



## Meeting Minutes

**Date:** 2022-09-21

**Project Name:** Dunn Loring Elementary School

**Purpose:** Design Feedback and Engagement Meeting #2

**Location:** Remote – Microsoft Teams

### **Attendees:**

Name	Affiliation	Email
Brad James	FCPS D&C	<a href="mailto:CBJAMES@FCPS.EDU">CBJAMES@FCPS.EDU</a>
Tom Lee	Samaha	<a href="mailto:FTL@SAMAHA-ARCH.COM">FTL@SAMAHA-ARCH.COM</a>
Randy Beard	Samaha	<a href="mailto:RBEARD@SAMAHA-ARCH.COM">RBEARD@SAMAHA-ARCH.COM</a>
Kyle Lee	Samaha	<a href="mailto:KLEE@SAMAHA-ARCH.COM">KLEE@SAMAHA-ARCH.COM</a>
Dongrui Zhu	Samaha	<a href="mailto:DZHU@SAMAHA-ARCH.COM">DZHU@SAMAHA-ARCH.COM</a>
Ken Quincy	Nearby Resident	
Teresa Beatty	Stenwood Parent	
Brendan Menuey	Executive Principal – Region 2	
Erica Riley	Stenwood Elementary	
Jeremy Hancock	Shreveewood Parent President of Stenwood Council	
Katie	Stenwood Parent	
Lily Lin Lynn	Stenwood Parent	
Becky Cate	Dunn Loring Civic Association	
Jaclyn Marmol	Staff Aide for Karl Frische -School Board Providence District	
Mike Cate	Dunn Loring Garden/Civic Association	

### **Points of Discussion:**

1. Brad James provided introductions to the project team.
  - A. FCPS Design and Construction
    - i. Bradley James – Coordinator
    - ii. Subhash Gambhir – Architect
  - B. Consultant Design Team
    - i. Samaha Associates – Architect
    - ii. Pennoni – Civil Engineer
    - iii. Ehlert Bryan – Structural Engineer
    - iv. Strickler Associates – MEP Engineer
2. Brad James noted that the Design Committee has been rebranded as the Design Feedback and Engagement Committee and provided an overview of the committee’s role.
  - A. Review and Provide Feedback of Design Development. Including:
    - i. Site Access and Traffic Flow
    - ii. Parking Configurations
    - iii. Playfield and Play Areas



- iv. Building Layout
- B. Share:
  - i. Questions
  - ii. Suggestions
  - iii. Comments
- C. Liaison with the Community to Foster Engagement.
- 3. Brad James provided a project overview of the projected milestone dates for the project.
  - A. Schematic Design – 4/2022 – 9/2022
    - i. Committee Meeting #1 – 6/9/2022
    - ii. Committee Meeting #2 (Current Meeting) – 9/21/2022
  - B. Design Development Phase – 9/2022 – 12/2022
  - C. Intermediate Design Phase – 12/2022 – 3/2023
  - D. Final Design Phase – 3/2023 – 7/2023
  - E. Permit Phase – 7/2023 – 4/2024
  - F. Construction Start – Spring 2024
  - G. Final Completion – Fall 2026
- 4. Brad James provided an overview of the project scope.
  - A. Project requirements are governed by the FCPS Educational Specifications with modifications based on the needs for individual schools.
  - B. The current project scope is to demolish the existing administration building and replace with a new elementary school.
  - C. The project scope includes construction of a new building. Features of the new building include:
    - i. Small building footprint.
    - ii. Safety and Security components such as secure vestibule.
    - iii. High performance systems for energy savings.
    - iv. Design will include designated areas for potential future expansion.
  - D. Site scope includes:
    - i. On-site parking.
    - ii. Bus Loop.
    - iii. Kiss & Ride Loop.
    - iv. Outdoor play fields and play areas.
  - E. No phased-occupied construction is anticipated for this project.
- 5. Tom Lee presented an image with an overview of the existing site. This image was presented at the previous committee meeting.
- 6. Tom Lee presented an image comparing the new Option 1 and Option 2 site plans. Comments from the first design committee meeting regarding site access and traffic flow were developed into an additional option.
  - A. Site access from Gallows Road has been eliminated from both options. VDOT requirements and grade change between Gallows Road and the remainder of the site make access from Gallows Road unfeasible.
  - B. Program changes from the previous committee meeting include
    - i. Two pre-kindergarten classrooms added.
    - ii. (6) special education program rooms added.
    - iii. SACC program added.
- 7. Tom Lee presented site plan, floor plans, and aerial images for the new Option 1.
  - A. Site access is provided through 3 distinct entrances on Idylwood Road.
    - i. Kiss & ride loop is directly across from Greenbrier Way. The loading dock would be isolated by cones during pick up and drop off direct traffic.
    - ii. Bus loop entrance is separate from the kiss & ride loop to keep bus traffic and parent vehicular traffic from mixing.
  - B. Location of building utilizes the level portion of the existing play field to lower earthwork costs.
  - C. 136 parking spaces are shown in plan, which is in excess of the required number of spaces.
  - D. Paved play areas are located at the rear of the school.
  - E. The gymnasium is located on the second floor above the cafeteria.



- F. The SACC rooms are in close proximity to the bus loop and the kiss & ride loop.
  - G. The academic wing is 3-stories tall and set far back from Idylwood Road.
    - i. The design currently supports approximately a 900-student capacity.
    - ii. A location for potential expansion is located on the northwest corner of the building.
  - H. Special education spaces are spread throughout the building.
  - I. The administrative office is located at the front of the school for passive visual security.
  - J. Noise producing stacked program spaces are acoustically treated to mitigate sound transmission between spaces. The sound mitigation strategy was implemented at McNair Upper Elementary School with successful results.
8. Tom Lee presented site plan, floor plans, and aerial images for the new Option 2, which is similar to an option presented during the first committee meeting with additional site development.
- A. Site access from Gallows Road has been eliminated. Two site entrances are provided.
    - i. Buses enter and exit from the access point across from Greenbrier Way.
    - ii. Kiss & ride traffic enters on the access point to the northwest of the site and exit from the same point using the turnaround loop close to the bus loop.
    - iii. Paved connection between bus and kiss & ride loops will be blocked with cones during pick up and drop off to keep traffic separate.
  - B. Option 2 has 15 fewer parking spaces than Option 1. Additional parking spaces may be feasible to add near the play field to increase the parking count.
  - C. Significantly more retaining wall is required to the north and northeast to level out the site for grading.
  - D. The 4-story building is located closer to the corner of Gallows Road and Idylwood Road where the existing building is situated.
  - E. Gymnasium, cafeteria, and other activity spaces are located on the ground floor. No general classrooms are located on the ground floor.
  - F. Kindergarten and 1<sup>st</sup> Grade classrooms are located on Level 2. The remainder of the classroom spaces are stacked on the east wing of the building on Levels 3 and 4.
  - G. Art is located on Level 3.
  - H. Option 2 does not show space on the site for a future addition. Instead, a cold dark shell would be provided on Level 4 which can be built out with three classrooms and one support space at a later date as necessary.
  - I. Notches, steps, and overhangs on the building façade are used to reduce a monolithic design. The building elevation steps down towards the rear property line so that portions of the cafeteria and gym are single story to reduce the scale of the building nearest the adjacent residences.
9. The playground, paved play areas, ballfields, and gymnasium are all intended to be available for public use. Classroom areas are designed in a way that they can be secured if portions of the building are made available for scheduled events or sports leagues.
10. FCPS Next Steps:
- A. The next meeting, tentatively scheduled for mid to late October, will be a larger, in-person meeting with invitations to the surrounding community and not just the Design Feedback and Engagement Committee. FCPS Office of Communication and Community Relations is putting together an explainer videos with an overview of the project and a call for action to join the community meeting. The presentation at the meeting will include more than just the two options presented at this meeting and will walk the community through the feedback and improvements made so far in the design.
  - B. FCPS website notifications and mailings will announce future community engagement meetings for the project.
  - C. Community outreach by all participants of this meeting is encouraged by FCPS
  - D. FCPS leadership will meet after the large community meeting and notify the community via email which option is being selected.
  - E. An additional meeting will be scheduled after an option has been selected.

