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July 28, 2025

VIA IDT System

David Levy, Director
Department of Planning and Zoning
Town of Vienna
127 Center Street S
Vienna, Virginia 22180

Re: Green Hedges School, Inc.
Proposed Site Plan Modifications

Dear Mr. Levy:

Please accept this letter as a request for site plan modifications pursuant to the Town of Vienna Zoning Ordinance Section 18-830 on behalf of Green Hedges School, Inc. (the "School") on property identified as Fairfax County Tax Map Reference 38-3 ((21)) 8A (the "Subject Property"). Located northwest of the intersection of Nutley Street NW and Windover Avenue NW, the Subject Property is comprised of an approximately 4.3-acre parcel that is zoned to the RS-12.5 District.

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 fourteen (14) months refining its proposal. As discussed with Town Staff, the School is submitting a new Site Plan for review, with the understanding that updated Conditional Use Permit materials will be submitted after initial review of the new Site Plan.

On behalf of the School, I hereby request approval of the following site plan modifications:

- Modification of Section 18-218.2 to modify lot coverage requirements from the 25% to 42.6%.

The Zoning Ordinance allows a maximum of 25% coverage in the RS-12.5 District and in 2007, the School was approved for up to 32.2% coverage. The School now

requests 42.6% coverage to improve existing structures, parking, circulation, and recreation spaces. The additional coverage will allow for the following:

- Modest expansion of the School's Kilmer Hall building footprint by approximately to ensure that the School's main building meets educational needs, industry standards, and building code requirements. The building was previously proposed as two (2) stories; however, with this submission the building has been reduced to 1-story. A new building is proposed to replace the Rice Arts Center; however, a previously proposed gym building has been eliminated from the School's proposal.
- Ensure that all parking spaces are compliant with Zoning Ordinance standards. Many existing parking spaces are sub-standard and do not meet the Town's dimensional requirements.
- Accommodate updated pick-up and drop-off lanes that will separate cars from people and allow for additional car queuing on the Subject Property.

A request to modify lot coverage is common for institutional uses within a residential zoning district in the Town. For example, the new police station located at 215 Center Street South is approved for up to 69.9% lot coverage, Vienna Baptist Church at 541 Marshall Street SW is approved for up to 45% lot coverage, and Louise Archer Elementary School at 324 Nutley Street NW is approved for up to 53.47% lot coverage.

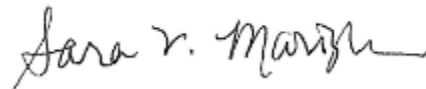
- Modification of Section 18-402 to modify required frontage improvements to allow a modified sidewalk configuration and street section on Lewis Street and Windover Avenue. The School requests this modification to maximize preservation of mature trees to the greatest extent possible.
- Modification of Section 18-582 which requires one loading space for every 100,000 square feet of gross floor area. Unloading is infrequent and can be handled internal to the site without a dedicated loading space. Loading occurs in front of the Kilmer Building entrance. Loading occurs infrequently and when it does occur, it occurs outside of school drop-off and pick-up windows and lasts approximately 15 minutes. The proposed modifications do not change the School's loading needs and as such, the School requests to modify this requirement.
- Modification of Section 18-511 related to interior parking lot landscaping. The School requests this modification to allow for underground stormwater facilities in parking areas, which is critical infrastructure associated with the proposal. Because planting cannot occur over underground stormwater facilities, the Schools requests relief from the strict requirements of interior parking lot landscaping.

- Modification of Section 18-561.A to allow modification to the required 15-foot buffer plantings to maximize preservation of mature trees along the School property line.
- Modification of Section 18-561.2.B to allow a wooden fence in lieu of a masonry wall on the property boundary. The required masonry wall would eliminate all trees along the school property line, both within the School Property and on adjacent residential properties based on the location of critical root zones. To preserve existing vegetation and to provide a visual buffer, the School requests a modification to provide a fence.

In sum, the School proposes to update its existing facilities to allow the School to remain an active and valuable part of the Town for years to come. The proposed modifications have been carefully designed and planned to meet School needs, allow the School to serve as a community resource, while also being sensitive to neighbors. The proposed changes to the School will be a significant improvement to screening, buffering, parking, stormwater management, and pedestrian connectivity. These improvements are not possible without the proposed site modifications. Should you have any questions, or need additional information, do not hesitate to contact me. We look forward to working with the Town on this application.

Very truly yours,

ODIN, FELDMAN & PITTLEMAN, P.C.



Sara V. Mariska

Enclosures

cc: Peter Barrett
Jessica Wadlow
Mike Huber
Anthony Owens
Joseph Plumpe

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