



CITY OF KIRKLAND
Planning and Community Development Department
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ADVISORY REPORT
FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS

To: Houghton Community Council
 Kirkland Hearing Examiner

From: Tony Leavitt, Associate Planner
 Eric R. Shields, AICP, Planning Director

Date: January 3, 2012

File: **ZON11-00023 INTERNATIONAL COMMUNITY SCHOOL (ICS)/ COMMUNITY ELEMENTARY SCHOOL (CES) MASTER PLAN**

Hearing Date and Place: December 6, 2011; 6:30 PM
 City Hall Council Chamber
 123 Fifth Avenue, Kirkland

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I. INTRODUCTION

A. APPLICATION

1. Applicant: Mike Finnegan, Lake Washington School District (LWSD)
2. Site Location: 11133 NE 65th Street (see Attachment 1)
3. Request: The applicant is requesting approval of a Master Plan zoning permit to

build a new school structure that will house both the International Community School (ICS) and Community Elementary School (CES) (see Attachments 2 and 3). Major elements of the proposal include the following:

- a. Demolition of the existing school structure and portable buildings totaling approximately 46,000 square feet and construction of a new structure totaling 65,000 square feet. This represents an increase in size of approximately 19,000 square feet or 41%.
 - b. Student enrollment would increase from 380 students to 445 students for ICS. Staff would increase 21 to 23 persons. CES student enrollment (70 students) and staff (5 persons) would not change. Total site enrollment would be 515 students.
 - c. Construction phasing and site plan design to allow the existing schools to remain in operation during construction. The new structure is proposed to be constructed west of the existing structures. Completion of the project is anticipated by the end of 2013.
 - d. New surface parking lots accessed from 111th Avenue NE and NE 65th Street. Total onsite parking would increase from 131 parking stalls to 145 parking stalls.
 - e. New frontage improvements along NE 62nd Street, 111th Avenue NE, and NE 65th Street.
 - f. A new playfield located in the northeast portion of the property and relocation of the existing sports court to the southwest corner of the playfield.
4. Review Process: Process IIB; Houghton Community Council and Hearing Examiner conduct a public hearing and make recommendations; City Council makes final decision. The Houghton Community Council has disapproval jurisdiction over the land use proposal.
 5. Summary of Key Issues:
 - a. Compliance with Zoning Permit Approval Criteria (see Section II.F)
 - b. Compliance with Applicable Development Regulations (see Section II.G).

B. RECOMMENDATIONS

Based on Statements of Fact and Conclusions (Section II), and Attachments in this report, we recommend approval of this application subject to the following conditions:

1. This application is subject to the applicable requirements contained in the Kirkland Municipal Code, Zoning Code, and Building and Fire Code. It is the responsibility of the applicant to ensure compliance with the various provisions

contained in these ordinances. Attachment 4, Development Standards, is provided in this report to familiarize the applicant with some of the additional development regulations. This attachment does not include all of the additional regulations. When a condition of approval conflicts with a development regulation in Attachment 4, the condition of approval shall be followed.

2. Student enrollment shall be a maximum of 515 students (see Conclusion II.G.2).
3. The minimum required number of onsite parking stalls for the project shall be 128 (see Conclusion II.G.5).
4. As recommended by the City's Transportation Engineer (see Conclusion II.G.4):
 - a. If there is a pattern of traffic accidents with buses for 3 consecutive years, bus traffic to the school shall be rerouted via 111th Avenue NE or 110th Avenue NE where the streets are wider than 112th Avenue NE.
 - b. Within a year after the completion of the expansion, LWSD shall make traffic counts on 112th Avenue NE. If significant traffic shifts to 112th Avenue NE and southbound queues are 300 feet or more continuously for 10 minutes at the intersection of 112th Avenue NE/NE 65th Street, LWSD shall provide signage and notify parents and students to use 110th Avenue NE and 111th Avenue NE. The notification shall be made by letter and shall include a map illustrating the route to the school.
5. The applicant shall retain all trees shown for retention in Attachments 25 during the construction of the school and comply with the specific recommendations of the City's Urban Forester as outlined in Attachment 24 (see Conclusion II.G.7).
6. As part of the building permit application, the applicant shall submit for approval by the Department of Planning and Community Development:
 - a. Plans to provide a minimum of 92 temporary onsite parking stalls to serve the existing schools during construction of the new schools (see Conclusion II.G.5)
 - b. Plans for the installation of a landscape buffer along the west and a portion of the south property lines that comply with KZC Section 95.40.4 or which comply with the buffer modification requirements of KZC Section 95.40.6.j. The buffering plan shall be designed to screen the schools while minimizing impacts to territorial views from neighboring properties. Prior to submitting the plans, LWSD shall offer the opportunity for abutting property owners to review the plans and offer comments (see Conclusion II.G.6)
 - c. Detailed pedestrian walkway plans that comply with KZC Section 105.18 (see Conclusion II.G.8).
 - d. A lighting plan showing the location, height, fixture type and wattage of all proposed exterior lights (see Conclusion II.G.10). To minimize impact to adjoining properties, the lighting plan shall be consistent with the requirements in KZC Section 115.85.1.

