



## ARLINGTON COUNTY, VIRGINIA

### County Board Agenda Item Meeting of April 21, 2007

**DATE:** April 6, 2007

**SUBJECT:** U-3150-06-1 USE PERMIT REVIEW for secondary parking for 100 parking spaces for off-site users at 1600 N. Glebe Rd. (RPC #07-029-013)

**Applicant:**

Mt. Olivet United Methodist Church  
c/o Steve Jensen, Trustee  
1500 North Glebe Road  
Arlington, Virginia 22207

**C. M. RECOMMENDATION:**

Renew, the secondary parking use permit, with an amendment to condition #6, subject to all other previously approved conditions, with a County Board review in one (1) year (April 2008).

**ISSUE:** A minor modification (painting the speed hump) is needed.

**SUMMARY:** Mount Olivet United Methodist Church seeks renewal of a use permit to continue to provide parking for off-site users. In October 2006, the County Board approved a use permit for secondary parking to allow 100 of Mt. Olivet Church's 142 surface parking lot spaces to be used by Marymount University faculty, staff, and students. The church has collaborated with the community to incorporate measures to mitigate the impact of this use on the adjacent neighborhood and has made improvements to both the North Woodstock Street entrance and the North Glebe Road driveway to improve safety and site access. Staff has concerns regarding the speed hump and is recommending that the speed hump be painted to increase its visibility. Therefore, staff recommends renewal of the secondary parking use permit, with an amendment to condition #6, subject to all other previously approved conditions, with a County Board review in one (1) year (April 2008).

**BACKGROUND:** In October 2006, the County Board approved the use permit for secondary parking for off-site users with a County Board review in five (5) months. The five-month use permit review period provided the applicant opportunity to construct and implement the improvements required subject to the use permit conditions. This review period has also allowed County staff the opportunity to measure the effectiveness of improvements made by the applicant, along with any impacts that the continuation of the use would have on the surrounding

County Manager: \_\_\_\_\_

Staff: Rasheda DuPree McKinney, DCPHD, Planning Division  
Robert Gibson, DES, Transportation

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neighborhood. In March 2007, the review was deferred for one (1) month to resolve outstanding issues and allow for further dialogue between the applicant, community, and staff.

**DISCUSSION:** Pursuant to the approved use permit conditions, the applicant has implemented many of the required site improvements since the use permit approval including directional signs, widening and striping of the North Glebe Road entrance, construction of a speed hump at the Woodstock Street driveway, and a contribution of \$7,000 for the installation of a stamped, colored asphalt gateway treatment at the intersection of North Woodstock Street and North 17<sup>th</sup> Street. In addition, Marymount’s liaison has developed a Complaint/Incident process to formally track and record neighborhood concerns. Marymount will also implement a vehicle activity recordation process to maintain a daily log of the numbers of Marymount vehicles using the lot as well as the total number of Marymount and non-Marymount vehicles entering and exiting the lot at Woodstock Street. Marymount will make this log available to staff and the community. Pursuant to the approved use permit, the applicant was required to install landscaping materials in the concrete planters. The concrete planters have now been installed and filled with planting soil and landscape materials. The landscaping softens the planters’ appearance and creates a gateway feature which complements the residential character of the adjacent neighborhood.

Staff has concerns regarding the asphalt speed hump. While it meets the minimum specifications identified in the use permit conditions, it has not been painted. This makes the speed hump very difficult to distinguish from a level patch in the asphalt. In a typical speed hump installation, the speed hump is painted and marked to help motorists identify that they are approaching a raised element in the roadway and one must slow down as they go over it. Staff recommends that the applicant paint the speed hump a solid white or yellow color so that motorists will know that they are approaching a speed hump and that they should slow down.

Traffic Impact: On March 1, 2007, staff performed a traffic count at the Mount Olivet parking lot. The count was conducted during the a.m. and p.m. peak periods of student use from 9:15 a.m. to 11:15 a.m. and from 4:15 p.m. to 6:15 p.m. During the 4 hours of observation, no Marymount students used Woodstock Street to enter or exit the parking lot. The table below presents the totals for vehicles entering and exiting each of the entrances to the lot.

