

3.3: School-Specific Addendum

School Name: Washington-Liberty High School and W-L Annex

Use Permit Number: U-3120-05-1

Approved	
Arlington Public Schools Superintendent or designee: Name: <u>Catherine J Lin</u> Signature: <u><i>Catherine J Lin</i></u> Date: <u>September 20, 2022</u>	Arlington County Manager or designee: Name: <u>Dennis M. Leach</u> Signature: <u><i>Dennis M. Leach</i></u> Date: <u>October 4, 2022</u>

Introduction

3.3.1 School Transportation Coordinator Contact (Condition #3.A.2)

Organization/Role	Name	Telephone	Email
Washington-Liberty Transportation Coordinator	Timica Shivers	703-228-6200	timica.shivers@apsva.us

3.3.2 Transportation Information Display Location (Condition #3.B.2)

Transportation Information Displays are located in the lobbies of both Washington-Liberty Main Campus and the W-L Annex.

3.3.3 Outdoor Bike Parking Requirements (Condition #1)

	W-L	Ed Center
# of students in design assumption at use permit approval:	2208	600
Required Visitor Bike Parking Spaces:	221	60
Provided Visitor Bike Parking Spaces:	186**	60 Pre-CO; designed but not verified

3.3.4 Secure Bike Parking, Shower, and Locker Requirements (Condition #2)

	W-L	Ed Center
# of staff in design assumption at use permit approval:	240	80
Required Secure Bike Parking Spaces:	24	8
Provided Secure Bike Parking Spaces:	0**	8 Pre-CO; designed but not verified
Required Lockers:	24	8
Provided Lockers:	50+ (Provided by pool)	8 Pre-CO; designed but not verified
Required Showers:	2	2
Provided Showers:	8 – 4 for each gender (Provided by pool)	8 (Provided by pool)

** APS understands that these items are missing with respect to Washington-Liberty’s TDM requirements and will work with ACCS to develop a plan to move the school into compliance. With respect to the secure bike parking spaces, one potential option is to add additional capacity (8 spaces) into the new bike room in the W-L Annex. The remaining spaces (16 total) can be added as Class 2 bike parking elsewhere on the property.

In all cases, if an addendum does not record the correct current condition of bike parking facilities or infrastructure supplied, it may be updated when new information becomes available. For instance, if an addendum records that racks or facilities must still be provided, once those facilities are provided or verified are already in place, the addendum may be updated to reflect the current condition. The most important purpose of these addenda is to provide an easy working reference for the STC and County staff on our shared understanding of facilities and plans for improvements at each site.

3.3.5 Bike Parking Management Plan (Condition #3.B.1)

BIKE FACILITIES MANAGEMENT PLAN

The following plan will be in place to manage the on-site bicycle facilities, showers, and lockers:

Management responsibility:

Operation of bicycle facilities will be managed by the School Transportation Coordinator.

Access and hours of operation:

All school staff who wish to bike to work will be provided access to showers and lockers at Washington and Liberty's pool upon request. The showers are available on a first-come, first-serve basis. The storage lockers will not be equipped with built-in locks; staff are required to provide their own padlocks/combination locks. Staff may store belongings in lockers 24/7 to support active commuting, and thus those lockers may at staff's request be assigned long term, and registration reviewed periodically to verify they are still actively in use by active transportation commuters.

Access to the secure bike parking room (located within the W-L Annex) will be given to staff from both buildings who have registered their bicycles with the STC and shall be reviewed and renewed as needed every school year. Access is provided by electronic card reader. Additional lockers are also provided in the bike room.

Staff awareness:

The STC will notify staff members via email at least twice a year, once before each semester, about the availability of the bicycle lockers, showers, and storage lockers. The STC will also encourage all bike parking users to register their bicycles with the Arlington County Police Department in the event that the bike is stolen. Notifications regarding the facilities may be bundled into the other staff transportation promotion and incentive information distributed per the schools' TDM Plan.

Policy for abandoned bikes and trash cleanup:

The STC will check with the bike parking users at least quarterly to ensure that only bicycles are stored there and will arrange to remove any non-bicycle items from both indoor and outdoor bike parking locations. The STC will ensure school maintenance and custodial staff are aware of the responsibility for maintenance and cleaning of the bike parking facilities, including the bike parking area, showers and storage locker room.