

LAKE WASHINGTON SCHOOL DISTRICT

GORDON HAUCK SCHOOL SITE - #96

PROPOSED INTERNATIONAL COMMUNITY SCHOOL (I.C.S.)

PARKING
AND
TRAFFIC VOLUME
ANALYSIS

August, 1999

Prepared By

G.R. (Bob) Parrott, P.E.

3924 - 204th Street SW, Lynnwood, WA 98036

Phone 425-778-0987, Fax 425-778-6892



EXPIRES 10-3-99

ENCLOSURE 4
FILE NO. B4099-00739

LWSD GORDON HAUCK SCHOOL SITE - #96

PARKING ANALYSIS

EXISTING CONDITIONS AND DEMAND

The City of Kirkland Planning Department defines parking stalls as follows: Compact Stall = 8' x 16', and Standard Stall = 8.5' x 18.5'. Based on these definitions, the parking stall characteristics existing on the subject site are as follows: 4 Handicap Stalls; 17 Compact Stalls; 13 Standard size Stalls; and 32 Larger Than Standard Size Stalls, for a total of 62 delineated "regular" stalls plus 4 designated handicap stalls.

There is an existing 4700 sq. ft. asphalt concrete (paved) area located immediately south of the Gordon Hauck building, and east of the Community School parking lot. This area is sometimes used for parking, but it is not striped and parking spaces are therefor not delineated thereon. This parking area was established when the school was built in 1965. Please refer to the attached drawings by Mallis and DeHart Architects dated 4/20/65.

The parking demand relative to the existing facilities on site was observed throughout an average, heavy day with a full schedule. It was observed that all "regular" stalls were occupied throughout most of the day. Turnover varied at different times, but no stall remained unoccupied for more than a few minutes. The handicap stalls in front of the Hauck school entrance were seldom occupied. Considerable "unlawful" use of the 2 handicap stalls in front of the Community School was observed and appeared to be relative to both the Community School and Daycare/Toddler operations. Also observed, were 12 to 15 school site associated vehicles parked along NE 65th Street from mid-morning to mid-afternoon, as well as 8 vehicles parked along the entrance driveway, from 3:00 to 3:30 p.m., awaiting students from the Community School. Upon further discussions with facility administrators, the 12 to 15 vehicles parked along NE 65th Street is not a constant condition and, in fact, varies considerably, with the observed being a probable maximum condition. Administrators indicated that most of these vehicles belong to persons associated with the Day Care and Home Schooling activities, and this demand will cease when these facilities leave the site.

In summary, the existing parking demand relative to the site is $63 + 15 = 78$ spaces throughout most of the day, with an apparent peak of $78 + 8 = 86$ spaces in the P.M. peak.

PREDICTED FUTURE DEMAND

The site use transition is currently planned as follows:

1. By fall, 1999, current Hauck activities will be relocated elsewhere and the new International Community School (I.C.S.) will locate within the structure and will encompass Grades 7 through 9. The Daycare facility and Community School will remain.

2. By fall, 2000, a 10th Grade will be added to the I.C.S. The Daycare facility will be relocated elsewhere and the Community School will remain.
3. By fall, 2001, an 11th Grade will be added to the I.C.S., and the Community School will remain.
4. By fall, 2002, a 12th Grade will be added to the I.C.S., and the Community School will remain.

The predicted future parking demand is as follows:

1. The Community School has a continued need for 12 spaces for staff and parents.
2. The I.C.S. will have up to 25 staff members = 25 spaces.
3. The I.C.S. will have 180, 7th, 8th and 9th Grade students who are not licensed to drive and therefore will create no parking demand because they will be bussed, or dropped off and picked up, or may carpool with the older students. Demand = 0.
4. The I.C.S. will have 180, 10th, 11th and 12th Grade students, some of whom will be eligible to be licensed to drive. The weekday parking demand, per I.T.E. Land Use Code 530, for Senior High Schools, is 0.20 spaces per student, or 1 space per 5 students. This results in a theoretical demand = $0.20 \times 180 = 36$ spaces. The actual demand is believed to be higher than the demand calculated using the code, therefore a 30% increase should be allowed as a buffer which results in an additional 12 parking spaces for students. The resultant total student parking space demand, and thus the number intended to be provided = 48. This ratio yields 0.27 spaces per student, or 1 space per 3.75 students.

For purposes of comparison and support of the suggested number of parking spaces to be provided for the I.C.S., we researched the existing parking characteristics at Lake Washington High School, where 483 permitted spaces are provided for 1522 students. This translates to 0.32 spaces per student, or 1 space per 3.15 students. These ratios are relatively close, and considering that student parking at the International Studies School (enrollment = 180 students) would further be restricted by the use of a parking pass system giving passes only to those students that carpooled or could show a special hardship, we believe 48 student parking spaces are justified. All students will be given METRO bus passes and will be encouraged to use public transportation. None of these conditions exist at Lake Washington High School.

5. There will also be a need for guest and visitor parking spaces. Based on existing demand relative to the Community School and demand experienced by existing International Studies Schools, the total estimated demand for this site is 20.

As previously indicated, the present supply of striped, or delineated parking spaces = $62 + 4 = 66$. An additional 25 spaces can be provided rather quickly, through maintenance actions, which will create a supply of $66 + 25 = 91$ spaces. This can be readily accomplished as follows:

1. Remove existing landscape islands and re-stripe the existing parking lot in front of the Gordon Hauck School to remove the "Larger Than Standard" stalls in order to provide an additional 9 "Standard" stalls.
2. Provide minor improvements to the existing 4700 sq. ft. asphalt concrete pad, originally designated as parking when the school was built, and access thereto, located immediately south of the Hauck building, and east of the Community School parking lot. This existing paved area can be striped to provide an additional 16 spaces.

The total future demand is predicted to be $12 + 25 + 48 + 20 = 105$ spaces, which is greater than the present demand and the present supply. The deficiency = $105 - 91 = 14$ spaces. The deficiency will be corrected by the addition of 26 spaces to be constructed along the uphill side of the existing entrance roadway. The additional paved area required is approximately 4300 sq. ft., since the access roadway already exists. There would be no significant adverse impact to the existing storm drainage facilities. A catch basin exists at the low end of the entrance roadway, near NE 65th Street, to which the additional paved area could be drained. The total number of on-site spaces to be provided under this plan = 117.

LWSD GORDON HAUCK SCHOOL SITE - #96

TRAFFIC VOLUME ANALYSIS

EXISTING CONDITIONS AND PREDICTED DEMAND

Existing, 1999, traffic volumes were determined at the subject site by actual count, on Tuesday, March 9, which represents an average, heavy day with full schedule. Summaries of this existing data, including Average Daily, AM and PM Peak Hour traffic volumes are depicted in Tables I, II and III following. The tables also predict future, developed (year 2002) traffic volumes based on specific I.T.E. traffic volume generation tables and known future conditions, including 10 new single-family residences now under construction on the old B.E.S.T. school site.

For purposes of comparison between actual traffic volumes realized and those predicted by I.T.E. traffic volume generation rates, we researched the existing traffic volume characteristics at Lake Washington High School. Traffic volumes were obtained by actual count by Trafficcount, Inc., on Thursday, September 24, 1998, an average day. Enrollment at that time consisted of 1522 senior high students, 130 junior high school attendees, plus 90 Northstar alternative junior high school students attending on campus. A summary of this existing data, including Average Daily, AM and PM Peak Hour traffic volumes are depicted in Table IV following. The PM Peak Hour is further broken down to include the peak hour of the generator as well as the volumes of the generator during the PM Peak Hour of the adjacent street. The table also depicts predicted traffic volumes based on specific I.T.E. traffic volume generation tables and known conditions.

The analysis reveals that I.T.E. predicted average daily volumes correlate relatively closely to actual volumes observed. I.T.E. predicted Peak Hour volumes appear somewhat conservative relative to those volumes actually observed. In summary:

1. Actual average daily traffic volumes observed were 6% higher than I.T.E. predicted volumes.
2. Actual AM Peak Hour volumes were 12% less than I.T.E. predicted volumes.
3. Actual PM Peak Hour volumes of the generator, were 22% less than I.T.E. predicted volumes.
4. Actual volumes of the generator, during the PM Peak Hour of the adjacent street, were 14% less than I.T.E. predicted volumes.

