

Written Testimony Received

Continued request for recommendation to the Board of Zoning Appeals on a request to amend an existing Conditional Use Permit, and to Town Council on a request for modifications of site plan requirements for Green Hedges School, located at 415 Windover Ave NW, in the RS-12.5 Zoning District.

Testimony Number	Name of Submitter	Address of Submitter
1.	David Welch	412 Knoll Street NW
2.	Katherine Welch	412 Knoll Street NW
3.	Ashit Vora	122 Cherry Circle SW
4.	Penny Oszak	221 Nutley Street NW
5.	Penny Oszak	221 Nutley Street NW
6.	Penny Oszak	221 Nutley Street NW
7.	Elizabeth DiFrancisco	434 Knoll Street NW
8.	Edward & Melissa Maillett	214 Nutley Street NW
9.	Penny Oszak	221 Nutley Street NW
10.	Penny Oszak	221 Nutley Street NW
11.	Penny Oszak	221 Nutley Street NW
12.	Elizabeth DiFrancisco	434 Knoll Street NW
13.	Tony Zhang & Ying Huang	424 Knoll Street NW
14.	Edward & Melissa Maillett	214 Nutley Street NW
15.	Penny Oszak	221 Nutley Street NW
16.	Penny Oszak	221 Nutley Street NW
17.	David Welch	412 Knoll Street NW
18.	William DuRoss	416 Knoll Street NW
19.		
20.		
21.		
22.		
23.		
24.		

From: [REDACTED]
To: [Murphy, Jennifer](#); [O'Brien, Kelly](#); [Levy, David](#)
Subject: Public comment - Green Hedges
Date: Tuesday, February 3, 2026 11:05:44 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To the town of Vienna Planning Commission:

Please let me begin by acknowledging your tremendous investment in time and attention to the matter of Green Hedges' proposed expansion and redevelopment. I have only a passing familiarity with your "regular business" but can see clearly how much this proposal and the process surrounding it differ from the standard. Thank you.

I would like to share a few reactions to the January 28 discussion.

I appreciate that the Commission spent considerable time discussing whether to recommend a revised CUP that included additional students and faculty ("growth"). As I have made clear in previous comments, it is this request for growth that concerns me above all else.

I understand Commissioners hold a variety of views on this question. Some expressed strong beliefs that Green Hedges should not be allowed additional students and faculty. I believe others offered a more nuanced view that *some* growth *might* be reasonable *provided* the school sufficiently mitigated the impact (particularly noise-related impact). For the reasons noted below, I urge those on the committee who might currently be open to additional growth to reconsider.

I am confident we would all agree (even, perhaps, the school?) that there is a limit on the student/faculty density that the Green Hedges property can support. No one would suggest 300-400 students could be supported on the school's ~4-acre lot. Such a proposal would be patently absurd because the mitigations required to "preserve" the neighborhood would be so extreme as to themselves destroy it: 15-foot sound barriers, roadway widening, 80% lot coverage, etc.

Provided the commission agrees that there is, in fact, some limit, then the question becomes whether we have already reached that limit for *this organization* in *this town*. I propose the following questions are useful in this regard:

- Are Green Hedges' current operations already causing material disruption to the

local neighborhood?

- If unmitigated, would any proposed changes (“growth”) have a realistic potential to increase the disruption to the neighborhood?
- Does the town have high confidence that any proposed mitigations to manage additional disruption would be both verifiably effective in this context *and* minimally disruptive?
- Are there adequate mechanisms to independently monitor compliance and for the town to meaningfully ensure/enforce accountability with respect to any new CUP requirements?
- Has the organization demonstrated a sustained history of being both willing and able to live up to the requirements/constraints imposed by a CUP of this nature in this residential neighborhood?

I submit that the answers to all these questions compel you to disallow additional growth: The neighborhood has already reached a breaking point under the existing CUP (while Green Hedges may not be solely responsible for this breaking point, we nevertheless find ourselves here); Absent any effective mitigations, growth will absolutely exacerbate the negative impacts imposed on the community. Mitigations will - at best - simply maintain the currently unsustainable status quo. The town has (to date) had no effective way of monitoring or enforcing ongoing accountability. Finally, the school’s long history of non-compliance and “this is the last time” requests has destroyed any institutional credibility that might otherwise make a “trust us, we care” argument plausible.

Unfortunately, Green Hedges' actions demonstrate that their concern for the town’s rules (or their neighbors!) surfaces only when they need something from this commission or the town. Green Hedges' initial 2022 submission reflected no material changes despite neighbors repeatedly raising concerns about building size/location, noise, density, traffic, etc. After the commission did not recommend their initial plan, the school relented and made (a few) changes. However, please consider that these changes reflect literally the bare minimum they think is necessary to secure your approval, not an example of “finding a solution that works for everyone”. For example, they propose installing noise abatement fencing only for ~50% of the abutting properties and rely upon neighbor-owned privacy fences for the others — even those properties like ours which would face substantial noise increases because of the new playground location!

The decision before you now on whether to allow additional growth is a rare moment - perhaps the only one left - where the town and our community have the opportunity to

enforce real accountability for this institution's last 40 years of broken promises and false assurances.

Thank you for your attention, patience, and public service.

David Welch

412 Knoll St NW

Murphy, Jennifer

From: Katherine Welch [REDACTED]
Sent: Wednesday, February 4, 2026 11:47 AM
To: Murphy, Jennifer; Levy, David; O'Brien, Kelly
Subject: Public comment about Green Hedges (K. Welch/412 Knoll)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Commissioners,

Ahead of next week's meeting and likely vote on Green Hedge's site plan and requested CUP changes, I would like to provide some final thoughts. As always, I'm grateful for the seriousness with which you are taking the neighbors' concerns, viewpoints, and general welfare.

Yesterday afternoon, I took a moment to view my property line from the Green Hedges' side. Living at 412 Knoll St, I own one of the properties that Green Hedges maintains already has a compliant 15' buffer. I had suspected that we didn't but didn't know for certain until yesterday. Attached below are pictures of what I found. The tape measure is stopped right at 15' from the property line (the chainlink fence, which is just visible if you zoom in and look at the base of our privacy fence). As you can see, at best, we have a 8-9' buffer. It is even narrower in other locations (pictured). The vegetation you see on the ground is from a holly tree that's branches are drooping to the ground. We have just two mature trees between our properties, two more close enough that they help provide a modest buffer, and a couple/few smaller trees like the holly tree. One of the two mature trees will need to be felled soon per an arborist. Although I didn't have the opportunity to walk the property line, I feel confident in saying that the buffers for at the least the next couple of houses are very similar to ours and also fall well short of the 15' mark. Further, I now understand why I get soccer balls in my backyard so frequently: As you can see, Green Hedges has placed a soccer goal 11' from my property line.

Again, Green Hedges maintains we already have a 15' buffer. Further since we have a 6' privacy fence (that we erected), they are not proposing Acoustiboard panels. Therefore, any sound mitigation they are proposing will have **no** effect on the sound on our property. Any sound study meant to show the positive effects of sound mitigation is entirely irrelevant to our property. There will be **no** improvement based on Green Hedges' current proposal. However, there **will** be change. It will get **worse** because Green Hedges' proposal includes placing a playground adjacent to our property.

Greater than my concerns about the sound is what this says about Green Hedges' relationship with the neighborhood. Despite hearing repeatedly that the neighbors have concerns about noise, not only does their plan remain wholly inadequate, but they are trying to pass off obvious noncompliance as compliance. A number of commissioners at the 1/28 meeting wondered aloud why Green Hedges hadn't already improved buffers, why the promise of buffers seemed like it was contingent upon approval of their site plan. I will add to that musing by asking why even their current plan is so wildly inadequate and flagrantly noncompliant, even in the face of intense scrutiny. Did they think we wouldn't notice? Being a good neighbor isn't just saying that you are; it's being truthful about where you are falling short and making meaningful change willingly and without requiring something in exchange.

Some commissioners, though falling short of saying that Green Hedges has reached the capacity their current lot can handle, acknowledged that there IS a cap. I urge you again to consider that **we are there now**. Green Hedges' proposals have long been met with neighbor concerns and questions, but this level of sustained resistance from the neighborhood writ large is new and should be precisely the kind of signal the Commission should be looking for that indicates when we have reached the tipping point. I respectfully request that you do not approve **any** growth to Green Hedges, as you are simply placing a larger burden on neighbors while deferring the decision to yet another iteration of the Committee and neighborhood. You have the ability to say we are at the point **now** that Green Hedges cannot grow further and to put an end to this endless cycle of "just a little more."

Sincerely,
Katherine Welch
412 Knoll St NW







From: [REDACTED]
To: [Murphy, Jennifer](#); [Levy, David](#); [O'Brien, Kelly](#)
Subject: Green Hedges School Campus Plan
Date: Wednesday, February 4, 2026 12:10:00 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Members of the Town of Vienna Planning Commission,

I am writing as a parent of a current GHS student but more importantly as a **Town of Vienna resident** to express my strong support for the proposed project currently under your review.

Over the course of this process, the school has demonstrated a **clear and sustained good-faith effort** to balance the needs of its students and faculty with those of its neighbors and the broader Vienna community. This has not been a superficial exercise. The school has **meaningfully incorporated Planning Commission feedback and has made material changes to its plans**, most notably reducing requested enrollment growth over multiple years to a level substantially lower than originally requested.

It is difficult to reconcile these demonstrated efforts with the continued level of opposition from a small group of neighbors. While community input is essential and should always be heard, it is also **important to acknowledge when responses become disproportionate to the issues at hand**. In this case, the school has been subject to persistent public disparagement and a high volume of complaints, many of which, according to the Town's zoning enforcement officer, **do not constitute violations**.

At some point, repeated objections that are not grounded in code compliance or material impact risk overshadowing the broader public interest. The school's proposal reflects **thoughtful compromise, responsiveness, and a genuine commitment** to being a responsible institutional neighbor.

Vienna benefits from strong educational institutions that are willing to **engage constructively**, adapt their plans, and **invest in the community**. I believe this project meets that standard and merits your support.

Thank you for your time, your service, and your careful consideration of this matter.

Sincerely,
Ashit Vora
Town of Vienna Resident

From: [REDACTED]
To: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briqlia, Steven](#); [Kenney, Steve](#); [Plowqian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#)
Cc: [REDACTED]
Subject: Green Hedges School
Date: Wednesday, February 4, 2026 1:14:58 PM
Attachments: [PC 01282026 Meeting Rebuttal.docx](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear All:

In the Planning Commission meeting on 01282026, it was stated that the Planning Commission would continue to accept written statements regarding the Green Hedges School CUP and Site Modifications proposals.

Please accept the attached written statement with respect to the Planning Commission meeting held on 01282026. Please ensure this document is added to the list of comments received for next week's Planning Commission meeting on 02/11/2026.

Thank you for your time and consideration.

Respectfully,

Penny Oszak,
221 Nutley St NW

PC 1/28 Meeting Rebuttal

The School returned with another modification to its proposal. While the proposed buffer improvements are appreciated, once again the School has done only the minimum necessary to barely meet zoning requirements, rather than meaningfully address the documented impacts on surrounding neighbors.

CUP Conditions:

At the January 28 meeting, the Planning Commission Chair stated that the Commission did not wish to wordsmith CUP conditions during the meeting. I respectfully urge the Commission to wordsmith the conditions before forwarding any recommendation to the BZA.

CUP conditions are the neighbors' only recourse when impacts occur. History has already demonstrated that poorly written or vague CUP conditions are unenforceable and fail to protect the health, safety, and welfare of the surrounding neighborhood. That has happened here before.

The neighbors submitted recommended CUP conditions based directly on issues already experienced at this site. In addition, we respectfully request that the following conditions be included:

- Sound attenuation installed for all abutting neighbors
- Annual sound attenuation testing to achieve a mutually agreed-upon decibel level at the property line.
 - If testing fails, the School must correct the deficiency within six (6) months or the CUP shall be null and void.
- Annual performance evaluations of CUP compliance.
- A minimum 15-foot dense sound-mitigating mature plant-mix buffer for all abutting neighbors.
- No activity within buffer areas other than maintenance.

Buffers:

While approximately 90% of the site perimeter may meet the 15-foot buffer requirement, 221 Nutley St NW property lies within the remaining 10%—on both sides; effectively surrounded by the School with limited protection.

Although the athletic field has been relocated, a parking lot is now immediately outside the fence line. As one Commissioner noted, children exiting events are noisy. This includes car doors, engines, honking, headlights, conversations, and informal play, including basketball. These impacts are real and ongoing as the children play in the parking lot every day.

These issues could be addressed by relocating the parking area to the basketball court location, or more simply, **by not approving additional enrollment, thereby eliminating the need for additional parking altogether.**

The retaining wall adjacent to 221 Nutley St NW consists of railroad ties. A compliant buffer can be planted without impacting the wall. However, the shed located approximately twelve inches from the fence line still appears on the site plan and prevents the required 15-foot buffer from being achieved. That shed should be removed.

The School has twice previously sought approval to replace the adjacent residence with institutional use. There is currently no protection preventing future development in that location, leaving that property exposed to further impacts. That is a significant concern.

At 435 Windover Ave NW, the School stated the shed would be difficult to move. The School is modernizing its facilities and can construct internal storage to replace sheds and meet buffer requirements.

There was also discussion regarding whether the proposed 15-foot buffer meets zoning requirements for plant mix and density. The School could not answer that question. A Commissioner recommended that the buffer be designed specifically for sound mitigation. Neighbors are agreeable to a sound-mitigating mature plant mix provided the full 15-foot buffer is maintained, proven effective, and remains a passive zone.

Sound Mitigation:

The School has repeatedly stated that it will address noise issues only after approval is granted. That position treats noise mitigation as a hurdle rather than a responsibility. Without approval, the School has demonstrated no intention to act. **That alone should weigh heavily against recommending approval.**

Every Planning Commission member identified noise as the primary concern. Commissioner Noble's sound analysis shows the issue is far worse than presented by the School. There is no evidence that the proposed mitigation will resolve the problem, and reflective noise has not been addressed at all. The School's CUP application does not even mention sound mitigation.

The School repeatedly stated that parking lots and driveways do not generate noise. They do. Children congregate, play, and linger after events. Car doors, engines, honking, headlights, and basketball noise are routine. Basketball noise is not quiet and reflects extensively.

The School also stated that additional children will not increase noise. Common sense and lived experience say otherwise. One screaming child often leads to several more, and noise escalates quickly. Increased enrollment drives noise, traffic, parking.

The School claimed that nothing has changed in 40 years and that playgrounds and enrollment have remained constant. That is not accurate. Enrollment figures provided by the School range from 180 to 189 currently. Historical enrollment data ranged from 135-162 and showed significant fluctuation and growth over time. Photo evidence already submitted demonstrates that playgrounds have expanded across the property and that open green space has been eliminated.

