustrates various areas and zones, such as front yards, rear yards, and buffer zones.
- Proprietary structures such as Bayfilter, Filtroa, Jellyfish filter, Envirofilter, StormFilter, or other devices approved by the Virginia Stormwater BMP Clearinghouse are used.
- The map shows drainage areas labeled as "A," "B," and "C." "A" is 3.84 acres, "B" is 3.41 acres, and "C" is 0.89 acres.

CONCLUSION:

- The project is designed to meet all local and federal requirements for stormwater management.
- Final computations and design must be provided with the final site plan.

STORMWATER MANAGEMENT:

- The calculations shown are for phosphorus removal, treated phosphorus, and remaining phosphorus.
- The site is designed to meet the required target rate and therefore water quality credits will be issued.
- The design complies with all zoning ordinances, code size, lot, VSP requirements, and others.

VRRM SPREADSHEET SUMMARY:

<table>
<thead>
<tr>
<th>Year</th>
<th>Rainfall Adjusted (in)</th>
<th>1-year return period</th>
<th>2-year return period</th>
<th>10-year return period</th>
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<tbody>
<tr>
<td>0.14</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
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<td>0.00</td>
<td>0.00</td>
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<td>0.00</td>
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</tr>
<tr>
<td>0.20</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

- The spreadsheet summary provides a tabular view of runoff volume and calculation details.

PREFACE:

- The VRRM spreadsheet summary is required for removal and treatment of pollutants to the east where it is collected by the existing storm sewer infrastructure.
- The design for stormwater management is conceptual for planning purposes.
- The final computations and design will be provided with the final site plan.

NOTES:

- The computations shown are for phosphorus removal, treated phosphorus, and remaining phosphorus.
- The site is designed to meet all local and federal requirements for stormwater management.
- Final computations and design must be provided with the final site plan.

REQUEST FOR PROPOSAL:

- The site is currently undergoing site plan development.
- The project is designed to meet all local and federal requirements for stormwater management.
- Final computations and design must be provided with the final site plan.
**Adequate Outfall Narrative**

The property is currently an existing school building with associated travel areas and parking. The drainage generally flows to the east where it is collected by existing storm sewer infrastructure. The site area has been separated into two major drainage areas. The drainage area to the northeast of the property is analyzed as point of interest "A" and to the southeast of the property as point of interest "B". The parcel at the southeast corner of the property, as illustrated on this sheet.

The proposed use for the subject property is a school building with associated travel areas and parking. The drainage will follow the same general pattern as existing with the drainage split into two draining areas. The drainage area to the southeast of the property is analyzed as point of interest "A" and to the southwest of the property as point of interest "B". The parcel at the southeast corner of the property, as illustrated on this sheet.

Point of Interest "A"

The drainage area that drains to the northeast is approximately 3.07 acres as illustrated on this sheet.

With the proposed improvements, the drainage area is reduced to approximately 4.8 acres. A majority of this area will be routed to a biofiltration facility. As shown on Sheet 10, the uncontrolled runoff is combined with the detailed flow and analyzed at the property limits where the discharge enters a manmade storm sewer system. As illustrated, as part of the pre-developed condition, there is an existing 15" pipe that conveys the runoff offsite. The post-developed conditions, therefore not analyzed. The preliminary analysis illustrates adequate outfall can be achieved with final design.

An approved proprietary structure will be used to provide pre-treatment and enhance the on-site treatment of sediment and hydrocarbons. These proprietary structures include, but are not limited to the use of Bayfilter, Filterra system, Jellyfish filter, Stormfilter or other devices approved by the Virginia Stormwater BMP Clearinghouse.

Point of Interest "B"

The drainage area that drains to the southeast is approximately 3.07 acres as illustrated on this sheet.

With the proposed improvements, the drainage area is reduced to approximately 4.8 acres. A majority of this area will be routed to a biofiltration facility. As shown on Sheet 10, the uncontrolled runoff is combined with the detailed flow and analyzed at the property limits where the discharge enters a manmade storm sewer system. As illustrated, as part of the pre-developed condition, there is an existing 15" pipe that conveys the runoff offsite. The post-developed conditions, therefore not analyzed. The preliminary analysis illustrates adequate outfall can be achieved with final design.

An approved proprietary structure will be used to provide pre-treatment and enhance the on-site treatment of sediment and hydrocarbons. These proprietary structures include, but are not limited to the use of Bayfilter, Filterra system, Jellyfish filter, Stormfilter or other devices approved by the Virginia Stormwater BMP Clearinghouse.