TABLE I

LWSD GORDON HAUCK SCHOOL SITE - #96

AVERAGE DAILY TRAFFIC VOLUMES OF THE GENERATORS

TRAFFIC GENERATOR (FACILITY)	FIELD COUNTED (AVE. DAY) <u>EXISTING (1998/99)</u>			I.T.E. PREDICTED (AVE. DAY) <u>FUTURE DEVELOPED (2002)</u>		
	<u>IN</u>	<u>OUT</u>	<u>TOTAL</u>	<u>IN</u>	<u>OUT</u>	<u>TOTAL</u>
Gordon Hauck School	205	205	410	N/A	N/A	N/A
Int. Studies School	N/A	N/A	N/A	291	291	582
Daycare/Toddler Group	25	25	50	N/A	N/A	N/A
10 Single-Family Homes	N/A	N/A	N/A	112	112	224
Community School	<u>81</u>	<u>81</u>	<u>162</u>	<u>81</u>	<u>81</u>	<u>162</u>
Totals	311	311	622	484	484	968

- Note. 1. 1999 traffic volumes were determined by actual count on a Tuesday, which represents an average, heavy day with full schedule. Currently, Monday is a lighter day and Wednesday has an earlier dismissal.
2. Predicted traffic volumes are based on Institute of Transportation Engineers published average generation rates for Land Use Code 522 for Junior High/Middle Schools, and Land Use Code 530 for Senior High Schools. The published equations for generation rates were used for Land Use Code 210 for Single-Family, Detached Dwellings.

TABLE II

LWSD GORDON HAUCK SCHOOL SITE - #96

A.M. PEAK HOUR TRAFFIC VOLUMES OF THE GENERATORS

TRAFFIC GENERATOR (FACILITY)	FIELD COUNTED (AM. PK.) <u>EXISTING (1998/99)</u>			I.T.E. PREDICTED (AM. PK.) <u>FUTURE DEVELOPED (2002)</u>		
	<u>IN</u>	<u>OUT</u>	<u>TOTAL</u>	<u>IN</u>	<u>OUT</u>	<u>TOTAL</u>
Gordon Hauck School	30	19	49	N/A	N/A	N/A
Int. Studies School	N/A	N/A	N/A	105	61	166
Daycare/Toddler Group	6	6	12	N/A	N/A	N/A
10 Single-Family Homes	N/A	N/A	N/A	3	10	13
Community School	<u>39</u>	<u>25</u>	<u>64</u>	<u>39</u>	<u>25</u>	<u>64</u>
Totals	75	50	125	147	96	243

- Note: 1. 1999 traffic volumes were determined by actual count on a Tuesday, which represents an average, heavy day with full schedule. Currently, Monday is a lighter day and Wednesday has an earlier dismissal.
2. Predicted traffic volumes are based on Institute of Transportation Engineers published average generation rates for Land Use Code 522 for Junior High/Middle Schools, and Land Use Code 530 for Senior High Schools. The published equations for generation rates were used for Land Use Code 210 for Single-Family, Detached Dwellings.
3. The A.M. peak hour of the referenced generators generally coincide with the latter portion of the peak hour on the adjacent street system. In this specific instance, it was recorded between the hours of 8:00 and 9:00 a.m., with an almost identical number recorded between the hours of 8:15 and 9:15 a.m.

TABLE III

LWSD GORDON HAUCK SCHOOL SITE - #96

P.M. PEAK HOUR TRAFFIC VOLUMES OF THE GENERATORS

TRAFFIC GENERATOR (FACILITY)	FIELD COUNTED (PM. PK.) EXISTING 1998/99			I.T.E. PREDICTED (PM. PK.) FUTURE DEVELOPED (2002)		
	IN	OUT	TOTAL	IN	OUT	TOTAL
Gordon Hauck School	9	11	20	N/A	N/A	N/A
Int. Studies School	N/A	N/A	N/A	44	62	106
Daycare/Toddler Group	12	15	27	N/A	N/A	N/A
10 Single-Family Homes	N/A	N/A	N/A	9	5	14
Community School	<u>19</u>	<u>26</u>	<u>45</u>	<u>19</u>	<u>26</u>	<u>45</u>
Totals	40	52	92	72	93	165

- Note: 1. 1999 traffic volumes were determined by actual count on a Tuesday, which represents an average, heavy day with full schedule. Currently, Monday is a lighter day and Wednesday has an earlier dismissal.
2. Predicted traffic volumes are based on Institute of Transportation Engineers published generation rates for Land Use Code 522 for Junior High/Middle Schools, and Land Use Code 530 for Senior High Schools. The published equations for generation rates were used for Land Use Code 210 for Single-Family, Detached Dwellings.
3. The P.M. peak hour of the referenced generators does not coincide with the P.M. peak hour on the adjacent street system, with the exception of the single-family dwellings. In this specific instance, it was recorded between the hours of 2:45 and 3:45 p.m. At 4:30 p.m., there were 6 vehicles and 15 vehicles remaining at the Community and Hauck schools respectively. There was no activity inbound or outbound during the 15 minute period between 4:15 and 4:30 p.m.

TABLE IV

LWSD LAKE WASHINGTON HIGH SCHOOL SITE
TRAFFIC VOLUME COMPARISON SUMMARY

<u>TIME</u>	<u>ACTUAL VOLUMES</u> <u>(COUNTED)</u>			<u>PREDICTED VOLUMES</u> <u>(PER ITE)</u>		
	<u>TOTAL</u>	<u>INB</u>	<u>OUTB</u>	<u>TOTAL</u>	<u>INB</u>	<u>OUTB</u>
Average Daily	3145	1585	1560	2972	1486	1486
AM PK Hr (7:00-8:00)	827	512	315	940	614	326
PM PK Hr (2:00-3:00)	529	195	334	675	251	424
PM PK Hr (5:00-6:00)	218	107	111	254	103	151

Note: 1. Actual traffic volumes were determined by actual counts on Thursday, September 24, 1998 which represents an average day with full schedule. Actual enrollment/attendance on the LWHS campus at that time was as follows:

- A) LWHS students (grades 10, 11 and 12) = 1522 students
- B) Junior High attendees at LWHS (grades 7, 8 and 9) = 130 students
- C) Northstar Alternative Junior High School = 90 students

Normal District bus transportation is provided for the regular High School and Junior High students. No transportation is provided for the Northstar Alternative Junior High students, none of whom are licensed to drive, who therefor must be dropped off and picked up by parents, friends, etc., on a daily basis.

- 2. Predicted traffic volumes are based on Institute of Transportation Engineers published average generation rates for Land Use Code 522 for Junior High/Middle Schools, and Land Use Code 530 for Senior High Schools. Added to these are 360 daily trip ends (180 inb and 180 outb); and 180 peak hour trip ends (90 inb and 90 outb) for each of the AM and PM peak hours of the Northstar Alternative Junior High.
- 3. 2:00 - 3:00 PM represents the PM peak hour of the school facility. 5:00 - 6:00 PM represents the volumes associated with the school facility during the PM peak hour of the adjacent street system.

TRIP DISTRIBUTION/ASSIGNMENT

Daily, AM, and PM peak hour anticipated I.C.S. vehicular trip distribution is depicted in Figures I, II, and III respectively.

The daily vehicular trip ends associated with the I.C.S. and the 10 new single-family homes are predicted to be less in number than those associated with the former G.H.S. and B.E.S.T. highschool. The AM and PM peak hour trip ends are predicted to be higher with the new conditions than with previous conditions, as evidenced in Tables II and III. Again it is pointed out that the PM peak hour of the school facilities does not coincide with the PM peak hour of the adjacent streets.

An intersection proportionate share analysis does not appear to be warranted in this instance since the daily traffic volumes relative to the site and immediate neighborhood are predicted to be less as a result of proposed conditions, than was realized from previous/existing conditions.

