

BEFORE THE HEARING EXAMINER FOR MONTGOMERY COUNTY, MARYLAND

Office of Zoning and Administrative Hearings
Stella Werner County Council Office Building
100 Maryland Avenue, Room 200
Rockville, Maryland 20850

IN THE MATTER OF:)	
PETITION OF HOLTON-ARMS)	
SCHOOL, INC. FOR A MAJOR)	Case Nos. CBA-1174-E, S-2503-B ¹
MODIFICATION OF EXISTING)	
PRIVATE EDUCATIONAL)	
INSTITUTION AND CHILD CARE)	
CENTER (SUMMER CAMP) ¹)	
SPECIAL EXCEPTION)	
Petitioner,)	
)	
)	
Soo Lee-Cho, Esquire)	
Attorney for the Petitioner.)	

PETITIONER’S STATEMENT OF OPERATIONS
(March 3, 2026)

Petitioner, Holton-Arms School, Inc., (“Holton-Arms” or “School”) has submitted an application for a major modification of its special exception approvals to operate a private educational institution and summer camp (under previous grants in Case Nos. CBA-1174-D and S-2503-A) on property consisting of approximately 58.5 acres located at 7303 River Road, Bethesda, Maryland, 20817 in the R-200 and R-90 zones. The application seeks to (1) increase the academic year enrollment cap from 670 to 870, (2) increase the summer camp enrollment cap from 665 to 970, and (3) allow greater flexibility in third-party ancillary use of campus facilities.

Exhibit 78(a)
CBA-1174-E

¹ Pending Petitioner’s Motion to Amend (Exhibit 72).

I. ACADEMIC YEAR PROGRAM

Holton-Arms operates a Lower School for grades 3-6, a Middle School for grades 6-8 and an Upper School for grades 9-12.

All students arrive by 8:00 AM, and the main dismissal time is 3:30 P.M. However, a significant number of Lower School students participate in programming that dismisses at 4:30 PM and 6:00 PM. Many students in the Middle and Upper Schools participate in athletics and/or other extracurriculars that dismiss at various times after 3:30 PM, into the evening hours. The existence of the later dismissal programming for Lower School and athletics/extracurriculars for Middle and Upper Schools, which are all part of Holton-Arms' core programmatic offerings, effectively creates a staggered dismissal system that helps reduce peak hour traffic volumes.

II. SUMMER CAMP PROGRAM

The School offers three (3) distinct programmatic offerings that collectively are referred to as the "Summer Camp" program. The first and largest by enrollment of the offerings is the Creative Camp, which is offered in two, three-week sessions to children aged 4-13 years and includes crafts, arts, drama, dance, science, athletics, outdoor play, and swimming. The School also offers the Discovery Camp for current Holton-Arms students, which consists of one- and two-week sessions after Creative Camp and leading up to the beginning of the academic year that are designed to supplement the School's academic programs in math and reading. Finally, there is also a Sports Camp which occurs prior to the start of Creative Camp and as the name suggests, focuses more exclusively on sports and athletics. The summer program operates from 9:00 AM to 3:00 PM for all camps. If the summer camp enrollment increase is granted, the School intends to implement staggered start and end times to disperse trip generation over a longer period. Program start times would be split between 9:00 A.M. and 9:30 A.M. (See Figure 1 below, excerpted from the

LATR/Traffic Study). Additionally, before- and after-care is offered beginning at 7:30 AM and extending to 6:00 PM, which further spreads the arrival and departure of campers.

Figure 1 – Summer Camp Operations

Summer Program	Existing Summer Operations			Proposed Modified Summer Operations		
	Existing Start Time	Existing Dismissal	Existing # of Campers	Future Start Time	Future Dismissal	Proposed Future # of Campers
Before/After Care Program						
Before/After Care	7:30 AM	6:00 PM	11% AM and 16% PM for full session enrollment. Weekly and drop-in service available.	7:30 AM	6:00 PM	Increase in participation anticipated with the staggered start/end times. At least 11% AM and 16% PM for full session enrollment. Weekly and drop-in service will continue to be offered.
Main Summer Camp Programming						
Creative Campers	9:00 AM	3:00 PM	500	9:00 AM	3:00 PM	615
Creative Kids	9:00 AM	3:00 PM	165	9:30 AM	3:30 PM	190
Sports Camps						
Sports and Discovery (full)	9:00 AM	3:00 PM	91*	9:30 AM	4:00 PM	100
Sports and Discovery (half)				9:00 AM	12:00 PM	25
Sports and Discovery (half)		N/A		9:30 AM	12:00 PM	25
Sports and Discovery (half)				12:00 PM	4:00 PM	15
Total	Existing Summer Registration Cap		665	Proposed Summer Registration Cap		970