The School proposes installing sound mitigation on existing chain-link fencing. Given the severity and persistence of the noise issue, this is insufficient.

Effective mitigation for all abutting neighbors should include:

- Six-foot solid wood fencing (replacing existing chain link fencing)
- Sound attenuation treatments
- Dense 15-foot sound-mitigating mature buffers

Gym and Community Use:

The School has stated that the gym will be used exclusively by the School. If that is true, then it should not be rented out. Neighbors have previously detailed why gym rentals are unacceptable. Reframing the use as “community use” does not change the impact. Neighbors did not choose to live next to a community center.

The DPZ Director stated that the Town previously requested that the site be available for public use. There is no BZA order on record supporting that statement.

Closing:

Neighbors do not oppose the School modernizing its facilities. However, neighbors strongly oppose any increase in enrollment, lot coverage, or reductions to required buffers or landscaping.

How many times does the School get to ask for “just a little more”? Town Council stated in 1997 that further expansion had reached its limit. Impacts are already occurring. The line must be drawn now.

This site is uniquely constrained, surrounded by residences on all sides. That condition does not exist elsewhere in town and demands greater scrutiny, not looser standards.

A Conditional Use Permit is predicated on protecting neighboring health and welfare, and **when impacts are already occurring and mitigation is speculative and unenforceable, approval is not appropriate.** We respectfully request that no further increase in enrollment or site intensity be approved and that the School be permitted to modernize only within its existing footprint.

PC 1/28 Meeting Rebuttal

The School returned with another modification to its proposal. While the proposed buffer improvements are appreciated, once again the School has done only the minimum necessary to barely meet zoning requirements, rather than meaningfully address the documented impacts on surrounding neighbors.

CUP Conditions:

At the January 28 meeting, the Planning Commission Chair stated that the Commission did not wish to wordsmith CUP conditions during the meeting. I respectfully urge the Commission to wordsmith the conditions before forwarding any recommendation to the BZA.

CUP conditions are the neighbors' only recourse when impacts occur. History has already demonstrated that poorly written or vague CUP conditions are unenforceable and fail to protect the health, safety, and welfare of the surrounding neighborhood. That has happened here before.

The neighbors submitted recommended CUP conditions based directly on issues already experienced at this site. In addition, we respectfully request that the following conditions be included:

- Sound attenuation installed for all abutting neighbors
- Annual sound attenuation testing to achieve a mutually agreed-upon decibel level at the property line.
 - If testing fails, the School must correct the deficiency within six (6) months or the CUP shall be null and void.
- Annual performance evaluations of CUP compliance.
- A minimum 15-foot dense sound-mitigating mature plant-mix buffer for all abutting neighbors.
- No activity within buffer areas other than maintenance.

Buffers:

While approximately 90% of the site perimeter may meet the 15-foot buffer requirement, 221 Nutley St NW property lies within the remaining 10%—on both sides; effectively surrounded by the School with limited protection.

Although the athletic field has been relocated, a parking lot is now immediately outside the fence line. As one Commissioner noted, children exiting events are noisy. This includes car doors, engines, honking, headlights, conversations, and informal play, including basketball. These impacts are real and ongoing as the children play in the parking lot every day.

These issues could be addressed by relocating the parking area to the basketball court location, or more simply, **by not approving additional enrollment, thereby eliminating the need for additional parking altogether.**

The retaining wall adjacent to 221 Nutley St NW consists of railroad ties. A compliant buffer can be planted without impacting the wall. However, the shed located approximately twelve inches from the fence line still appears on the site plan and prevents the required 15-foot buffer from being achieved. That shed should be removed.

The School has twice previously sought approval to replace the adjacent residence with institutional use. There is currently no protection preventing future development in that location, leaving that property exposed to further impacts. That is a significant concern.

At 435 Windover Ave NW, the School stated the shed would be difficult to move. The School is modernizing its facilities and can construct internal storage to replace sheds and meet buffer requirements.

There was also discussion regarding whether the proposed 15-foot buffer meets zoning requirements for plant mix and density. The School could not answer that question. A Commissioner recommended that the buffer be designed specifically for sound mitigation. Neighbors are agreeable to a sound-mitigating mature plant mix provided the full 15-foot buffer is maintained, proven effective, and remains a passive zone.

Sound Mitigation:

The School has repeatedly stated that it will address noise issues only after approval is granted. That position treats noise mitigation as a hurdle rather than a responsibility. Without approval, the School has demonstrated no intention to act. **That alone should weigh heavily against recommending approval.**

Every Planning Commission member identified noise as the primary concern. Commissioner Noble's sound analysis shows the issue is far worse than presented by the School. There is no evidence that the proposed mitigation will resolve the problem, and reflective noise has not been addressed at all. The School's CUP application does not even mention sound mitigation.

The School repeatedly stated that parking lots and driveways do not generate noise. They do. Children congregate, play, and linger after events. Car doors, engines, honking, headlights, and basketball noise are routine. Basketball noise is not quiet and reflects extensively.

The School also stated that additional children will not increase noise. Common sense and lived experience say otherwise. One screaming child often leads to several more, and noise escalates quickly. Increased enrollment drives noise, traffic, parking.

The School claimed that nothing has changed in 40 years and that playgrounds and enrollment have remained constant. That is not accurate. Enrollment figures provided by the School range from 180 to 189 currently. Historical enrollment data ranged from 135-162 and showed significant fluctuation and growth over time. Photo evidence already submitted demonstrates that playgrounds have expanded across the property and that open green space has been eliminated.

The School proposes installing sound mitigation on existing chain-link fencing. Given the severity and persistence of the noise issue, this is insufficient.

Effective mitigation for all abutting neighbors should include:

- Six-foot solid wood fencing (replacing existing chain link fencing)
- Sound attenuation treatments
- Dense 15-foot sound-mitigating mature buffers

Gym and Community Use:

The School has stated that the gym will be used exclusively by the School. If that is true, then it should not be rented out. Neighbors have previously detailed why gym rentals are unacceptable. Reframing the use as “community use” does not change the impact. Neighbors did not choose to live next to a community center.

The DPZ Director stated that the Town previously requested that the site be available for public use. There is no BZA order on record supporting that statement.

Closing:

Neighbors do not oppose the School modernizing its facilities. However, neighbors strongly oppose any increase in enrollment, lot coverage, or reductions to required buffers or landscaping.

How many times does the School get to ask for “just a little more”? Town Council stated in 1997 that further expansion had reached its limit. Impacts are already occurring. The line must be drawn now.

This site is uniquely constrained, surrounded by residences on all sides. That condition does not exist elsewhere in town and demands greater scrutiny, not looser standards.

A Conditional Use Permit is predicated on protecting neighboring health and welfare, and **when impacts are already occurring and mitigation is speculative and unenforceable, approval is not appropriate.** We respectfully request that no further increase in enrollment or site intensity be approved and that the School be permitted to modernize only within its existing footprint.

From: [REDACTED]
To: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briqlia, Steven](#); [Kenney, Steve](#); [Plowqian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#)
Cc: [REDACTED]
Subject: Green Hedges School
Date: Wednesday, February 4, 2026 1:22:44 PM
Attachments: [CUP Event Conditions.docx](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear All:

In the Planning Commission meeting on 01282026, it was stated that the Planning Commission would continue to accept written statements regarding the Green Hedges School CUP and Site Modifications proposals.

Please accept the attached written statement with respect to the Planning Commission meeting held on 01282026.

This document specifically addresses the School's inadequate proposed conditions related to "events" held at the School.

Please ensure this document is added to the list of comments received for next week's Planning Commission meeting on 02/11/2026.

Thank you for your time and consideration.

Respectfully,

Penny Oszak,
221 Nutley St NW

GREEN HEDGES SCHOOL CUP “EVENT” CONDITIONS

I want to focus briefly on the proposed conditions governing events and hours of operation that were put forward by the School’s attorney.

Neighbors specifically requested a CUP condition addressing the number of events held at the School. The purpose was to minimize the impacts of traffic, parking, and noise on the surrounding neighborhood. The 2008 CUP included a condition stating that events would be “infrequent.” However, when neighbors raised concerns about the continual increase in events, the Zoning Administrator advised that the condition was unenforceable, because the term “infrequent” was never defined.

Learning from that experience, the neighbors proposed a clear and enforceable approach: a cap of twelve events per year, along with definitions for special events and extracurricular activities to eliminate ambiguity.

In response, the School proposed conditions, which I won’t repeat in full, but which rely on categories such as extracurricular activities, divisional events, all-school events, and special events.

At first glance, this language sounds restrictive. In practice, it is not. None of these key terms are defined. When terms are undefined, enforcement becomes subjective, and neighbors have no clear protections.

Under the proposed language, extracurricular activities and school events may occur every weekday evening until 9:00 PM, with no limits on frequency, size, or noise. That allows near-continuous evening activity in a residential neighborhood, creating a real quality-of-life impact.

There is also no definition distinguishing divisional events from all-school events. As written, events can be re-labeled to fit the most convenient category. A large event could be characterized as “divisional” to avoid the twelve-event annual cap.

Only special events are limited to twelve per year — but special events are not defined. As a result, larger or more impactful events can simply be categorized differently, undermining the purpose of having a cap at all.

The conditions regulate time, but not impact. A small club meeting and a large, noisy, high-traffic event are treated the same. While some notice to neighbors is required, notice alone does not provide accountability or enforceability.

Finally, allowing departures until 9:30 PM effectively extends noise, traffic, and disruption beyond 9:00 PM, with no requirement that activities or noise cease earlier.

This is not about opposing school activities. It is about ensuring that activities in a residential neighborhood are clearly defined, limited in intensity, and enforceable. Clear conditions protect the Town, the School, and surrounding neighbors, and help avoid ongoing conflict. We respectfully submit our proposed conditions for school events, activities, and hours of operation.

Revised Condition: Events, Activities, and Hours of Operation

1. Definitions

For purposes of this Conditional Use Permit:

a. Extracurricular Activities

Activities limited to currently enrolled students and school staff only, not open to the public, not involving outside organizations or third-party use; and not using amplified sound. Examples include clubs, rehearsals, practices, and meetings.

b. Divisional Events

Events limited to a single grade or school division (e.g., Lower, Middle, or PK), involving enrolled students and staff only, and not open to the public.

c. All-School Events

Events involving more than one division or the full student body, involving enrolled students and staff only, and not open to the public.

d. Special Events

Any event that meets one or more of the following criteria:

- open to the public or invited guests beyond enrolled students and staff
- involves outside organizations, rentals, or third-party use
- uses amplified sound outdoors
- exceeds 50 attendees, including students, staff, and guests

2. Extracurricular Activities (Limited Use)

Extracurricular Activities shall be permitted only during the following hours:

- Monday–Friday: 7:00 AM to 9:00 PM (all activities must cease by 8:30 PM)

- Saturday: 9:00 AM to 2:00 PM (all activities must cease by 1:30 PM)

The site shall be fully vacated within 30 minutes of activity cessation.

Written notice shall be provided to all abutting property owners and Town Planning staff at least ten (10) calendar days in advance.

The School shall maintain and submit annually to the Town a log documenting the date, time, and nature of all Extracurricular Activities.

3. Divisional and All-School Events

Divisional and All-School Events shall be permitted only under the following conditions:

- Monday-Friday: 7:00 AM to 6:00 PM

No Divisional or All-School Events shall occur on weekends, holidays, or evenings.

4. Special Events (Limited Use)

Special Events shall be permitted only under the following conditions:

- Monday–Friday: 7:00 AM to 9:00 PM (all activities must cease by 8:30 PM)

The site shall be fully vacated within 30 minutes of activity cessation.

Written notice shall be provided to abutting property owners and Town staff at least ten (10) calendar days in advance.

The School shall maintain and submit annually to the Town a log documenting the date, time, and nature of all Special Events.

5. Annual Event Limitation

The combined total number of Extracurricular Activities and Special Events conducted outside regular school instructional hours shall not exceed twelve (12) events per school calendar year.

6. Noise, Parking, and Traffic Controls

All events and activities shall comply with applicable Town noise ordinances and conditions of this Conditional Use Permit.

No off-site queuing, parking, or traffic obstruction shall occur.

When anticipated attendance exceeds the School's on-site parking capacity of sixty-three (63) spaces, off-site parking shall be provided and managed by the School.

Event staff and/or traffic control shall be provided as necessary to ensure compliance with these conditions.

7. Enforcement and Violations

Failure to comply with any provision of this condition shall constitute a violation of the Conditional Use Permit.

- Repeated or documented violations may result in enforcement action, modification, or revocation of the CUP.
- Exceeding the annual event limitation shall require approval by Town Council with written notice to abutting property owners and Town staff at least ten (10) calendar days in advance of such approval request.

GREEN HEDGES SCHOOL CUP “EVENT” CONDITIONS

I want to focus briefly on the proposed conditions governing events and hours of operation that were put forward by the School’s attorney.

Neighbors specifically requested a CUP condition addressing the number of events held at the School. The purpose was to minimize the impacts of traffic, parking, and noise on the surrounding neighborhood. The 2008 CUP included a condition stating that events would be “infrequent.” However, when neighbors raised concerns about the continual increase in events, the Zoning Administrator advised that the condition was unenforceable, because the term “infrequent” was never defined.

Learning from that experience, the neighbors proposed a clear and enforceable approach: a cap of twelve events per year, along with definitions for special events and extracurricular activities to eliminate ambiguity.

In response, the School proposed conditions, which I won’t repeat in full, but which rely on categories such as extracurricular activities, divisional events, all-school events, and special events.

At first glance, this language sounds restrictive. In practice, it is not. None of these key terms are defined. When terms are undefined, enforcement becomes subjective, and neighbors have no clear protections.

Under the proposed language, extracurricular activities and school events may occur every weekday evening until 9:00 PM, with no limits on frequency, size, or noise. That allows near-continuous evening activity in a residential neighborhood, creating a real quality-of-life impact.

There is also no definition distinguishing divisional events from all-school events. As written, events can be re-labeled to fit the most convenient category. A large event could be characterized as “divisional” to avoid the twelve-event annual cap.

Only special events are limited to twelve per year — but special events are not defined. As a result, larger or more impactful events can simply be categorized differently, undermining the purpose of having a cap at all.

The conditions regulate time, but not impact. A small club meeting and a large, noisy, high-traffic event are treated the same. While some notice to neighbors is required, notice alone does not provide accountability or enforceability.

Finally, allowing departures until 9:30 PM effectively extends noise, traffic, and disruption beyond 9:00 PM, with no requirement that activities or noise cease earlier.

This is not about opposing school activities. It is about ensuring that activities in a residential neighborhood are clearly defined, limited in intensity, and enforceable. Clear conditions protect the Town, the School, and surrounding neighbors, and help avoid ongoing conflict. We respectfully submit our proposed conditions for school events, activities, and hours of operation.