TRANSIT/PEDESTRIAN CONNECTIONS

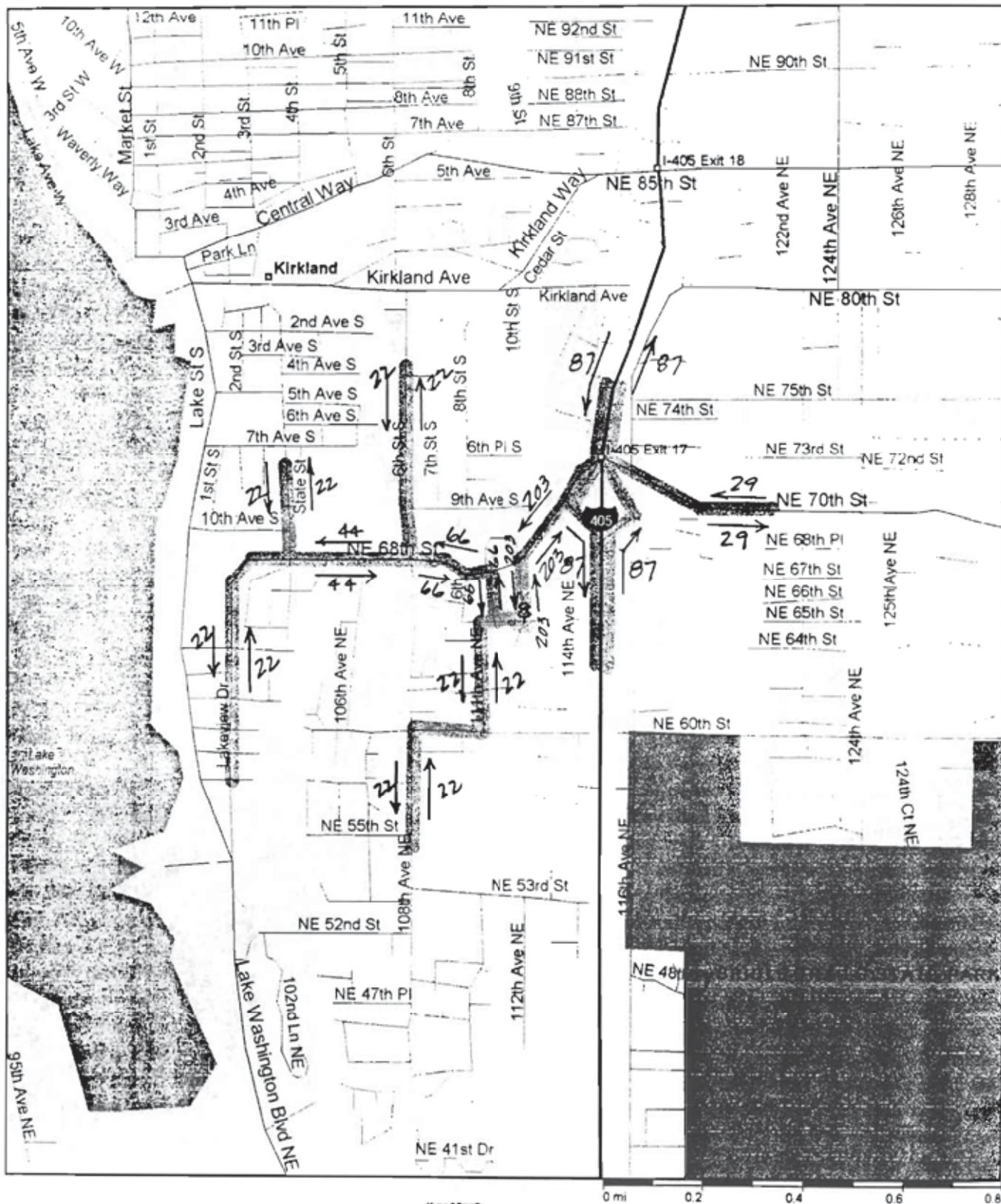
Transit routes and stops exist along NE 68th Street, 108th Avenue NE and I-405 in close proximity to the school site. Short walking distances exist to the site from transit stops at 108th and 68th, and at the southbound ramps at the west side of I-405, along NE 68th Street and 111th and 112th Avenues NE. Maximum use of Metro transit facilities will be encouraged, and a shuttle service is proposed to and from the large park and ride lot and transit station on the east side of I-405 at NE 70th Street. This shuttle will traverse the NE 68th/NE 70th Street corridor and 111th and 112th Avenues NE between the transit station and the school site.

Students are expected to walk to and from the Houghton shopping center during their lunch breaks. Paths to be used will be those affording the shortest distance which will be 110th and 111th Avenues NE, and NE 68th Street, to the signalized intersection of NE 68th Street and 108th Avenue NE.

Sidewalks exist on both sides of most streets in the vicinity which will be subject to school pedestrian traffic. The exception appears to be 110th Avenue NE, which has a continuous sidewalk on one side only.

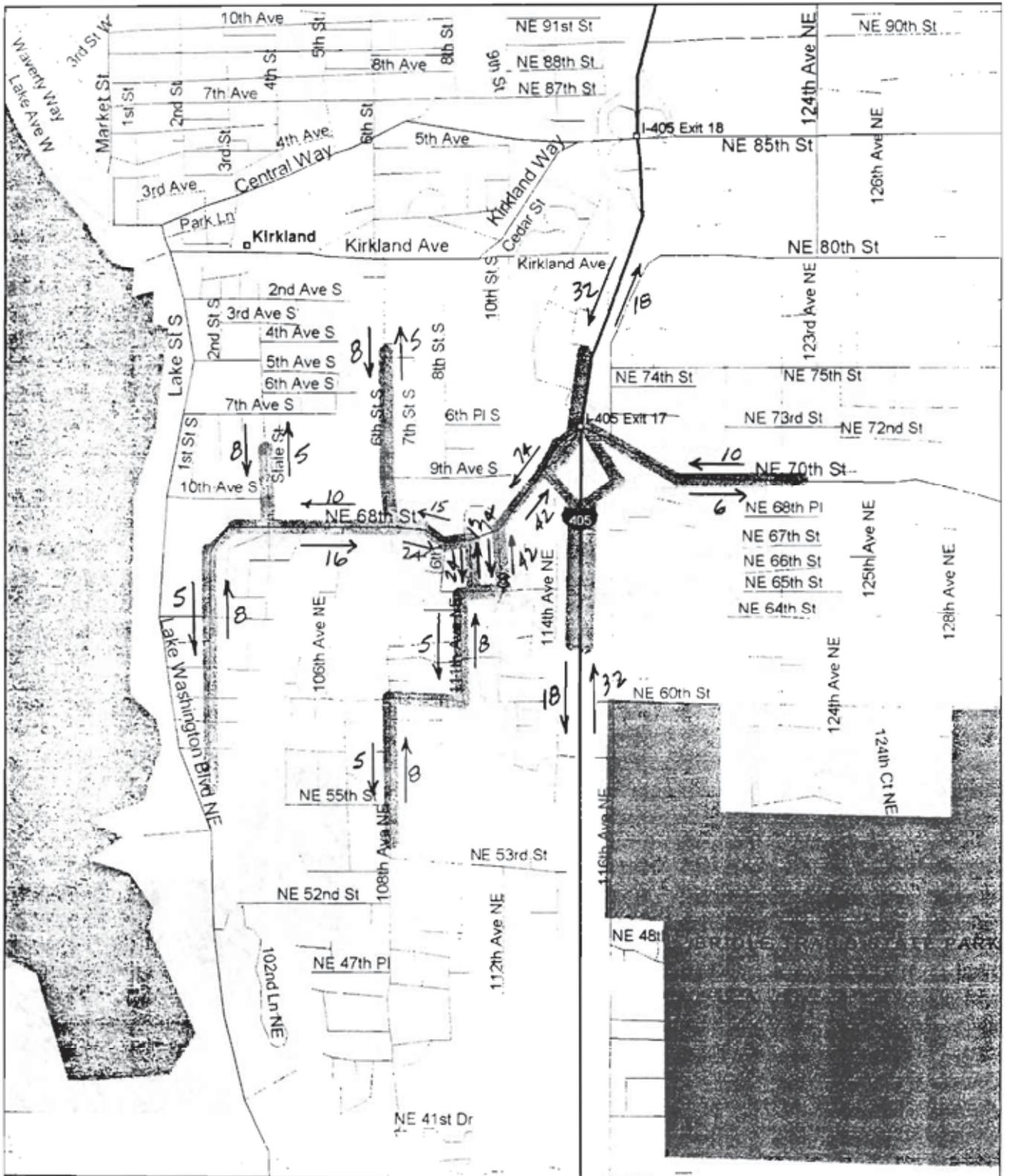
Probable pedestrian routes are depicted on Figure IV. Marked and controlled crosswalks exist at all signalized locations along associated pedestrian routes. Marked crosswalks presently exist across most streets intersecting NE 68th Street, as well as 2 marked crosswalks and planter islands across NE 68th Street in the vicinity of 110th and 112th Avenues NE. We believe no additional crosswalk facilities are warranted at this time. Maintenance of existing facilities should suffice.

