



CERTIFIED MAIL – RETURN RECEIPT REQUESTED

April 14, 2006

Green Hedges School, Inc.
415 Windover Avenue, NW
Vienna, VA 22180
c/o Frederick W. Williams, Head of School

RE: Determination of Violation of Conditional Use Permit PF 51-97 CUP

Dear Mr. Williams:

Thank you for your letter dated April 11, 2006, which I received after sending another message to you by electronic mail. In that message dated Thursday, April 13, 2006 at 10:36 AM, I indicated that I had a discussion with the Town Attorney and it was his opinion that Green Hedges staff (this includes teachers, administrators and support staff) would have to be limited to 33 FTE positions and no more than 33 staff members on-site at any one time.

Subsequent to sending that E-mail message, I received your letter—dated April 11, 2006—where you indicate that you currently have 33.67 FTE staff positions and 191 students enrolled. While I can appreciate your reasons for allowing these conditions to exist, it is my determination that both such numbers are in direct violation of the maximum requirements as set forth in the Conditional Use Permit Certificate Of Approval signed by me on December 17, 1997 for Permit Number PF 51-97 CUP (copy enclosed). A review of that permit indicates that last of the specified conditions is that **“The current enrollment of 190 students and a total staff of 33 will remain unchanged.”** (Emphasis added.)

If the violations—as noted above—should continue to exist after receipt of this letter, then I will be required to notify the Board of Zoning Appeals of same. In accordance with the provisions of § 18-209 of the Vienna Town Code, the Board of Zoning Appeals “may revoke a (conditional) use permit if the Board determines that there has not been compliance with the terms and conditions of the permit;” in a procedure known as a “show cause hearing.” Procedures for the revocation of a conditional use permit can be found at § 15-2-2309.7 of the Code of Virginia.

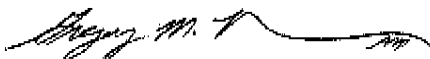
In addition, § 18-281.1 of the Town Code specifies a listing of civil penalties that have been established by § 15.2-2239 of the Code of Virginia. Violation of the conditions placed upon a conditional use permit is punishable by a civil penalty of \$100.00 and each day during which the violation is found to exist shall constitute a separate offense. Because I am aware of these violations, please find the enclosed citation dated April 14, 2006. The procedure for resolving this particular violation can also be found within § 18-281.1 of the Town Code.

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Finally, please be advised that, in accordance with § 15.2-2311 of the Code of Virginia, that you have a maximum time limit of 60 days from receipt of this letter to appeal this determination of conditional use permit violations to the Town of Vienna Board of Zoning Appeals.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gregory M. Hembree", with a long horizontal flourish extending to the right.

Gregory M. Hembree, AICP
Director of Planning & Zoning and
Zoning Administrator for the Town of Vienna, VA

Cc: Town Attorney
Town Manager
Mayor and Town Council