Revised Condition: Events, Activities, and Hours of Operation

1. Definitions

For purposes of this Conditional Use Permit:

a. Extracurricular Activities

Activities limited to currently enrolled students and school staff only, not open to the public, not involving outside organizations or third-party use; and not using amplified sound. Examples include clubs, rehearsals, practices, and meetings.

b. Divisional Events

Events limited to a single grade or school division (e.g., Lower, Middle, or PK), involving enrolled students and staff only, and not open to the public.

c. All-School Events

Events involving more than one division or the full student body, involving enrolled students and staff only, and not open to the public.

d. Special Events

Any event that meets one or more of the following criteria:

- open to the public or invited guests beyond enrolled students and staff
- involves outside organizations, rentals, or third-party use
- uses amplified sound outdoors
- exceeds 50 attendees, including students, staff, and guests

2. Extracurricular Activities (Limited Use)

Extracurricular Activities shall be permitted only during the following hours:

- Monday–Friday: 7:00 AM to 9:00 PM (all activities must cease by 8:30 PM)

- Saturday: 9:00 AM to 2:00 PM (all activities must cease by 1:30 PM)

The site shall be fully vacated within 30 minutes of activity cessation.

Written notice shall be provided to all abutting property owners and Town Planning staff at least ten (10) calendar days in advance.

The School shall maintain and submit annually to the Town a log documenting the date, time, and nature of all Extracurricular Activities.

3. Divisional and All-School Events

Divisional and All-School Events shall be permitted only under the following conditions:

- Monday-Friday: 7:00 AM to 6:00 PM

No Divisional or All-School Events shall occur on weekends, holidays, or evenings.

4. Special Events (Limited Use)

Special Events shall be permitted only under the following conditions:

- Monday–Friday: 7:00 AM to 9:00 PM (all activities must cease by 8:30 PM)

The site shall be fully vacated within 30 minutes of activity cessation.

Written notice shall be provided to abutting property owners and Town staff at least ten (10) calendar days in advance.

The School shall maintain and submit annually to the Town a log documenting the date, time, and nature of all Special Events.

5. Annual Event Limitation

The combined total number of Extracurricular Activities and Special Events conducted outside regular school instructional hours shall not exceed twelve (12) events per school calendar year.

6. Noise, Parking, and Traffic Controls

All events and activities shall comply with applicable Town noise ordinances and conditions of this Conditional Use Permit.

No off-site queuing, parking, or traffic obstruction shall occur.

When anticipated attendance exceeds the School's on-site parking capacity of sixty-three (63) spaces, off-site parking shall be provided and managed by the School.

Event staff and/or traffic control shall be provided as necessary to ensure compliance with these conditions.

7. Enforcement and Violations

Failure to comply with any provision of this condition shall constitute a violation of the Conditional Use Permit.

- Repeated or documented violations may result in enforcement action, modification, or revocation of the CUP.
- Exceeding the annual event limitation shall require approval by Town Council with written notice to abutting property owners and Town staff at least ten (10) calendar days in advance of such approval request.

From: [REDACTED]
To: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briaglia, Steven](#); [Kenney, Steve](#); [Plowgian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#)
Cc: [REDACTED]
Subject: Green Hedges School
Date: Wednesday, February 4, 2026 2:11:00 PM
Attachments: [GHS Buffer Misrepresentation.docx](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear All:

In the Planning Commission meeting on 01282026, it was stated that the Planning Commission would continue to accept written statements regarding the Green Hedges School CUP and Site Modifications proposals.

Attached is a written statement specifically addressing the School's misrepresentations of existing buffers.

Please ensure this document is added to the list of comments received for next week's Planning Commission meeting on 02/11/2026.

Thank you for your time and consideration.

Respectfully,

Penny Oszak,
221 Nutley St NW

GREEN HEDGES SCHOOL - Formal Objection – Misrepresentation of Existing Buffers

I am writing to formally object to the School's characterization of existing and proposed buffers as presented in their "Improved Buffers with Neighbors" materials.

The School represents that multiple abutting residential properties already have 15-foot buffers. This is demonstrably false. Previously provided photos and measurements show that no such 15-foot buffers exist along several abutting property lines. This misrepresentation benefits the applicant by understating impacts and creating the impression of existing compliance.

Buffer widths are not a minor detail. They directly affect noise attenuation, visual screening, and overall neighborhood compatibility. When an applicant asserts that a 15-foot buffer already exists where it does not, it changes the narrative from "mitigation is needed" to "conditions are already acceptable." That is misleading and materially affects the impact analysis and the ability to meaningfully evaluate the proposal.

Planning decisions must be based on accurate and complete information. This misrepresentation undermines the integrity of the review process and raises serious concerns about the reliability of the broader application, including representations related to noise, traffic, and operations.

Accordingly, we respectfully request that:

1. The applicant be required to correct the record and revise all buffer depictions and statements for clarity and accuracy;
2. Staff analysis that relies on these materials be reconsidered and updated as necessary;
3. Any approval require continuous, fully compliant buffers along all residential property lines, verified by Town inspection prior to occupancy; and
4. Buffer requirements be written as enforceable CUP conditions, not aspirational commitments.

Given the School's history of documented neighborhood impacts and the inaccuracies presented here, enforceable standards—not generalized assurances—are essential to protect the surrounding community.

Thank you for ensuring this application is evaluated based on factual conditions and measurable compliance.

GREEN HEDGES SCHOOL - Formal Objection – Misrepresentation of Existing Buffers

I am writing to formally object to the School's characterization of existing and proposed buffers as presented in their "Improved Buffers with Neighbors" materials.

The School represents that multiple abutting residential properties already have 15-foot buffers. This is demonstrably false. Previously provided photos and measurements show that no such 15-foot buffers exist along several abutting property lines. This misrepresentation benefits the applicant by understating impacts and creating the impression of existing compliance.

Buffer widths are not a minor detail. They directly affect noise attenuation, visual screening, and overall neighborhood compatibility. When an applicant asserts that a 15-foot buffer already exists where it does not, it changes the narrative from "mitigation is needed" to "conditions are already acceptable." That is misleading and materially affects the impact analysis and the ability to meaningfully evaluate the proposal.

Planning decisions must be based on accurate and complete information. This misrepresentation undermines the integrity of the review process and raises serious concerns about the reliability of the broader application, including representations related to noise, traffic, and operations.

Accordingly, we respectfully request that:

1. The applicant be required to correct the record and revise all buffer depictions and statements for clarity and accuracy;
2. Staff analysis that relies on these materials be reconsidered and updated as necessary;
3. Any approval require continuous, fully compliant buffers along all residential property lines, verified by Town inspection prior to occupancy; and
4. Buffer requirements be written as enforceable CUP conditions, not aspirational commitments.

Given the School's history of documented neighborhood impacts and the inaccuracies presented here, enforceable standards—not generalized assurances—are essential to protect the surrounding community.

Thank you for ensuring this application is evaluated based on factual conditions and measurable compliance.

From: [REDACTED]
To: [Penny Oszak](#)
Cc: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Morris, Jim](#); [Briglia, Steven](#); [Kenney, Steve](#); [Plowqian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#); [REDACTED]
Subject: Re: Green Hedges School - neighbor testimony
Date: Wednesday, February 4, 2026 3:57:02 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Afternoon,

I am sure you have gotten many passionate, and factual, responses after the 1/28/26 meeting and I hope you have energy to read one more.

I live at 434 Knoll Street NW and our back yard directly abuts the playground and driveway coming in.

While I am pleased that the proposal shows my playground fence will FINALLY have a buffer area and an Acoustiblok Fence, my back fence, that is close to the driveway will get nothing. We see and hear every headlight, car, truck and pedestrian as well as ALL school kids who use the driveway for the PE laps. I am so disappointed that Green Hedges has, again, chosen the cheap way out, to meet the bare minimums.

Additionally, I am concerned that the neighbors along Knoll, Windover and Nutley Street have not been included in any sound proposal and find it inconsiderate on the school to not include sound proofing on the entire property, since EVERYONE is "blessed" with the daily high pitched screams.

It also appears that residence at 213 Nutley Street was entirely left off the buffer sheet.

CUP components say that the neighbors will not face issues, paraphrasing here. We have ALL born the brunt of the constant Green Hedges proposals, meetings, expansions, promises, broken promises, more broken promises and frustrations.

It is time for the Town to follow their 1997 promise and say ENOUGH IS ENOUGH.

Renovate what you have, install buffers and sound mitigation around the entire property, fix drainage and tell the school that they are done growing in both footprint and human capacity. If they cannot operate with these numbers, it is time to follow Paul VI, and move to where there is more land.

It bugged me when I heard that school said, again paraphrasing, either give us what we want or you will get no sound attenuation. Take it or leave it.

We have been asking for help with noise, flooding, late nights, early mornings, trash and contractors coming outside of regulated hours and NOTHING being done.

It is time to listen to the tax paying residents and actually hear what is being said, Please tell Green Hedges NO and that they need to remediate the sound issues before the start of the new school year, in August/September 2026 or their CUP to operate will be null and void.

Respectfully,
Elizabeth DiFrancisco
434 Knoll Street NW

From: [REDACTED]
To: [Murphy, Jennifer](#)
Cc: [Elizabeth Difrancisco](#); [Penny Oszak](#); [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Morris, Jim](#); [Briqlia, Steven](#); [Kenney, Steve](#); [Howqian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#); [REDACTED]
Subject: Re: Green Hedges School - neighbor testimony
Date: Wednesday, February 4, 2026 6:58:20 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon Jennifer.

I just wanted to reiterate my support for my neighbors testimonies. We have lived in our home for over 30 years and have witnessed this rodeo with Green Hedges many times over the years. Each time they promise no more expansion, yet here we are again and unfortunately, not to our surprise. What is unique this time is that while the school has been able to take advantage of continuous changes to Town personnel who were not witness to previous expansion requests, all of which were opposed by the neighbors, this time the school is up against neighbors who have stayed and kept records regarding the schools actions and promises made in the past.

As I have stated, our neighborhood is suffering from all the non-residential variances being offered to schools and commercial establishments adjacent too or within our residential zone. We have reached a breaking point and while it is not entirely attributable to Green Hedges they are the only non-residential operation operating entirely within and surrounded by single family homes. The school was just a fraction of their size when they began operations and the Town has continually allowed the school to expand in the past against the testimony of the neighbors. We are all limited as to how much we can expand our lots and given Green Hedges operates entirely within our zoned R-12 neighborhood, so should they.

In particular, we are firmly against allowing the school to rent, loan, or allow the use of their current or future facilities to outside groups or entities. It would be patently unfair to allow the school to expand and then to collect revenue from the expansion by renting facilities during non-school hours weekdays and weekends. Such use is patently not in conformity with the characteristics of a residential neighborhood and would bring much more additional traffic not associate with faculty or students into our streets and neighborhood, along with the noise associated with the use of those facilities when we all have very little quiet time as it is.

We respectfully request that should school expansion move forward in some manner, which we do not support, then at least make it a term of condition that facility can not be used by outside groups in order to preserve the residential qualities of the neighbors that surround the school.

Thank you.

Edward and Melissa Maillett
214 Nutley St., NW

From: Penny Oszak [REDACTED]
Sent: Wednesday, February 4, 2026 8:41 PM
To: COUNCIL <council@viennava.gov>; Town Manager <Manager@viennava.gov>; Levy, David <David.Levy@viennava.gov>; West, Andrea <Andrea.West@viennava.gov>; O'Brien, Kelly <kelly.obrien@viennava.gov>; Briglia, Steven <sbriglia@viennava.gov>; Kenney, Steve <steve.kenney@viennava.gov>; Plowgian, Jessica <jessica.plowgian@viennava.gov>; Glassman, Matthew <matthew.glassman@viennava.gov>; Noble, Douglas <Douglas.noble@viennava.gov>; Lowther, Joseph <joseph.lowther@viennava.gov>; Clouatre, Lyndsey <Lyndsey.Clouatre@viennava.gov>; Janickey, Daniel <dan.janickey@viennava.gov>; Murphy, Jennifer <jmurphy@viennava.gov>; Chakrapani, Deepa <deepa.chakrapani@viennava.gov>; Aimone, Keith <keith.aimone@viennava.gov>; Miller, David <david.miller@viennava.gov>

Cc: [REDACTED]

Subject: Green Hedges School - Windover Ave Queuing

<p>CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.</p>

Good Evening -

At the last Planning Commission meeting on 1/28, the Commissioners asked if there was currently a stacking issue on Windover Ave.

There have been stacking issues on Windover.

Attached are some photographs taken this week (shows oncoming traffic also blocked as a car was waiting to turn into the school).

Another set in a second email was taken a few months ago.