FIGURE I
ADT DISTRIBUTION MAP



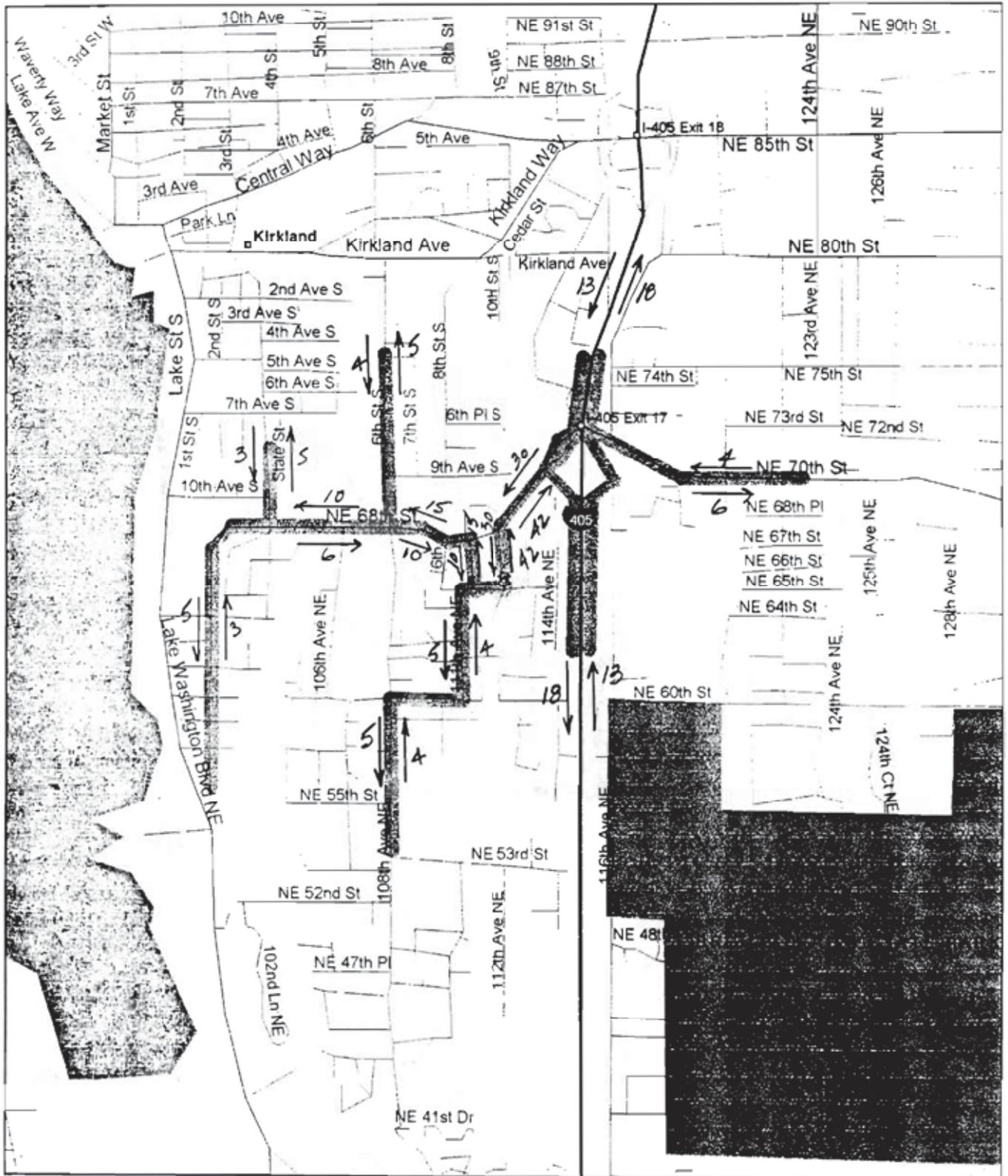
Streets98

FIGURE II
AM. PK. HR. DISTRIBUTION MAP



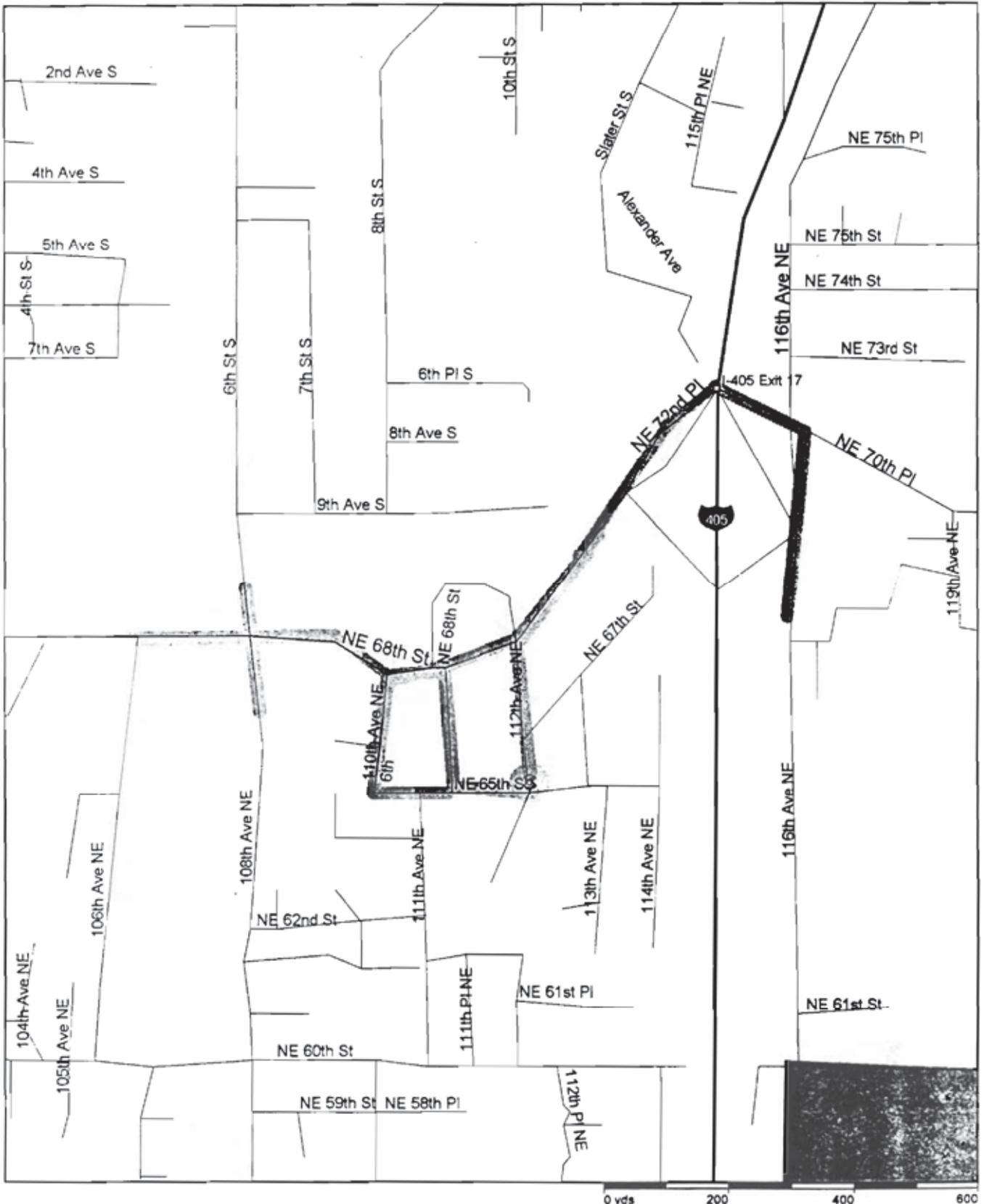
Streets98

FIGURE III
PM. PK. HR. DITRIBUTION MAP



Streets98

PROBABLE PEDESTRIAN ROUTES



Streets98

TRANSPORTATION MANAGEMENT PLAN (TMP)
PARKING MANAGEMENT PLAN (PMP)

FOR INTERNATIONAL COMMUNITY SCHOOL
AND THE COMMUNITY SCHOOL
11133 NE 65th Street, Kirkland
Tax Parcel No. 0825059248

This Transportation Management Plan (TMP) and Parking Management Plan (PMP) have been developed for the International Community School (ICS) and the Community School (CS) to prevent on-street parking by students, parents, staff and visitors, to prevent student drop-off and pick up by parents, to minimize the number of students driving to the site and to provide for the transit and ridesharing needs for students and staff. The purposes of the TMP and PMP are to reduce the number of single-occupant vehicle trips generated by ICS and the CS and to assist in mitigating the traffic and parking impacts created by school activities on streets in the project vicinity.