7. Prior to issuance of a building permit, the applicant or contractor shall submit a construction mobilization plan for review and approval of the Public Works Department (see Conclusion II.G.9). The plan shall include a specific construction parking plan, hauling route information, pedestrian routing and the other items outlined in the applicant's proposal.

II. FINDINGS OF FACT AND CONCLUSIONS

A. SITE DESCRIPTION

1. Site Development and Zoning:
 - a. Facts:
 - (1) Size: 10.37 acres
 - (2) Land Use: The subject property contains the existing International Community School (ICS) and Community Elementary School (CES).
 - (3) Zoning: The subject property is zoned RS 8.5 (Residential Single-family). A School Use is an allowed use, subject to approval of a Master Plan, within this zone.
 - (4) Terrain: The subject property slopes from east to west with an overall elevation change of approximately 45 feet.
 - (5) Vegetation: The subject property contains numerous significant trees. The City's Urban Forester identified a total of 60 significant trees on the site that could potentially be impacted by the proposed redevelopment (see Section II.G.7).
 - b. Conclusions:
 - (1) Size, land use, and terrain are not constraining factors in the review of this application.
 - (2) Zoning is a relevant factor in the review of this application, due to the fact that a School Use occupying a property of more than 5 acres must be approved through a Master Plan process (see Section II.F.1).
 - (3) Tree protection and retention on the subject property are factors in the review of the proposed development (see Section II.G.7).
2. Neighboring Development and Zoning:
 - a. Facts: The neighboring properties are zoned RS 8.5 and RS 7.2 and contain single-family residences.
 - b. Conclusion: The neighboring development and zoning are factors in the review of the proposed Master Plan application.

B. HISTORY

1. Facts:

- a. Prior to 1983, the subject property contained the Gordon Hauck Center.
- b. In 1983, LWSD applied for a zoning permit (III-83-47) to allow the Community Elementary School to locate on the subject property (see Attachment 5). The City Council and Houghton Community Council approved the proposal.
- c. In 1999, LWSD applied for a minor modification of the zoning permit to allow the International Community School to locate on the property within the Gordon Hauck Center (see Attachment 6). As part of the process, the LWSD and the Gordon Hauck Neighborhood residents signed an agreement to address concerns about the proposed relocation (see Attachment 7). The City was not a signatory of this agreement, but did have a secondary enforcement role as outlined in the agreement.

Additionally the LWSD agreed to implementation of a Transportation Management and Parking Management Plan to prevent on-street parking by students and parents, to prevent on street drop-off and pick-up by parents and to reduce the number of vehicles driven to and from the school (see Attachment 8).

In September of 1999 the Planning Department approved the approved the minor modification and SEPA Determination, which allowed the LWSD to proceed with their proposed plan (see Attachment 9).

- d. Since 1999, the City has approved minor modifications to allow 8 onsite parking stalls (as required by the Transportation Management and Parking Management Plan), an emergency preparedness storage container, and a sports court.
2. Conclusion: The history of the site is relevant in the review of the proposed Master Plan application.

C. PUBLIC COMMENT

1. Facts: The initial public comment period ran from September 23 to October 21, 2011. The Planning Department received a total of 7 comment emails and letters (see Attachments 10 thru 16) during this comment period. Numerous issues were raised in the letters. The most common issues raised along with

staff responses are summarized below. Additionally, the applicant responded to these comment letters with a response letter (see Attachment 17).

- Traffic Impacts

Neighbors are concerned about traffic impacts associated with the proposed development including increased vehicle trips, increased bus traffic, impacts to neighboring streets, impacts to street intersections, access to the site, and other related traffic issues.

Staff Response: Traffic impacts are specifically addressed in Section II.G.4 of this report. The City's Public Works Department reviewed the project for Traffic Concurrency and determined that the established traffic level of service at specific intersections would be maintained with the completion of the project (see Attachment 19). The applicant submitted a Transportation Impacts Analysis (see Attachment 20) that was reviewed by the City (see Attachment 21). Public Works Staff concluded that the proposed project will not create significant traffic impacts that would require off-site traffic mitigation.

- Construction Related Impacts

Neighbors are concerned about the impacts to the neighborhood during construction of the school. Issues brought up include the amount of truck traffic required for the importing and exporting of materials, construction worker parking, noise, dust and debris, hours of construction, etc.

Staff Response: Construction related impacts are addressed in Section II.G.7 of this report. Additionally, the applicant has provided a lengthy response starting on Page 7 of their response letter.

- Future Increase in Enrollment

Neighbors are concerned that LWSD could increase the enrollment of the schools above the proposed 515 students.