## **Questions and Comments**

1. Q. Katie noted that the traffic light at the Gallows Road and Idylwood Road intersection is timed to only allow



approximately 5 vehicles to pass through at once, which would have a major impact on the school traffic. Currently, Greenbrier Way traffic cannot turn right onto Idylwood Road during high traffic times. Katie asked how this will be addressed.

A. Brad indicated that a traffic study will be provided at the intersection as well as the nearby feeder streets. The study will occur once a building location is selected, likely around mid-November. Results of the traffic study will be made available and will guide the design as necessary. The traffic study could also be used to help change the timing of the traffic lights. FCPS Safety & Security staff can assist with traffic flow studies. FCPS can also partner with the Fairfax County Police Department if required to assist with managing traffic.

2. Jeremy noted appreciation that the design options had been adjusted based on comments concerning traffic during the previous committee meeting.
3. Q. Jeremy asked whether there was space set aside for outdoor classrooms and playgrounds in Option 1.  
A. Playground areas are located to the northwest of the building, adjacent to the bus loop parking. The outdoor classroom is located to the north of the building closer to the cafeteria.
4. Q. Jeremy asked why it appeared that there was no open space for the playgrounds.  
A. The play areas are designed per the FCPS Educational Specifications. Additional open space is available by the playgrounds in Option 2. Option 2 also groups both modular playgrounds and paved play together. The playfield is also in closer proximity to the play areas in Option 2. While additional open spaces are visible on site, the intent is to locate play areas in spaces where students would not have to cross drive aisles to access. Safety barriers for play areas will be reviewed once an option is selected and further developed.
5. Q. Jeremy requested confirmation that Option 2 has fewer parking spaces.  
A. Additional parking spaces can be added to the Option 2 plan to bring the quantity up to par with Option 1, but the spaces will be further from the school building. The kiss & ride entrance to the site is also further away from the building on Option 2.
6. Q. Becky noted that she and other community members had visited the site and counted 190 existing parking spaces. Becky asked that the design team make sure sufficient onsite parking is provided to accommodate special events.  
A. The project requires only 80 parking spaces for an elementary school building of this size. Option 1 provides 136 parking spaces and Option 2 provides 121 parking spaces. The design team currently shows 160 existing parking spaces. Other schools have used the paved play areas as special events parking, utilized shuttling for off-site parking, or staged events in shifts to reduce the number of visitors at one time.
7. Brendan thanked the design team for making revisions based on feedback from the previous committee meeting.
8. Q. Brendan expressed concern that a 4-story building on this site would be significantly taller than the surrounding residential buildings and asked how the proposed building relates to the surrounding neighborhood.  
A. The proposed 4-story building (Option 2) is located at the bottom of the hill to mitigate the height differential between the school and surrounding neighborhood. Option 1 is only 3 stories for 50% of the building. McNair Upper Elementary School in Herndon used the same prototype building without appearing out of place from the surrounding neighborhood. Brendan agreed that McNair Upper Elementary School fit the suburban locale.
9. Q. Mike noted that the plans presented at this meeting are significantly different from the options presented during the first committee meeting and requested that plans presented at this meeting be provided to the committee members.  
A. Brad indicated that the presentation can be sent with the meeting minutes following the meeting. Brad noted that one purpose of this meeting was to present updated plans as the design options are further developed. The current plans are the best snapshot of the plans today, which allows the design team to accommodate comments and address concerns noted in the committee and community meetings.
10. Q. Mike indicated concern that both the options presented in this meeting show site access across from Greenbrier Way. It appears that traffic would be funneled onto Greenbrier Way and Westchester Drive. These streets are only 18' wide with no curb and gutter and cannot accommodate the increased traffic.  
A. VDOT regulations require that intersections be aligned if the proposed intersection is within 200' of an existing roadway. School administration can assign staff and place traffic devices to keep traffic out of the surrounding neighborhoods.