PROJECT DESCRIPTION

ICS is an educational facility for grades 7-12 to be relocated to the prior Gordon Hauck site in the Houghton neighborhood of Kirkland at 11133 NE 65th (see Attachment A: legal description). The total square footage of the ICS building is 33,000 square feet. The student population will be 360 students. CS is an existing educational facility on site with 80 elementary students with parental support during the school day on a regular basis. The TMP and PMP were required of the subject property as part of the conditions in an agreement between the Gordon Hauck neighborhood and the LWSD and in the City of Kirkland Building Permit No. BLD99-00739

GOALS OF THE TRANSPORTATION MANAGEMENT PLAN AND THE PARKING MANAGEMENT PLAN

The goals of the Transportation Management Plan (TMP) and the Parking Management Plan (PMP) shall be to have all parking and drop-off and pick-up for ICS and CS occur on-site and not on the streets and to have no more than 48 ICS vehicles driven by students to and from school each school day. The target mode split goal for students without parking permits and staff travelling to and from the site shall be 25% single-occupancy vehicle for staff driving alone and parents driving one student to and from school and 75% high occupancy vehicles or other modes (carpool, bus, walk or bike) to be attained two years (by January 2003) after the initial TMP survey in 2001.

ENCLOSURE	5
FILE NO.	

The Lake Washington School District #414 shall implement the following elements of these plans. In addition, LWSD shall coordinate with and use the services of Metro and the City of Kirkland in implementing the TMP and PMP.

THE TMP AND PMP SHALL CONSIST OF THE FOLLOWING ELEMENTS:

1. As part of the conditions to attend ICS and CS, during the application/lottery process, student applicants and their parents/guardians will sign and agree to the ICS and CS Transportation and Parking policies, procedures, and consequences for infractions found in the approved TMP and PMP document, including the no street parking or drop-off/pick-up conditions in the agreement between ICS, CS, LWSD and the Gordon Hauck neighbors. On-street parking is only permit for the infrequent special school events
2. All ICS and CS staff and other LWSD personnel who come to the site shall receive a copy of the TMP and PMP policies, procedures and consequences and agree to the no on-street parking conditions.
3. No students, staff, parents, visitors or other district personnel will park or drop off/pick-up students on the street. All parking and drop-off/pick-up will occur only on site. However, limited on-street parking and drop-off/pick-up may occur on a very infrequent basis for certain special school events.
4. The LWSD will make available METRO bus passes for all ICS and CS students that are eligible and all staff.
5. Each January for four years, beginning January 2001, LWSD will conduct a traffic and parking study, performed by an independent traffic engineer. The results shall be submitted in writing to the City of Kirkland Planning Department and to the designated representative for the Gordon Hauck neighborhood. Additional paved parking shall be provided on site if the City and/or LWSD determine that the conditions of no on-street parking or drop-off/pick-up are not being met.

Anytime after 2005, if on-street parking violations become a problem, LWSD shall conduct another traffic and parking study as required between 2001-2005. Measures shall be taken to alleviate the need for ICS and/or CS to park or drop/pick-up on the street, including adding more paved parking stalls on site.

6. The following TMP and PMP policies shall be implemented:

The Transportation Polices include:

- ICS and CS students, parents and staff will agree in writing that no on-street parking or drop-off/pick-up of students will be allowed under any circumstances, except for the occasional special school events.
- Required ICS student parking permits, issued yearly. Forty eight (48) stalls only. No student driving to and from school unless a student has been issued a parking permit.
- Required registration of ICS and CS student, parents and staff vehicles, updated yearly or as required.
- Continued use of carpooling and bus ridership as currently designed and implemented at ICS current location at the campus of Redmond High School.
- Establishment of one or more remote shuttle locations by LWSD to and from the site and an encouragement program to use the shuttle by students.
- Continued use of Metro bus passes to be provided at no cost by LWSD for those students eligible for a free pass and for those not eligible who wish to purchase passes.
- Start-time and end-time to be staggered between ICS and CS to allow off-set traffic flow, five (5) days a week. This includes Wednesday early dismiss for both schools.
- Close campus at lunch for students driving on and off site.
- Each March following the required parking study in January, ICS and CS will conduct a review with the Gordon Hauck neighbors, staff, LWSD administration and the City of Kirkland Planning and Public Works Departments to assess the TMP and PMP success. If the goals of the TMP and PMP are not being met, ICS and CS shall take measures to meet the goals. Additional measures required to meet the goals may include more parking on-site and/or installation of on-street signs to prevent on street parking and drop-off and pick-up of students, approved by the City Public Works Department and paid for by the LWSD. The yearly review will continue after 2005 when the parking study is no longer required.

The Parking Polices include:

- Parking spaces designated for ICS and CS staff, parent volunteers, visitors and ICS students with parking permits shall be identified with signage. No on-street parking or drop off/pick-up will be authorized or tolerated.

- Visitor parking including temporary emergency student parking (with permission) to be located near the entrance to the school.
- Parking spaces for students to be located furthest from the entrance to the school and will be limited to 48 stalls. Additional paved on-site student parking may be added if it is determined that the goals of the TMP and PMP are not being met and all elements of the TMP and PMP have been implemented to the maximum extent possible, including the shuttle.
- Student parking permits to be established by:
 - Lottery
 - Carpool
 - Seniority
 - Distance from site

Consequences for TMP and PMP Infractions for parking on the street, for ICS students driving during lunch (unless for an approved school activity), for drop-off/pick-up on the street or any other policy in the TMP and PMP:

FOR ICS STUDENTS:

- First Offense--- Warning with parent notification
- Second Offense--- Parent/student conference
- Third Offense --- For ICS students with parking permits: loss of parking privilege for one week. For students with no parking permit: one to three day suspension from ICS
- Fourth Offense---- For ICS student with a parking permit: loss of parking privilege for remainder of the academic year and one to three day suspension from ICS. For student with no parking permit: suspension from ICS for a length of time to be determined by the principal
- Fifth Offense---- For ICS student with a revoked parking permit for a previous fourth offense: suspension from ICS for a length of time to be determined by the principal

FOR ICS AND CS PARENTS:

- First Offense--- Warning
- Second Offense--- Conference with parents
- Third Offense --- Parent with ICS students with parking permits: students lose parking privilege for one week. Parent with ICS or CS students without a parking permit: students are suspended for one to three days
- Fourth Offense----Parent with ICS students with parking permit: students lose parking privilege for remainder of the academic year and receive one to three day

suspension. Parent with students without a parking permit: student suspension from ICS or CS for a length of time to be determined by the principal

- Fifth Offense---- Parent with ICS students previously revoked permit after fourth parental offense: student suspension from ICS for a length of time to be determined by the principal

FOR ICS AND CS STAFF:

- First Offense--- Warning
- Second Offense--- Meeting with principal
- Third Offense --- Meeting with LWSD Director of Support Services
- Fourth Offense--- City of Kirkland issues a Notice of Violation

Non- Compliance and or Complaint Notification:

- First Contact should be made to Transportation Coordinator (TC)
- TC will determine infraction source (parent, student or staff) and at which school (ICS or CS)
- The appropriate ICS or CS school principal will be notified
- Consequences as outlined in the above section will be implemented
- If complainant is not satisfied with action, then complaint will be forwarded to the LWSD Director of Support Services
- Next and final step if complainant is not satisfied would be to file a written complaint with the City of Kirkland Planning Department Code Enforcement Officer

7. All students, parents and staff of ICS and CS shall be informed in writing of the transit and ridesharing information at the beginning of each school year and then updated at least once during the school year.

8. Commuter Information Center (CIC): The site administrator shall build and maintain Commuter Information Centers in a highly visible, accessible area in the main offices of ICS and CS. The CIC shall include bus schedules and ridesharing information at LWSD's expense as provided by Metro.

9. The site administrator for both ICS and CS, currently Cindy Duenas, is named as the initial Transportation Coordinator (TC) to coordinate and promote transit and ridesharing. The TC will perform the following duties:

a. Transit/Rideshare Information: An information packet containing transit schedules, ridesharing information, and other elements of the TMP and PMP shall be distributed to all students, staff and parents of ICS and CS. The information packet shall be updated and distributed to all students, staff and parents on an annual basis at the beginning of each school year. The TC will coordinate with Metro on the information to be included in this packet.

b. The TC shall work with Metro to perform an annual presentation to students, staff and parents regarding transit and ridesharing options to the ICS and CS site. Information shall also be distributed annually to all of students, staff and parents of ICS and CS.

c. The TC shall submit an annual report to the Director of Support Services for LWSD and the City of Kirkland Planning Department, documenting TMP and PMP activities (i.e. number of bus passes issued, number of carpool spaces used). This report shall be made available to anyone wishing a copy.