Existing Storm sewer under children’s center road SW

As illustrated, as part of the pre-developed condition, there is an existing storm sewer collecting 0.25 acres of area. As illustrated, as part of the post-developed condition, there is an approved proprietary structure that will be placed under the children’s center road SW, which will serve to enhance the on-site treatment of sediment and hydrocarbons. This structure is associated with the travel areas and parking. The drainage area will be decreased due to the construction of the school building. The proposed storm sewer system has been reduced from 1.23 acres to 0.27 acres. Therefore, adequate outfall can be achieved with final design.

**Stormwater Management Computations and Design**

Are Conceptual for the purposes of this special exception. Final computations and design to be provided with final site plan.
### DRAINAGE AREA 'A' COMPUTATIONS

**BIORETENTION 'A' STAGE STORAGE VOLUME AND OUTLET DEVICE SUMMARY**

<table>
<thead>
<tr>
<th>Event</th>
<th>Volume</th>
<th>Outlet Device</th>
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</thead>
<tbody>
<tr>
<td>1-year</td>
<td>2.6&quot; rainfall</td>
<td>A10.2&quot; Round Catchet, ( H^2 = 0.10 )</td>
</tr>
<tr>
<td>2-year</td>
<td>3.1&quot; rainfall</td>
<td>A10.2&quot; Round Catchet, ( H^2 = 0.10 )</td>
</tr>
<tr>
<td>10-year</td>
<td>4.7&quot; rainfall</td>
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</tr>
<tr>
<td>25-year</td>
<td>5.9&quot; rainfall</td>
<td>A10.2&quot; Round Catchet, ( H^2 = 0.10 )</td>
</tr>
</tbody>
</table>

### DRAINAGE AREA 'B' COMPUTATIONS

**BIORETENTION 'B' STAGE STORAGE VOLUME AND OUTLET DEVICE SUMMARY**

<table>
<thead>
<tr>
<th>Event</th>
<th>Volume</th>
<th>Outlet Device</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-year</td>
<td>2.6&quot; rainfall</td>
<td>B10.6&quot; Round Catchet, ( H^2 = 0.15 )</td>
</tr>
<tr>
<td>2-year</td>
<td>3.1&quot; rainfall</td>
<td>B10.6&quot; Round Catchet, ( H^2 = 0.15 )</td>
</tr>
<tr>
<td>10-year</td>
<td>4.7&quot; rainfall</td>
<td>B10.6&quot; Round Catchet, ( H^2 = 0.15 )</td>
</tr>
<tr>
<td>25-year</td>
<td>5.9&quot; rainfall</td>
<td>B10.6&quot; Round Catchet, ( H^2 = 0.15 )</td>
</tr>
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### CHANNEL PROTECTION

#### ENERGY BALANCE VALUES FOR THE YEAR 24 HOUR STORM

<table>
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<tr>
<th>Event</th>
<th>Energy Balance</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-year</td>
<td>2.6&quot; rainfall</td>
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#### FLOOD PROTECTION

**24 HOUR 20 YEAR STORM**

<table>
<thead>
<tr>
<th>Event</th>
<th>Volume</th>
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</thead>
<tbody>
<tr>
<td>1-year</td>
<td>2.6&quot; rainfall</td>
<td>A10.2&quot; Round Catchet, ( H^2 = 0.10 )</td>
</tr>
</tbody>
</table>

#### FLOOD PROTECTION

**100 YEAR 1 DAY STORM**

<table>
<thead>
<tr>
<th>Event</th>
<th>Volume</th>
<th>Outlet Device</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-year</td>
<td>2.6&quot; rainfall</td>
<td>A10.2&quot; Round Catchet, ( H^2 = 0.10 )</td>
</tr>
</tbody>
</table>
LIGHTING NARRATIVE:

LIGHTING DETAILS

GRAPHIC SCALE

0
25
50
100

1 INCH = 50' FEET

LIGHTING PLAN

N/A

BASE PLAN DETAIL

PHOTOMETRIC PLAN

LUMINAIRE SCHEDULE

VA. STATE GRID NORTH

PLAN #

DATE: CONTINUOUS SCALE:

SHEET

PREPARED BY: J.2 Engineers, Inc.

4080 Lafayette Center Drive

Suite 330

Chantilly, VA 20151

www.j2engineers.com

703.361.1550 (office)

703.361.1566 (fax)

G. V. O. S.

JAMES C. BISHOFF

LTD.

PROPOSED SCHOOL BUILDING

2 STORIES

94,663 GSF

MAIN FLOOR = 48,425 SF

UPPER FLOOR = 46,208 SF

FFE = 396.80

MAX HEIGHT = 35 FEET

367 SPACES

TOTAL PARKING

JULY 2018

TLSE-2018-0008

LOUDOUN COUNTY PUBLIC SCHOOLS

THE NORTH STAR SCHOOL AT C.S. MONROE PROPERTY

TOWN OF LEESBURG, VIRGINIA

JULY 31, 2018

DEC 7, 2018

MAY 15, 2019

JULY 12, 2019

Lic. No. 031721

07/12/19
WILD TURKEY WAY SW AT
CHILDRENS CENTER ROAD SW
Public Street Variable Width Right of Way
Posted Speed = 25 MPH
Design Speed = 30 MPH
GENERAL LANDSCAPE NOTES:

1. The contractor is responsible for verifying depths and avoiding conflict when working in areas near utilities.
2. The contractor is required to contact MASS DED 1-850-600-7801 40 hours prior to the commencement of work on the site. No work is to begin until all utilities are marked. If utility line locations conflict are evident, please contact landscape architect.
3. Verification of the accuracy of the total quantities shown in the Master Plant Schedule shall be the responsibility of the contractor in the event of discrepancy. The Planting Plan shall be signed. Any plant substitutions proposed require the approval of the Owner or Landscape Architect.
4. All plants shall be nursery grown, well branched, true to type specimen material, free of insect infestation, virus, disease or other defects. Plants are to be properly staked and tied to support stock and shall meet or exceed measurements specified in the plant schedule.
5. The contractor shall warrant all new plantings for a period of one year from the date of final acceptance. All replacement plants shall conform to original specifications when planting operations are performed. Outside the normal planting season for the locality, this warranty may be extended with the written consent of the owner prior to planting.
6. Planting and bed preparation are to be conducted under favorable weather conditions. Under no circumstances shall soil be worked, driveway, or sweater while on site. This time may be extended with the written consent of the owner prior to planting.
7. The contractor is responsible for reporting to the owner conditions on site that vary from the plans and that effect installation.
8. Prune only broken or crossing branches, do not thin tree canopies.
9. Contractor is responsible for watering and insect control until the date of final inspection. Replanting, when resulting from site disturbance by others, shall be at an additional charge.
10. The work area is to be kept reasonably neat and clean and all debris hauled away and disposed of legally, off site, in a timely manner.
11. If it shall be the contractors responsibility to perform all work in a manner that causes little or no conflict with other work, such as utility lines, storm drainage, and sidewalks, and that our contractor shall be responsible for the cost of satisfactory repair of all damage in kind resulting from their failure to comply.
12. Contractors shall reference the Virginia Erosion and Sediment Control Handbook for additional planting and maintenance guidelines not outlined in these notes.
13. No landscaping shall be planted within town of Leesburg easements.

LANDSCAPE SPECIFICATIONS:

1. Plant material shall conform in size and grade to American Standards for Nursery Stock. Plant materials shall be of standard quality of their species on site. Plants shall be spaced so as to ensure no amending is done. Soil is received to replace plants considered as unsatisfactory. Rejected plants shall be removed from site prior to the date specified. If soil is not received to replace plants, back hoeing shall be allowed. Replacement stock may be used.
2. Grass seed and soil - all permanent grass beds 1 inch by 1 inch will be listed on the current Virginia turf grass variety recommendations and be blue tag certified.

PLANTS AND TREES

1. Contractor shall state the location of each tree and shrub in accordance with the locations shown on the drawings. Staking and layout shall be done sufficiently in advance of planting operations to permit the contracting office to check, revise if desired, and approve the locations before digging operations begin.
2. Excessive planting beds and pockets to a depth required for planting at least 10 feet below finished grade.
3. Remove the old burlap, twine and wire basket from the top of all B&B roots. All plastic, twine or burlap shall be removed on b&m plants. Protective mulch shall be placed around the base of trees and not placed on top of the base of trees. A minimum of 10 feet, and 1 foot of mulching around the trunk of each tree.
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<td>CLM</td>
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<td>CR</td>
<td>20CLM</td>
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**CLM**
- **Description**: CLM criteria and applications
- **Columns**: Columns 1 and 2 are for CLM criteria, with Column 1 indicating the type of CLM and Column 2 providing more details.

**LM**
- **Description**: LM criteria and applications
- **Columns**: Columns 3 and 4 are for LM criteria, with Column 3 indicating the type of LM and Column 4 providing more details.

**P**
- **Description**: P criteria and applications
- **Columns**: Columns 5 and 6 are for P criteria, with Column 5 indicating the type of P and Column 6 providing more details.