III. EARLY CHILD DEVELOPMENT / DAYCARE PROGRAM

The School offers an on-campus daycare program that is open to faculty and staff of Holton-Arms and other nearby independent schools. The maximum enrollment for the daycare is currently capped at 31 children (pursuant to Case No. S-2467-A), which the present modification application does not seek to modify, but is mentioned here to provide a comprehensive understanding of current on-campus use/operations. This program runs concurrently with the School’s academic program calendar with regular hours of operation from 7:30 AM to 6:30 PM, and has permission to offer childcare to Holton faculty on evenings during the school year when there are major school events, which occur no more than 7-8 times per year. (Case No. S-2467-A, Board Resolution to Modify Special Exception, effective April 11, 2014).

IV. ADDITIONAL FLEXIBILITY RE SECTION 59-G-2.19(b) AUXILIARY PROGRAMS AND USE OF INDOOR AND OUTDOOR FACILITIES – i.e., SWIMMING POOL, CLASSROOMS, PERFORMING ARTS SPACE, GYMNASIUMS, PLAYFIELDS, TENNIS COURTS

Under previous approvals, the School was granted the ability to continue certain auxiliary programs for Holton students and non-students under Section 59-G-2.19(b) of the 2004 Zoning Ordinance. These ‘allowances’ were summarized on seven (7) tables (identified as Exhibit 25 (c-1) thru (c-7)) that were ultimately approved by the Board of Appeals in Case No. CBA-1174-D, and specifically referenced in Condition No. 9 of the Opinion of the Board issued in that case. They are reproduced and attached hereto as **Exhibit A** with redlining added to reflect the additional flexibility that the School is seeking under the present Major Modification Application.

Reasonable adjustments to the numerous conditions of use reflected on **Exhibit A** are needed as certain limitations have become impractical and unnecessarily restrictive in application over the past 20 years.

For instance, one provision arbitrarily restricts the participant limit for usage of the indoor swimming pool to 40 persons when the actual capacity of the School’s pool is 60 persons (10 per lane) at one time. There are a number of school swim teams and club programs in the County that have expressed a dire need to access a facility that can facilitate training of more than 40 swimmers at one time.

Any third-party use of the swimming pool would occur only outside of the “Principal Campus Use” time periods as delineated on the ‘seasonal campus use tables’ provided below.

These tables have been prepared to help visually demonstrate the different levels or intensity of campus usage on any given day of the week and season² based on the School’s

² For purposes of scheduling/planning its activities, the School uses the following definitions of seasons:

existing/approved operations, inclusive of athletic/extracurricular activities and special events/auxiliary programs, all ancillary to the School’s academic and summer operations.

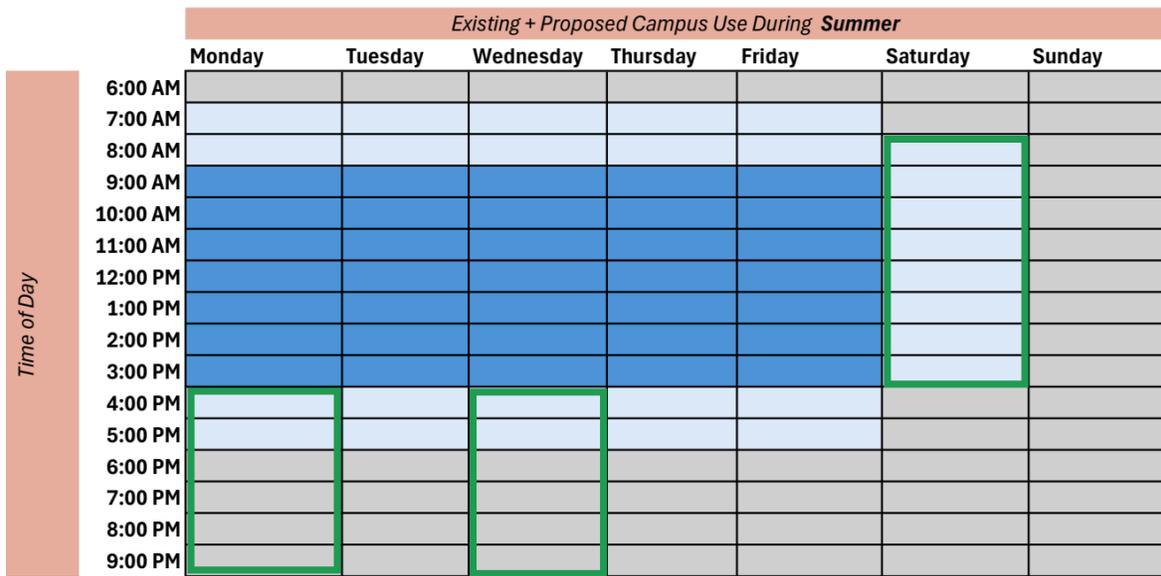
The darker blue colors represent the core instructional periods of the day for the School from 8:00 AM to 3:30 PM, inclusive of the Lower School’s late dismissals at 4:30 PM and 6:00 PM. The times shaded in light blue represent a low-to-moderate level of campus use and correlates with the time periods that the School’s auxiliary programs, such as after-school extracurricular activities, athletics, and/or other music/arts/theater programs, can be provided under existing approvals pursuant to **Exhibit A**.



Legend

- Principal Campus Use – Instructional Period / Late Dismissal
- Low-Moderate Intensity Campus Use – After-School / Special Events / Athletics / Previously Approved Ancillary 3rd Party Usage
- De Minimis Campus Use
- Early Child Development / Daycare Program (Case No. S-2467-A)
- Proposed 3rd Party Usage – Additional Flexibility / Outdoor Field 3rd Party Usage / HANA

- Fall: Mid-August through October
- Winter: November through February
- Spring: March through Mid-June
- Summer: Mid-June through Mid-August



Legend

- Principal Campus Use – Camps Instructional Period
- Low-Moderate Intensity Campus Use – Camps Before- and After-Care
- De Minimis Campus Use
- Proposed 3rd Party Usage – Additional Flexibility / Outdoor Field 3rd Party Usage / HANA

Finally, the timeframes outlined in green on the above tables indicate the particular days/times that the School believes additional activities/programs on campus can be safely and efficiently accommodated without any adverse impact. Only time periods that would have any participants who are not already on campus arriving or departing *outside* of peak traffic hours have been selected.

The revisions to **Exhibit A** proposed herein by the School have also been summarized in comparison tables – *Current Approved Ancillary Uses vs. Proposed Ancillary Uses* – provided in the companion VIKA Land Use Report submitted in conjunction with this Statement of Operations. (See pgs. 4-6 and 16-17).

There are several reasons the school wishes to offer additional third-party use of campus facilities to community and youth organizations. Bringing new people onto campus through third-party use would provide an invaluable opportunity to introduce potential future students and parents to the Holton-Arms experience. There is also a high demand in Montgomery County currently for athletic facilities to support youth sports. Allowing this type of third-party use would be a way for the School to partner with the broader community to provide much-needed facilities for the County's youth.

The School has already been in communication with several community sports organizations with an interest in using Holton-Arm's athletic facilities for their sports programs. Potential users include Wolves Field Hockey, M&D Lacrosse Club, Maryland Bobcats Soccer and Bethesda Soccer. These organizations would use the fields primarily for practices, which the School anticipates would involve up to 40 youth participants, three to four coaches, with approximately 10-15 parents also in attendance depending on the age of the participants. Practices would occur three times per week, with two on weeknights and one on Saturday. While these organizations may wish to occasionally host smaller scrimmages at Holton-Arms, third-party users will not be permitted to use the campus for large tournaments.

Holton-Arms is not proposing to host any athletic tournaments for third-party users (although the School will continue to fulfill its obligations to host athletic events as part of its membership in the Independent School League, as it has done in years past).

