



# County of Fairfax, Virginia

*To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County*

June 4, 2014

William M. Baskin, Jr.  
Baskin, Jackson & Duffett, PC  
301 Park Avenue  
Falls Church, VA 22046

Re: Special Exception Application SE 2013-HM-024

Dear Mr. Baskin:

At a regular meeting of the Board of Supervisors held on June 3, 2014, the Board approved Special Exception Application SE 2013-HM-024 in the name of University of North America, Inc. The subject property is located at 8618 Westwood Center Drive, on approximately 3.87 acres of land, zoned I-4 in the Hunter Mill District [Tax Map 29-3 ((20)) 9A pt.]. The Board's action permits a university, pursuant to Section 5-404 of the Fairfax County Zoning, by requiring conformance with the following development conditions:

1. This Special Exception is granted for and runs with the land indicated in this application and is not transferable to other land.
2. This Special Exception is granted only for the purpose(s), structure(s) and/or use(s) indicated on the special exception plat approved with the application, as qualified by these development conditions.
3. This Special Exception is subject to the provisions of Article 17, Site Plans, as may be determined by the Director, Department of Public Works and Environmental Services (DPWES). Any plan submitted pursuant to this special exception shall be in substantial conformance with the approved As-Built Site Plan prepared by Huntley, Hogan and Nyce, Westwood Building 9A, 3741-SP-04-1, approved on June 24, 1983, and these conditions. Minor modifications to the approved special exception may be permitted pursuant to Par. 4 of Sect. 9-004 of the Zoning Ordinance.

---

**Office of the Clerk to the Board of Supervisors**  
12000 Government Center Parkway, Suite 533  
Fairfax, Virginia 22035

Phone: 703-324-3151 ♦ Fax: 703-324-3926 ♦ TTY: 703-324-3903  
Email: [clerktothebos@fairfaxcounty.gov](mailto:clerktothebos@fairfaxcounty.gov)  
<http://www.fairfaxcounty.gov/bosclerk>

4. Establishment of this use requires issuance of a Non-RUP after approval of this Special Exception, regardless of any which may have been issued previously.
5. Class sessions for the College/University use shall not exceed 9:30 a.m. to 10:00 p.m.
6. There shall be a minimum of 30 minutes between the conclusion of one class and the beginning of the next class session.
7. The total weekday maximum daily enrollment on site shall not exceed 500 students and 70 employees, and no more than 250 students or staff onsite at any one given time.
8. All parking shall be provided on-site. The applicant shall provide on-site directional signage that identifies the location of parking spaces that serve the college/university use.
9. A Transportation Demand Management Plan (the "TDM Plan") shall be implemented by the Applicant to encourage the college/university to use transit (Metrorail and/or bus), other high-occupancy vehicle commuting modes, walking and biking in order to reduce single-occupancy automobile trips generated by the college/university and comply with the proposed parking availability.
  - a. TDM Program Manager. Prior to the approval of the Non-Residential Use Permit ("Non-RUP"), the Applicant shall designate an individual to act as the TDM Program Manager ("TPM") for the college/university, whose responsibility shall be to implement the TDM strategies. The TPM's contact information shall be provided to Fairfax County Department of Transportation (FCDOT) staff within 30 days of the initial appointment and every time thereafter that there may be a change. The duties of the TPM may be part of other duties assigned to the individual(s). The TPM shall participate in available Tysons area wide TDM Programs, activities and transportation improvement endeavors provided by Fairfax County and the various stakeholders in the Tysons area, and shall join groups such as Tytran.
  - b. TDM Work Plan. Sixty (60) days after the appointment of the TPM, the TPM shall submit the TDM Work Plan to FCDOT for review. The TDM Work Plan and any amendments thereto shall include, but not be limited to, provisions for the following:
    - i. Information Dissemination. The TPM shall make Metrorail and bus maps, schedules and forms, ridesharing and other relevant transit option information available to students, employees, and visitors in a common area such as the central lobby or admissions

office. The TPM shall also publish links to internet sites to mass transit providers with multimodal transportation information, transit data, and the possibility of online transit pass sales or value loading. All incoming students, faculty and staff shall be provided with information concerning the use of SmarTrip cards, including an application.

- ii. Car Sharing/Pooling Information. The TPM shall make information available regarding the availability of car sharing program(s), such as ZipCar, to students, visitors and guests. In addition, but subject to student confidentiality and safety requirements, zip code rosters shall be made available to all students to facilitate car pool formation/usage.
  - iii. Preferential Parking. The TPM shall provide signed preferential parking for carpools, as needed.
  - iv. Bicycle Parking. Racks shall be provided to accommodate parking for at least 20 bicycles. The bike racks shall be inverted U-style racks or other design approved by FCDOT. Location of these racks will also be coordinated with FCDOT. The TPM shall begin the implementation of bicycle parking within prior to Non-RUP. Bicycle parking racks shall be installed no later than a year after SE approval.
  - v. Transit Incentives. Once the Metrorail Silver Line and Springhill Station becomes operational, the TPM shall institute transit incentives which may include, among other programs, the provision of pre-loaded smart trip cards to faculty, staff and new students and the establishment of a permit parking program.
  - vi. Coordination. The TPM shall work with FCDOT, and any other transportation management entities established in the local area of the development, to promote alternatives to single-occupant automobile commute trips.
- c. FCDOT Response. If FCDOT has not responded with any comments to the TPM within sixty (60) days of receipt of the TDM Work Plan, the TDM Work Plan shall be deemed to be approved and the TPM shall implement the TDM Work Plan.
- d. Vehicle Trip Objectives. The goal of the TDM Work Plan prior to the Metrorail Silver Line becoming operational shall be to reduce the number of vehicle trips generated by the college/university, students, employees, and visitors by twenty percent (20%) during the PM peak hour of the adjacent street as

projected by using methods based on ITE's, 8<sup>th</sup> edition, Trip Generation rates and/or equations (the "ITE Trip Generation Rate") for Land Use Code 540 (Junior/Community College).

Once the Metrorail Silver Line is operational for a period of 12 months, the goal of the TDM Plan shall be to reduce the number of vehicle trips generated by the college/university, students, employees, and visitors by thirty percent (30%) during the PM peak hour.

e. Annual Surveys & Coordination with FCDOT. One (1) year following approval of the TDM Work Plan by FCDOT, the TPM shall conduct an annual survey (the "Annual Survey") to be completed the next following October, and in October of each year thereafter, and provided to FCDOT. The Annual Survey shall be conducted during a week without any holidays and when Fairfax County Public Schools are in session. The Annual Survey shall gather information on the effectiveness of the TDM Work Plan and shall be used by the TPM to determine whether changes to the TDM Work Plan are needed to ensure that the vehicle trips are within the Vehicle Trip Objectives targeted goal. If the Annual Survey reveals that changes to the TDM Work Plan are needed, the TPM shall coordinate such reasonable changes with FCDOT that are acceptable to the Applicant and the college/university, and implement and adjust the TDM Work Plan accordingly. The TPM shall coordinate the preparation of the Annual Survey materials and the methodology for validating survey results with FCDOT at least thirty (30) days prior to completing each year's Annual Survey, and shall collect and analyze the results. Such analysis shall include at a minimum:

- i. A description of the TDM measures in effect for the survey period and a description of how such measures have been implemented;
- ii. The number of people surveyed and the number of people who responded;
- iii. The results of any surveys taken during the survey period;
- iv. The number of students and employees participating in the TDM programs displayed by category of participants and by mode of use; and
- v. An evaluation of the effectiveness of the TDM Work Plan and its program elements and, if necessary, proposed modifications to the plan and program elements.

Annual surveys shall be conducted until the TPM has demonstrated to FCDOT that the twenty percent (20%) or thirty percent (30%) trip reduction goal, whichever is applicable, is being met or exceeded. After the goal has been met

for three (3) consecutive years, the TPM shall conduct the surveys bi-annually. If it is demonstrated that the goal has been met for two (2) consecutive bi-annual surveys, the TPM may terminate the surveys, although it shall continue the TDM Programs.

