

3.3: School-Specific Addendum

School Name: Yorktown High School

Use Permit Number: U-3041-02-2

<b>Approved</b>	
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
Yorktown Transportation Coordinator	Emmet Conroy	703-228-5400	<a href="mailto:emmet.conroy@apsva.us">emmet.conroy@apsva.us</a>

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

A Transportation Information Display is located within the main office.

3.3.3 Outdoor Bike Parking Requirements (Condition #1)

# of students in design assumption at use permit approval: 2,179

Required Visitor Bike Parking Spaces: 218

Provided Visitor Bike Parking Spaces: 44 racks in three locations around the school, for 88 spaces\*\* (does not include 16 racks/32 spaces which are provided on Parks property by the track/football fields at Greenbrier Park)

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

# of Staff in design assumption at use permit approval: 226

Required Secure Bike Parking Spaces: 23

Provided Secure Bike Parking Spaces: 8\*\*

Required Lockers: 23

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 bike parking (both secure and student) does not yet meet the minimum requirement in the Use Permit and will work with ACCS to scout locations for installation of additional racks and to budget for and schedule such installations 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 Yorktown'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/combo 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 constrained 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 secure 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 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 remove any non-bicycle items. 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.