The School would also propose to offer limited access to residents living proximate to the campus through a new online portal called "HANA" which stands for Holton-Arms Neighbor Access. See following link to view <https://neighborly-welcoming-organized.deployad.app/>. This online portal would allow registered neighbors to use school facilities outside of school hours for

recreational opportunities. For instance, neighbors could utilize the track in the evenings to jog, walk their dog, or use the tennis courts when not in use by students. Prior to the restrictions imposed on the School in the early 2000s, neighbors often utilized the campus for these types of activities. The School is currently exploring whether there are nearby neighbors interested in using the campus facilities for recreation as described, and if approved look forward to offering those opportunities again as part of the expanded third-party ancillary uses.

First and foremost, achievement of Holton-Arms' educational mission will remain a priority over ancillary activities.

- Arrival and departure of third-party users will be scheduled to occur outside the School's peak periods of traffic as well as the peak periods of traffic for River Road and the surrounding network.
- No activity will be allowed that would cause a condition to occur that would be different or differentiable from the School's normal activities.

THE HOLTON-ARMS SCHOOL, INC.
Case No. CBA-1174-D

Enrichment and
~~A. College Entrance Examination~~ Preparatory Classes
Continuation of these classes authorized by ZTA 02-01
Section 59-G-2.19(c) of Zoning Ordinance

	Neighborhood Reconciliation Agreement	Current Operations	BOA Approval Requested in Case No. CBA-1174-D	Requested Conditions for Continuation
No specific Board of Appeals action.	<p>Holton-Arms may seek approval for continuation.</p> <ol style="list-style-type: none"> 4 sessions/year for up to 80 students per session. All students to arrive and depart outside school's Peak Hours.¹ Preference given to 20817 residents and Holton-Arms family.² Proposed schedule is Saturday 9 a.m. to 6 p.m. Sunday 9 a.m. to 4 p.m. 5:30 - 9:30 p.m. Monday through Friday 6:30 - 9:30 p.m. 	<ol style="list-style-type: none"> 4 sessions per year. 80 students per session. Preference given to Holton-Arms Family and 20817 residents. Hours are: Monday through Thursday 7 p.m. to 10 p.m. Saturday 9 a.m. to 1 p.m. Sunday 12 p.m. to 4 p.m. 5:30 p.m. to 9:30 p.m. [Note: The SAT exams are also given five times per year on Saturday mornings with a maximum of 135 students per session.] 	<p><u>Under ZTA 02-01</u></p> <p>Reaffirm existing program on same conditions as currently operating.</p> <p><u>No change or expansion of existing program contemplated.</u></p>	<ol style="list-style-type: none"> 4⁶ sessions per year. 80 students per session. Preference given to Holton-Arms Family and 20817 residents. Hours: Monday through Thursday 7 p.m. to 10 p.m. Saturday 9 a.m. to 1 p.m.^{5 p.m.} Sunday 12 p.m. to 4 p.m. 5:30 p.m. to 9:30 p.m. [Note: The SAT exams are also given periodically on Saturday mornings with a maximum of 135 students per session.]

New Footnote 1: Peak Hours are 7:15 to 8:15 AM and 3:15 to 4:30 PM**, Monday through Friday.

**The School's LATR is based on the School's dismissal peak hour of 3:15-4:15 PM Monday through Friday, but analyzed using the roadway's peak hour volumes at 3:30-4:30 PM as a conservative approach. Accordingly any references to "Outside Peak Hour" or "Non-Peak Hour" for arrivals and departures throughout this document is updated to mean no arrivals/departures from 3:15 to 4:30 PM, i.e., an extension of the School's applicable afternoon peak hour.

~~¹ Peak Hours are 7:30 to 8:30 a.m. weekdays and Monday through Thursday 3:15 to 4:15 p.m. and Friday 2:30 to 3:30 p.m.~~

² Holton-Arms family is students, their parents and siblings, and staff, their children and siblings.

THE HOLTON-ARMS SCHOOL, INC.