		<b>Woodstock Street Entrance</b>		<b>Glebe Road Entrance</b>	
		Vehicles	Vehicles	Vehicles	Vehicles
		Entering	Exiting	Entering	Exiting
AM Peak Period	9:15 - 11:15	10	16	46	23
<u>PM Peak Period</u>	<u>4:15 - 6:15</u>	<u>8</u>	<u>3</u>	<u>20</u>	<u>39</u>
<b>Total</b>		<b>18</b>	<b>19</b>	<b>66</b>	<b>62</b>

During the traffic count, traffic operations at the North Glebe Road entrance were observed to have significantly improved as a result of the widening of the ramp to North Glebe Road (the ramp was widened from 17-feet to 25-feet), and restricting southbound buses from entering the lot. Widening the ramp made it possible for vehicles to enter the lot from North Glebe Road while vehicles were queued on the ramp waiting to exit. Previously a vehicle waiting to exit would have to back down the ramp and yield right-of-way to vehicles entering from North Glebe Road. During both the a.m. and p.m. count, Marymount security officers were present actively

enforcing the restriction of Marymount traffic from using the Woodstock Street entrance to the parking lot. Marymount security officers have been monitoring the use of the lot and maintain a log of violations. The security officers report that they very rarely observed Marymount traffic using Woodstock Street.

**Since the use permit approval (October 14, 2006):**

Use Permit Conditions: The secondary parking use is generally in compliance with the approved use permit conditions. Staff recommends that the applicant paint and mark the speed hump to increase its visibility.

Community Code Enforcement: The Code Enforcement Office has not expressed any concerns regarding the continuation of this use.

Fire Marshal's Office: The Fire Marshal's Office has not expressed any concerns regarding the continuation of this use.

Police Department: The Police Department has not expressed any concerns regarding the continuation of this use.

Civic Associations: The site is located in the Waycroft Woodlawn Civic Association (WWCA). In a letter to County Board the civic association has identified four (4) areas of concern.

1. WWCA states that it does not believe that conditions #1 & #12 of the use permit have been met and have raised concerns regarding parking lot striping.

Condition #1: The applicant agrees that the parking of all vehicles on the site shall be in accordance with a plan that is consistent with the use permit approved by the County Board. The applicant agrees that a maximum of 100 parking spaces for the secondary use shall be provided on the site, and that at no time shall there be more than 152 automobiles parked on the site once the lot has been re-striped.

Condition #12: The applicant agrees that limitations on the use of the parking lot shall be prominently posted on the site indicating the number of spaces available for secondary parking, the days and hours they are available to the secondary users, restrictions on access and egress, and the general location of spaces available for secondary parking use.”

*Staff Response:* The parking lot has not been re-striped to add the additional 10 spaces originally proposed by the applicant. Until the parking lot has been re-striped, Mount Olivet would not be permitted to park more vehicles than the existing 142 spaces would permit. While the existing parking lot striping is very faint in certain places, staff has observed that secondary parking users regularly park in the designated spaces on the parking lot in compliance with the approved use permit conditions.

Additionally, Mount Olivet has placed signs throughout the lot designating spaces for Marymount parking, along with a new sign at the Woodstock Street entrance indicating that Marymount users should not use Woodstock Street.

2. WWCA states that they have concerns regarding the effectiveness of the speed hump and feel that it is completely unmarked.

*Staff Response:* Staff supports the concerns of WWCA and recommends that the speed hump be painted consistent with standard construction practices. The visibility of the speed humps is a critical element contributing to their effectiveness.

3. WWCA states that it is concerned that without plantings, the concrete planters narrowing the Woodstock Street entrance would become trash receptacles and eyesores inconsistent with Mount Olivet's other plantings and the neighborhood.

*Staff Response:* Since this letter was submitted, the applicant has installed plantings in the planters.

4. WWCA states that it would like the County to verify that Marymount has made the \$7,000 contribution as required in Condition #14 and that Marymount is placing a guard on site as identified in Condition #17.