Staff Response: Staff is recommending that student enrollment be capped at 515 students as part of this Master Plan permit (see Section II.G.2).

- Zoning Code Amendment

Many of the letters bring up a zoning code amendment that modified the wording of Special Regulation 2.c. which limits the location of schools to properties "served by a collector or arterial." The amendment added that the regulation "does not apply to existing school site".

Staff Response: A memo from City Staff to the Houghton Community Council addresses this issue (see Attachment 22). This memo was presented to the HCC at its July 25, 2011 meeting.

- Gordon Hauck Agreement

Neighbors contend that the LWSD has not followed the terms of the agreement entered into by the LWSD and neighbors and that the City should enforce on the violations.

Staff Response: As noted in Section II.B of this report, the City was not a signatory of the agreement and, per the City Attorney, does not have the ability to enforce it. It is the City's position that this master plan zoning permit and hearing process will determine the requirements and conditions placed on the proposed schools.

- View Impacts

Neighbors are concerned about the impacts of trees and the proposed building on their views.

Staff Response: City regulations do not specifically protect views of neighboring property owners. The proposed structure complies with applicable height and setback requirements. The planting of new vegetation is addressed in Section II.G.6.

- SEPA Process

Neighbors dispute LWSD ability to issue a SEPA Determination for a project that they are proposing.

Staff Response: Pursuant to State Law, the LWSD is a lead agency. WAC Section 197.11.926 states that "when an agency initiates a proposal, it is the lead agency for that proposal".

- Lighting Impacts

Based on previous issues on the site, neighbors are concerned about light glare and other associated impacts.

Staff Response: Staff addresses lighting issues in Section II.G.10.

D. STATE ENVIRONMENTAL POLICY ACT (SEPA)

1. Facts: Pursuant to WAC 197-11-926, LWSD assumed Lead Agency status for the project. A Determination of Nonsignificance (DNS) was issued by LWSD on March 2, 2011. The Environmental Determination and Checklist are included as Attachment 18.
2. Conclusion: LWSD has satisfied the requirements of SEPA.

E. CONCURRENCY

1. Facts: The Public Works Department has reviewed the application for concurrency. A concurrency test was passed for traffic on March 29, 2011 (see Attachment 19). A Notice of Concurrency was distributed, published, and posted on September 29, 2011.

2. Conclusion: The applicant and City have satisfied Concurrency requirements.

F. APPROVAL CRITERIA

1. Master Plan

- a. Facts:

- (1) Kirkland Zoning Code (KZC) Section 15.10.030 Special Regulation 10 requires that a School Use with a property size of five acres or more receive Master Plan approval through a Process IIB review. The Master Plan must show building placement, building dimensions, roadways, utility locations, land uses within the Master Plan area, parking locations, buffering, and landscaping.
- (2) The applicant has submitted development plans that show building locations and dimensions, roadways, utility locations, land uses within the Master Plan area, parking locations, buffering, and landscaping (see Attachment 3).
- (3) Zoning Code section 152.70.3 states that a Process IIB application may be approved if:
 - (a) It is consistent with all applicable development regulations and, to the extent there is no applicable development regulation, the Comprehensive Plan; and
 - (b) It is consistent with the public health, safety, and welfare.
- (4) Some of the potential impacts of the proposed project include traffic and parking impacts related to increased enrollment, impacts associated with the actual construction of the new schools, and impacts associated with the location of the new structure including views and setbacks. Staff addresses these impacts in Section II.G of this report.

- b. Conclusions:

- (1) The application complies with the Master Plan requirements outlined in KZC Section 15.10.030 Special Regulation 10 (see Section II.G).
- (2) The proposal complies with the criteria in KZC Section 152.70.3. It is consistent with all applicable development regulations (see Section II.G) and the Comprehensive Plan (see Section II.H). In addition, the proposal is consistent with the public health, safety, and welfare because the project will provide the community with an updated school campus while minimizing impacts on the surrounding neighborhood.

G. DEVELOPMENT REGULATIONS

1. School Location Criteria

- a. Facts: KZC Section 17.10.030, Special Regulation No. 3, states that a school use may be located in a RS zone only if:
- It will not be materially detrimental to the character of the neighborhood in which it is located.
 - Site and building design minimizes adverse impacts on surrounding residential neighborhoods.
 - The property is served by a collector or arterial street (does not apply to existing school sites).
- b. Conclusions: The proposal is consistent with the criteria established in KZC Section 17.10.030, Special Regulation No. 3 as follows:
- (1) There is an existing school at the site which includes recreational, parking, and other facilities normally associated with a school use. The proposal will not introduce new facilities or activities which would materially impact the character of the neighborhood. A limited increase in student enrollment is proposed and staff is recommending a cap on further increases.
 - (2) The school buildings will be relocated on-site in order to allow the existing school buildings to remain in use during construction. The new site plan and building have been designed to minimize impacts on surrounding residential development by designing the proposed structure to fit with the existing topography. The proposed new structure is located on the lower portion of the site and substantial setbacks from adjoining residential properties are proposed that will minimize view impacts for neighboring properties. The redeveloped site will provide land use buffers as required by the Zoning Code and existing significant trees are recommended for retention to the extent feasible.
 - (3) The property is not served by a collector or arterial street, but does contain an existing school site.

