

3.3: School-Specific Addendum

School Name: Wakefield High School

Use Permit Number: U-3241-09-2

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
Wakefield Transportation Coordinator	Betty Sanders	703-228-6700	betty.sanders@apsva.us

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

A Transportation Information Display is located in the main lobby of the school.

3.3.3 Outdoor Bike Parking Requirements (Condition #1)

of students in design assumption at use permit approval: 2,203

Required Visitor Bike Parking Spaces: 221

Provided Visitor Bike Parking Spaces: 282

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

of Staff in design assumption at use permit approval: 264

Required Secure Bike Parking Spaces: 27

Provided Secure Bike Parking Spaces: 22**

Required Lockers: 27

Provided Lockers: 50+ (Provided in conjunction with pool facilities)

Required Showers: 2

Provided Showers: 8 – 4 for each gender (Provided in conjunction with pool facilities)

**APS is aware that the provided secure bike parking does not yet meet the minimum requirement in the Use Permit and will work with ACCS to determine if additional racks will fit into the current secure bike parking area, and to budget for and schedule such installation at the earliest possible opportunity with respect to the school year project and operating budgeting process.

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 Wakefield's pool upon request. The showers and storage lockers 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. If at any time pool lockers are constrain such that they are not able to be available 24/7 for an active commuter, alternative locker arrangements of approvable dimensions will be provided.

Access to the bike parking room will be given to staff 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.

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, for added security 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 their responsibility for maintenance and cleaning of the bike parking facilities, including the bike parking area, showers and storage locker room as applicable.