*Staff Response:* The County has received the contribution from Marymount and is working on scheduling the construction of the improvements. The Marymount guards were observed on-site during the traffic study that was conducted. The monitoring plan implemented by Marymount has been outlined in the discussion above.

**CONCLUSION:** Mount Olivet and Marymount University have satisfied the use permit conditions, and have improved the shared parking operations on the site. The improvements to the North Glebe Road entrance allow the entrance to function effectively. The combination of the entrance improvements, signs and increased monitoring at the Woodstock Street entrance mitigate the impacts on the neighborhood associated with the secondary use. Staff recommends, however, that the speed hump be painted to increase its visibility. Therefore, staff recommends renewal of the secondary parking use permit, with an amendment to condition #6, subject to all other previously approved conditions, with a County Board review in one (1) year (April 2008):

6. The applicant agrees to install a speed hump and two planters on the church's property at the Woodstock Street entrance. The speed hump shall be 12 feet in width, 6 feet in length with a height no less than 3 inches, **and shall be painted or striped in yellow paint for identification purposes.** The planters on either side of the speed hump shall narrow the driveway width to no more than 14 feet. Each planter shall have one foot of separation from the speed hump to provide for drainage.

PREVIOUS COUNTY BOARD ACTIONS:

May 20, 2006	Deferred the use permit (U-3150-06-1) request for secondary parking to the July 8, 2006 County Board meeting.
July 8, 2006	Deferred the use permit (U-3150-06-1) request for secondary parking to the September 16, 2006 County Board meeting.
September 16, 2006	Deferred the use permit (U-3150-06-1) request for secondary parking to the October 14, 2006 County Board meeting.
October 14, 2006	Approved the use permit (U-3150-06-1) request for secondary parking subject to conditions and with a County Board review in 5 months (March 2007).
March 17, 2007	Deferred the review of use permit (U-3150-06-1) for secondary parking to the April 21, 2006 County Board meeting.

1. The applicant agrees that the parking of all vehicles on the site shall be in accordance with a plan that is consistent with the use permit approved by the County Board. The applicant agrees that a maximum of 100 parking spaces for the secondary use shall be provided on the site, and that at no time shall there be more than 152 automobiles parked on the site once the lot has been re-striped.
2. The applicant agrees that the hours of operation of the secondary use shall be limited daily to between 6 a.m. until 10 p.m. on Monday through Friday.
3. The applicant agrees to restrict parking ingress and egress for secondary use to North Glebe Road only, and shall prominently post restrictions near North Woodstock Street in a manner approved by the County Manager.
4. The applicant agrees that shuttle bus pick-ups and drop-offs on the lot would be limited to northbound shuttle buses only from North Glebe Road. All access improvements to the parking lot shall be reviewed and approved by the County Manager or his designee before construction. Additionally, the applicant agrees that should improvements to the North Glebe Road entrance to the Mount Olivet Church parking lot require work in the public right-of-way, then the applicant must obtain required permits from the Virginia Department of Transportation (VDOT).
5. The applicant agrees to widen the ramp from the parking to the North Glebe Road entrance from 17-feet wide to 25-feet.
6. The applicant agrees to install a speed hump and two planters on the church's property at the Woodstock Street entrance. The speed hump shall be 12 feet in width, 6 feet in length with a height no less than 3 inches. The planters on either side of the speed hump shall narrow the driveway width to no more than 14 feet. Each planter shall have one foot of separation from the speed hump to provide for drainage.
7. The applicant agrees that the approved secondary parking plan may only be modified with a use permit amendment as specified in Subsection 36.G.
8. The applicant agrees that all changes to the site required as condition to the use permit approval shall be satisfactorily completed by January 1, 2007. Prior to filing a building permit, the applicant shall submit plans of the proposed parking lot modifications to the Transportation Division of the Arlington County Department of Environmental Services for review and approval.
9. The applicant agrees that any expansion of the North Glebe Road driveway shall not cause damage to any existing landscaping. The applicant further agrees that should any damage occur to any existing landscaping, the applicant will be required to consult with County staff to replace the materials damaged with substantially similar materials. The applicant agrees that if additional landscaping is required, all plant materials and

landscaping, unless otherwise specified, shall conform to County standards and specifications, and shall meet the American Standard for Nursery Stock Z50.1-73, and the following standards:

- a) Major deciduous trees (shade or canopy trees such as Oaks, Maples, London Planes, Japanese Zelkovas, etc.) - a height of 12 to 18 feet with a minimum caliper of 3 to 3 1/2 inches.
  - b) Evergreen trees (such as Scotch Pines, White Pines, Hemlocks, etc.) - a minimum height of 8 to 10 feet.
  - c) Ornamental deciduous trees (such as Cherries, Dogwoods, Serviceberries, Hornbeams, etc.) - a height of 10 to 14 feet with a minimum caliper of 1 1/2 to 2 inches.
  - d) Shrubs - a minimum spread of 18 to 24 inches.
  - e) Groundcover - in 2 inch pots.
10. The applicant agrees that no outdoor public address system shall be used on the subject site.
  11. The applicant agrees to identify an on-site liaison that shall be available to respond to community concerns. Marymount University shall also provide a liaison to respond to community concerns related to the use of the lot. The names, hours of availability, and telephone numbers of the liaisons shall be provided to the Waycroft-Woodlawn Civic Association and the Arlington County Zoning Administrator.
  12. The applicant agrees that limitations on the use of the parking lot shall be prominently posted on the site indicating the number of spaces available for secondary parking, the days and hours they are available to the secondary users, restrictions on access and egress, and the general location of spaces available for secondary parking use.
  13. The secondary parking use shall not operate during the proposed construction to widen the North Glebe Road entrance. However, should the proposed construction improvements exceed a 3-day period, the applicant agrees to provide access for the primary use via 16<sup>th</sup> Road North to alleviate traffic on North Woodstock Street and to provide personnel at the North Glebe Road access to direct motorists to use alternate entrances.
  14. The applicant agrees that the off-site user, Marymount University, provide a \$7,000 contribution, on or before January 16, 2007, for Arlington County to install a gateway feature at the north end of North Woodstock Street.

15. The applicant agrees that shuttle buses which access the Mount Olivet lot for secondary use shall be limited to 30 feet in length. Such shuttle buses shall access the lot solely for the purposes of picking up and discharging students, which shall occur in the middle portion of the lot. Buses shall not layover or otherwise remain parked in the lot with their engines idling waiting for students or for other purposes at any time.
16. The applicant agrees that Marymount University will inform all shuttle drivers, parking guards, and campus safety personnel about responsibilities associated with monitoring the use of the Mt. Olivet parking lot. Further, the applicant agrees that Marymount staff, faculty and students applying for parking privileges at the Mt. Olivet parking lot will be informed of and agree to comply with the requirements associated with usage of the Mt. Olivet parking lot.
17. The applicant agrees that Marymount University will place a guard for a total of 3 hours a day at the Mt. Olivet parking lot every weekday that the university is offering classes during the peak periods of secondary use of the Mt. Olivet parking lot to monitor secondary use only. The applicant agrees that Marymount University will continue to periodically monitor the Mount Olivet parking lot during other secondary usage times.
18. The applicant agrees that Marymount University will place a guard at the Mt. Olivet parking lot for a minimum of 3 hours up to a maximum of 8 hours daily for the first two weeks of each semester to monitor secondary use only.
19. The use permit shall be reviewed by the County Board should Marymount University's lease agreement for secondary use of the lot be discontinued.
20. Prior to the March 2007 County Board review, the County will perform a study to verify the effectiveness of the proposed site improvements at preventing secondary users from accessing the Mount Olivet lot from Woodstock Street. Should the number of trips by secondary users entering and exiting the parking lot using Woodstock Street entrance during the study exceed 5 vehicles per day, the use permit shall be subject to an earlier review by the Board, including the possibility of non-renewal.