2. Student Enrollment

- a. Facts:
- (1) Student enrollment would increase from 380 students to 445 students for ICS. CES's student enrollment of 70 students would not change. Total site enrollment would be 515 students.

- (2) KZC Section 15.10.030 Special Regulation 4 states that the maximum number of attendees at one time may be limited to reduce impacts on neighboring residential uses.
 - b. Conclusion: In order to minimize impacts on neighboring residential uses, student enrollment should be limited to a maximum of 515 students. Any future enrollment increase would be subject to the modification requirements referenced in Section III of this report.
3. Passenger Loading Area
 - a. Facts:
 - (1) KZC Section 15.10.030 Special Regulations 6 and 7 state the following:
 - (a) An on-site passenger loading area must be provided. The City shall determine the appropriate size of the loading area on a case-by-case basis, depending on the number of attendees and the extent of the abutting right-of-way improvements.
 - (b) The location of passenger loading areas shall be designed to reduce impacts on nearby residential uses.
 - (2) Public Works Staff reviewed the proposed passenger loading areas (for both buses and cars) and concluded that the sizes of the areas are adequate.
 - (3) The car passenger loading area is located within the interior of the site near the main parking lots and will have minimal impact on nearby residential uses. The proposed bus loading area is located on the west side of the property near 111th Avenue NE. The adjoining right-of-way and required parking lot landscaping will help to reduce impacts.
 - b. Conclusions: The proposed passenger loading areas comply with KZC Section 15.10.030 Special Regulations 6 and 7.
4. Traffic Impacts
 - a. Facts:
 - (1) The applicant submitted a Traffic Impact Analysis (see Attachment 20) that was reviewed by the City's Transportation Engineer (see Attachment 21).
 - (2) The applicant submitted a Transportation Management Plan and Parking Management Plan document as part of their proposal (see Attachment 27). As noted in the overview section of the document, the TMP/PMP was developed to prevent on-street parking by students, parents, staff and visitors; to prevent on-street 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.

- (3) The City's Transportation Engineer did not have adequate time to review and comment on the Transportation Management Plan and Parking Management Plan document prior to drafting of this report. Staff will provide comments at the public hearing.

b. Conclusions:

- (1) The City's Transportation Engineer concludes that the proposed project will not create significant traffic impacts that would require specific off-site traffic mitigation. Staff recommends approval of the proposed project with the following conditions:
 - (a) If there is a pattern of traffic accidents with buses for 3 consecutive years, bus traffic to the school shall be rerouted via 111th Avenue NE or 110th Avenue NE where the streets are wider than 112th Avenue NE.
 - (b) Within a year after the completion of the expansion, LWSD shall make traffic counts on 112th Avenue NE. If significant traffic shifts to 112th Avenue NE and southbound queues are 300 feet or more continuously for 10 minutes at the intersection of 112th Avenue NE/NE 65th Street, LWSD shall provide signage and notify parents and students to use 110th Avenue NE and 111th Avenue NE. The notification shall be made by letter and shall include a map illustrating the route to the school.

5. Parking

a. Facts:

- (1) KZC Section 15.10.030 does not establish a required parking requirement for school uses. Instead, it defers to KZC Section 105.25, which authorizes the Planning Official to establish the number of required parking stalls based on the parking demand for the proposed use.
- (2) A parking demand study was submitted as part of the Traffic Impact Analysis (see Attachment 20).
- (3) The City's Transportation Engineer has reviewed the parking demand study and recommends that the completed project contain at least 128 onsite parking stalls. The recommended parking demand rate of 0.20 stalls per student equates to 103 stalls, but Staff is recommending 25 additional parking stalls to accommodate any demand fluctuation for daily and seasonal factors.

- (4) The applicant is proposing a total of 145 onsite parking stalls.
- (5) Phase I of the project calls for the existing parking lots to be removed.
- (6) According to parking demand study, the peak parking demand for the existing schools is 92 stalls.
- (7) The applicant has identified the northeast and southwest corners of the property for temporary parking lots (see Attachment 28).

b. Conclusions:

- (1) The minimum required number of onsite parking stalls for the project is 128. The applicant is proposing an adequate number of parking stalls to serve the proposed project.
- (2) As part of the building permit application, the applicant should submit plans to provide a minimum of 92 temporary onsite parking stalls to serve the existing schools during construction of the new schools.