10. Preferential parking stalls for carpools/vanpools shall be provided in the parking lot as close as possible to the building entrances to ICS and CS. The TC will be responsible for enforcing the preferential parking program. The number of preferential parking spaces will increase as the number of carpools/vanpools are increases.

11. LWSD shall provide and maintain covered bicycle racks. These racks will be located at a safe and convenient location at ICS and CS.

12. At the option of the TC, the following program elements shall be provided:

a. Curriculum in appropriate ICS and CS classes may be expanded to include instruction on transportation management issues such as:

1. The effects of air pollution in Heath Classes.
2. Travel reduction/alternative modes of transportation in Driver's Education classes.
3. Travel reduction/fuel conservation in Local Government/U.S. Government classes.

b. Committee support programs. Ideas may include:

1. A "Clean Air" Faculty Advisory Committee (joint club with the student Environmental Club.)
2. A bicycle club.
3. A reward system for all employees who participate in the rideshare and bus shuttle programs. These rewards may include:

- a. Drawings for prizes donated by local merchants.
- b. A "coupon book" featuring discounts on merchandise and services from local merchants.

13. In January 2002 when ICS has driver age students, ICS will perform a survey to determine the existing amount of transit and ridesharing activities of all students and staff of ICS and CS and the potential for increasing those activities. The TC shall contact Metro before beginning the survey to receive a sample survey form.

ICS is responsible for printing, distributing, and collecting the survey questionnaires. ICS will perform the data entry, tabulation, and preparation of report of the survey data.

This initial survey shall be used as the baseline mode split data to which future surveys will be compared in order to see if the goals of the TMP and PMP are being met.

The City of Kirkland Planning Department and METRO shall receive a copy of the completed initial survey and all subsequent surveys.

14. Every two years after January 2002 when the initial survey has been completed, the ICS shall survey all CS and ICS students, staff and parents. The same process that was used for the initial survey shall be used.
15. If after completion of the January 2002 survey or any subsequent survey, the City of Kirkland determines that the goals of the established TMP and PMP are not being met, the City is authorized to require any and all elements of the established TMP and PMP to be implemented or to add other elements deemed necessary to meet the goals.
16. This TMP and PMP shall be recorded with King County as part of the conditions and restriction of Building Permit No. BLD99-00739 to assure its implementation. The TMP and PMP shall run for the duration of the current use of the

buildings, and shall be binding on the heirs, successors and assignees of the parties.

SIGNATURES NEXT PAGE

SIGNED, this _____ day of _____ 1999.
INTERNATIONAL COMMUNITY SCHOOL

BY _____
Cindy Duenas, Principal and Administrator

SIGNED, this _____ day of _____ 1999.
COMMUNITY SCHOOL

BY _____
Gayle Cudworth, Principal and Administrator

SIGNED, this _____ day of _____ 1999.
LAKE WASHINGTON SCHOOL DISTRICT

By _____
Robert Collard, Director of Support Services

The foregoing Agreement is accepted by the City of Kirkland this _____ day of _____, 1999.

CITY OF KIRKLAND

BY: _____

ATTACHMENT A
LEGAL DESCRIPTION

CITY OF KIRKLAND

123 FIFTH AVENUE | KIRKLAND, WASHINGTON 98033-6189 | (425) 828-1243

**DEPARTMENT OF PUBLIC WORKS
MEMORANDUM**

To: Paul Stewart, Deputy Director, Planning and Community Development Department

From: Iris Cabrera, Traffic Engineering Analyst 

Date: September 22, 1999

Subject: International School Traffic Impact Analysis (Revised)

Here are some comments on the International School Traffic Impact Analysis prepared by G.R. (Bob) Parrott, P.E. The traffic analysis includes, in addition to the traffic impacts of the International School, those resulting from the proposed 10 single-family homes to be developed in the vicinity of the school site. The main purpose of the traffic study is to quantify neighborhood traffic impacts and to identify appropriate mitigation including those dealing with parking and pedestrian issues.

Neighborhood Traffic Impacts

At build-out, in the year 2002, the expected total number of daily trips generated by the International School and Community School is 744 trips, which represents an increase of 122 daily trips over what was generated when the Gordon Hauck School was in operation. My memo dated 09/12/99 erroneously stated 774 daily trips and 152 trips respectively. Overall, this does not represent a significant increase, and per the City's Traffic Impact Analysis Guidelines (TIAG) it would not trigger the need for Level of Service (LOS) analysis at existing signalized intersections. Mr. Parrott has agreed, however, to analyze the LOS for A.M. and P.M. peak traffic conditions of the generator at one unsignalized intersection (112nd Ave NE at NE 68th St.) to identify potential mitigation measures. The reason for this is that 60% of the trip distribution is expected to/from the east, northeast and southeast via 112nd Ave NE/NE 68th St.

Estimated parking demand is 105 parking spaces. Parking supply consists of 117 parking spaces or approximately 1 space per every 4 students. Estimated parking demand per ITE (Institute of Transportation Engineers) for High Schools is 1 parking space per every five students. The proposed parking supply should be accepted on a temporary basis and be adjusted depending upon the results of yearly evaluations of school parking demand.

ENCLOSURE 6 - Revised
Bldg 99-00739

Traffic Mitigation

A TMP (Transportation Management Plan) shall be prepared by the applicant and shall contain, in addition to the standards requirements, a description of the proposed parking management measures (parking pass system, enforcement of parking restrictions, signs and marking), proposed Shuttle Service and other elements as recommended by the Department of Planning and Community Development.

The need for additional mitigation shall be determined later on as the results of the LOS analysis at the intersection of 112th Ave NE at NE 68th St. become available.

The traffic study concludes that installation of new crosswalks in the vicinity of the school site is not warranted.

Cc: Teresa Swan, Planner, Department of Planning and Community Development
David Godfrey, P.E., Transportation Engineering Manager, P.W.

CITY OF KIRKLAND

123 FIFTH AVENUE • KIRKLAND, WASHINGTON 98033-6189 • (425) 828-1243

**DEPARTMENT OF PUBLIC WORKS
MEMORANDUM**

To: Teresa Swan, Planning Department

From: Iris Cabrera, Traffic Engineering Analyst



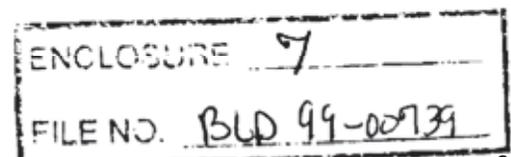
Date: September 13, 1999

Subject: Supplemental Review of International School TIA

This analysis supplements my review memo dated August 13, 1999 submitted to Paul Stewart, Deputy Director, Planning Department. As requested, Mr. G.R. (Bob) Parrot, Traffic Consultant performed PM and AM peak LOS (Level of Service) analysis for the intersection of NE 68th St at 112th Ave NE. The results show that the overall LOS of this intersection will not be significantly impacted as a result of the International School traffic; consequently, there is no need for improvements.

The International School shall contribute Road Impact Fees in the amount of \$2,660.00 based on the difference between the number of existing (Gordon Hawk) and new students on the site, per attached estimate. In addition, the International School shall be expected to share the cost of any traffic calming devices and pedestrian safety improvements deemed necessary in the future to control neighborhood impacts in the vicinity of the site, and that are associated with school traffic.

Cc: David Godfrey, P.E., Transportation Engineering Manager, P.W.



The International Community School will be assessed a road impact fee of \$2,660.