Respectfully,

Penny Oszak
221 Nutley St NW



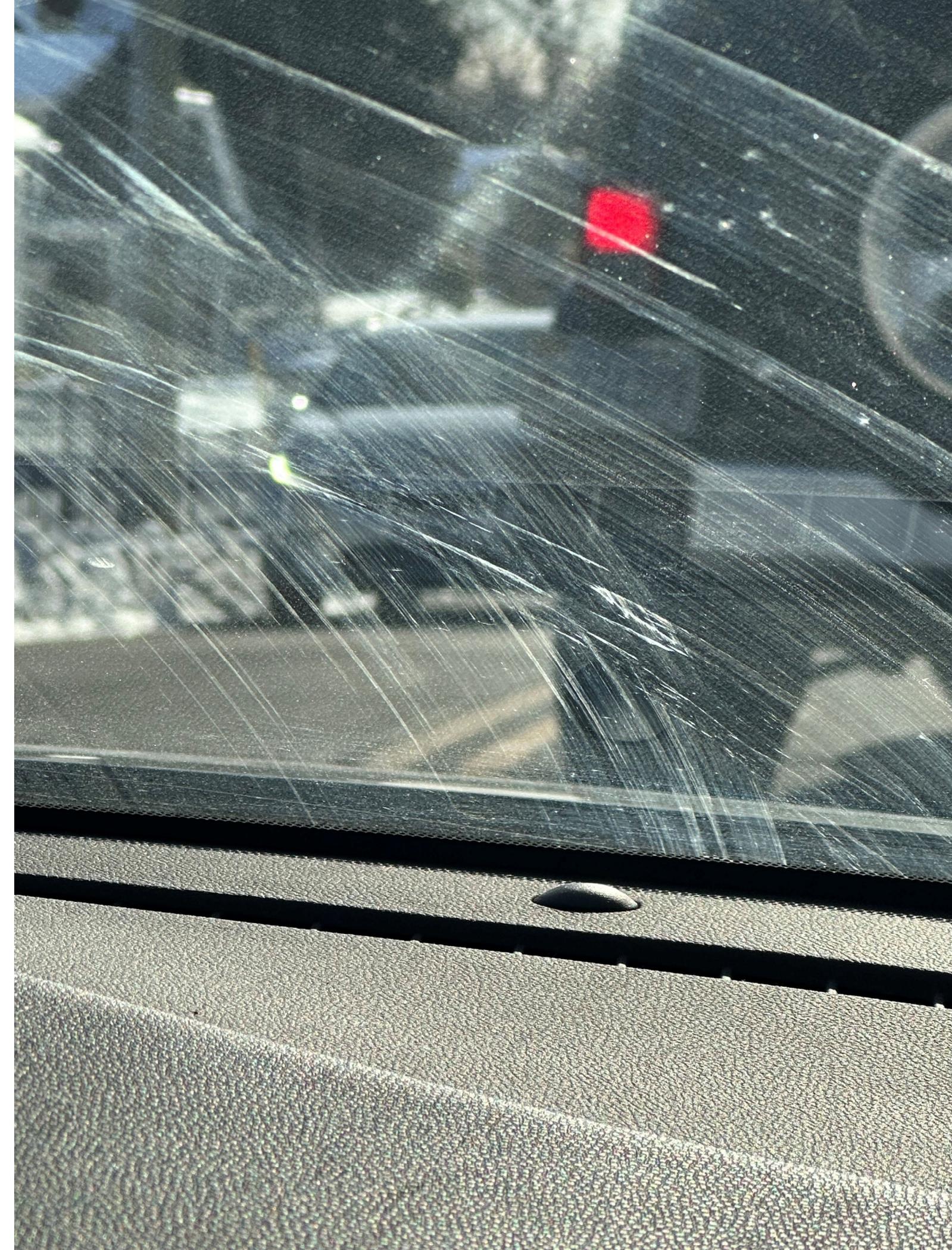


NO PARKING
IN STANDING
TIE LINE

NOTICE

VIA

1F8-3022



From: Penny Oszak <[REDACTED]>

Sent: Wednesday, February 4, 2026 8:46 PM

To: COUNCIL <council@viennava.gov>; Town Manager <Manager@viennava.gov>; Levy, David <David.Levy@viennava.gov>; West, Andrea <Andrea.West@viennava.gov>; O'Brien, Kelly <kelly.obrien@viennava.gov>; Briglia, Steven <sbriglia@viennava.gov>; Kenney, Steve <steve.kenney@viennava.gov>; Plowgian, Jessica <jessica.plowgian@viennava.gov>; Glassman, Matthew <matthew.glassman@viennava.gov>; Noble, Douglas <Douglas.noble@viennava.gov>; Lowther, Joseph <joseph.lowther@viennava.gov>; Clouatre, Lyndsey <Lyndsey.Clouatre@viennava.gov>; Janickey, Daniel <dan.janickey@viennava.gov>; Murphy, Jennifer <jmurphy@viennava.gov>; Chakrapani, Deepa <deepa.chakrapani@viennava.gov>; Aimone, Keith <keith.aimone@viennava.gov>; Miller, David <david.miller@viennava.gov>

Cc: [REDACTED]

Subject: Re: Green Hedges School - Windover Ave Queuing

<p>CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.</p>

Second set of photos of Windover Ave stacking.

Respectfully,

Penny Oszak
221 Nutley St NW







From: [REDACTED]
To: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briaglia, Steven](#); [Kenney, Steve](#); [Plowgian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickev, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#)
Cc: [REDACTED]
Subject: Formal Request to Reopen Public Comment – Green Hedges Application
Date: Monday, February 9, 2026 1:09:35 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Evening,

On behalf of the adjacent neighbors, I am writing to formally object to the closure of the public record where material new information was disclosed after the established public comment deadline. Accordingly, we respectfully request that the Planning Commission reopen the public record or continue the public hearing regarding the Green Hedges application.

At the January 28, 2026 Planning Commission meeting, the public was advised that written comments would close on February 4 so they could be included in the February 6 packet. Neighbors relied on that stated deadline.

However, after public comment had closed, on February 6, the School disclosed for the first time that required buffers and stormwater infrastructure adjacent to 434 Knoll Street cannot be completed in Phase 1. This change leaves three adjacent homes—approximately 35% of the affected perimeter—without required buffering during Phase 1 operations.

This is not a minor technical detail. It is a substantive change that directly affects zoning compliance, neighborhood impacts, and the conditions under which this project is being evaluated.

The public relied on the Town's February 4 deadline for written comments. Disclosure of new compliance information after that deadline deprived adjacent property owners of a meaningful

opportunity to be heard.

Regardless of how this change is characterized, it alters the factual basis of the application. That makes it material. Basic principles of procedural fairness require reopening the record so impacted residents may comment on information that was not previously available.

Because this new information affects zoning compliance, directly impacts adjacent properties, and was disclosed only after public input closed, we respectfully request that the Planning Commission reopen the public record or continue the public hearing to allow supplemental public comment.

We also note that the Planning Commission bylaws state: “At the discretion of the Chair, the deadline for submission may be extended and submissions received after the deadline may be read at the meeting.”

Thank you for your consideration. We appreciate your attention to ensuring a complete and fair public process.

Sincerely,

Pennyellen Oszak
221 Nutley St NW

From: [REDACTED]
 To: [Levy, David](#)
 Cc: [Penny Oszak](#); [COUNCIL](#); [Town Manager](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briaglia, Steven](#); [Kenney, Steve](#); [Plowgian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickev, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#);
 [REDACTED]
 [REDACTED]
 [REDACTED]
 Subject: Re: Formal Request to Reopen Public Comment – Green Hedges Application
 Date: Monday, February 9, 2026 3:24:08 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Resubmitting, in case it were to disappear.

All

All,

In Green Hedges School's latest submission, it now asserts that approximately 104 linear feet of required buffer adjacent to 434 Knoll Street cannot be installed in Phase 1 due to grading, berm construction, and storm water infrastructure that it claims must be deferred to Phase 2.

Buffer widths are not cosmetic. They are required zoning protections directly tied to noise attenuation, visual screening, and neighborhood compatibility. Deferring required buffers fundamentally alter the impacts experienced by adjacent properties during Phase 1 operations.

This is a material change and raises serious concerns.

It strains credibility that this constraint was “just discovered” only now—after plans were prepared, submitted, reviewed, revised, and publicly discussed.

Each phase is required to stand on its own. Phase 1 must therefore be fully compliant with all zoning requirements. Yet under this revised proposal, Phase 1 would leave 3 of the 9 impacted homes— approximately 35%—without required buffers. That is not a minor technical exception; it represents a substantial portion of the site perimeter remaining noncompliant.

This also raises a serious and unavoidable question: does this admission mean the site itself will not be fully compliant with stormwater requirements until Phase 2?

Neighbors are being asked to accept immediate and ongoing impacts based on promises of future compliance. Given the School's documented history of incomplete projects and missed commitments, there is no credible assurance Phase

2 will ever occur. The School's own materials indicate Phase 2 may not begin for up to eight years and is dependent on future funding. That effectively means affected residents would receive no required mitigation for nearly a decade — if at all.

Approving a Conditional Use Permit and Site Plan Modification based on deferred zoning and infrastructure compliance is not responsible planning. It places permanent impacts on neighbors today in exchange for speculative future improvements that we know may never materialize.

Compounding this concern, the School also revised proposed CUP language from “youth sports” rentals to “youth basketball” rentals—another substantive operational change made in response to public scrutiny. These late revisions materially alter both physical site conditions and permitted use.

Taken together, these changes demonstrate a pattern of incremental concessions introduced only after public feedback, designed to advance approval, rather than full and transparent disclosure from the outset.

If this body did not already have sufficient cause to reconsider recommending approval, this latest development should remove any remaining doubt.

For these reasons, we respectfully urge that this Conditional Use Permit and Site

Plan Modification application not be advanced.

Respectfully,

Liz DiFrancisco

434 Knoll Street NW

From: [REDACTED]
To: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briaglia, Steven](#); [Kenney, Steve](#); [Plowqian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#)
Cc: [REDACTED]
Subject: Formal Opposition to Conditional Use Permit and Modification of Requirements for Green Hedges School (415 Windover Ave NW)
Date: Monday, February 9, 2026 5:29:41 PM
Attachments: [Town of Vienna - File # 22-3433.pdf](#)
[Town of Vienna - File # 24-4462.pdf](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Commissioners,

We stand before you not as technical experts, but as the families, neighbors, and stewards of the quiet residential streets that define the soul of Vienna. **We are writing to urge you to deny the request by Green Hedges School to nearly double its physical footprint and increase its enrollment and staffing.**

While we value education, a residential neighborhood is a delicate ecosystem. The proposal to increase the school's Lot Coverage (CPU) to **47.8%**—nearly double the legal limit for every home surrounding it—is a breach of the "zoning contract" that protects our community.

I. The Standard of Fairness: A Disproportionate Density

Zoning is designed to ensure that no single property owner overwhelms the neighborhood. In our RS-12.5 district, every resident is strictly held to a **25% lot coverage limit**. Many of our neighbors utilize only **11-12%** of their lots to preserve green space and the "small-town feel" Vienna prides itself on.

To allow a private institution to reach **47.8%** coverage is more than an "adjustment"—it is an institutional transformation. As seen in **File 24-4462 (The Annex Property)**, this Town even held itself to the 25% standard for a public project, ultimately failing that application when it could not meet the residential scale. If the Town cannot justify exceeding 25% for a public benefit, it cannot justify 47.8% for a private expansion.

II. Impact on Safety and "Quiet Enjoyment"

Our neighborhood has already reached its "saturation point." The proposed expansion is not a victimless growth; it comes at the direct expense of the neighbors' quality of life:

- **Traffic & Safety:** Increasing enrollment to **217 students** and staff to **50 employees** will flood narrow residential streets with hundreds of additional daily trips. Our streets were engineered for families, not for the peak-hour congestion of a commercial-scale campus.
- **Acoustic Intrusion:** Technical data already shows noise levels reaching **60–80 dB**. Doubling the building size and increasing the student body will permanently shatter the "quiet enjoyment" that is the legal right of every homeowner.
- **Environmental Loss:** To achieve this massive CPU, mature trees must be destroyed to make way for pavement. We are losing the very canopy that mitigates heat and noise in our neighborhood.

III. The Doctrine of Neighborhood Character

A Conditional Use Permit is a privilege, not a right. It must be "in harmony" with the neighborhood. There is no harmony in a **38,000-square-foot facility** towering over single-family homes. As demonstrated in the **Deferred Case (File 22-3433)**, the Town has a history of pausing projects that represent an "over-build" of the land.

Conclusion

We ask you to remember that once the concrete is poured and the trees are gone, there is no going back. We are the ones who live with the traffic, the noise, and the loss of privacy. We ask you to defend the integrity of the **25% lot coverage standard** and deny this application. Please require the school to grow within the existing constraints of its site, just as every other resident in Vienna is required to do.

Respectfully,

Tony Zhang and Ying Huang
424 Knoll St NW, Vienna



[Home](#)
[Legislation](#)
[Calendar](#)
[Town Council](#)
[Departments](#)
[People](#)



Details

Reports

File #:	22-3433	Version: 1	Name:	
Type:	Action Item		Status:	Defer
File created:	10/7/2022		In control:	Town Council Meeting
On agenda:	10/24/2022		Final action:	
Title:	Request for modifications of site plan requirement related to the proposed rezoning of twelve parcels located at 127-133 Park Street NE for lot coverage, front yard setback, rear yard setback, and minimum lot area requirements.			
Attachments:	1. 01 - STAFF REPORT - 10-24-2022 - Vienna Courts , 2. 02 - Vienna Courts - Application & Rezoning Affidavit , 3. 03 - Vienna Courts - Modification Request Letter , 4. 04 - Vienna Courts - Rezoning Plan - 06.29.22 , 5. 05 - Vienna Courts - Illustrative Site Plan , 6. 06 - Vienna Courts - Renderings , 7. 07 - Vienna Courts - Fire Marshal Approval Plan , 8. 08 - Vienna Courts - Fiscal Impact Analysis , 9. 09 - Vienna Courts - By-right and comparable development for reference , 10. 10 - Existing Residential Multi-unit developments analysis , 11. 11 - Relevant Code Sections , 12. 12 - Planning Commission Chair Memos-ViennaCourts , 13. 13 - Vienna Courts - Public Notification Affidavits , 14. 14 - Vienna Courts - Staff Presentation , 15. 15 - Regulatory Requirements for Vienna Courts Rezoning			

Text

Subject:

Title
Request for modifications of site plan requirement related to the proposed rezoning of twelve parcels located at 127-133 Park Street NE for lot coverage, front yard setback, rear yard setback, and minimum lot area requirements.

Body

EXPLANATION AND SUMMARY:

Background

The subject site, 127 to 133 Park St., NE, includes four separate three-story office buildings on a 72,173-square-foot site. The existing buildings were built in 1973 with approximately 24,000 square feet of gross floor area of office space. According to the original site plan, the site also contains 80 surface parking spaces. The site is currently zoned Transitional, which allows professional office uses. The site is surrounded by commercial properties facing Maple Avenue, E. and single-family residential properties along Church Street, NE. The Vienna Presbyterian Church is located across Park Street, NE from the subject parcel to the south.

Proposal

This item is the second of two regarding this proposed development project. The applicant seeks approval of the requests in both items, to be able to construct 14 two-family dwellings (for a total of 28 single-floor units), private alleys, parking, and walkways.

In the first item, the applicant is requesting a zoning map change for the 12 parcels, from T Transitional to RM-2 Multifamily, Low Density. If the Vienna Town Council approves the rezoning, this second item, which

requests modifications to site plan requirements of the RM-2 zone, may be considered. If the Town Council denies the requested rezoning, this second item will have lost relevance.

The applicant is requesting the following site plan modifications of requirements of the RM-2 zone, per Sections 18-256 and 18-257. These requests include permission for:

- Lot coverage to exceed the maximum 25% ([Section 18-58.I](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE) [<https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE>](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE)),
- Encroachment into the 35-foot front yard setback ([Section 18-58.D](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE) [<https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE>](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE)),
- Encroachment into the 35-foot rear yard setback ([Section 18-58.F](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE) [<https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE>](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE)), and
- Deviation from certain lot requirements of the RS-10 zone, which the code establishes as also applying to the RM-2 zone, and the 8,000 square feet of lot area per two-family dwelling requirement ([Section 18-58.A.2](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE) [<https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE>](https://library.municode.com/va/vienna/codes/code_of_ordinances?nodeId=PTIICOOR_CH18ZO_ART9MULODEZORE_S18-58ARRE)).

More detail is provided in Attachment 1, the staff report, where a listing and title of all other attachments is included.