6. Landscaping Requirements

a. Facts:

- (1) KZC Section 15.10.030 requires School Use in a RS zone to comply with Landscape Category D.
- (2) KZC Section 95.42 lists the minimum land use buffer requirements for Landscape Category D. The subject property is surrounded on all sides by single family residential uses and this section requires the installation of a landscape buffer that complies with Buffering Standard 2. For standard 2, the applicant shall provide a 5-foot-wide landscaped strip with a 6-foot-high solid screening fence or wall. Within the landscape strip, trees spaced 10 feet apart are required.
- (3) KZC Section 95.40.6.h states that if the subject property is occupied by a school, landscape buffers are not required along property lines adjacent to a street.
- (4) The applicant and neighbors have expressed an interest in pursuing a modification of the buffer requirement to eliminate the tree planting requirement along the east and a portion of the south property lines. This would require compliance with KZC Section 95.40.6.j, which requires that neighboring property owners approve the modification in writing.

- (5) As of the drafting of this report, Staff had only received one buffer modification consent letter from neighbors. A total of 8 letters are needed to modify the full buffer.

b. Conclusions:

- (1) Landscape buffers are not required along the north and west property lines as these property lines are adjacent to streets. A majority of the south property line is adjacent to a street, but a small portion is adjacent to a single family residential use.
- (2) As part of the building permit application, the applicant should submit plans for the installation of a landscape buffer along the west and a portion of the south property lines that comply with KZC Section 95.40.4 or which comply with the buffer modification requirements of KZC Section 95.40.6.j. The buffering plan shall be designed to screen the schools while minimizing impacts to territorial views from neighboring properties. Prior to submitting the plans, LWSD shall offer the opportunity for abutting property owners to review the plans and offer comments.

7. Natural Features- Significant Landscaping

a. Facts:

- (1) Regulations regarding the retention of trees can be found in Chapter 95 of the Kirkland Zoning Code. The applicant is required to retain all trees with a moderate to high retention value to the maximum extent possible.
- (2) The applicant has submitted a Tree Retention Plan prepared by a certified arborist (see Attachment 23).
- (3) The City's Urban Forester has reviewed the Tree Retention Plan and has made specific recommendations concerning the applicant's tree plan (see Attachment 24), including revising plans to correct minor errors and making minor changes to the plans to retain additional trees.
- (4) The applicant submitted a revised Tree Retention Plan that incorporated the Urban Forester's recommendation (see Attachment 25).

- b. Conclusions: The applicant has provided a Tree Retention Plan which has been reviewed by the City's Urban Forester. The applicant should retain all trees during the construction of the school as shown in Attachment 25 and comply with the specific recommendations of the City's Urban Forester as outlined in Attachment 24.

8. Pedestrian Connectivity

a. Facts:

- (1) KZC Section 105.18 requires institutional uses, including schools, to provide pedestrian walkways designed to minimize walking distances from the building entrance to the right-of-way, and adjacent transit facilities. Pedestrian walkways are required to be five feet wide, distinguishable from traffic lanes by pavement texture or elevation, and have adequate lighting for security and safety.
- (2) The proposed plans show numerous pedestrian walkways throughout the site including ones designed to minimize walking distances from the building entrances to the right-of-way. Specific design details have not been provided.

b. Conclusions:

- (1) As part of the building permit application, the applicant should submit detailed pedestrian walkway plans that comply with KZC Section 105.18.

9. Construction Impacts

a. Facts:

- (1) LWSD states in Attachment 2 that temporary parking for construction workers will be located on the property (in the northwest corner) and/or a remote location away from the neighborhood that will require shuttle service to the site. Additionally in Attachment 17 (Page 8), the applicant states that it will be a condition of the (construction) contract that there will be no construction parking along the neighborhood streets.
- (2) In Attachment 17 (page 8), the applicant states the following:

As outlined in Section 14.1 of the SEPA Checklist: The District will develop a construction management plan (CMP) to be implemented by the selected contractor that addresses traffic and pedestrian control. The CMP will define truck routes, land closures, sidewalk closures and parking disruptions, as necessary. To the extent possible, the CMP will direct trucks along the shortest route to arterials and away from residential streets to avoid unnecessary conflicts with resident and pedestrian activity. The CMP will identify parking location for the construction staff. The CMP will also identify location for school bus loading/unloading as well as a parent vehicle loading/ unloading if there are period when the existing facilities are not available. The location and access to these areas would consider walk routes to school building and vehicular access to the local street network.

- (3) The Public Works Department has included a condition that the Contractor or Owner provide a Construction Mobilization Plan addressing contractor parking, hauling routes, and pedestrian routing during project construction (see Attachment 4).

b. Conclusions:

- (1) Prior to issuance of a building permit, the applicant or contractor should submit a construction mobilization plan for review and approval of the Public Works Department. The plan should include a specific construction parking plan, hauling route information, pedestrian routing and the other items outlined in the applicant's proposal.