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Auxiliary Programming - Music, Theater, and Sports Clinics

B. ~~Center of the Arts~~

Continuation of these classes authorized by ZTA 02-01

Section 59-G-2.19(c) of Zoning Ordinance

BOA Resolution dated 4/26/02 Case No. CBA-1174-C	Neighborhood Reconciliation Agreement	Current Operations	BOA Approval Requested in Case No. CBA-1174-	Requested Conditions for Continuation
<ol style="list-style-type: none"> 50% Holton-Family requirements. Non-Holton participation to arrive and depart outside peak hours. No more than 20 non-Holton participants at one time with equal number of Holton-Family participants. 	<p>Contemplates continuation on certain conditions:</p> <ol style="list-style-type: none"> Total enrollment at any one time to be 50% or less of approved enrollment. 50% to be Holton Family. No more than 20 non-Holton participants on campus at any one time. All non-Holton participants to arrive and depart outside School's Peak Hours. Enrollment preference to 20817 zip code and Holton family. 	<ol style="list-style-type: none"> Operating with 174 participants enrolled in 375 possible weekday slots and 75 possible weekend slots; 20 out of 28 possible classes now being held; ≈ 50% are Holton-Family. Enrollment preferences to Holton-Family and 20817 zip codes residents. Hours are: Monday through Friday: 2:15 p.m. - 8:30 p.m. (only 2 classes are offered 2:15 to 3:00 p.m.; most offered after school to early evening). Saturday 9 a.m. to Noon for groups classes; individual music lessons may be scheduled between 9 to 5 p.m.; currently no lessons extend beyond 12:45 p.m. No Sundays. 	<p><u>Under ZTA 02-01</u></p> <p>Seeking continuation on the same conditions as current with:</p> <p><u>Only change:</u> Replace condition of no more than 20 non-Holton participants at one time, with limitation of 60 or fewer participants at any time on campus in program [easier to monitor--because of multiple number of programs and overlapping time slots].</p>	<ol style="list-style-type: none"> Maximum weekday class openings = 375; Maximum weekend class openings = 75. No more than 60 participants on campus at any one time. Enrollment preference to Holton-Arms Family and 20817 zip code. 50% Holton participation. Non-Peak Hour arrivals and departures for non-Holton participants. Hours are: Monday through Friday: 2:15 p.m. - 8:30 p.m. Saturday 9 a.m. to Noon ^{5 p.m.} for groups classes; individual music lessons may be scheduled between 9 to 5 p.m. No Sundays. except for make-up sessions

THE HOLTON-ARMS SCHOOL, INC.
Case No. CBA-1174-D

C. Artistic Performances
 Continuation of these classes authorized by ZTA 02-01
 Section 59-G-2.19(c) of Zoning Ordinance

BOA Resolution dated 9/7/01 Case No. CBA-1174	Neighborhood Reconciliation Agreement	Current Operations	BOA Approval Requested in Case No. CBA-1174-D	Requested Conditions for Continuation
Rentals to non-Holton groups not allowed as accessory uses to school.	No rentals unless specifically authorized by Zoning Ordinance.	None.	<u>Under ZTA 02-01:</u> Seeking approval to allow use of Lewis & Black Box Theaters.	1. Lewis - up to 12 events annually. 2. Black Box - up to 6 events annually. 3. Each performance counts as one event even if same show or performance. 4. All to be scheduled outside Peak Hours of school and River Road. 5. Performance will be a Friday evening and/or Saturday and/or Sunday matinee and/or evening performance. 6. Maximum seating capacity of Lewis is 385. 7. Black Box has no permanent seating but capable of accommodating approximately 150. 8. Cost sharing basis only.

THE HOLTON-ARMS SCHOOL, INC.
Case No. CBA-1174-D

D. Indoor Recreational Facilities (Two gyms)
 Continuation of these classes authorized by ZTA 02-01
 Section 59-G-2.19(c) of Zoning Ordinance

BOA Resolution dated 9/7/01 Case No. CBA-1174	Neighborhood Reconciliation Agreement	Current Operations	BOA Approval Requested in Case No. CBA-1174-D	Requested Conditions for Continuation
No outside rentals.	School may seek approval where specifically authorized by Zoning Ordinance.	None.	<u>Under ZTA 02-01:</u> Seeking to allow use of two gyms by outside groups with maximum number of participants at one time of 60.	<ol style="list-style-type: none"> 1. Preference to persons with Holton-Arms affiliation and 20817 residents. 2. All arrivals and departures outside Peak Hours. 3. No more frequently than 8 weekday nights per month and 8 each weekend. 4. No more than 60 participants on campus at any one time. 5. Cost sharing basis only.