PLEASE NOTE THAT THE STAFF REPORT AND ALL ATTACHMENTS ARE THE SAME IN THIS ITEM AS IN THE PREVIOUS ITEM, THE PROPOSED REZONING.

Town Council received a presentation on an earlier version of the proposed development from the applicant at a Conference Session on Sept. 27, 2021.

Departmental Recommendation: Town Council can approve or deny the request for the site plan requirement modifications based on Section 18-256 and Section 18-257 of the Town Code.

Finance Recommendation: Finance recommends Town Council to approve or deny the request at their discretion.

Town Attorney Recommendation: After receiving a report and recommendation from the Planning Commission, the Town Council may consider site plan modifications under Town Code Sections 18-256 and 18-257 if the Town Council makes the finding that the integrity of Chapter 18 and the health, safety and morals of the Town will not be thereby impaired.

Sec. 18-256. - Modification of requirements.

Where an applicant for a building permit subject to the requirements of this article can demonstrate to the council that the most practical, efficient or aesthetic development of the site involved cannot be achieved within the requirements of this chapter, the council, after receiving the recommendation of the planning commission, or not less than 30 days after requesting such recommendation in writing, may modify such requirements upon a finding that the integrity of this chapter and the health, safety and morals of the Town will not be thereby impaired. Such modifications may apply to yard, lot area, lot coverage, parking, number of units, unit floor area, screening, frontage, and similar requirements, but this section shall not be construed to permit any modifications of the uses permitted in any zone or of the maximum building height permitted for any building.

Town Manager's Recommendation: The Town Council may conduct a Public Hearing on the proposed rezoning in its discretion. In consideration of the proposed rezoning, the Town Council should consider the

comments of the public, the Report and Recommendation of the Planning Commission, as well as the consistency of the application with the Town's current Comprehensive Plan.

Decision Needed by This date: N/A

PROPOSED/SUGGESTED MOTION

Recommended Action

"I move to approve the requested modifications of requirements related to the requested rezoning for 127-133 Park Street NE for front yard setback of 25 feet, rear yard setback of 15 feet, lot coverage of 68%, and lot area of 72,167 square feet for the proposed development of 28 single-floor units in 14 buildings as shown in the concept plan."

Or

Other action deemed necessary by Council.



[Home](#) [Legislation](#) [Calendar](#) [Town Council](#) [Departments](#) [People](#)



Details

Reports

File #:	24-4462	Version: 1	Name:	
Type:	Action Item		Status:	Failed
File created:	5/15/2024		In control:	Town Council Meeting
On agenda:	6/3/2024		Final action:	
Title:	9:30p.m. - 10:00 p.m. - Review of Conditional Use Permit Application - Annex Property 301 Center St S			
Attachments:	1. 01 - Parking Study Exhibit 1 , 2. 02 - Parking Study Exhibit 2 , 3. 03 - Parking Study Exhibit 3 , 4. 04 - Staff Presentation - Annex CUP , 5. 05 - Regulatory Requirements for Agenda Item			

Text

Subject:

Title

9:30p.m. - 10:00 p.m. - Review of Conditional Use Permit Application - Annex Property 301 Center St S

Body

DATE(S) OF PRIOR COUNCIL CONSIDERATION OF THIS ISSUE: 1/22/24 Conference Session

EXPLANATION AND SUMMARY:

The Town purchased the Faith Baptist Church building located at 301 Center St., S, referred to as the Annex, intending to use the building and grounds for public use. The Annex was used as a temporary police station until 2022. Parks & Recreation had intended to use the building for recreational programming once the police vacated the building; however, due to the condition of the building, the Town could not obtain a Certificate of Occupancy from Fairfax County to use the building for recreational use and meeting spaces.

Because the property is zoned RS-10 single-unit residential, no uses other than a single-unit home are permitted under this zoning classification without either 1) the Board of Zoning Appeals approving a new Conditional Use Permit or 2) the Town Manager's approval of a special event use. The Town Manager has received many requests to use the Annex parking lot and other parts of the property for various events and projects and has reviewed each request on a case-by-case basis.

Town Council directed staff to conduct a study to determine the long-term use of the Annex property, which is underway. The former church building has already been demolished. At the Jan. 22, 2024, work session, the Council directed staff to move forward with a conditional use permit application for interim site uses.

Staff is seeking direction from the Town Council on the uses proposed for the conditional use permit application and which parking layout is preferred. In addition to the conditional use permit, approval of a

Modification of Requirement will also be required for lot coverage, as the maximum lot coverage in single-unit residential zones is 25%, and all options exceed 25%.

In the plans attached, the area previously covered by the building will be seeded for grass and available for approved governmental uses, as specified in the permit application.

Staff worked with Land Design to develop three exhibits for Council's review:

- **Exhibit 1** shows minimal changes to the site after building demolition is complete. The front parking area would require 215 square feet of additional paving to bring the spaces in current regulations. Four ADA-accessible parking spaces would be incorporated into the revised striping of the front parking lot. The rear parking lot would be left in its current size and striped for two rows of 90-degree parking. The curved driveway would be removed, and a sidewalk would be added from the rear parking lot to the sidewalk along Center Street with a connection to the front parking lot. No trees would be affected by this design. The fenced storage area in the northwest corner of the property would expand from its current configuration by 25 feet toward the rear property line. 68 total parking spaces are provided with this layout.
- **Exhibit 2** shows the same changes to the front parking lot, curved driveway, sidewalk, and fence storage area as Exhibit 1. If the rear parking lot paved area is expanded 3,105 square feet toward Center Street, three rows of 90-degree parking spaces can be striped. No trees would be affected by this design. 95 total parking spaces are provided with this layout.
- **Exhibit 3** shows the same front parking lot, fenced storage area, and removal of the curved driveway as the other exhibits. The sidewalk from the rear parking lot would be straight rather than curving around a mature holly tree. If 7,670 square feet of pavement is added to the rear parking lot, 4 rows of 90-degree parking can be striped. The expanded pavement would require the holly tree to be removed. 118 total parking spaces are provided with this layout.

Attachment 4 is a staff presentation summarizing the permitted uses, proposed conditional uses, comparison of the three exhibits, and the review process for Conditional Use Permits (CUP) and Modification of Requirement.

Departmental Recommendation: Staff recommends the Council provide direction as to whether the proposed uses are appropriate for this location and which of the three proposed site layouts should be submitted with the conditional use permit application.

Finance Recommendation: Recommend Council give direction for the preferred plan for the Annex CUP.

Purchasing Recommendation: Recommend Approval.

Town Attorney Recommendation:

Town Manager's Recommendation: I recommend the Town Council direct staff to submit an application for a conditional use permit for the uses outlined in Attachment 4 for the property located at 301 Center Street South, as presented.

Cost and Financing: Staff is working on preparing cost estimates for the work proposed for each of the three exhibits. The information will be posted prior to the meeting.

Account Number: n/a

Prior Funding Approval: *Annual General Budget (Year), Amendments, CIP Budget (Year), or ARPA.*

Decision Needed by This date:

PROPOSED/SUGGESTED MOTION

Recommended Action

"I move to direct staff to submit an application for a conditional use permit for the uses outlined in Attachment 4 for the property located at 301 Center St S."

AND

"I further move to direct staff to include Exhibit ____ (1, 2, or 3) as part of the conditional use permit application."

Or

Other action deemed necessary by Council.

From: [REDACTED]
To: [Levy, David](#)
Cc: [Glassman, Matthew](#); [COUNCIL](#); [Town Manager](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briqlia, Steven](#); [Kenney, Steve](#); [Plowqian, Jessica](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickev, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#); [REDACTED]
Subject: Re: Formal Request to Reopen Public Comment – Green Hedges Application - The breaking point of living on Nutley street and impacts of non-school activities.
Date: Tuesday, February 10, 2026 1:29:09 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I am resubmitting my statement from earlier this morning to correct for mis-spellings I missed due to auto-correct. My apologies.

Good morning.

I wanted to take advantage of the reopening of the comment period regarding Green Hedges expansion request to remind the commission that we previously gave oral testimony regarding the fact that our residential neighborhood has been hammered by the cumulative consequences of previous decisions by the Town related to the expansion of commercial establishments and schools. Nutley Street is now regularly backed up with school traffic and our street parking has been taken over by commercial workers leaving no room for our family, friends, and neighbors to park nearby when visiting.

The town previously experienced the breaking point of our residential neighborhood when we all joined together in protest of a planned townhouse development on the Holmes residential property. Our resolve has not changed regarding further expansion of the Green Hedges school. We have existed in a mutual state of detent over the past decade since the last time they were approved for a CUP, against neighbor wishes. Since then, we have seen the school go against promises made by acquiring residential properties when they explicitly promised not too as part of their request.

The Town, and our neighborhood failed to explicitly spell out the conditions of the CUP to protect against the ignorance of future Town Commissions, employees, and new neighbors when new school staff either willfully or not decided to go against previous promises made that were not memorialized. If this project goes forward, in some manner, which the entire neighborhood is against and believes is a detriment to remnants of our neighborhood characteristics, I ask that this time all conditions and promises are specifically spelled out to prevent ambiguity in future years.

On this note in particular, I am concerned about the school's desire to build a gymnasium on their grounds. Not only are these very big buildings but they are expensive to operate and represent a tantalizing source of additional revenue to the school when not in use. However, allowing a future gym to be used by outside groups during non-school hours just brings additional hardship to our community with even more unwanted traffic and noise. We all

deserve the little peace and quiet we can get when schools are not in session. The school has survived just fine without a gym over their lifetime and absence of a gym has not negatively affected their enrollment.

If the school is granted a CUP of any form, which again we do not support on the basis that the school no longer operates unobtrusively within our residential neighborhood, please ensure that unambiguous language is included that prohibits the school from opening up their campus to outside groups or activities during non-school hours. At the very least, we deserve that courtesy.

Thank you.

Sincerely,

Edward and Melissa Maillett
214 Nutley St., NW

From: [REDACTED]
To: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briaglia, Steven](#); [Kenney, Steve](#); [Plowgian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#)
Cc: [REDACTED]
Subject: Written Comment - Green Hedges PC 02112026 Meeting - Agenda Items
Date: Tuesday, February 10, 2026 1:52:01 PM
Attachments: [CUP Event Conditions.docx](#)
[GHS 2025 010626.docx](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear All:

Thank you for the opportunity to publicly comment on the Planning Commission Meeting agenda materials for the meeting scheduled for 2/11/2026. With respect to the Agenda Materials, I offer the following:

PC 2/11 Agenda Materials

Attachment 1 – Staff Report Addendum

CUP Condition #3 (Phasing Timeline)

Staff recommends a six-year timeline from CUP approval to begin Phase 2. Based on Green Hedges’ documented history, a “start” date without a required completion date is meaningless. In a prior approval, the School satisfied the “begin work” requirement by installing a sign. Five years later, limited construction occurred, and the project remains incomplete to this day.

Neighbors recommend that all work be fully completed within three years, not merely “started.” Anything less exposes neighbors to indefinite disruption with no enforceable endpoint.

Attachment 2 – Letter Dated 02/04/2026 (Odin Feldman Pittleman)

Enrollment

As Commissioner Miller correctly noted, a five-year averaging of enrollment is not realistically enforceable. There must be a clear, fixed enrollment cap.

Buffers

The statement that the School will provide buffers in Phase 1 “to the greatest extent possible” is vague and unenforceable. Newly disclosed information confirms that buffers at 434 Knoll Street—adjacent to the playground—cannot be completed in Phase 1.

The Town has been explicit that each phase must stand on its own. Phase 2 may never occur.

If Phase 1 cannot fully comply with buffer requirements, it should not proceed.

With this admission, 35% of adjacent homes will lack compliant buffers, including two homes impacted on two sides. This is not a minor exception—it is a material failure.

Sound Mitigation

The School has stated it will address noise only if its application is approved. That position speaks for itself. **Mitigation is being offered as leverage, not as a responsibility.**

Rentals

Prohibiting gym rentals only to youth basketball teams is arbitrarily narrow. Many youth sports generate identical impacts. Neighbors have direct experience with vague, undefined CUP conditions that are impossible to enforce. This language repeats that failure. Neighbors recommend no rental of the gym/multipurpose room.

Attachment 3 – School’s DRAFT Proposed Development Conditions

Neighbors have submitted extensive, experience-based feedback on CUP conditions. Past approvals demonstrate that conditions lacking precision are functionally unenforceable. The School’s draft conditions again rely on undefined terms and discretionary language.

Please see the attached Neighbors Recommended CUP Conditions and CUP Event Conditions, which provide clear, measurable standards.

Additional concerns:

- Student enrollment has decreased. Why has staff count not been reduced accordingly?
- Condition #5: Each phase must independently comply. Buffer compliance must be validated at Phase 1 and again at Phase 2.
- Conditions #9 and #10: Requiring construction to “begin” within 24 months or six years is insufficient. A sign previously satisfied this requirement. It is unreasonable to subject neighbors to a potential 10+ year construction horizon without mandatory completion deadlines.

Attachment 5 – Revised Letter Dated 02/06/2026 (Odin Feldman Pittleman)

- Page 2, third sub-bullet: The School states that all underground stormwater facilities will be constructed in Phase 1. **If true, there is no technical barrier to installing fully compliant buffers at 434 Knoll Street in Phase 1.**
- Page 3, third bullet: Confirms that 35% of adjacent homes will lack compliant buffers as proposed.
- Page 4, final paragraph: Claims improvements are “not possible” without site modifications. This directly contradicts Planning Commission statements that buffer and sound mitigation improvements could be implemented today. **The School’s position is**

clear: approve the project, or neighbors get nothing.

Attachment 8 – Modification of Site Plan Requirements & Condition Use Permit

Neighbors have already submitted detailed objections to the proposed CUP conditions. Those concerns remain unchanged and unresolved.

CLOSING

The neighbors have been consistent, factual, and patient. We have provided extensive documentation grounded in lived daily experience. The record shows repeated noncompliance, vague conditions, shifting representations, and impacts that remain unresolved.

We respectfully request that the Planning Commission deny recommendation of the Conditional Use Permit and Site Plan Modifications as submitted. Commissioner Miller asked, “When do we listen to the neighbors?”

That time is now. Our health, safety, and welfare depend on it.

Penny Oszak
221 Nutley St NW

GREEN HEDGES SCHOOL CUP “EVENT” CONDITIONS

I want to focus briefly on the proposed conditions governing events and hours of operation that were put forward by the School’s attorney.

Neighbors specifically requested a CUP condition addressing the number of events held at the School. The purpose was to minimize the impacts of traffic, parking, and noise on the surrounding neighborhood. The 2008 CUP included a condition stating that events would be “infrequent.” However, when neighbors raised concerns about the continual increase in events, the Zoning Administrator advised that the condition was unenforceable, because the term “infrequent” was never defined.

