

DRAFT
PROPOSED DEVELOPMENT CONDITIONS
GREEN HEDGES SCHOOL
Tax Map #38-3 ((21)) 8A and 38-3 ((11)) 7

January 23, 2026

Condition approved June 17, 1981:

1. ~~Use of 427 Windover Avenue is limited to classrooms and instruction material storage.~~

Conditions approved March 21, 2007:

1. Enrollment shall be limited to ~~190-217~~ students (no change). Enrollment will not exceed 190 students until such time as an Occupancy Permit is issued for the New Academic Building. Subsequent to the issuance of an Occupancy Permit for the New Academic Building, no more than 10 additional students beyond 190 students may be added per school year, up to a maximum of 217 students.
2. A maximum of ~~3750~~ full-time equivalent employees shall be permitted. Subsequent to the approval of this Conditional Use Permit (“CUP”), no more than two (2) additional full-time employees may be added per school year, up to a maximum of 50 full-time employees.
3. The hours of school activities shall be as follows:
 - ~~Normal School Activities~~ School Hours of Operation (including daily physical education classes and after school classes): are permitted from 7:00 AM to 6:00 PM, Monday through Friday ~~— including extended day, which ends at 6:00 PM.~~
 - ~~Extracurricular Activities and special school events, and similar infrequent or intermittent activities: the hours of use may be extended to are permitted until~~ 9:00 PM during the week, and between 9:00 AM to 5:00 PM on Saturdays, and 10:00:30 AM to 2:00 PM on Sundays. With prior notification to abutting neighbors, one time events, outside of these hours, may be allowed. The Board of Trustees meetings shall be permitted to continue on Sunday evenings.
 - Summer camps, which may be operated by Green Hedges School or others, are permitted from 7:00 AM to 6:00 PM, Monday through Friday.
 - Rental of the School’s facilities shall be limited to 3:00 PM to 9:00 PM Monday through Friday; from 9:00 AM to 5:00 PM on Saturday, and from 9:30 AM to 2:00 PM on Sundays. No rental of the outdoor field for youth sports teams will be permitted.

- Divisional and all-school events are permitted from 7:00 AM to 6:00 PM, Monday through Friday. Abutting property owners must be notified in writing a minimum of one (1) week in advance.
- Special events beyond those listed above are limited to a maximum of twelve (12) events per year. Events must not extend beyond 9:00 PM, with departures occurring by 9:30 PM. Abutting property owners must be notified in writing a minimum of one (1) week in advance. The rental of the School's facilities, including the underground athletic facility, when completed, shall be limited to 3:00 PM to 9:00 PM Monday through Friday; from 9:00 AM to 5:00 PM on Saturday, and from 9:30 AM to 2:00 PM on Sundays.

4. The School shall continue to mitigate any negative impact on the surrounding neighborhoods from traffic and parking for all events and activities, including private groups or individuals renting the School's facilities. The School shall provide ~~and enforce~~ off-street parking for all such activities.
5. The School will provide priority scheduling for use of facilities to ~~neighborhood Town of Vienna~~ youth teams, clubs and organizations. The School will also charge a reduced rate to ~~these neighborhood Town of Vienna~~ groups.
~~Rental policies and one time events will be reviewed annually, or on an as needed basis with abutting neighbors and the Town's Director of Planning & Zoning. The maximum occupancy of the underground athletic facility shall be 375 individuals, or the maximum limit as set by the Fire Marshal.~~
6. Construction of improvements may be phased; the first phase of construction shall begin within 1824 months of the approval of this CUP conditional use permit amendment.
- 6.7. Upon the issuance of the first new Certificate of Occupancy for the School subsequent to approval of this CUP, the School shall be required to receive approval of a site plan for a subsequent phase of development within 24 months.
7. Contracts for extracurricular activities or other use of the School's facilities may remain in effect until the end of the 2006-2007 school year.
8. Green Hedges School will use their best efforts to preserve the existing trees on neighboring properties. The School will comply with the Tree Preservation Plan approved in any final site plan. Should encroachment into a tree preservation area identified on an approved final site plan occur, the School will be required to submit a mitigation plan to the Town of Vienna Urban Forester which will list remedial measures and the time within which measure will be completed by the School to ensure the continued preservation of existing trees.
9. The School will include arrival and dismissal procedures in the Parent and Guardian Handbook which is distributed annually and upon enrollment for any student who begins after the first day of the school year.

10. Prior to final site plan approval for any phase of construction, Town Staff will review the location and screening of all mechanical equipment.
11. Prior to final site plan approval for any phase of construction, Town Staff will review dumpster location and screening.
12. Loading may occur between 7:00 AM and 6:00 PM, Mondays through Fridays.
13. Should a demonstrated need arise, the School will provide secure indoor bike storage without necessitating amendment of this CUP.

8.14. The conditions approved with this CUP will supersede and replace all conditions from prior CUP approvals for the School. Upon approval of this CUP, only the conditions approved herein will govern the use and development of the property.

Additional conditions approved March 29, 2017:

1. The two parking spaces located at 202 Lewis St. NW shall be used by maintenance, custodial and administrative personnel of Green Hedges School and not be available for public or visitor parking. Signs notifying individuals of this limitation will be posted.
2. The two parking spaces located at 202 Lewis St. NW shall be screened with landscaping consistent with that shown on Sheets 10 and 11 of the Site Development Plan.
3. The total number of parking spaces at 415 Windover Ave. NW and 202 Lewis St. NW shall not exceed 56.

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