The road impact fee is based on the following calculations:

Existing students at Gordon Hauck

Ready Start 150 preschool x \$114 rate = \$17,100

Home school 30-40 elementary/JH/HS students = \$4,180

30 elementary/junior high students x \$114

10 high school students x \$76

Community preschool 90 students x \$114 = \$10,260

Total credit - \$31,540

Proposed ICS school

180 elementary/junior high student sx \$114 = \$20,520

180 high school x student \$76 = \$13,680

Total for new school = \$34,200

minus

Total credit for old school = \$31,540

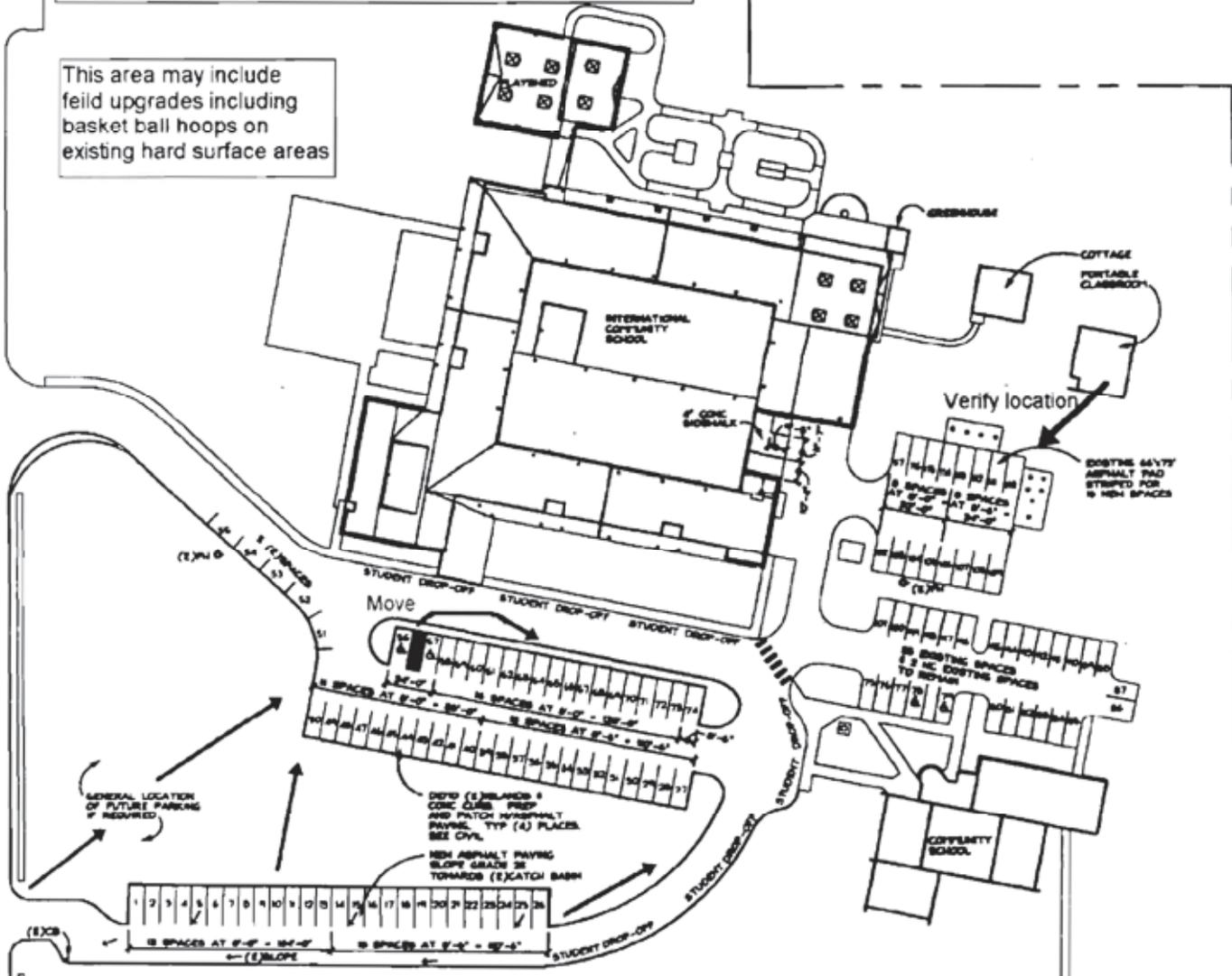
Total due = \$2,660

Site Utilization Plan /MAP
International Community School
Community School

Lake Washington School District
7/1/99

See attached map narrative and attached agreement entitled "The Lake Washington School District (LWSD) and the Gordon Hauck neighbors (GHN) agrees as follows"

This area may include feild upgrades including basket ball hoops on existing hard surface areas



Pathways will be provided for pedestrians.
Location and details to be determined.

This area may include feild upgrades including improvements to the existing track

ENCLOSURE 8
FILE NO. BLD 99-0739

Lake Washington School District Site # 96
111th Ave NE and NE 65th St., Kirkland WA
Site Utilization Plan / Map Narrative

International Community School & Community School
(see attached map and attached agreement entitled "The Lake Washington School District(LWSD) and the Gordon Hauck Neighbors (GHN) agree as follows")

6/8/99

- Existing programs known as preschool, home school, daycare, and special services will vacate the premise.
- Reconfigure and add new parking to achieve 117 parking stalls. (from 66 existing)
- Community school will stay as existing
- Reconfigure the interior of the existing Gordon Hauck School to create a new school for 360 students grades 7-12.
- New drop area for students will be provided in front of the where it was previously reserved for buses.
- Path way will be provided to connect the new lower parking area to either school depending on final parking assignments of these new spaces
- A pathway may be added diagonally from NE 65th at the lower driveway to the front of the school.
- The lower play field may be improved including maintenance and any upgrades to the existing track.
- The upper play feild may include field upgrades including basketball hoops on existing hard surface areas

THE LAKE WASHINGTON SCHOOL DISTRICT ("LWSD") AND THE GORDON HAUCK NEIGHBORS ("GHN") AGREE AS FOLLOWS:

1. The City of Kirkland ("the City") has State Environmental Policy Act ("SEPA") Jurisdiction over the proposed improvements and program commitments at the Gordon Hauck site described below.

2. Locating the International Community School ("ICS") at the Gordon Hauck site, subject to the "Site Utilization Plan" terms and mitigating conditions listed below, does not, in the opinions of GHN and LWSD, constitute a "Change In Use" for purposes of the City's zoning code nor would it create a "Significant Impact" for the purposes of SEPA.

3. The GHN do not oppose the exclusive use of the Gordon Hauck site for the ICS and the Community School ("CS") provided the LWSD includes with its Building Permit application to the city a "Site Utilization Plan" which consists of both the attached map and the agreement provisions below (part 4). The Building Permit application with the "Site Utilization Plan" together constitute the "proposed Action" for the purposes of SEPA. This agreement constitutes a "Mitigating Condition" under SEPA.

4. The "Site Utilization Plan" of the entire property includes:

A. No new buildings and no new portables.

B. No expansion of existing buildings or portables.

C. The maximum student population for the ICS will be 360. The maximum student population of the Community School will be 80.

D. There will be no additional vehicle entrances/exits to the one existing.

Minor realignments of driveways and parking on school property is permitted.

E. No on-street (or adjacent) parking, drop-offs, or pick-ups. Adequate parking on site will be added to accommodate all student, faculty and visitor parking for both the ICS and Community School. The total number of parking stalls to be provided initially as agreed between the City of Kirkland, the LWSD and the GHN is one-hundred and seventeen (117) stalls. Each January for four years, beginning January, 2001, the LWSD will conduct a traffic and parking survey and review, and submit the results to the City and the GHN. The LWSD, as actual school use dictates, shall provide additional parking to achieve the condition of no on-street parking. (It is acknowledged that limited on-street parking may occur on a very infrequent basis for certain special events, which occurrences will not constitute a violation of this agreement.)

The ICS and CS will adopt a Transportation Management Plan ("TMP") and a Parking Management Plan ("PMP") as means to minimize traffic and parking needs and to prevent off-site parking. The TMP will provide for the use of such programs as ride sharing, car pooling, van pooling, use of METRO, and remote collection/drop point transportation. The TMP shall provide that students will not drive cars without specific school permission except to get to and leave school at the beginning and end of the school day. The PMP will provide for such features as limited student parking passes, a school designated parking enforcement person, etc. The ICS and the CS shall also adopt a "Good Neighbor Policy" ("GNP") similar to that of the BEST School to preclude littering, loitering, smoking, unruliness, etc.

Neighbors finding noncompliance with the above shall first contact the designated school representative, and if the problem is not speedily resolved then contact the LWSD facilities administrator's office, and if still not resolved shall finally contact the City.

G. New landscaping on site shall not exceed 15' height at maturity.

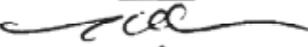
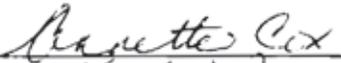
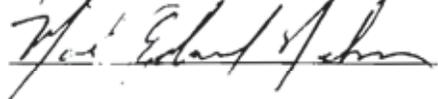
H. The LWSD and the GHN will request that the City evaluate the neighborhood for addition of speed humps, crosswalks, sidewalks and other safety measures. Resulting improvements determined to be the consequence of the use of the Gordon Hauck site shall be made at the expense of the LWSD.