In the event the applicant has not meet the trip reduction goal after the Metrorail Silver Line has been operational for a period of 24 months, the applicant shall meet with FCDOT to develop a remedy plan and provide up to \$10,000 towards remedy initiatives.

10. The conditions relating to university operations shall only apply to university uses onsite, other uses (such as office) shall be governed by the Zoning Ordinance.

This approval, contingent on the above noted conditions, shall not relieve the applicant from compliance with the provisions of any applicable ordinances, regulations, or adopted standards. The applicant shall be himself responsible for obtaining the required Non-Residential Use Permit through established procedures, and this Special Exception shall not be valid until this has been accomplished.

Pursuant to Section 9-015 of the Zoning Ordinance, this special exception shall automatically expire, without notice, thirty (30) months after the date of approval unless the use has been established as evidenced by the issuance of a Non-RUP for the college/university use. The Board of Supervisors may grant additional time to establish the use or to commence construction if a written request for additional time is filed with the Zoning Administrator prior to the date of expiration of the special exception. The request must specify the amount of additional time requested, the basis for the amount of time requested and an explanation of why additional time is required.

**The Board also:**

- Modified the transitional screening and barrier requirements on the northern and western property line pursuant to Section 13-305 of the Zoning Ordinance in favor of maintaining the existing conditions
- Modified the interior and peripheral parking lot landscaping requirements in accordance with Sections 13-202 and 13-203 of the Zoning Ordinance in favor of the existing conditions

Sincerely,



Catherine A. Chianese  
Clerk to the Board of Supervisors

cc: Chairman Sharon Bulova  
Supervisor Catherine Hudgins, Hunter Mill District  
Tim Shirocky, Acting Director, Real Estate Division, Dept. of Tax Administration  
Barbara C. Berlin, Director, Zoning Evaluation Division, DPZ  
Diane Johnson-Quinn, Deputy Zoning Administrator, Dept. of Planning and Zoning  
Thomas Conry, Dept. Manager, GIS, Mapping/Overlay  
Angela K. Rodeheaver, Section Chief, Transportation Planning Division  
Donald Stephens, Transportation Planning Division  
Ken Williams, Plans & Document Control, ESRD, DPWES  
Department of Highways-VDOT  
Sandy Stallman, Park Planning Branch Manager, FCPA  
Charlene Fuhrman-Schulz, Development Officer, DHCD/Design Development Division  
Jill Cooper, Executive Director, Planning Commission  
Karyn Moreland, Chief Capital Projects Sections, Dept. of Transportation



**COUNTY OF FAIRFAX**  
**Department of Planning and Zoning**  
**Zoning Evaluation Division**  
 12055 Government Center Parkway, Suite 801  
 Fairfax, VA 22035 (703) 324-1290, TTY 711  
 www.fairfaxcounty.gov/dpz/zoning/applications

**APPLICATION No:** SE 2013-HM-024  
 (Staff will assign)

**RECEIVED**  
 Department of Planning & Zoning

DEC 09 2013

**APPLICATION FOR A SPECIAL EXCEPTION**

Zoning Evaluation Division

(PLEASE TYPE or PRINT IN BLACK INK)

<b>APPLICANT</b>	<b>NAME</b> Univeristy of North America, Inc.
	<b>MAILING ADDRESS</b> 8618 Westwood Center Drive Vienna, Virginia 22182
	<b>PHONE HOME ( )</b> <b>WORK (571 )</b> 633-9651
	<b>PHONE MOBILE ( )</b>
<b>PROPERTY INFORMATION</b>	<b>PROPERTY ADDRESS</b> 8618 Westwood Center Drive Vienna, Virginia 22182
	<b>TAX MAP NO.</b> 0293 20 0009A <b>SIZE (ACRES/SQ FT)</b> 3.8674 Acres
	<b>ZONING DISTRICT</b> I-4 <b>MAGISTERIAL DISTRICT</b> Hunter Mill
	<b>PROPOSED ZONING IF CONCURRENT WITH REZONING APPLICATION:</b>
<b>SPECIAL EXCEPTION REQUEST INFORMATION</b>	<b>ZONING ORDINANCE SECTION</b> 5-404
	<b>PROPOSED USE</b> University
<b>AGENT/CONTACT INFORMATION</b>	<b>NAME</b> William M. Baskin, Jr.
	<b>MAILING ADDRESS</b> 301 Park Avenue Falls Church, Virginia 22046
	<b>PHONE HOME ( )</b> <b>WORK (703 )</b> 534-3610
	<b>PHONE MOBILE ( )</b>
<b>MAILING</b>	Send all correspondence to (check one): <input type="checkbox"/> Applicant -or- <input checked="" type="checkbox"/> Agent/Contact
<p>The name(s) and addresses of owner(s) of record shall be provided on the affidavit form attached and made part of this application. The undersigned has the power to authorize and does hereby authorize Fairfax County staff representatives on official business to enter the subject property as necessary to process the application.</p> <p>William M. Baskin, Jr. </p> <p><b>TYPE/PRINT NAME OF APPLICANT/AGENT</b> <b>SIGNATURE OF APPLICANT/AGENT</b></p>	

