



ALBEMARLE COUNTY PLANNING
STAFF REPORT SUMMARY

Proposal: SP201800015 Albemarle Montessori School	Staff: Tori Kanellopoulos, Planner
Planning Commission Public Hearing: December 4, 2018	Board of Supervisors Hearing: TBD
Owner: Hollymead Professional Center LLC	Applicant: Fred Catlin
Acreage: 0.94 acres	Special Use Permit for: Request to establish a private school in an existing building in accordance with Sections 20.4.2 and 23.2.2(6) of the Zoning ordinance.
TMP: 046B20100002F0 Location: 1562 Insurance Lane, Charlottesville VA 22911	By-right use: PUD- Planned Unit Development – residential (3 – 34 units per acre), mixed with commercial, service and industrial uses. By special use permit, this facility may have up to 36 students.
Magisterial District: Rivanna	Conditions: Yes EC: Yes
Proposal: Special use permit to allow private school use for up to 36 students. The proposed school would be in an existing building, and only interior renovations would be needed.	Requested # of Dwelling Units: 0
DA: X RA:	Comp. Plan Designation: Commercial Mixed Use – commercial, retail, employment uses, with supporting residential (no maximum density), office, or institutional uses in the Hollymead area of the Places29 Master Plan.
Character of Property: The existing building is currently not in use. 1,970 sq. ft. of the interior will be renovated for the proposed Montessori School. The other section of the building had an office tenant that moved to a different location and will likely hold another office tenant in the future. The parcel also consists of parking and a shared playground area with the existing daycare.	Use of Surrounding Properties: Office uses, including offices for insurance, medical, and engineering establishments. There is an existing Montessori daycare that will share the playground area with the proposed Montessori School. There are nearby single and multi-family residential uses.
Factors Favorable: 1. The proposal provides additional educational opportunities for children in the community. 2. No detrimental impacts to adjoining properties are anticipated.	Factors Unfavorable: 1. None identified
RECOMMENDATION: Special Use Permit: Staff recommends approval of SP201800015, Montessori School with conditions.	

STAFF PERSON: Tori Kanellopoulos, Planner
PLANNING COMMISSION: December 4, 2018
BOARD OF SUPERVISORS: TBD

SP201800015: Albemarle Montessori School

PETITION:

PROJECT: SP201800015 Albemarle Montessori School

MAGISTERIAL DISTRICT: Rivanna

TAX MAP/PARCEL(S): 046B20100002F0

LOCATION: 1562 Insurance Lane, Charlottesville VA 22911

PROPOSAL: New Special Use Permit to establish a 1,970 sq. ft. Montessori School in an existing building for grades 1-6, with a maximum enrollment of 36 students. The building would include one classroom and four office/storage areas. No residential units are proposed.

PETITION: Sections 20.4.2 and 23.2.2(6) School of Special Instruction

ZONING: PUD- Planned Unit Development – residential (3 – 34 units per acre), mixed with commercial, service and industrial uses.

OVERLAY DISTRICT(S): Entrance Corridor, Airport Impact Area, Steep Slopes- Managed

COMPREHENSIVE PLAN: Commercial Mixed Use – commercial, retail, employment uses, with supporting residential (no maximum density), office, or institutional uses in the Hollymead area of the Places29 Master Plan.

CHARACTER OF SURROUNDING AREA:

The subject property is located 275' from the corner of S Hollymead Drive and Insurance Lane [Attachment A]. There are six buildings within the Hollymead office complex area adjacent to Insurance Lane, which are mainly used as office spaces, including for engineering, medical, and insurance businesses. The property is between the two entrances to the Hollymead PUD Neighborhood, which are N Hollymead Drive and S Hollymead Drive. The Hollymead PUD also consists of single-family and multi-family homes, a clubhouse, and the Hollymead Elementary School.

PLANNING AND ZONING HISTORY:

SP197200156 – Hollymead Planned Community – Approved special use permit for PUD Planned Unit Development.

SDP199200035 – State Farm Service Center Final – Approved final site plan for the commercial/office area of the Hollymead PUD.

DETAILS OF THE PROPOSAL:

The applicant has requested a special use permit to establish a Montessori School for up to 36 students for grades 1-6 [Attachment B]. The school would require interior renovations only to the existing building at 1562 Insurance Lane for a total area of 1,970 sq. ft. The area between the daycare and school is a fenced-in playground for the daycare, which would be the primary playground for school children. The school operating hours would be the same as the daycare: 7:15 AM – 5:45 PM M-F. Parents would drop off students between 7:15 and 9 AM and pick up between 3:15 PM and 5:45 PM. The school anticipates that many of the Montessori School students will be siblings of existing daycare attendees at the adjacent Montessori Daycare.

COMMUNITY MEETING

The applicant conducted the required community meeting with the Places29 North Community Advisory Committee on Thursday, September 20th, 2018. The concerns raised were mainly regarding safety of the students and potential noise impacts to surrounding uses. The applicant responded that the

playground area is fenced, including a 6' fence behind the former adjacent office use, which addresses both safety and noise concerns. The applicant also noted that the Fire Marshall and Health Department will conduct yearly inspections. While enhanced connectivity with the surrounding neighborhood and landscaping were discussed as ideal improvements, they are not requirements, as no site plan is needed for this application. In addition, questions regarding Montessori School education were discussed.

ANALYSIS OF THE SPECIAL USE PERMIT REQUEST:

Section 33.39(B) states that the Commission, in making its recommendation, shall consider the same factors found in Section 33.40 (B):

1. No substantial detriment. Whether the proposed special use will be a substantial detriment to adjacent parcels.

The adjacent parcels within the office complex area are all designated Commercial Mixed Use in the Places29 Master Plan and are all within the same PUD Zoning District. The intensity and scale of the use is consistent with surrounding uses, which include offices and a daycare. The only changes to the property are occurring within the existing building.