**A 1**
- **Description**: A 1 criteria and applications
- **Columns**: Columns 7 and 8 are for A 1 criteria, with Column 7 indicating the type of A 1 and Column 8 providing more details.

**B 1**
- **Description**: B 1 criteria and applications
- **Columns**: Columns 9 and 10 are for B 1 criteria, with Column 9 indicating the type of B 1 and Column 10 providing more details.

**C 1**
- **Description**: C 1 criteria and applications
- **Columns**: Columns 11 and 12 are for C 1 criteria, with Column 11 indicating the type of C 1 and Column 12 providing more details.

**D 1**
- **Description**: D 1 criteria and applications
- **Columns**: Columns 13 and 14 are for D 1 criteria, with Column 13 indicating the type of D 1 and Column 14 providing more details.

**E 1**
- **Description**: E 1 criteria and applications
- **Columns**: Columns 15 and 16 are for E 1 criteria, with Column 15 indicating the type of E 1 and Column 16 providing more details.
EXISTING VEGETATION NOTES:
1. A TRU CERTIFIED AERIAL EVALUATED THE WOODED HABITAT TO DETERMINE THE CURRENT VEGETATION HEALTH AND VISION OF WOODED VEGETATION. EXISTING TREE EVALUATION AND PERKINS PRESENCE OF DISEASE OR INFESTATION. THE PROJECT INCLUDES LANDSCAPED TREE CANOPY AND UPLAND FOREST CANOPY.

LANDSCAPE TREE CANOPY: THE LANDSCAPED TREES DESK ARE GENERALLY IN FAIR CONDITION, WITH LITTLE EVIDENCE OF DISEASE OR INFESTATION. THE LANDSCAPED TREES INCLUDE REDWOOD, WHITE PINE, SPRUCE, SPRUCE, FELLING, AND CEDAR MILLETT AS WELL AS SEVERAL SMALL NON-INDIGENOUS SPECIES.

UPLAND FOREST CANOPY: THE WOODED HABITAT IS GENERALLY IN FAIR CONDITION, WITH LITTLE EVIDENCE OF DISEASE OR INFESTATION. THE WOODED HABITAT IS COMPRISED OF BLACK OAK, BLACK OAK, WHITE MULBERRY, GUMBER AND SOME OTHER LOCAL SPECIES, ALONG WITH SOME INVASIVE SPECIES INCLUDING ELDER, ELDER, ELDER, HUMMINGBIRD, AND WHITE MULBERRY. HUMMINGBIRD, TREE OF HEAVEN AND WHITE MULBERRY ARE IN LOW ABUNDANCE AND EROSION 40 AND URBAN INFRASCTURE ARE IN HESS.

LEGEND
- TREE LINE
- EXISTING LANDSCAPED CANOPY
- EXISTING UPLAND FOREST CANOPY

SCALE: 1" = 20'
20-Year Tree Canopy Worksheet

Site Canopy Requirements:
1. Percentage of required 20-year tree canopy (Section 12.3.1)
   10%
2. Gross area of site
   435,600 SF
3. Total exclusions from minimum tree canopy calculations (Section 12.1.2(b))
   0 SF
4. Adjusted gross site area
   0 SF
5. Total area of required 20-year tree canopy credit
   0 SF

Total 20-Year Tree Canopy Provided:
6. Total of canopy credit met through preservation
   N/A
7. Total of canopy credit met through planting
   N/A
8. Minimum total of 20-Year Canopy credit provided
   N/A
9. Minimum amount for deposit into the Tree Canopy Fund (Section 12.3.1)
   N/A

NOTE: PLEASE REFER TO THE TREE MANAGEMENT REPORT LOCATED ON SHEET 19.
VIEW FROM BUS DROP-OFF (Toward Childrens Center Road/ Park View Estates)
VIEW OF ADULT EDUCATION WING (Toward Childrens Center Road/ Park View Estates)
BUILDING ELEVATION - NORTH (Toward Childrens Center Road)

BUILDING ELEVATION - SOUTH (Toward Foxridge Community)
TYPICAL MATERIALS

1. Glazing
2. Pre-cast Infill panel
3. Pre-cast Cladding
4. Pre-finished Metal Coping
5. Dark Red Face Brick Masonry
6. Cast Stone Window Sill
7. Painted Steel Canopy
8. Textured Brick Panel (alternating recessed / projecting brick)
9. Profiled Pre-finished Metal Coping
10. Brick Soldier Course Lintel / Brick Soldier Course Sub-sill
The Loudoun County School Board (School Board) requests a special exception for the construction of a new school facility on the (former) C. S. Monroe Technology Center site (Monroe Property). This ten-acre, Single Family Residential (R-4) zoned property is identified as PIN 271-39-2180 and is located on the western edge of Leesburg, immediately east of and adjacent to the Route 7 Bypass, at 715* Children’s Center Road, SW. The property is also within the Noise Abatement Corridor (NAC) Overlay (within 300 feet of centerline of Rt. 7 Bypass).