2. Site Lighting

a. Facts:

- (1) KZC Section 115.85.1 requires that the applicant use energy efficient light sources, comply with the Washington Energy Code with respect to the selection and regulation of light sources, and select, place, and direct light sources both directable and nondirectable so that glare produced by any light source, to the maximum extent possible, does not extend to adjacent properties or to the right-of-way.
- (2) The current submittal does not contain a detailed lighting plan that would show the location, height, fixture type, and wattage of proposed lights.

- b. Conclusion: As part of its building permit application, the applicant should submit a lighting plan showing the location, height, fixture type and wattage of all proposed exterior lights. The lighting plan shall be consistent with the requirements in KZC Section 115.85.

H. COMPREHENSIVE PLAN

1. Facts:

- a. The subject property is located within the Central Houghton neighborhood. The Central Houghton Neighborhood Land Use Map designates the subject property as a public facility use (see Attachment 26).
- b. The newly adopted Central Houghton Neighborhood Plan includes a policy, CH-8.1, which states "provide opportunities for early community involvement in any expansion plans for, modifications to, or changes in uses within schools".
- c. The applicant outlines the public process that LWSD followed in Attachment 17, Page 5. The process included assembling a modernization team, creating a project web site, and a neighborhood open house.
- d. Policy CH-13.1 states that the City should "pursue partnerships with schools in Central Houghton" to ensure adequate park and recreational facilities in the neighborhood.

- e. The completed project will include a playfield, sports court and walking trail that will be publically accessible.
2. Conclusion: The proposal is consistent with public facility use designation and policies within the Comprehensive Plan.

I. DEVELOPMENT STANDARDS

1. Fact: Additional comments and requirements placed on the project are found on the Development Standards, Attachment 4.
2. Conclusion: The applicant should follow the requirements set forth in Attachment 4.

III. SUBSEQUENT MODIFICATIONS

Modifications to the approval may be requested and reviewed pursuant to the applicable modification procedures and criteria in effect at the time of the requested modification.

IV. CHALLENGES AND JUDICIAL REVIEW

The following is a summary of the deadlines and procedures for challenges. Any person wishing to file or respond to a challenge should contact the Planning Department for further procedural information.

A. CHALLENGE

Section 152.85 of the Zoning Code allows the Hearing Examiner's recommendation to be challenged by the applicant or any person who submitted written or oral comments or testimony to the Hearing Examiner. A party who signed a petition may not challenge unless such party also submitted independent written comments or information. The challenge must be in writing and must be delivered, along with any fees set by ordinance, to the Planning Department by 5:00 p.m., _____, seven (7) calendar days following distribution of the Hearing Examiner's written recommendation on the application. Within this same time period, the person making the challenge must also mail or personally deliver to the applicant and all other people who submitted comments or testimony to the Hearing Examiner, a copy of the challenge together with notice of the deadline and procedures for responding to the challenge.

Any response to the challenge must be delivered to the Planning Department within seven (7) calendar days after the challenge letter was filed with the Planning Department. Within the same time period, the person making the response must deliver a copy of the response to the applicant and all other people who submitted comments or testimony to the Hearing Examiner.

Proof of such mail or personal delivery must be made by affidavit, available from the Planning Department. The affidavit must be attached to the challenge and response letters, and delivered to the Planning Department. The challenge will be considered by the City Council at the time it acts upon the recommendation of the Hearing Examiner.

B. JUDICIAL REVIEW

Section 152.110 of the Zoning Code allows the action of the City in granting or denying this zoning permit to be reviewed in King County Superior Court. The petition for

review must be filed within twenty-one (21) calendar days of the issuance of the final land use decision by the City.

V. LAPSE OF APPROVAL

Under Section 152.115 of the Zoning Code, the applicant must submit to the City a complete building permit application approved under Chapter 152, within four (4) years after the final approval on the matter, or the decision becomes void; provided, however, that in the event judicial review is initiated per Section 152.110, the running of the four years is tolled for any period of time during which a court order in said judicial review proceeding prohibits the required development activity, use of land, or other actions. Furthermore, the applicant must substantially complete construction approved under Chapter 152 and complete the applicable conditions listed on the Notice of Approval within six (6) years after the final approval on the matter, or the decision becomes void.

VI. APPENDICES

Attachments 1 through 28 are attached.