The applicant is proposing staggered recreation times for daycare attendees and school students to mitigate potential noise impacts. Therefore, not all children would be outdoors at the same time. There is an existing 6' fence behind the adjacent section of the building that formerly held an office tenant, until the tenant moved to a new location. The section of the building is currently vacant, however the 6' fence would mitigate noise for any future tenants.

There is no significant anticipated increase in traffic. The applicant has stated that many of the Montessori students would be siblings of current daycare attendees, and therefore would not be creating new trips. The proposal is for up to 36 students and 3 staff members. The staff members would be staggered in their arrival and departure times, and the number of students at the school would be increased gradually over several years. The applicant has provided a circulation plan for drop off and pickup, including staggered arrival and departure times. There are two entrances to access the area from Route 29 at N Hollymead Drive and S Hollymead Drive, as well as two entrances from Insurance Lane. Given that the proposed school is near the entrance to the Hollymead PUD, the only anticipated traffic traveling through the Hollymead PUD to access the School is from residents of that neighborhood. VDOT did not have any concerns about the proposal.

Zoning has determined that there is sufficient parking for this proposed use based on the concept plan and parking study submitted by the applicant. The applicant has provided a parking study [Attachment B] showing designated parking spaces for parents to use for drop off and pick up of students. The applicant's narrative anticipates two or three parent education meetings per year, which would occur at 5 PM. Other events include parent workdays on a Saturday or an admissions open house on a Saturday. The applicant proposes that there will not be school events on the same day as daycare events. Given the parking spaces at both the school and the daycare, Staff anticipates there would be adequate parking for any school events the applicant has proposed.

Staff finds that the use will not be a detriment to adjacent property.

2. Character of the nearby area is unchanged. Whether the character of the adjacent parcels and the nearby area will be changed by the proposed special use.

The existing Montessori Daycare has been operating in the building across from the proposed Montessori School since 2014. Uses in other buildings within the office complex area include

engineering, medical, and insurance offices. There are no proposed changes to the exterior of the building. The existing playground area would function as a shared area for the school and daycare. The proposed school will not change the character of the adjacent parcels or nearby area.

3. *Harmony. Whether the proposed special use will be in harmony with the purpose and intent of this chapter,*

The purpose and intent of the PUD is to provide for a mixture of uses and housing types. The proposed school is consistent with the intended scale of non-residential uses in the PUD. The proposed school may serve residents within and outside of the Hollymead PUD, which is also consistent with the intent of this district.

with the uses permitted by right in the district,

The proposed school would not affect or restrict the current uses or other by-right uses available at this property or adjacent properties.

with the regulations provided in Section 5 as applicable,

No supplementary regulations apply for this use.

and with the public health, safety, and general welfare.

The proposed school will provide families with an additional education option with the Montessori designation. This can be seen as promoting the public health safety and general welfare of the community. The proposal states that the school would meet state and local codes and regulations, including for Fire/Rescue, Thomas Jefferson District Health Department, Virginia Department of Education, and County Superintendent of Public Schools.

4. *Consistency with the Comprehensive Plan. Whether the proposed special use will be consistent with the Comprehensive Plan.*

The Places29 Master Plan, within the Comprehensive Plan, designates this property as Commercial Mixed Use. Properties with this designation may include institutional uses, office uses, and multifamily uses. Both institutional and office uses are listed as secondary uses under this designation. Given that the adjacent parcels are already used as office spaces, an institutional use would be consistent with the existing character of the area and of the Comprehensive Plan designation. The proposed use is consistent with the Master Plan designated nearby uses of Neighborhood Density Residential and Urban Density Residential. Both list institutional uses as secondary uses. Since the proposed use does not involve any physical improvements to the site, a full Neighborhood Model Analysis is not provided.

SUMMARY:

Staff finds the following factors favorable to this request:

1. The proposal provides more educational opportunities for children in the community.
2. No detrimental impacts to adjoining properties are anticipated.

Staff finds the following factor(s) unfavorable to this request: None identified

RECOMMENDED ACTION:

Based on the findings described in this report and factors identified as favorable, **staff recommends approval of special use permit application SP201800015 with the following conditions** (below).

1. Development of the use shall be in general accord with the Conceptual Plan titled "Albemarle

Montessori: Special Use Permit SP2018-00015 Conceptual Site Plan and Parking Study,” prepared by 30 Scale, LLC, with the latest revision date of October 24, 2018, as determined by the Director of Planning and the Zoning Administrator [Attachment C]. To be in general accord with the Conceptual Plan, development shall reflect the following major elements within the development essential to the design of the development:

- Location of parking areas
- Locations of drop off and pickup parking spaces
- General location of shared playground area with the adjacent Montessori Daycare

Minor modifications to the plan which do not conflict with the above elements may be made to ensure compliance with the Zoning Ordinance.

2. The maximum enrollment shall not exceed thirty-six (36) students.
3. Normal hours of operation for the school shall be from 7:15 am to 5:45 pm provided that occasional school-related events may occur after 5:45 pm.

POSSIBLE PLANNING COMMISSION MOTION- SP201800015:

A. Should the Planning Commission **choose to recommend approval** of this special use permit:

Move to recommend approval of SP201800015, Albemarle Montessori School, with conditions as stated in the staff report.

B. Should the Planning Commission **choose to recommend denial** of this special use permit:

Move to recommend denial of SP201800015, Albemarle Montessori School. *Should a commissioner motion to recommend denial, he or she should state the reason(s) for recommending denial.*

ATTACHMENTS

Attachment A – [Vicinity Map](#)

Attachment B – [Project Narrative](#)

Attachment C – [Concept Plan](#)