



CITY OF KIRKLAND
Planning and Building Department
123 5th Avenue, Kirkland, WA 98033
425.587.3600 - www.kirklandwa.gov

MEMORANDUM

To: Houghton Community Council

From: Tony Leavitt, Senior Planner
Adam Weinstein, Planning & Building Director

Date: November 13, 2019

Subject: Northwest University Master Plan, ZON16-02063

RECOMMENDATION

The Houghton Community Council should take final action on City Council Resolution 5400 (see Enclosure 1). On November 6, 2019 the City Council adopted Resolution 5400 approving the Northwest University Master Plan (ZON16-2063) as recommended by the Kirkland Hearing Examiner. The Houghton Community Council can proceed under one of the following options:

1. Approve the City Council Resolution. A majority of the entire membership of the Houghton Community Council could vote by resolution to approve the City Council's resolution approving the project.
2. Disapprove the application. A majority of the entire membership of the Community Council could vote by resolution to disapprove the application.
3. Take No Action. Resolution 5300 goes into effect if no action is taken by the Houghton Community Council within 60 calendar days of the City Council adoption date of Resolution 4912.

A resolution to approve the project as granted by the City Council is enclosed (see Enclosure 3).

BACKGROUND DISCUSSION

Original Proposal

Northwest University (represented by Eric Drivdahl of Gelotte Hommas Architects) requested approval of a Process IIB zoning permit for an update to Northwest University's previous Master Plan. The master plan update would guide development on the campus for the next 20 years.

The applicant proposed the following elements as part of the new Master Plan, which represents substantial revisions to the existing Master Plan:

- a. Proposed buildings, additions, and campus improvements totaling 364,910 gross square feet (GSF) of net new construction. While the improvements are characterized as 'phases', the order in which improvements are actually undertaken may vary from the proposed order and dates presented in the Master Plan submittal.
 - (1) Phase 1: New 6-Court Indoor Tennis Center, including new parking garage below.
 - (2) