

March 2, 2026

BY ELECTRONIC DELIVERY

Chair Caryn Hines
And Members of the Board of Appeals
Stella B. Werner Council Office Building
100 Maryland Avenue, Room 217
Rockville, Maryland 20850

Re: Petition of the Holton-Arms School, Inc.;
Request for Correction to Resolution Referring Major Modification to Hearing
Examiner to Include **Case No. S-2503-B** in Addition to CBA-1174-E

Dear Chair Hines and Members of the Board of Appeals:

I am writing on behalf of the Holton-Arms School, Inc. (“School”), to request correction of the Resolution issued by the Board of Appeals that referred the School’s currently pending major modification application (“Major Modification” or “Application”) to the Hearing Examiner to conduct a public hearing and issue a report and recommendation, effective January 15, 2025, attached hereto as **Exhibit A**.

The scope of the Major Modification, as more fully described in *Petitioner’s Statement in Support of Special Exception Modification Application* filed with the Board, attached hereto as **Exhibit B**, encompassed only operational changes as follows: “Increase Student Enrollment to 870” (pg. 7), “Increase Summer Camp Enrollment to 970” (pg. 9), and “Flexibility in Facility Operations [to Outside Users]” (pg. 11).

In addition to CBA-1174-E designated by the Resolution, Case No. S-2503-B should have also been included in the case number designation for the summer camp component of the Application, as that aspect of the School’s programmatic offerings was originally approved by the Board under S-2503 and later amended under S-2503-A pursuant to a consolidated hearing process with CBA-1174-D. (See Opinion of the Board, eff. March 23, 2004, attached hereto as **Exhibit C**).

Finally, for the Board’s reference, a copy of the *Petition to Modify Special Exception* form completed and filed in this matter is attached hereto as **Exhibit D**, which had also listed S-2503-A as an applicable case number.

Based on all the above, the School requests that the Board’s record in the pending Major Modification case be corrected to accurately reflect the full scope of review that has already been undertaken by the Planning Board and Staff and relevant outside agencies such as MCDOT and SHA,

Exhibit 74
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inclusive of a summer camp registration cap increase to 970, in advance of the OZAH hearings currently scheduled for April 7-10, 2026.

Thank you for your attention to this matter.

Sincerely yours,

BREGMAN, BERBERT, SCHWARTZ & GILDAY, LLC

By: 
Soo Lee-Cho

Attachments

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