Learning from that experience, the neighbors proposed a clear and enforceable approach: a cap of twelve events per year, along with definitions for special events and extracurricular activities to eliminate ambiguity.

In response, the School proposed conditions, which I won’t repeat in full, but which rely on categories such as extracurricular activities, divisional events, all-school events, and special events.

At first glance, this language sounds restrictive. In practice, it is not. None of these key terms are defined. When terms are undefined, enforcement becomes subjective, and neighbors have no clear protections.

Under the proposed language, extracurricular activities and school events may occur every weekday evening until 9:00 PM, with no limits on frequency, size, or noise. That allows near-continuous evening activity in a residential neighborhood, creating a real quality-of-life impact.

There is also no definition distinguishing divisional events from all-school events. As written, events can be re-labeled to fit the most convenient category. A large event could be characterized as “divisional” to avoid the twelve-event annual cap.

Only special events are limited to twelve per year — but special events are not defined. As a result, larger or more impactful events can simply be categorized differently, undermining the purpose of having a cap at all.

The conditions regulate time, but not impact. A small club meeting and a large, noisy, high-traffic event are treated the same. While some notice to neighbors is required, notice alone does not provide accountability or enforceability.

Finally, allowing departures until 9:30 PM effectively extends noise, traffic, and disruption beyond 9:00 PM, with no requirement that activities or noise cease earlier.

This is not about opposing school activities. It is about ensuring that activities in a residential neighborhood are clearly defined, limited in intensity, and enforceable. Clear conditions protect the Town, the School, and surrounding neighbors, and help avoid ongoing conflict. We respectfully submit our proposed conditions for school events, activities, and hours of operation.

Revised Condition: Events, Activities, and Hours of Operation

1. Definitions

For purposes of this Conditional Use Permit:

a. Extracurricular Activities

Activities limited to currently enrolled students and school staff only, not open to the public, not involving outside organizations or third-party use; and not using amplified sound. Examples include clubs, rehearsals, practices, and meetings.

b. Divisional Events

Events limited to a single grade or school division (e.g., Lower, Middle, or PK), involving enrolled students and staff only, and not open to the public.

c. All-School Events

Events involving more than one division or the full student body, involving enrolled students and staff only, and not open to the public.

d. Special Events

Any event that meets one or more of the following criteria:

- open to the public or invited guests beyond enrolled students and staff
- involves outside organizations, rentals, or third-party use
- uses amplified sound outdoors
- exceeds 50 attendees, including students, staff, and guests

2. Extracurricular Activities (Limited Use)

Extracurricular Activities shall be permitted only during the following hours:

- Monday–Friday: 7:00 AM to 9:00 PM (all activities must cease by 8:30 PM)

- Saturday: 9:00 AM to 2:00 PM (all activities must cease by 1:30 PM)

The site shall be fully vacated within 30 minutes of activity cessation.

Written notice shall be provided to all abutting property owners and Town Planning staff at least ten (10) calendar days in advance.

The School shall maintain and submit annually to the Town a log documenting the date, time, and nature of all Extracurricular Activities.

3. Divisional and All-School Events

Divisional and All-School Events shall be permitted only under the following conditions:

- Monday-Friday: 7:00 AM to 6:00 PM

No Divisional or All-School Events shall occur on weekends, holidays, or evenings.

4. Special Events (Limited Use)

Special Events shall be permitted only under the following conditions:

- Monday–Friday: 7:00 AM to 9:00 PM (all activities must cease by 8:30 PM)

The site shall be fully vacated within 30 minutes of activity cessation.

Written notice shall be provided to abutting property owners and Town staff at least ten (10) calendar days in advance.

The School shall maintain and submit annually to the Town a log documenting the date, time, and nature of all Special Events.

5. Annual Event Limitation

The combined total number of Extracurricular Activities and Special Events conducted outside regular school instructional hours shall not exceed twelve (12) events per school calendar year.

6. Noise, Parking, and Traffic Controls

All events and activities shall comply with applicable Town noise ordinances and conditions of this Conditional Use Permit.

No off-site queuing, parking, or traffic obstruction shall occur.

When anticipated attendance exceeds the School's on-site parking capacity of sixty-three (63) spaces, off-site parking shall be provided and managed by the School.

Event staff and/or traffic control shall be provided as necessary to ensure compliance with these conditions.

7. Enforcement and Violations

Failure to comply with any provision of this condition shall constitute a violation of the Conditional Use Permit.

- Repeated or documented violations may result in enforcement action, modification, or revocation of the CUP.
- Exceeding the annual event limitation shall require approval by Town Council with written notice to abutting property owners and Town staff at least ten (10) calendar days in advance of such approval request.

GREEN HEDGES SCHOOL INTRODUCTION AND PURPOSE OF THIS DOCUMENT

This document has been prepared by residents living adjacent to and impacted by Green Hedges School to provide Town Council, reviewing or approval boards, Town staff, and the public with a comprehensive, factual, and consolidated record of the School's historical approvals, governing conditions, and neighborhood impacts. It is also intended to evaluate and place the School's proposed Conditional Use Permit (CUP) and Site Plan Modification applications within their full historical, regulatory, and neighborhood context.

Green Hedges School has operated at 415 Windover Avenue since 1955 and has pursued repeated expansions through a series of CUPs, Site Plan Modifications, variances, and related approvals granted over multiple decades. These approvals were granted incrementally, often by different reviewing bodies, and frequently included specific conditions intended to limit intensity of use and mitigate impacts on the surrounding residential neighborhood. Unless expressly modified or superseded, those conditions remain in full force and effect.

Over time, the accumulation of approvals—combined with uncompleted commitments, missed deadlines, and evolving interpretations of prior conditions—has created ambiguity regarding which restrictions remain applicable and how they should be enforced. This document is intended to eliminate that ambiguity by providing a complete and organized record of prior approvals and their associated conditions.

The first portion of this document (*Green Hedges School History 1955-2017 p2*):

- Provides a chronological history of Green Hedges School's expansions and approvals from 1955 through the present;
- Identifies conditions, restrictions, and limitations imposed through prior CUPs and Site Plans that remain applicable unless expressly superseded;
- Documents patterns of incomplete or delayed implementation of approved improvements, including buffers, lighting, sidewalks, and other neighborhood protections;
- Summarizes longstanding and ongoing neighborhood impacts, including traffic congestion, parking shortages, noise, excessive density, prolonged construction impacts, and inadequate buffering; as well as the history of enforcement complaints associated with these issues.

The second portion of the document (*Green Hedges School Current Application & Neighbors' Concerns p5*):

- Outlines the scope, scale, and intensity of the proposed development;
- Identifies the zoning variances and modifications being requested, as well as the proposed phasing of construction; and
- Considers the cumulative impacts of the proposed expansion in light of the site's historical approvals, existing neighborhood conditions, and the residential zoning context in which the School operates.

Finally, the document sets forth specific, enforceable conditions recommended by neighboring residents should any new CUP or Site Plan approval be granted (*Neighbors Recommended CUP Conditions p11*). These recommended conditions are intended to mitigate documented impacts, ensure compliance with applicable zoning standards, establish clear operational limits, and provide enforceable timelines and accountability mechanisms. They are also intended to avoid the ambiguity and enforcement challenges that have resulted from fragmented and overlapping approvals in the past.

The purpose of this document is not to oppose reasonable, code-compliant improvements to Green Hedges School's facilities. Rather, it is to ensure that any future approvals are informed by the complete historical record, reflect the cumulative impacts of past and proposed development, and appropriately balance the School's operational objectives with the **health, safety, and quality of life of the surrounding residential community.**

GREEN HEDGES SCHOOL HISTORY 1955-2017

Green Hedges School has been located in the Town of Vienna at 415 Windover Ave since 1955 and has pursued repeated expansions over the past seven decades.

Conditional Use Permits (CUPs) and Site Plan Modifications – 1961 - 2017

CUPs and/or Site Plan Modifications for Green Hedges School have been approved for the following years:

- 1961. Student increase from 60 to 75. Town Attorney letter dated 4/6/1961 determined that increase in students would not change the non-conforming use.
- 1964. Additional classroom, bathroom, and exit driveway.
- 1970. Addition of a one-story building with two additional classrooms, and student increase to 100. Construction **was not completed until 1976-1977**.
- 1978. Add an addition, add a parking lot behind the existing buildings, and student increase to 120.
- 1981. Lot consolidation to include 427 Windover (Rice Art Center) to be used for additional classrooms.
- 1985. Build an additional 4,700 square feet of space as a multi-purpose type building with two classrooms and two additional bathrooms, student increase to 190. A condition of the approval required construction to be completed by May 1987; due to delays, the condition was modified to require **that construction begin by May 1987**.
- 1997. Construction of two additional class rooms and consolidation of Kilmer residence and rear yards of 221 and 227 Nutley St NW (four lots consolidated into one). Add a new driveway along Windover Ave to include on-site parking spaces. This was the **last Site Plan modification to be reviewed and approved by Town Council; construction was not completed until 2000**. This project was widely viewed as **the last expansion that could be reasonably accommodated** within the surrounding neighborhood. This understanding was documented in the Town Council Meeting held on December 15th, 1997.
- 2000. Construction of a 6,750 square foot playing field behind 227 and 221 Nutley St NW.
- 2007. Demolish the Stable Building and incorporate it with the expanded Kilmer Hall. New additions would be constructed on both one- and two-story platforms at the existing one-story Kilmer Hall. Construction of a 2-story tall underground athletic center. Reconfigure the existing entry drive and parking area (restripe 54 space parking lot. Create additional green space. Add a sidewalk along the Nutley St Entrance. Replace existing lighting to be compliant. Demolish 227 Nutley St and the existing athletic field be relocated to the 227 Nutley St site. Full Time Equivalent increase to 37.
 - Approved by Board of Zoning Appeals only as a three-phase, 12–15-year project; **only the second story additional to the Stable was completed in 2013**. While not all Site Plan Modifications require Town Council review, the scale and scope of this modification **were significant and should have been reviewed and approved by Town Council**.
- 2017. Lot consolidation of 202 Lewis St @ approximately .023 acres to establish an educational garden. Full Time Equivalent increase from 37 to 42. Utilize two parking spaces to increase total parking at 415 Windover Ave to 57 spaces.

Historic Conditions and Restrictions (1961–2017)

During the 2017 CUP expansion proceedings, the Town Attorney was consulted and advised that a subsequent CUP application does not reopen, negate or otherwise invalidate prior approved uses, conditions, or future improvement approvals. Accordingly, all conditions, restrictions, variances improved under prior CUPs and Site Plans remain in full force and effect unless expressly modified or superseded by a later CUP or Site Plan Approval.

Given Green Hedges School’s long history of incremental approvals spanning multiple decades, we strongly recommend that any future CUP and/or Site Plan approval expressly incorporate, restate, and replace all prior conditions and variances, thereby superseding earlier CUPs and Site Plans in their entirety. This approach would eliminate ambiguity, ensure enforceability, and provide clarity for the Town, the School, and surrounding neighbors.

The following is what the neighbors believe to be the complete list of applicable CUP conditions and restrictions approved between 1964 and 2017 (based upon historical CUPs):

1970

- All permanent parking spaces shall be to the rear of the proposed building.
- No prepared parking spaces shall be developed along the entrance driveway between Nutley St and the permanent parking areas.

1978

- The edge of the parking lot will be screened with fast growing trees and shrubbery. **Complaints filed.**
- Two speed bumps will be installed between the new parking lot and Nutley St.

1981

- Use of the Rice Arts Center is limited solely to classrooms and storage of instructional materials. **Complaint filed.**

1985

- No parking or standing permitted on Nutley St. **Complaints filed.**
- Student enrollment increased to a maximum of 190 students.

1996

- Waiver from public street improvement requirements, in lieu of which Green Hedges was required to construct a storm drainage system along the northwesterly side of Windover Ave connecting to an existing system near Nutley St.
- The Kilmer House may be used as a residence only until Mrs. Kilmer vacates the premises; thereafter, use by Green Hedges is limited solely to administrative services.
- Additional escrow contribution of up to \$2,000, not to exceed a total of \$7,000, for the Town of Vienna to construct a meandering asphalt sidewalk from the southerly Green Hedges driveway along Windover Ave to the intersection of Windover and Nutley.
- Town Council's site plan modification was approved based upon statements from the Chair of the Board of Directors for Green Hedges School that there are no plans to increase enrollment, staff or facilities (other than that considered by the Town Council on December 15, 1997), **nor are any such additions likely to be approved by the Town in the future.** This was added to the CUP order. **Complaints filed.**

2000

- Use of the athletic field by the School is limited to school hours of operation between 8:00 a.m. and 6:00 p.m. daily. **Complaints filed.**

2007

- Maximum 190 students.
- Hours of school activities:
 - Normal school activities, including daily physical education and after-school programs: 7:00 a.m. – 6:00 p.m., Monday through Friday.
 - Extracurricular activities, special events, and infrequent or intermittent activities: **Complaints filed.**
 - Weekdays: until 9:00 p.m.
 - Saturdays: 9:00 a.m. – 5:00 p.m.
 - Sundays: 10:00 a.m. – 2:00 p.m.
 - With prior notification and approval from abutting neighbors, one-time events outside these hours may be permitted. Board of Trustees meetings are permitted on Sunday evenings. **Complaints filed.**
 - Rental of school facilities, including the underground athletic facility when completed, is limited to: **Complaints filed.**
 - Weekdays: 3:00 p.m. – 9:00 p.m.
 - Saturdays: 9:00 a.m. – 5:00 p.m.
 - Sundays: 9:30 a.m. – 2:00 p.m.
- The School shall mitigate negative impacts to the surrounding neighborhood from traffic and parking for all activities, including facility rentals, and shall provide and enforce off-street parking. **Complaints filed.**
- Priority scheduling and reduced rental rates for neighborhood youth teams, clubs, and organizations.
- Maximum capacity of the athletic facility limited to 375 persons, or the Fire Marshall's limit, whichever is less.
- Construction may be phased; however, the first phase must commence within 18 months of CUP approval. **Complaints filed.**

- Rental policies and one-time events to be reviewed annually, or as needed, with abutting neighbors and the Town’s Director of Planning and Zoning.
- Best efforts to preserve existing trees on neighboring properties. **Complaints filed.**

2017

- Increase in Full Time Equivalent employees from 37 to 42.
- Two parking spaces at 202 Lewis St restricted to maintenance, custodial, and administrative personnel only; signage required. **Complaints filed.**
- Two parking spaces at 202 Lewis St to be screened with landscaping consistent with the approved Site Development Plan (5’ evergreens along Lewis St and 8’ evergreens along the northern property boundary). **Complaints filed.**
- Total parking spaces at 415 Windover Ave and 202 Lewis St not to exceed 56. **Complaints filed.**
- Maximum lot coverage of 31.22%.

