



TO: Town of Vienna Planning Commission

FROM: Sara V. Mariska

DATE: February 4, 2025

RE: Green Hedges School
Project Updates

Background

Green Hedges School (the “School”) has been a part of the Town of Vienna since 1955. The School’s primary academic building (Kilmer Hall) is over 40 years old and no longer meets educational, code, or safety requirements. Beginning in 2022, the School began considering physical and operational changes and submitted a Conditional Use Permit application and Site Plan modifications in October 2023. Based upon feedback from Town Staff, community members, the Board of Architectural Review, and Planning Commission, the School has spent the last nine (9) months refining its proposal. The School’s revised proposal remains conceptual and will need to be engineered by a civil engineer such that there remain unanswered questions about design and engineering details; however, before submitting formal application materials, the School seeks feedback to further refine its proposal.

Revised Concept

Included below is a summary of major changes made to the School’s concept:

1. Removed 2nd floor on Kilmer Hall, the School’s main academic building.
2. Replaced Rice Arts building with a new standalone building.
3. Removed standalone gym building.
4. Relocated parking spaces from campus periphery to campus interior.
5. Relocated field to Lewis Street.
6. Retained single family dwelling at 227 Nutley Street.
7. Removed 206 Lewis Street from the Conditional Use Permit request.
8. Proposed sidewalks on Windover Avenue.
9. Eliminated need for temporary trailers.

Operational Details

	Approved	Proposed	Details
Maximum Enrollment	190	225	After the conclusion of Phase 1, a maximum of 10 additional students per year, over a 4-year period (up to a maximum of 225).
Employees	42	50	After conclusion of Phase 1, a maximum of 2 additional staff members per year (up to a maximum of 50).
Parking	56 spaces	60 spaces	
School Activities	7:00 a.m. to 6:00 p.m. Monday through Friday	No Change	
Extracurricular School Activities	7:00 a.m. to 9:00 p.m. Monday through Friday 9:00 a.m. to 5:00 p.m. Saturdays 10:00 a.m. to 2:00 p.m. Sundays	No Change	
Community Use	3:00 p.m. to 9:00 p.m. Monday through Friday 9:00 a.m. to 5:00 p.m. Saturdays 9:30 a.m. to 2:00 p.m. Sundays	No Change	

Phasing

Final details will be based upon civil engineering design. The School currently envisions phasing as follows:

Phase 1

- Remove Rice Arts building and construct new building.
- Construct new parking areas.
- Construct new playgrounds and field.
- Install bike parking.
- Renovate interior of Kilmer Hall.
- Landscaping modifications.

Phase 2

- Construct addition to Kilmer Hall.
- Construct new playgrounds.
- Renovate interior of Kilmer Hall.
- Install sidewalks on Lewis and Windover.
- Landscaping modifications.

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