1. Vicinity Map
2. ICS/ CES Project Description
3. Development Plans
4. Development Standards
5. 1983 Gordon Hauck Center Site Plan
6. 1999 ICS Minor Modification Request
7. 1999 LWSD/ GHN Agreement and Site Utilization Map
8. 1999 Transportation and Parking Management Plan
9. 1999 ICS Minor Modification Approval Memo
10. Email from Annette Cox
11. Email from Jeff Nouwens
12. Email from Margaret Bull
13. Letter from Susan and Ralph Busch
14. Letter from Jerry Forell
15. Email from Steve and Sharon Friedman
16. Letter from Brian Keegan
17. LWSD Public Comment Response Letter
18. SEPA Determination
19. Traffic Concurrency Memo
20. Transportation Analysis Report prepared by Heffron Transportation dated 6/3/2011
21. City TIA Review Memo prepared by Thang Nguyen dated 9/8/2011
22. HCC Memo prepared by Jon Regala dated 7/13/2011
23. Tree Plan prepared by Urban Forestry Services Inc dated 7/14/11
24. City Urban Forester Review Memo prepared by Tina Cohen dated 11/9/11
25. Revised Tree Plan prepared by Urban Forestry Services Inc dated 12/18/11
26. Central Houghton Land Use Map
27. Transportation Management Plan (TMP)/ Parking Management Plan (PMP)
28. Temporary Parking Lot Plans

VII. PARTIES OF RECORD

Applicant: Mike Finnegan, LWSD Support Services Center, 15212 NE 95th Street, Redmond, WA 98052

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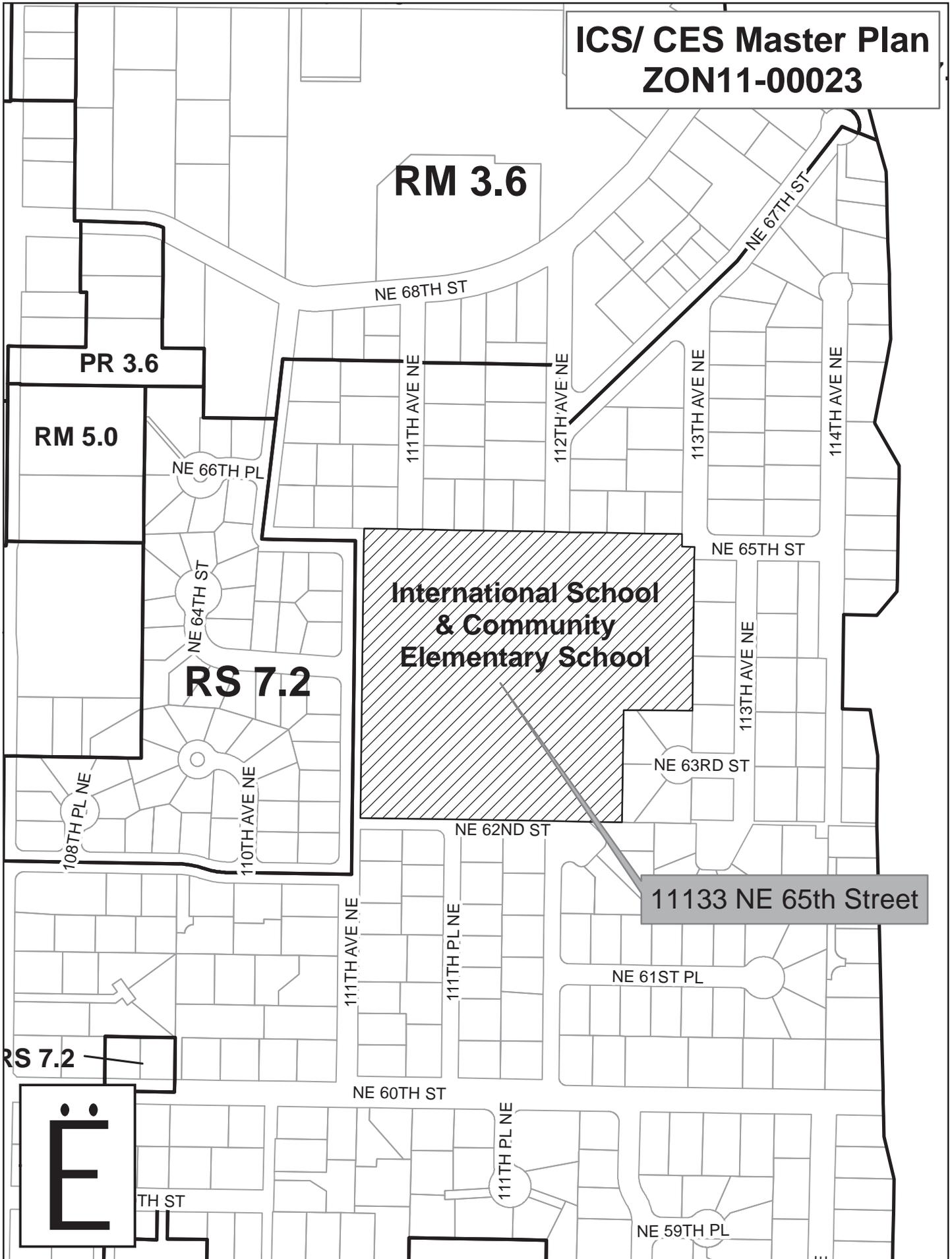
Parties of Record

Department of Planning and Community Development

Department of Public Works
Department of Building and Fire Services

A written recommendation will be issued by the Hearing Examiner within eight calendar days of the date of the open record hearing unless additional time is provided per KZC 152.70.2.