DO NOT WRITE IN THIS SPACE

Date Application accepted: December 31, 2013 Application Fee Paid: \$ 16,375.00

SE 2013-0247

mpc  
12/31/13

# SE 2013-HM-024

## Zoning Application Closeout Summary Report

Printed: 6/4/2014

### General Information

**APPLICANT:** UNIVERSITY OF NORTH AMERICA, INC.  
**DECISION DATE:** 06/03/2014  
**CRD:** NO  
**HEARING BODY:** BOS  
**ACTION:** APPROVE  
**STAFF COORDINATOR:** SUZANNE LIN  
**SUPERVISOR DISTRICT:** HUNTER MILL (PREV C)

**DECISION SUMMARY:**

ON JUNE 3, 2014, THE BOARD UNANIMOUSLY APPROVED SE 2013-HM-024 ON A MOTION BY SUPERVISOR HUDGINS SUBJECT TO DEVELOPMENT CONDITIONS DATED MAY 14, 2014.

**APPLICATION DESCRIPTION:**

UNIVERSITY

### Zoning Information

Existing Zoning		Proposed Zoning		Approved Zoning	
DISTRICT	AREA	DISTRICT	AREA	DISTRICT	AREA
				I-4	3.87 ACRES

### Tax Map Numbers

0293 ((20))0009 A

### Approved Land Uses

Zoning District: I-4

LAND USE	DU'S	RES LAND AREA	ADU'S	WDU'S	GFA	FAR	NRES LAND AREA	
COLLEGE					106,500	0.63	3.87	ACRES
<b>TOTALS</b>					<b>106,500</b>	<b>0.63</b>	<b>3.87</b>	<b>ACRES</b>

### Approved Waivers/Modifications

- MODIFY INTERIOR PARKING LOT LANDSCAPING
- MODIFY BARRIER REQUIREMENT
- MODIFY PERIPHERAL PARKING LOT LANDSCAPING
- MODIFY TRANSITIONAL SCREENING REQUIREMENT

6/4/2014

---

**Approved Development Conditions**DEVELOPMENT CONDITION STATEMENT DATE: 05-14-2014

---

<b>DEVELOPMENT CONDITION</b>	<b>DUE</b>	<b>TRIG #</b>	<b>TRIG EVENT</b>	<b>CONTRIB</b>	<b>EXPIR DTE</b>
OTHER - LAND USE	01-01-0001	0	N/A	0	01-01-0001
HOURS OF OPERATION	01-01-0001	0	N/A	0	01-01-0001
ENROLLMENT LIMITATIONS	01-01-0001	0	N/A	0	01-01-0001
SUBJECT TO SITE PLANS / SUBDIVISION PLATS	01-01-0001	0	N/A	0	01-01-0001
NON-RUP	01-01-0001	0	N/A	0	01-01-0001
PARKING	01-01-0001	0	N/A	0	01-01-0001
TRANSPORTATION DEMAND MANAGEMENT PROGRAM (TDM)	01-01-0001	0	NON-RUP	0	01-01-0001
APPROVED FOR LOCATION/STRUCTURE/USES ETC ON PLATS	01-01-0001	0	N/A	0	01-01-0001

6/4/2014