When the Academies of Loudoun opened in the fall of 2018, the Monroe Advanced Technology Academy (“MATA”) program relocated to the new facility on Sycolin Road (42075 Loudoun Academy Drive, Leesburg). It is proposed to raze the existing C. S. Monroe Technology Center building and construct a new facility. The new school, The North Star School, is planned to accommodate the Loudoun County Public Schools (LCPS) Alternative Education program currently located at the former Douglass High School at 407 East Market Street (the Douglass School) in Leesburg and to continue the LCPS Adult Education program. There is currently an Adult Education Program offered at the Monroe Property along with several other schools throughout the County. The School Board Adopted FY 2019-FY2024 Capital Improvement Program included funding for this project. The facility is planned to open in the 2021-2022 school year.

This site has been utilized for school purposes since 1977. The existing one-story buildings total approximately 81,500 square feet. The new two-story building is proposed to be 94,700+ square feet. The planned peak student population for the new school is 570, with 450 students for the Alternative Education program and 75-120 daytime adult education students. Adult education will also be available at night with varied attendance depending on the courses offered. The Alternative Education Program and daytime Adult Education will operate 9:30 a.m. - 3:30 p.m., with an occasional additional adult education class in the 3:30 to 6:00 p.m. timeframe. The nighttime Adult Education program hours are 6 p.m. - 9 p.m. (Arrival and dismissal of staff and students will extend slightly beyond these hours.) There are no competition athletic fields; recreational space will be provided indoors.

*address typographical error corrected 9/12/18 from 751 to correct 715.
The Alternative Education Program serves both middle and high school students who perform better in a non-traditional school setting. Students are supported with varied learning pathways to provide the optimum *climate for success*. They complete the same requirements for promotion and graduation as other LCPS students but in a smaller class setting (10 students vs. 21 MS and 23 HS typical classroom). Students come from all LCPS high schools and middle schools.

The Adult Education Program provides life-long educational opportunities and support services to adults 18 years and older. The major programs are Adult Basic Education, General Education Development (GED) preparation classes, English for English Language Learners (ELL), Adult High School, and a selection of general interest classes. The Licensed Practical Nursing (LPN) Program which has a capacity of 20 students is also proposed for relocation from the
Academies of Loudoun to The North Star School. The daytime adult education program currently held at the LCPS Staff Training Center in Ashburn and the nighttime adult education program held at Loudoun County High School are to be moved to this facility. In the Spring of 2018 there were 203 students enrolled in 15 courses at the Staff Training Center. Some classes operate for a full semester (13 weeks) while others may only be a few weeks or a single instructional period. There are morning classes and afternoon classes; the classes are also held on varying days. For the new facility, the daytime capacity is limited to the four classrooms plus the testing and computer labs, which equate to 75-120 students at any one time. The addition of the LPN Program added a Science lab and a Simulation room to the facility. Evening classes will be offered from 6-9 pm. The number of students will vary depending on the class offerings. As noted above, the length of the classes may be of a brief duration or for the semester and vary by subject. In addition to the dedicated Adult Education classrooms and labs, classrooms utilized for the Alternative Education Program may be used for nighttime Adult Education. It is anticipated that nighttime attendance will be similar to the current program at Loudoun County High School. In the Spring of 2018, there were 172 students enrolled in 16 nighttime courses at Loudoun County High School. In the Fall of 2017, there were 217 students enrolled in 18 classes.

SPECIAL EXCEPTION CRITERIA

Section 3.4.6 F. of the Zoning Ordinance specifies the criteria utilized by the Town of Leesburg in the consideration a special exception application.

A. The proposed use will not adversely affect the use of neighboring properties.

This ten-acre property has been utilized for school purposes for over forty (40) years. The surrounding land uses are:

- North: Childrens Center Road/Single Family Detached (Park View Estates & Stonegate)
- South: Single Family Detached (Foxridge)
- East: Town Park
- West: Route 7 Bypass/Graydon Manor

The Town Plan designates the property as Major Institutional, within the Central Policy Area. The Major Institutional designation recognizes the services that institutional uses provide to the community. The surrounding area is designated as Low Density Residential. Schools are considered to be a compatible use within residential communities. Residential policies in the Town Plan provide that schools, places of worship and community centers are appropriate in residential areas. Policies also promote the protection of residential uses and compatibility
between uses. Site design, the location of the facility, access, building height, scale, massing and buffers are measures utilized to ensure compatibility.