Pattern of Uncompleted Commitments

Over decades, numerous CUPs and Site Plan modifications were approved yet portions of the work were **never started or completed.** As a result:

- Promised buffers, green space, sidewalks, and compliant lighting were not delivered
- Meanwhile the School benefited from increased density, enrollment and staffing

Given the long history of approvals and the ongoing, well-documented impacts to the surrounding community, further expansion of this site exceeds the reasonable capacity of the neighborhood and warrants formal recognition by the Town Council.

Longstanding Neighborhood Impacts

Since **1964**, surrounding neighbors have consistently raised concerns regarding:

- Excessive **density**
- **Traffic** congestion
- **Parking** shortages
- **Lack** of Buffers
- **Prolonged impact of construction activity**
- **Noise** Impacts
- **Storm Water** issues

Enforcement History

To date, neighbors have filed **over 80 Complaints** against the School (see Appendix A). While not every complaint resulted in a zoning violation, the volume and consistency of these complaints underscore the ongoing and significant impacts the School has had on the surrounding neighbors’ quality of life.

GREEN HEDGES SCHOOL CURRENT APPLICATION

Recent Expansion Efforts – 2022 - 2026

In **2022**, Green Hedges School began planning for another expansion and submitted a Conditional Use Permit application and Site Plan modification in **October 2023**. Based on Town feedback, the School spent the following 2 years revising its proposal and submitted a new CUP and Site Plan Modification on **July 29, 2025**.

While the CUP and Site Plan modification are separate applications, the School has stated its proposed updates and improvements are **contingent upon approval of both**.

Proposed Development:

Green Hedges School proposes the following improvements and operational changes as part of its 2025 application:

- Renovation and expansion of Kilmer Hall, the main school building
 - Existing: approximately 15,495 square feet in a single story
 - Proposed: 38,860 square feet in a single level
 - Notably, portions of the Schools' narrative characterize this as an increase of approximately 6,445 square feet, **which appears inconsistent with the stated total building size**
- Demolition of the Rice Arts Center (approximately 2,197 square feet) and construction of a new Academic Building in the same general location,
 - Proposed Building: 35-foot tall, 12,690 square feet
- Enrollment increase to maximum of 225 students, phased at ten additional students per year beginning after the issuance of the Occupancy Permit for the New Academic building
- Staff increase to a maximum of 50 full-time employees, phased at two additional full-time employees per school year following the issuance of the Occupancy Permit,
- Parking and circulation improvements, including
 - A total of 66 code-compliant parking spaces
 - Improved vehicular circulation and additional on-site car queuing capacity
- Relocation and expansion of the recreation field to Windover Ave and Lewis St areas
- Updates to playground areas along Knoll St and Windover Ave
- Stormwater management improvements to meet current state requirements
- Landscaping and fencing enhancements along School perimeter to provide a visual and acoustic buffering for adjacent properties
- Dedication of right-of-way along Lewis St and construction of new sidewalks along Lewis St and Windover Ave

Construction Phasing

The School proposes phased construction but the exact phasing will depend on final design details, **fundraising efforts, construction costs**, and permitting. The current phasing plan is as follows:

- Phase 1
 - Demolition of Rice Arts Center and construction of the New Academic Building.
 - Construction of new parking areas
 - Construction of new grass field
 - Installation of bicycle parking
 - Landscaping enhancements
 - Construction of new fencing
 - Construction of sidewalks along Lewis St and Windover Ave
- Phase 2
 - Renovation and expansion of Kilmer Hall
 - Construction of new playgrounds
 - Additional landscaping improvements within playground areas

Variations and Modifications Requested

The School is requesting the following modifications to the Town's Zoning Code

- Section 18-824(7): Extension of the commencement period for construction from 6 months to 24 months following issuance of the CUP
- Section 18-218.2: Modification of lot coverage requirements from the permitted 25% to 47.8%
 - The School is currently approved for up to 32.2% coverage
- Section 18-402: Modification of required frontage improvements to allow for a modified sidewalk configuration and street section on Lewis St and Windover Ave
- Section 18-582: Waiver of the requirement for a dedicated loading space (one per every 100,000 square feet of gross floor area) with loading proposed to be accommodated elsewhere on site
- Section 18-560: Modification of interior parking lot landscaping, (one landscaping island per ten parking spaces) to allow for underground stormwater facilities in both parking areas
- Section 18-561.1: Modification of the required 15-foot buffer with approximately **56% of the property not meeting the minimum buffer width**
- Section 18-583: Modification of bicycle parking requirements, specifically the long-term parking standard (one short-term and one long-term space per 2,500 square feet)

NEIGHBORS' CONCERNS

The neighbors' long standing and primary concerns related to Green Hedges School have consistently centered on density, traffic, parking, inadequate buffers, and noise. The current application proposes increases in density and traffic, does not comply with required buffer standards, and does nothing to mitigate existing noise impacts. In several respects, it exacerbates them.

Phasing and Completion Deadline

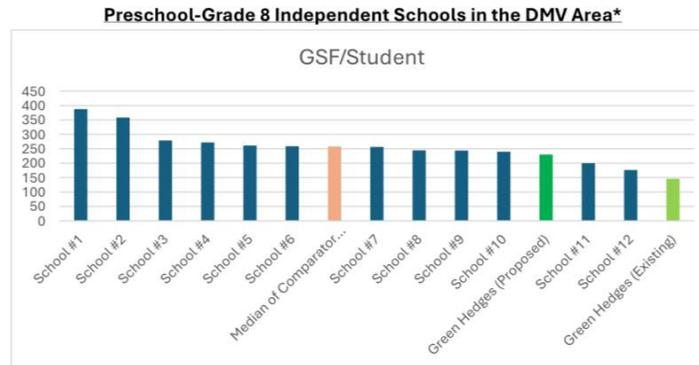
The current Green Hedges proposal anticipates a multi-year construction period. Given the School's documented history of missed deadlines and subsequent unreviewed and unapproved site plans, the neighboring community insists that any approvals be conditioned on a firm timeline.

Specifically, all approved phases of the Site Plan must be fully completed within three (3) years of final approval by both the Board of Zoning Appeals and the Town Council. Failure to complete all phases within this three-year period shall result in the automatic revocation of the Conditional Use Permit. In such event, Green Hedges School shall be required to submit and obtain approval of an amended CUP and Site Plan.

Additionally, to the extent practicable, all improvements facing or impacting neighboring residential properties – including but not limited to buffers, fencing or walls, and lighting – shall be completed prior to the commencement of any other site modifications or construction activities.

Density and Institutional Expansion in a Residential Neighborhood

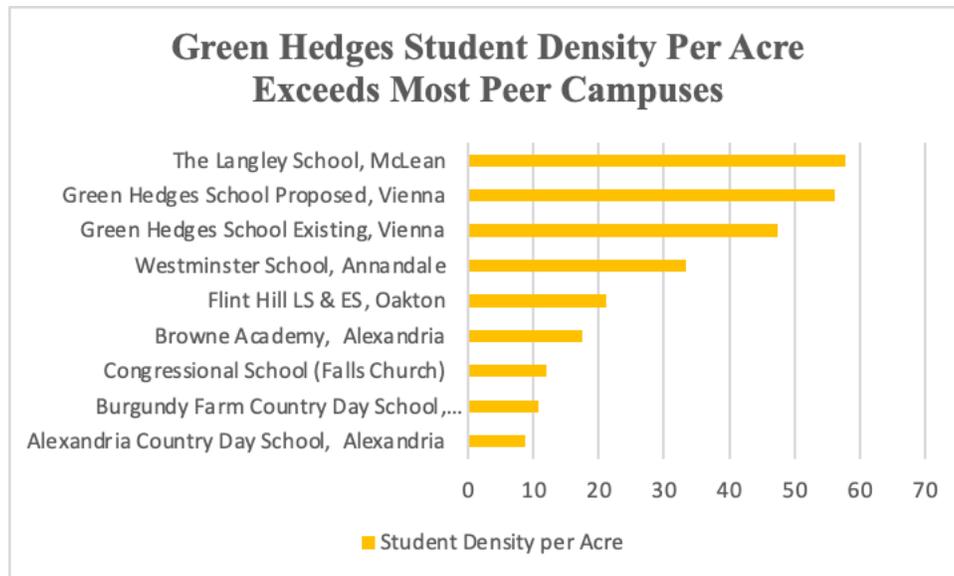
Green Hedges has stated that its need to expand is driven by the fact that the existing school is “significantly undersized (56% vs. median) relative to peer preschool–Grade 8 independent schools in the DMV area.” Despite operating within a residential neighborhood with limited expansion capacity, the School's stated objective is to reach approximately 91% of the median gross square footage (GSF) per student for comparable private schools.



* Comparator school Gross Square Footage based on The Stonehouse Group database and last published enrollment. Schools include: Alexandria Country Day School, Browne Academy, Burgundy Farm Country Day School, Capitol Hill Day School, Congressional School, Flint Hill LS+MS, Harford Day School, Langley School, Lowell School, The River School, Westminster School, Woods Academy.

*Chart taken from the Green Hedges Campus Plan

A further review of the Virginia peer schools reflects the following student/density parameters. As shown in the chart below, Green Hedges School's proposed student density per acre is among the highest when compared to their peer independent schools in Northern Virginia, exceeding both its existing condition and the densities observed at most peer campuses. Several comparative schools achieve lower student density through substantially larger campus acreage, **underscoring the relationship between site size and operational intensity.**



Green Hedges further asserts that increased enrollment is necessary to maintain competitiveness with other independent schools throughout Northern Virginia, the District of Columbia, and suburban Maryland, citing rising operational costs and a fixed tuition base at 190 students.

The surrounding residential neighbors should not bear the burden of enabling a private institution to remain competitive with schools located outside the Town of Vienna, particularly where those schools are sited on substantially larger campuses or in non-residential zoning districts.

We are confident that the Town Council would not support granting restaurants, retail establishments, or office facilities zoning variances that fundamentally alter the Town’s character – such as expanded hours of operation, reduced parking requirements, or increased lot coverage – simply to make those businesses “more competitive” with similar uses in neighboring jurisdictions.

Green Hedges School is a private institution operating within a residential zoning district. Granting variances on the basis of competitiveness in this context establishes an inconsistent and concerning precedent, raising the question of why this applicant should be treated differently from other private entities subject to the same zoning constraints.

Lot Coverage and Inappropriate Comparisons

While modifications to lot coverage are sometimes granted for institutional uses in residential zoning districts, such allowances are typically made for public or governmental uses that serve a broader civic purpose. The School’s comparison of its lot coverage modification to public schools or a police station is inappropriate.

A private school is not required to expand to fulfill a public mandate. This expansion is discretionary and serves the School’s interest and it is not essential.

Although the proposed expanded facilities may physically accommodate additional students and staff, the surrounding residential neighborhood cannot accommodate the resulting impacts.

Phase 2 Proposed Expansion and Intensity of Use

In Phase 2, the School proposes expanding the Multi-Purpose Room into a gymnasium and enhanced performance space. Such a facility has the potential to **significantly increase the intensity of use, particularly if rented or used outside of normal school hours.**

To prevent impacts that would be incompatible with the surrounding residential neighborhood, any approval should include clear and enforceable conditions limiting:

- Days and hours of use
- Maximum occupancy
- Permitted users (e.g., school-only use)

Additionally, Green Hedges already lacks sufficient on-site parking to support its current extracurricular activities. Increasing enrollment, staffing and rental use will further compound existing parking and traffic issues.

Review of the School’s Supplemental Submission

The School submitted a supplemental document asserting that the Campus Plan improves conditions while supporting increased enrollment and faculty, addressing:

- Traffic and Circulation, particularly at arrival and dismissal
 - Note: **Faculty and staff were not included in the traffic analysis.**
- Buffers with contiguous residential properties
- Sound Management
- Stormwater Management

Buffers

The neighbors oppose any modification to the required buffer zones. The school acknowledges that its current proposal cannot meet zoning buffer requirements. That burden should not be shifted to the surrounding residents. Instead, the School should revise its plans to comply fully with all applicable zoning codes.

All required buffers should include dense, year-round plantings. Existing “buffers” at 434 Knoll St and 206 Lewis St are routinely cut back each fall, rendering them ineffective.

Because children currently play directly adjacent to neighboring fence lines, the neighbors request a condition requiring that **all buffer zones be designated as passive areas**, with **NO human activity** permitted other than maintenance.

Regardless of ownership, the property at 206 Lewis St is not included in the campus improvement plan and should therefore be required to meet all applicable zoning requirements independently.

Sound Management

The School provided a sound analysis based on data collected between Saturday, October 11, through Monday, October 13th and Monday, October 27 and Thursday, October 30, 2025 correlating sound levels with arrival, playground, lunch, recess, and dismissal periods.

In the absence of a Town of Vienna noise ordinance with specific decibel limitations, the Fairfax County Noise Ordinance (Chapter 108.1-4-2.) provides guidance. In residential areas between 7:00am and 10:00pm, continuous sound levels must be below 60 dBA.

Date	Continuous Sound, dBA 7AM - 10PM (Max 60 dBA)	Impulse Sound, dBA 7AM - 10PM (Max 100 dBA)	Notes
Oct 11, 2025	45	66	No School Day
Oct 12, 2025	53*	69	No School Day
Oct 13, 2025	42	68	No School Day
Oct 27, 2025	53	83	School Day
Oct 28, 2025	54	87	School Day
Oct 29, 2025	54	84	School Day

*Note, the data trend showed gradual increase in decibels representative of yard work around the area

*Chart taken from Green Hedges Campus Plan

The School asserts that the proposed increase in enrollment would result in only negligible increases in noise levels and that an installation of a six-foot wooden fence would provide an estimated 5-8 dBA reduction.

However, the above chart indicates a substantial increase in sound levels (**+20 dBA**) generated by School operations.

Neighbors have concerns regarding the methodology, timing, and completeness of the School's sound data collection and have formally requested from the School additional data points to allow for a more accurate and representative analysis.

In parallel, neighbors are conducting an independent sound analysis to evaluate existing and projected noise impacts.

NEIGHBOR RECOMMENDED CUP CONDITIONS

Should Green Hedges be granted a new Conditional Use Permit and/or Site Plan approval, the neighbors respectfully request the following conditions be included as binding and enforceable conditions of approval. These conditions are intended to mitigate ongoing and documented School impacts to the surrounding residential neighborhood.