5. Any proposed changes to this agreement and/or its provisions shall constitute a new action subject to the City of Kirkland zoning and SEPA processes in place at the time of the proposed change. It is intended that no such changes to this agreement will occur for at least five years. LWSD agrees to file a SEPA application, checklist, and filing fee to the City (with the City as lead agency) for any such proposed change even if the proposed change is below the thresholds of the City's adopted SEPA "Categorical Exemptions". LWSD shall provide advance notice (at least 60 days prior to the earlier of application to the City or pre-application meeting with the City) via mailing to the undersigned neighbors and neighbors within 300 feet of the property and as well as posting a notice on sign boards on the subject property adjacent to the three right-of-ways around the property regarding any planned changes. Any of the provisions of this agreement not expressly changed through such new action will remain intact.

6. The City has responsibility and authority for enforcing its codes and its permit and SEPA decisions. If any neighbor believes that LWSD has not complied with a provision of this agreement, they shall first contact the ICS/CS Gordon Hauck site administrator(s) to resolve the matter. If no satisfactory resolution is speedily reached, a neighbor shall then contact the LWSD facilities administrator's office. If still no satisfactory resolution is speedily reached, a neighbor shall then contact the City to request enforcement of the provision(s) at issue.

Signed by John G. Call, Administrator of Support Services (name and title) for the LWSD: 7/1/99

The undersigned neighbors hereby endorse the above agreement:

Name	Address
 Gregory P. Cox	6221 111 th Ave NE, Kirkland 98033
 Regnette Cox (with Greg Kalkbrenner)	6221 111 th NE, Kirkland 98033
A. W. Bryson	6119 111 th AVE NE, Kirkland 98033
	6249 - 111 th AVE, NE, KIRKLAND 98033

Joe Bryant	6033 112 nd PL NE 98033
Diana Rattman	6277 111 th Ave NE
Shepard Ralston	6227 111 Ave NE
Ray Miller	11212 NE 63 rd St
Anna A. Miller	11212 NE 63 rd St.
Mike McEwen ^{MIKE MCGIVERN}	11001 NE 65 th ST
Cynthia & Malcolm	11001 NE 65 th St.
Ailee Mercer	6004 112 th NE Kirkland
Albert & Mike Nguyen	6021 112 th Ave NE
Susan & Ralph Bush	11231 NE 67 th St.
Leslie Amura	11212 NE 65 th St. Kirkland
Kendall & Judy Lewis	6020 111 Pl NE Kirkland
Nancy & Rich Bergman	11311 NE 67 th St Kirkland
Carla Petter	6465-113 Ave NE Kirkland.
Uma Sikorhi	6502 113 th Ave NE KIRKLAND
Don Stanton	6502 113 th Ave NE Kirkland
Jiff Brimmy	6230 110 th Ave NE KIRK
Donna M Bailey	6504-114 th NE Kirkland
P.J. Barker	6504-114 th N.E. Kirkland
Laura Andersen	11214 NE 63 rd Kirkland
Diane Jensen	11207 NE 61 st Pl Kirkland
Jodie Arnold	6501-113 th Ave NE - Kirkland

- Tom Snyder Tom Snyder 6405 113th Ave NE
- Ellen Huber Ellen Huber 6500 113th Ave NE
- Robert Potter Robert Potter 6319 113th Ave NE
- Kathleen A Potter KATHLEEN A. POTTER 6319 113th Ave NE
- Karen Dunning 6230 110 Ave NE
- Jeffrey A Nunn 6406-113th Ave NE
- Edward (Myra's III) 11209 NE 62nd St
- William (Nina) 11209 NE 62nd St
- Nirvan Mikkelsen 6514 112th Ave NE, Kirkland 98033
- Jeffrey Mikkelsen 6514 112th Ave NE, " "
- Jesse D. Lee 6504 113th Ave NE " "
- George Lee 6504 113th Ave NE " "
- 6249 - 11th Ave NE " "
- Sandra S. 6203 113th Ave NE, Kirkland 98033
- Dotty A. 6203-113th Ave NE, Kirkland, WA 98033
- Michael D. 11207 NE 61st St Kirkland WA 98033
- Mildred 4004 112th NE Kirkland 98033
- 16715 NE 12th St, Bellevue 98008
- 11206 NE 60th St, Kirkland
- Robert H. 6501-114th Ave NE, Kirkland 98033
- 6501-114 Ave NE, Kirkland 98033
- 6133 11th NE Kirkland, WA 98033
- 11007 NE 65th St Kirkland, WA 98033

**ADDENDUM TO AGREEMENT BETWEEN THE LAKE WASHINGTON
SCHOOL DISTRICT AND THE GORDON HAUCK NEIGHBORS**

This addendum is to clarify the intent of paragraph number 5 of the agreement entitled "THE LAKE WASHINGTON SCHOOL DISTRICT ("LWSD") AND THE GORDON HAUCK NEIGHBORS ("GHN") AGREE AS FOLLOWS".

It is the intent of the LWSD and the GHN that the third and fourth sentences of the agreement (requiring the filing of SEPA applications, checklists, and fees, and requiring notice to neighbors) apply only in the case of proposed changes affecting the property contrary to the specific terms of the agreement and to proposed changes to the agreement itself. For example, our agreement would not require filing of SEPA applications, checklists, and fees and would not require notice to neighbors for the following:

- addition or modification of signage;
- repair and maintenance of existing buildings, such as re-roofing, painting, window and siding repair/replacement, interior repairs/improvements, etc.;
- removal or demolition of all or part of existing buildings or portables;
- reduction in student populations;
- landscaping (except plantings that exceed 15' height at maturity) and playfield improvements;
- addition, repair, replacement, and/or removal of fencing;
- sale of the property.

However, as further examples, our agreement would require filing of SEPA applications, checklists, and fees and would require notice to neighbors for the following:

- addition of building(s) or portable(s) or expansion of existing building(s) or portable(s) resulting in any amount of added square footage;
- increasing the student population of the International Community School to 361 or more;
- proposed revisions to the terms of our agreement.

The above lists are not intended to be all-inclusive.

Signed by *(Ditha Call)*, Administrative Support Services (name and title) for the LWSD: 7/1/99

The undersigned neighbors hereby endorse the above addendum:

<u>Name</u>	<u>Address</u>
<u><i>Gregory P. Cox</i></u>	<u>6221 111th Ave NE, Kirkland, WA 98033</u>
<u><i>Joyce Lee Masters</i></u>	<u>6504 113th Ave NE " "</u>

- Wesley Hearnstein 6504 113 AVE NE
- Eric Eld 1/2 6249-111TH AVE NE KIRK 98033
- Goyd R. Emison 6203 113TH AVENUE KIRKLAND 98033
- Betty Emison 6203-113 Ave. NE Kirkland, WA 98033
- Tracy Emison 11207 NE 61st Pl Kirkland WA 98033
- Michael D. Emison " " " " " "
- Anna Miller 11212 N.E. 63rd St Kirkland 98033
- Ray Miller 11212 NE 63rd St Kirkland 98033
- Gene Miller 6004 112nd NE Kirkland 98033
- Norann F. Mikkelsen 6514 1124th NE Kirkland, WA 98033
- Jeffrey D Mikkelsen 6514 112th NE KIRKLAND, WA 98033
- Jeffrey D Mikkelsen 6021 112TH AVE NE KIRKLAND WA 98033
- Robert H. Neer 6501-114 Ave NE, Kirkland 98033
- Christine Neer 6501-114 Ave NE, Kirkland 98033
- Yessie Anna 11212 NE 65th ST., KIRK 98033
- Carol Youngberg 6133-111th PL NE KIRK 98033-7212
- Jodie M Arnold 6501-113th Ave NE - Kld. 98033
- Tom Snyder 6405-113th Ave NE Kirkland
- Carolyn Potter 6465-113 Ave NE Kirkland
- Rich & Nancy Berglund 11311 NE 67th Kirkland WA
- Annette Cox 6221 111th NE Kirkland
- Melissa Rattman 6227 111th NE "
- Tim Bryant 6033 111th PL NE - Kirkland
- Michelle 6500 113th Ave NE Kirkland

Susan & Ralph Busch

11231 NE 67th St. Kirkland

Ed + Debbie Meas

11209 NE 62nd St Kirkland

Robert C. Pette

6319 113th Ave NE, Kirkland

Robert C. Pette

6319 113th Ave NE

Karen & Dunning

6230 110 Ave NE, Kirkland

M. Dunning

6730 110th Ave NE KIRKLAND

Yvonne S. Koriski

6502 113th Ave NE KIRKLAND

Don Staunton

6502 113th Ave NE Kirkland

M. Staunton

11001 NE 65th ST. KIRKLAND

Cynthia McPherson

11001 NE 65th ST. Kirkland

Forest & Doreen Jones

11007 NE 65th St Kirkland WA 98033