The proposed building is to be located approximately 200 feet from the nearest residential community to the south (Foxridge). (The existing building is approximately 135 feet from the southern property boundary). It is proposed to construct a two-story building. The maximum height in the R-4 District is 35 feet; the adjacent residences are also two-story. The change from the existing one-story building to a two-story building reduces the building footprint by approximately 40% and affords the opportunity for increased setbacks, buffers and parking. Parking is to be setback 50 feet from the southern property boundary with a planned buffer, 50 feet in width. (The existing parking lot is setback approximately 20 feet from this boundary). Existing mature trees within this area will be protected to the extent possible. A certified arborist has reviewed the proposed plan and has identified trees that are unlikely to survive the impact from construction. These trees will need to be removed. It will be possible to preserve approximately half of the existing trees. These are identified on the landscape plan. Where trees must be removed, new landscaping will be implemented. (A tree survey has been conducted to ensure the trees to be preserved are healthy and stable. Any diseased or unstable trees will be removed.)

Adjacent to the park and east of the building, the bus loop is proposed. There will be no onsite, over-night bus parking. The bus loop is 10-60 feet from the eastern property boundary and approximately 150 feet from the southern property boundary. The school and park are both community uses and by their nature compatible.

The proposed building is 210+ feet from the northern property boundary, adjacent to Children's Center Road, and approximately 280+ feet from the residential community to the north (Park View Estates). A buffer will be provided along the northern property boundary to screen the parking. Existing healthy trees will be maintained and supplemented with evergreen trees to provide a year-round buffer.

The school property is situated 8-10 feet higher than the Bypass, and over 100 feet from the Graydon Manor property. Existing healthy trees will be maintained and supplemented as needed, consistent with Town landscaping and buffer requirements.

Overall, the site has been designed for compatibility with the surrounding uses and will not adversely impact the use of neighboring properties.

B. The use shall comply with applicable zoning district regulations and applicable provisions of the adopted Town Plan, including but not limited to the Plan’s Land Use Compatibility policies.
The zoning of the property is R-4, Single Family Residential, permitting up to 4 dwelling units per acre and various compatible uses. Public schools are permitted by Special Exception. While the existing school facility has operated on the property since 1977, there is not an existing special exception. Because the existing building is to be removed and replaced, a special exception is necessary. The proposed use complies with the development standards of the R-4 District and will meet additional development standards related to parking, landscaping, lighting and similar requirements. The proposed school will also comply with policies of the Town Plan including compatibility between uses (detailed in Item A. above), energy efficiency, provision of community facilities, walkability, and safe, convenient, and efficient transportation. Transportation, both pedestrian and vehicular, are reviewed in Item D below.

**Parking** for the use has been calculated utilizing the higher standard for university, college or similar institution. This standard requires one space per 1.67 students (570/1.67 = 342 spaces plus 20 visitor spaces for 362 spaces) as opposed to the public-school standard which requires one space per 2.5 classroom seats (450/2.5 = 180 spaces plus 20 visitor spaces for 200 spaces). The college standard would apply to the 120 adult education students (120/1.67 = 71 spaces plus 20 visitor spaces) for 91 spaces. Combined, the two standards result in 291 spaces. 367 parking spaces are proposed. The proposed number of spaces reflects the anticipated need at full enrollment.

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<tr>
<td>Student Drivers</td>
<td></td>
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<tr>
<td>Faculty/Staff</td>
<td>100</td>
</tr>
<tr>
<td>Maximum Daytime Adult Ed Enrollees</td>
<td>120</td>
</tr>
<tr>
<td>Total parking spaces needed to meet daily anticipated demand at the planned facility</td>
<td>+/- 370 parking spaces</td>
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**Landscaping** will be provided in accordance with the zoning ordinance standards. Additional evergreen trees have been incorporated along the common property boundary with the Foxridge community to provide a denser, year-round buffer. A detailed landscaping plan is included with the application submission.

**Lighting** for the site will be provided for safety and security. Building and parking lot lighting will be full-cutoff, directed downward and inward toward the property. Light pole location will exceed the minimum distance of 10 feet from the property line. The maximum light pole height will be 25 feet. A lighting plan has been included in the application submission.

**Highway Noise.** The property is located within the Noise Abatement Corridor (NAC) overlay zoning district. The NAC applies to properties within 300 feet of the centerline of identified
roadways. This site is adjacent to the Route 7 Bypass and is 8-10 feet higher than the roadway. There is an existing mature tree line between the proposed use and the Bypass. The building is setback 300 feet from western property boundary. Building construction will incorporate noise attenuation measures to provide a maximum interior background noise level for core learning spaces at or below 35 dB(A).