THE HOLTON-ARMS SCHOOL, INC.
Case No. CBA-1174-D

E. Indoor Recreational Facilities (Swimming Pool)
 Continuation of these classes authorized by ZTA 02-01
 Section 59-G-2.19(c) of Zoning Ordinance

BOA Resolution dated 4/26/02 Case No. CBA-1174-C	Neighborhood Reconciliation Agreement	Current Operations	BOA Approval Requested in Case No. CBA-1174-D	Requested Conditions for Continuation
<p>Placed limits on programs:</p> <ol style="list-style-type: none"> Can continue with Curl Burke and Capital Sea Devils for Holton-Arms Families and students of schools without pools which compete against Holton. 40 swimmers per session. One morning and one evening session¹. Outside Peak Hours of School and River Road Peak Hours so must end before 7:30 a.m. and start after 6 p.m. in evenings Cost-sharing basis only. 	<p>Contemplates continuation of existing programs in a.m. and p.m. limited to 40 swimmers per session.</p>	<p>Supervised Swimming Training Programs</p> <ol style="list-style-type: none"> 40 swimmers per session. Weekdays: one morning and two evening sessions. Hours: Outside Peak Hours Monday through Friday: 5:00 a.m. - 7:00 a.m.; 5:00 p.m. - 9:00 p.m.; 4:00 p.m. - 9:00 p.m. (Friday only) Saturday: 7:00 a.m. - 12:00 p.m. Sunday: 12:00 p.m. - 7:30 p.m. Cost-sharing basis only. 	<p><u>Under ZTA 02-01:</u></p> <p>Seeking to <u>continue</u> existing supervised swimming programs.</p> <p><u>No change from current operation.</u></p>	<p>Supervised Swimming Training Programs</p> <ol style="list-style-type: none"> ⁶⁰40 swimmers per session. Weekdays: one morning and two evening sessions. Hours: (Outside Peak Hours) Monday through Friday: 5:00 a.m. - 7:00 a.m.; 5:00 p.m. - 9:00 p.m.; 4:00 p.m. - 9:00 p.m. (Friday only). Saturday: 7:00 a.m. - 12:00 p.m. 5:00 p.m. Sunday: 12:00 p.m. - 7:30 p.m. Cost sharing basis only.

¹ Circuit Court for Montgomery County, in December 2002, reinstated a second evening weekday program.

THE HOLTON-ARMS SCHOOL, INC.
Case No. CBA-1174-D

F. Charitable Events Using Pool or Gym Recreational Facilities
 Continuation authorized by ZTA 02-01
 Section 59-G-2.19(c) of Zoning Ordinance

	Neighborhood Reconciliation Agreement	Current Operations	BOA Approval Requested in Case No. CBA-1174-D	Requested Conditions for Continuation
No specific Board of Appeals action.	Does not address; neighbors have supported Special Olympics in past.	Indoor pool used once yearly for Special Olympics.	<u>Under ZTA 02-01:</u> Seeking to continue with up to three such <u>indoor</u> events per year. e.g., Burning Tree Elementary School has in past asked to use gym for a book/school fair.	1. No more than three events per year. 2. No more than 60 participants in the gym. 3. No more than 40 ⁶⁰ in pool. 4. Cost sharing basis only.

THE HOLTON-ARMS SCHOOL, INC.

Case No. CBA-1174-D

**- Third-Party Use of Outdoor Fields and Facilities
(Turf Field, Track & Field, Tennis Courts)**

G. Miscellaneous Uses

Uses authorized under Section 59-G-2.19(b) of Zoning Ordinance

Incl. Summer

BOA Resolution dated 9/7/01 Case No. CBA-1174	Neighborhood Reconciliation Agreement	Current Operations	BOA Approval Requested in Case No. CBA-1174-D	Requested Conditions for Continuation
No outside rentals.	Rentals only if specifically authorized by zoning ordinance.	None.	See column on right.	<ol style="list-style-type: none"> 1. Limit to two three groups at one time on campus. 2. Maximum number of total participants = 60 120 3. All arrivals and departures outside Peak Hours of school. 4. No more than 48 such sessions per year. Two weekdays and Saturdays. 5. Advance notice of such sessions will be given to the Neighborhood Liaison Committee.

EXHIBIT NO. 55 (a)
REFERRAL NO. CBA 1174-D

Replacement
Exhibit No. 25 (c-1)