1. **Kilmer House Use and Exterior**
The Kilmer House shall be used solely for administrative office purposes. No exterior alterations, expansions, or modifications to the structure shall be permitted.
2. **School Days and Hours of Operation**
Green Hedges School operations shall be limited to Monday through Friday, 7:00 a.m. to 6:00 p.m., except as otherwise expressly permitted under this CUP.
3. **Maximum Enrollment and Staffing**
The School shall not exceed 190 students and 42 full-time equivalent employees at any time.
4. **Parking Maximum**
The total number of parking spaces at 415 Windover Ave shall not exceed 66 spaces.
5. **Lot Coverage**
Total lot coverage shall not exceed 31.22 percent.
6. **Project Phasing and Completion**
The approved project may be constructed in phases; however, all phases shall be completed within three (3) years of final approval by the Board of Zoning Appeals and the Town Council. Failure to complete all phases within three (3) years shall result in revocation of the Conditional Use Permit, and Green Hedges School shall be required to apply for an amendment to the CUP and Site Plan.
7. **Corrective Drainage Improvements**
Corrective grading to address existing drainage issues affecting the rear yards of 434 Knoll St and 416 Knoll St shall be completed by the applicant prior to issuance of the CUP, as determined necessary by the Department of Public Works and upon request of other abutting property owners.
8. **Construction Traffic Timing Restrictions**
Construction vehicles and equipment, other than passenger cars, vans, or pickup trucks, shall not enter or exit the site between 6:30–8:30 a.m. and 3:00–6:00 p.m. during the school year.
9. **Construction Parking Restrictions**
All construction vehicles and equipment shall be parked on-site or at an approved off-street location. No construction-related parking shall be permitted on Windover Ave, Lewis St, Nutley Str, or Knoll St.
10. **Occupancy Limits**
Maximum occupancy of any multi-purpose room, auditorium, gymnasium, or other communal space shall not exceed limits established by the Fire Marshall.
11. **Noise Ordinance**
All contractors and vendors shall be subject to the Town of Vienna noise ordinances, and the School shall be responsible for compliance. Repeated violations by contractors shall be deemed violations by the School.
12. **Student Drop-Off and Vehicle Stacking**
All student drop-off and pick up shall occur entirely on-site only. All vehicles shall enter the site and utilize designated on-site drop-off and pick-up areas. Vehicle stacking shall be accommodated exclusively on-site. Under no circumstances shall vehicles queue or stage off-site. If on-site stacking capacity is reached, vehicles shall be directed to continuously circulate until space becomes available. Green Hedges shall be

solely responsible for enforcing this condition, including the provision of on-site staff or the hiring of police officers to manage traffic and ensure compliance.

13. On-Site Parking and Overflow Parking

All parking shall occur on-site within areas shown on the approved Site Plan. No overflow parking shall be permitted on surrounding streets, including Nutley St, Windover Ave, Knoll St, or Lewis St. Off-site parking shall be secured for overflow events or rentals, and staff shall be assigned to direct traffic accordingly.

14. Buffering and Landscaping

No modification or reduction of required buffers shall be permitted. All buffers shall comply fully with the applicable zoning code. Buffer areas shall include dense, year-round vegetative screening, consisting of a continuous barrier of evergreen trees to provide visual and noise attenuation throughout all seasons. Buffer plantings shall not be cut back, thinned, or removed except for maintenance or replacement of dead or diseased material, subject to Town approval. All buffer areas shall be designated as passive space. No playground use, circulation, storage, seating or programed activity shall occur within buffer zones.

15. Fencing and Masonry Walls

A minimum six-foot (6') solid wood fence shall be installed along all property lines abutting residential uses. A minimum six-foot (6') masonry wall shall be required wherever driveways, loading areas, or parking areas directly abut residential properties. All fencing and masonry walls shall be permanently maintained in good condition. Any damaged, deteriorated, or removed fencing shall be promptly repaired or replaced to ensure continuous compliance with applicable screening and buffering requirements.

16. Rental Use Restrictions

Rental use shall be limited to internal school buildings only and shall not include outdoor facilities. Rental hours shall be limited to Monday–Friday, 3:00–8:00 p.m., and Saturday, 9:00 a.m.–2:00 p.m. The campus shall be fully closed within one (1) hour of the last scheduled activity. Rental group size shall not exceed 20 participants. Rental policies and one-time events shall be reviewed annually, or as needed, with abutting neighbors and the Director of Planning and Zoning.

17. The gymnasium and performance space or multi-purpose room shall be used exclusively for school-related activities. Rental, leasing, or use by outside organizations or individuals shall be prohibited. Use of the gymnasium shall be limited to:

- School days between 8am and 6pm
- School sponsored events only
- Maximum occupancy shall not exceed limits set by the Fire Marshall

18. Special Events and Extracurricular Activities

Special events and extracurricular activities shall be limited to 12 events per school calendar year. Weekday events shall conclude with campus closure by 9:00 p.m. Saturday events shall occur between 9:00 a.m. and 2:00 p.m., with campus closure by 3:00 p.m. Written mail and email notice of all such special events and extracurricular activities shall be provided to abutting neighbors at least two (2) weeks in advance.

19. Outdoor Play Areas

Outdoor recreational play areas shall not be located adjacent to residential property lines without required buffer separation. Outdoor student activity shall be limited to designated areas shown on the approved Site Plan. Use of outdoor recreational play areas shall be limited to Monday–Friday, 8:00 a.m.–6:00 p.m. Use of outdoor areas shall be continuously monitored by staff at all times. No more than 40 children shall be outdoors at any one time during standard school days and hours. No lighting shall be permitted, and play areas shall be fenced.

20. Noise Controls

The use of outdoor amplification, including whistles, speakers, bullhorns, or PA systems shall be prohibited. The proposed six-foot wooden fence shall not substitute for required buffers and shall not be relied upon as the sole noise mitigation measure

21. **Mechanical Equipment and Noise Mitigation**
Generators, HVAC systems, and mechanical equipment shall be located toward the interior of the site, with components placed indoors to the maximum extent feasible. All equipment shall comply with zoning noise and screening.
22. **Solid Waste and Refuse Collection**
Dumpsters and refuse areas shall be located as far from residential properties as practicable. Dumpsters and refuse areas shall be fully compliant with all zoning enclosure and screening standards.
23. **Outdoor Lighting**
Outdoor lighting shall not exceed 12 feet in height and shall be fully shielded and directed downward away from adjacent residential properties. No exterior lighting shall remain illuminated after 7pm, except for safety lighting.
24. **Upon approval of this Conditional Use Permit and any associated Site Plan, all prior Conditional Use Permits, Site Plans, special exceptions, variances, approvals, and associated conditions previously granted for Green Hedges School are hereby expressly superseded, replaced, and rendered null and void.**
25. **This Conditional Use Permit and associated Site Plan shall constitute the sole and controlling land use authorization governing the use, operation, development, and expansion of Green Hedges School. No prior approval, condition, or representation shall have any force or effect unless it is expressly incorporated into this Conditional Use Permit.**

IN CLOSING

Neighborhood residents recognize Green Hedges School's right to maintain and improve its facilities, so long as those improvements comply with the residential zoning standards that protect our community. We would support such efforts just as we would for any other neighbor.

Residents object to repeated requests for preferential treatment through additional zoning allowances, variances, or expanded conditional use permissions that would further intensify use of the property and impose added impacts on an already burdened residential neighborhood. Residents therefore urge the Town Council to reaffirm and enforce strict compliance with all existing CUP and zoning conditions, including those governing noise, buffering, and operational limitations, in order to protect the health, safety, and welfare of the surrounding community.

Over the past several years, residents have filed numerous formal complaints documenting recurring impacts associated with the School's operations, including noise, traffic, and parking concerns, as well as issues related to compliance with existing conditions. These complaints reflect a consistent pattern of impacts rather than isolated or occasional incidents and have required repeated Town attention. While the School continues to operate under its current approvals, the documented issues raise reasonable concerns regarding the site's ability to accommodate additional intensity. Taken together, this record provides a sound basis for the Town Council to carefully evaluate whether further expansion would be compatible with the surrounding neighborhood or serve the public interest.

APPENDIX A

See File Attached in email sent to ToV on 1/5/2026 Named:

Zoning and CUP Complaints Reported to ToV DPZ_Green Hedges School_12-22-2025.pdf

From: [REDACTED]
To: [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briaglia, Steven](#); [Kenney, Steve](#); [Plowgian, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickev, Daniel](#); [Murphy, Jennifer](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#)
Cc: [REDACTED]
Subject: Green Hedges Application - Additional Public Comments
Date: Tuesday, February 10, 2026 1:54:30 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear All:

Thank you for the opportunity to submit additional public comments.

Although neighbors have been allowed to comment on each revision, the School's repeated modifications expose a deeper problem: this application is being reshaped to preserve what the applicant wants—not what the site demonstrably needs.

Each time concerns are raised, specific elements are adjusted—buffers, phasing, compliance representations—while the overall scale and intensity of the project remain unchanged. This pattern makes clear that revisions are not driven by site constraints or neighborhood compatibility, but by an effort to maintain a preferred outcome.

Responding to feedback is not inherently problematic. However, when revisions consistently follow criticism—particularly on core issues such as buffering, phasing, and compliance—it calls into question whether the proposal reflects what this residential site requires to function compatibly, or what the applicant prefers in order to maximize use of the property.

Zoning review is intended to evaluate whether a proposal, as submitted, is appropriate for a specific site. It is not meant to become an iterative negotiation in which requirements are minimized, deferred, or reconfigured in response to objections while the applicant's desired project remains intact.

Respectfully, this process raises a fundamental question: does this project reflect what is necessary—or simply what is wanted?

For these reasons, neighbors respectfully request that the Planning Commission deny recommendation of the Conditional Use Permit and Site Plan Modifications as submitted. The record reflects an application repeatedly reshaped in response to objections, while fundamental issues of scale, buffering, phasing, and neighborhood compatibility remain unresolved.

This process has deprived both residents and decision-makers of a single, complete proposal grounded in demonstrated site need. Instead, it has produced rolling revisions designed to preserve the applicant's preferred outcome at the expense of residential compatibility.

At some point, the question must shift from **how** to make this project fit to **whether** it fits at all.

The neighbors believe the answer is clear: this proposal exceeds what this site can reasonably support. We respectfully urge the Commission to deny the application.

Respectfully,

Penny Oszak

221 Nutley St NW

From: [REDACTED]
To: [Murphy, Jennifer](#); [O'Brien, Kelly](#); [Levy, David](#)
Subject: Submission re: Updated GH site plan and CUP
Date: Tuesday, February 10, 2026 3:04:00 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To the Town of Vienna Planning Commission -

I remain grateful for your public service and the seriousness of your deliberations on the Green Hedges applications for a new CUP and site plan variances.

I'd like to begin with my full-throated support for the neighbor objections that have already been submitted. In the interest of brevity, I will not restate these objections.

However, I would like to emphasize one observation from the latest (last-minute) submission from the school. Throughout the process, Green Hedges has professed a deep commitment to making their expansion plans "work for neighbors." This is patently false. Their plan works for them. Full stop. They hope it isn't sufficiently bad for neighbors that the Town will have reason to object. "Good for the neighbors" was never a goal. I know this from the choices they have made throughout the process, including this most recent submission.

The school's most recent plan backtracks from previous (verbal) reassurances that all noise abatement would be included in a phase 1. Must we once again be subject to bait-and-switch promises? What else will they "discover" about their site plan once the zoning and CUP variances are advanced and approved? Waiting until now to explore the feasibility of noise abatement was a choice.

Even if they just now discovered issues with stormwater management, the school could have proposed erecting a semi-permanent noise abatement perimeter during phase 1, admittedly at extra cost since it would need to be rebuilt during phase 2. That they didn't propose meaningful (temporary) phase 1 noise abatement was a choice.

Finally, the latest plan acknowledges the disruption caused by gym rentals, but conspicuously uses the least limiting restriction possible ("youth basketball") to preserve as many rental-generating options as possible. What about other youth sports? Using the language "youth basketball" instead of "youth sports" was a choice.

Their intentions are revealed in their choices, not their words.

I urge you to say “no” to further growth. Not 235. Not 217. Not 210. The school can modernize within their existing constraints. That they invested so much time and money building a plan that should not and cannot be advanced is not an issue that this Council is obligated to remedy.

Respectfully,
David Welch
412 Knoll St NW

From: [REDACTED]
To: [Murphy, Jennifer](#)
Cc: [REDACTED] [COUNCIL](#); [Town Manager](#); [Levy, David](#); [West, Andrea](#); [O'Brien, Kelly](#); [Briaglia, Steven](#); [Kenney, Steve](#); [Plowman, Jessica](#); [Glassman, Matthew](#); [Noble, Douglas](#); [Lowther, Joseph](#); [Clouatre, Lyndsey](#); [Janickey, Daniel](#); [Chakrapani, Deepa](#); [Aimone, Keith](#); [Miller, David](#); [REDACTED]
Subject: Re: Green Hedges Application - Additional Public Comments
Date: Tuesday, February 10, 2026 4:14:18 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Dear Members of the Board,

My name is William DuRoss, and I reside at 416 Knoll Street NW with my wife and two daughters. We have called Vienna home for over five years, but we are relatively new to the long and complex history regarding the Green Hedges School (GHS) expansion efforts and Conditional Use Permit (CUP) revisions.

Frankly, had we been aware of this history prior to our purchase, our family would have seriously reconsidered moving to this location. **For the record, my family is firmly against the expansion of Green Hedges School.**

Impact on Our Historic Neighborhood

Since moving here, our historic neighborhood has been under constant pressure. Within a one-block radius of our home, we have faced the massive expansions of Louise Archer and Madison High School, the recurring threat of GHS expansion, and the rise of pop-up daycare centers in residential homes. This level of commercial and institutional density is not what we envisioned when we chose this neighborhood.

While I appreciate that GHS's revised plan addresses some immediate privacy concerns—such as removing the second-story balconies that would have looked directly into our master bedroom—I must underscore that **any expansion** remains detrimental to our community.

Critical Requirements if Approved

Should this plan move forward despite our objections, the following issues must be aggressively addressed:

- **Noise Mitigation:** The current buffers are wholly inadequate. As someone who works from home, the lack of noise deflection is a major concern shared by all neighbors abutting the property. We need drastic improvements to these buffers.
- **Stormwater Management:** My backyard currently floods due to runoff from the school grounds. Adding more impervious surfaces through new construction will exacerbate this issue unless a comprehensive drainage solution is implemented.
- **Traffic Congestion:** Our small residential roads are already at a breaking point with

current school traffic. I have yet to see a plan that realistically addresses how our infrastructure will handle additional volume.

Looking Ahead: When is "Enough"?

My primary concern is the precedent this sets. Given the documented history of the school's growth, there is a high probability they will return to this board for further CUP changes in the future. At what point does the Town of Vienna decide that this private institution has simply outgrown a historic residential neighborhood?

Thank you for your time and for considering these comments in your final decision.

Sincerely,

William DuRoss

416 Knoll St NW Vienna, VA