**Energy.** LCPS received the 2018 Energy Star Sustained Excellence Award for the seventh consecutive year and received the Energy Star Partner of the Year Award the two years prior. LCPS has been an Energy Star Partner for twenty years and is committed to reducing costs and promoting energy efficiency. LCPS implements a comprehensive approach to sustainability by incorporating measures from leading programs including Energy Star, Green Globe, LEED, and the U.S. Department of Energy into design, construction and operational practices. These same practices will be employed in the development, and ultimate use, of the proposed facility.

**Community Services.** The proposed facility will continue to provide services to the community. More specifically, educational opportunities will be provided for LCPS middle and high school students, as well as adults in the Loudoun community.

In summary, the proposed use will meet or exceed the zoning ordinance standards and comply with the Town Plan policies.

**C. The location, size and height of buildings, structures, walls and fences, and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings.**

As outlined in both A and B above, the proposed facility has been designed to be compatible with the nearby uses. This site has been utilized for school purposes for 40 years. The proposed site layout incorporates increased setback from residential uses, increased parking, and will provide evergreen plantings to afford year-round buffering and screening. The Special Exception Plan included with this application provides the site layout and a detailed landscaping plan.

**D. The proposed use will be such that pedestrian and vehicular traffic generated will not be hazardous or conflict with the existing and anticipated traffic in the neighborhood and on the streets serving the site.**

Access to the property is from Childrens Center Road, west of Catoctin Circle. It is proposed to combine the two existing driveways serving the site. Vehicles arriving for the kiss and ride and access to the parking lot will turn to the right upon entry. The buses coming into the site will continue straight, stacking on the eastern side of the building adjacent to the park and along the rear of the building. There is stacking for 15 buses. Bus transportation is provided to all
middle and high schools from which students will be attending. The high school buses also transport the middle school students. The buses pick up the students from their base school and because they are traveling from various high school locations throughout the county will not all arrive at the same time. (The buses will stack in the bus loop for the afternoon dismissal). In the Fall of 2018, LCPS had 15 high schools (and two under construction) and 17 middle schools. The majority of the students will be high school (ultimately 400) with a limited number of middle school (ultimately 50) students. Approximately half of the high school student population will be of driving age. It is anticipated that some of these high school students and the adult education students will arrive in separate vehicles. The parking lot provides over 350 spaces, which will more than accommodate the anticipated need.

A detailed traffic analysis prepared in accord with Town requirements has been submitted with the application. The study evaluated nine intersections in the vicinity of the site and found that the surrounding transportation network will adequately accommodate the proposed use. Frontage improvements will be provided along Childrens Center Road.

A pedestrian plan has also been submitted with the application. Because students come from all over the County the number of potential pedestrians will be minimal. For those that may walk, there are sidewalks along Childrens Center Road and Catoctin Circle. An onsite pedestrian network is planned which will connect to the existing Town Park trail to the east of the site. A sidewalk will also be constructed along the school frontage on Childrens Center Road from the entrance to Wild Turkey Way.

Overall, the existing transportation network will continue to provide safe and efficient access to this school site.

**SUMMARY**

The subject property has been used for school purposes for four decades. This proposal seeks to remove the existing building and provide a new facility for the LCPS Alternative Education Program and for adult education classes. Public utilities and a safe, efficient transportation network serve the site. The use is consistent with the Town’s comprehensive plan designation and land development policies and will be developed consistent with the Zoning Ordinance. Your support for this use is respectfully requested.
August 19, 2019

By Hand Delivery
Mr. Christopher Murphy, AICP Senior Planning Project Manager
Department of Planning & Zoning Town of Leesburg
25 West Market Street
Leesburg, VA 20176

Re: Special Exception Application (TLSE2018-0008)
Subdivision Variation Request (TLSV 2019-0001)
LCPS The North Star School at C.S. Monroe Property

Dear Mr. Murphy:

LCPS is pleased to submit responses to questions raised by the Planning Commission at their August 1, 2019 public hearing.

Variation:

LCPS has filed a variation application to modify the frontage improvements on Childrens Church Road. The reason for the request is to address the physical limitations associated with the Bypass Bridge located just to the west of the property and the utilities, stormwater improvements, and mature trees situated to the east. More specifically, the request seeks to reduce the length of the road widening and sidewalk extension to recognize the existing constraints and to provide a cash-in-lieu for improvements not constructed.