11. Katie noted that she liked the 4-story option because it does not split the 4<sup>th</sup> grade classrooms between two different levels and that the playfield is further away from Gallows Road.
12. Q. Katie asked whether the proposed building would serve communities to the east or to the west of the site as this will affect which end of Idylwood Road would be affected. 30 cars in the loop will be insufficient as a lot of people do not follow kiss & ride maps leading to potential backups from both ends of Idylwood Road.  
A. The school boundaries are not known at this time. The design team will work with FCPS Safety & Security to develop a strategy to manage traffic flow.
13. Q. Becky noted that she did not see any sidewalks indicated in plan. Would the sidewalks be extended all the way to Cedar Lane?  
A. The site plan requirements are not fully understood at this time. The design team will investigate installation of sidewalks along the property frontage.
14. Q. Becky asked whether fences would be installed for ballfields if placed by Gallows Road.  
A. Current plans indicated 4' to 6' fences if placed on top of retaining walls and 10' fences if not on retaining walls. Ball netting may be included later after further evaluation.
15. Q. Becky questioned how students will cross Idylwood Road from Greenbrier Way safely.  
A. Crosswalks, fencing, and sidewalks will be evaluated after further project development and will be reviewed with FCPS Safety & Security.
16. Becky liked the location of the outdoor classroom shown in Option 1 because of the traffic and noise levels from Gallows Road. The design team will review Option 2 to determine if relocating the outdoor classroom away from Gallows Road is feasible.
17. Q. Katie asked if the playfields would have wheelchair access.  
A. Accessible routes will be provided to all spaces on site. The existing site has a 10' elevation change between the northwest side and the southeast side.
18. Q. Katie asked whether elevators are provided.  
A. Elevators are provided for all multistory options.
19. Q. Mike asked whether neighborhoods downhill from the will be impacted by increased runoff and how stormwater would be addressed.  
A. The new design will include stormwater management strategies that comply with more stringent regulations than what the existing site was designed to. Erosion and sediment controls will also be handled during construction to address runoff from the site.
20. Q. Becky asked how the Vienna Youth Soccer contract on the current field would be affected.  
A. The FCPS Community Use department will coordinate with user groups. There is likely already an agreement for an alternate site.
21. Q. Jeremy indicated that playground noise levels are typically high and asked how that would be addressed.  
A. Vegetation buffers will be provided, but the final design is still under review and landscaping plans are still being developed. Additional transitional screening and new vegetation may be provided by the playgrounds to further mitigate sound transmission.
22. Becky requested that a vegetation buffer be placed along the Idylwood Road to help screen the houses opposite of the school.
23. Q. Becky asked whether rooftop gardens would be provided to help address stormwater runoff.  
A. Rooftop gardens are not in the plans. The outdoor classroom program includes stormwater collection cisterns and planter beds. The current FCPS Educational Specifications do not include rooftop gardens, but instead utilize underground Stormtech structures, Filterras, and other strategies. Educational Specification stormwater strategies are evaluated by FCPS based on cost, safety, maintenance requirements, etc. Maintenance for rooftop gardens are expensive, especially with leaks.
24. Q. Mike asked what prevents ingress and egress from Gallows Road.  
A. The location of the nearby street (Elm Place) would cause a dangerous intersection with the access to the site not lining up with the existing street. VDOT would not likely allow this condition. The difference in elevation from the leveled finish floor elevation of the building is also significantly different from the elevation of Gallows Road.
25. Q. Katie asked whether parallel parking along the kiss & ride loop could be provided for large events for Option 2.  
A. The design team will review the feasibility of parallel parking along the kiss & ride loop. The current plan



indicates a two lane kiss & ride loop.

These are the minutes as recorded based upon conversations and discussions and are intended to provide an overview of the meeting. Any additions, omissions, and/or corrections shall be addressed at the following meeting. If no such corrections are made, then these minutes shall be recorded as part of the project record.

Sincerely,

Kyle Lee, RA, LEED AP BD+C  
SAMAHA ASSOCIATES, P.C

Copies to:     Brad James  
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