ICS/ CES Master Plan ZON11-00023





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MASTER PLAN APPROVAL SUBMITTAL

INTERNATIONAL COMMUNITY SCHOOL / COMMUNITY (ELEMENTARY) SCHOOL

Project Description

The new International Community School (ICS) / Community (Elementary) School (CS) is a replacement for both the existing International community school structure built in 1964 and the community school structure constructed in 1984. Construction will occur in two phases, so the existing schools can remain operational during construction. Phase 1 will be the construction of the new school and temporary access and parking. Phase 2 will be the demolition of the existing school and construction of the new parking lot, access roads, site amenities and playfield. The proposed structure is designed to fit with the existing topography of the site. ICS is housed on a single level as it is now while the CS space is under the library in the two story section of the proposed facility taking advantage of the sloping topography.

The total proposed gross floor area is approximately 65,000 square feet, including a commons/multi-purpose space. The Community School will also be housed in the new proposed building with a separate entrance.

Both schools will have separate entrances but will also be accessed internally.

The project will include new frontage improvements (curbs, gutters and sidewalks), along NE 62nd Street, 111th Avenue NE, and NE 65th Street.

A new playfield will be constructed at the NE section of the lot. The existing sports court will be relocated/replaced and located at the southwest corner of the proposed new playfield. The playfield will be sized to accommodate a soccer field and T-ball. The new playfield will also include a walking track.

The existing Community School play structures will be relocated.

Temporary on-site parking during construction of the Phase 1 work will be located at the NE corner of the lot for staff, visitors & students. Temporary parking for construction workers will be located at the NW corner of the lot and/or a remote location away from the neighborhood that will require shuttle service.

Student Capacity

The LWSD is adopting a grade configuration change for elementary schools (grades kindergarten to five), middle schools (grades six to eight) and high schools (grade nine to twelve) for the start of the Fall 2012 school year. The International Community School currently houses grades seven to twelve and requires expansion to accommodate the sixth grade.

It has not been determined yet by the District whether the Community School will remain a first grade through sixth grade or change to grades first through fifth.

School	Existing	Proposed
ICS	380	445
Community School	<u>70</u>	<u>70</u>
Total	450	515

Building Size

The extra square footage for the proposed new school is needed to accommodate the educational program and to house the sixth grade.

Building	Existing (gsf)	Proposed (gsf)
ICS Structure	37,700	
Cottage	668	
Covered Play Area	1,998	
Portable	911	
Community School (Elementary)	<u>5,400</u>	
Total	46,677	65,000

Site Circulation and Parking

The main entry and exit for the ICS School will be directly across from 112th Avenue NE. Entry and exiting for the CS (as well as buses) will be off of 111th Avenue NE.

Parking for the proposed facility will be provided in several locations; in front of the school; at the SE area of the school, at the NW section of the property and visitor parking for the Community School just west of the proposed school.

The required number of parking spaces is not specified in KZC 105.25. The existing parking stall count is 131 stalls. Proposed number of stalls is 145 which has been accepted by City of Kirkland Public Works Transportation Planning.

A passenger drop off/loading area is proposed as part of the new entrance/exit and parking circulation plan for the ICS. An additional drop off for CES is located off of 111th Avenue NE.

INTERNATIONAL COMMUNITY SCHOOL / COMMUNITY (ELEMENTARY) SCHOOL

Compliance with applicable Zoning Code requirements

Site

- Minimum lot size is 8,500 sf per RS 8.5 Zoning. ICS/CS lot size is 10.37 acres (451,818 sf)
- Maximum lot coverage 70 %
- Existing Impervious area 153,408 sf
- Proposed lot coverage / impervious area $182,565 \text{ sf} / 451,818 = 40.4\%$
- The existing and future playfields have perimeter fencing as required by Zoning code and Washington State Health Code

Landscape

The landscape design for the site will be governed by the following City of Kirkland codes:

- Landscape design for parking lot: Pursuant to KZC 92.25.4 – Internal Parking Lot Landscaping, and 95.40. 7.a.1
- Landscape Category “D”

Building

Required building setbacks: front, rear and each side are all 50 feet. Proposed setbacks are all greater than 50 feet:

- North (front): 76.25 feet
- East (side): 179.70 feet
- South (rear): 119.46 feet
- West (side): 100.42 feet

The building is required to comply with horizontal facade requirements for portions of the structure that are within 100 feet from adjacent property lines across from right of ways.

Maximum allowable building height is 25 feet above average grade per City of Kirkland requirements. The proposed building height is within this requirement.