At the August 1st public hearing for the Special Exception Application (TLSE 2018-0008), public speakers expressed concern for the widening of Childrens Center Road and the provision of the sidewalk suggesting that neither was necessary. The Planning Commission determined that a public hearing should be held for the variation request.

LCPS is willing to construct the modified improvements or provide cash-in-lieu as may be recommended by the Planning Commission.

Student Parking Fees:

At the August 1, 2019 public hearing, The Planning Commission requested that LCPS consider eliminating the parking fees at the proposed school (The North Star School). LCPS staff advised
that parking fees are a School Board policy and that the matter would need to be presented to the School Board.

The annual fee for parking is $200.00. School Board Regulation 4020, Student Fees and Charges, states that the student fees and charges schedule is provided for “consistent charging of student fees throughout the school division” and “no fees or charges may be assessed or collected that either have not been approved by the School Board or listed in the Policy and […] Regulation 4020.” The Student fee schedule also provides that “Fees and charges will be reduced or waived for economically disadvantaged students and students whose families are undergoing economic hardships and are unable to pay including, but not limited to, families receiving unemployment benefits or public assistance such as Temporary Assistance by Needy Families, Supplemental Nutrition Assistance Program, families qualifying for the Free and Reduced Price Meal Program, Supplemental Security Income or Medicaid; foster families caring for children in foster care; or families that are homeless under the McKinney Vento Act.”

The Planning Commission’s request was brought before the School Board’s Finance and Facilities Committee (Finance Committee) on August 13, 2019. The Finance Committee agreed to evaluate student parking fees. The Finance Committee requested additional information from LCPS staff and indicated that they would like to review this topic and ultimately forward to the full School Board for discussion during this year’s budget process.

Architecture:

The Planning Commission and Staff have expressed that the proposed May 10, 2019 building design is too modern. It was requested that consideration be given to a more traditional approach. The Planning Commission directed the Applicant to the H-1 guidelines as well as the recommendations (annotated sketches) provided by staff.

Since the August 1st public hearing LCPS has worked with our architectural consultant to redesign the building concept. The revision focuses on contextual references to historical elements found within the Town of Leesburg. Existing buildings recommended by staff were revisited and concepts from those buildings applied. The Staff recommendation to include “a more pronounced façade offering a clear three-part foundation – middle, cap, tripartite arrangement” is provided. The incorporation of columns, accentuated recesses, and detailed design elements combine to present a traditional approach in keeping with the H-1 guidelines. The revised design balances massing and traditional materials with the required functionality of the school building and its program arrangement. Variation in materials, including red brick, window openings, and the introduction of an arcade result in the desired human scale. (Reference Attachment 1)

LCPS hopes that the revised design meets the Planning Commission and staff expectations. We will continue to work with staff as we refine the revised building concept. Building elevations will be available prior to the September 5, 2019 meeting.
LCPS Monroe Property  
The North Star School  
August 19, 2019

Height of Lighting:

A the public hearing request was made for the parking lot lighting to be lower than 25 feet. The Special Exception Plan cites the Town Ordinance and provides that “light poles in parking lots shall not exceed a maximum height of 25 feet including the base.” (Reference Notes 1 and 4 on Sheet 11 of 20). The specifications for LCPS parking lot lights provide a base of 30 inches and a lamp pole height of 17 feet above the base for a combined height of 19 and a half feet above ground elevation. The proposed lights are under 20 feet in height. Lights will be LED, full cut-off, fully shielded and aimed downward. (Reference Attachment 2).

Refuse Cans:

For safety and security reasons, new schools are not provided with outside refuse cans. As noted at the public hearing LCPS staff will implement a “good neighbor” program at The North Star School which will include encouraging students to be respectful of our neighbors and school property, including placing trash in receptacles.

We look forward to the upcoming Planning Commission Public Hearing on September 5, 2019. Please let me know if you have any questions or require additional information or copies. Thank you for your continued assistance.

Sincerely,

[Signature]

Sara Howard-O'Brien, AICP  
Land Management Supervisor

Enclosures

1. Revised Building Design Concept dated August 19, 2019
2. Parking Lot Light Base Pole Detail

cc: Beverly Tate, Director, Division of Planning (LCPS)
THE NORTH STAR SCHOOL
Revision in Response to Planning Commission/Staff Recommendations
August 19, 2019
THE NORTH STAR SCHOOL
Revision in Response to Planning Commission/Staff Recommendations
August 19, 2019
NOTES:
1. REFER TO NEC 410.15 FOR BONDING, GROUNDING, AND OTHER CODES REGARDING LIGHTING POLE INSTALLATION.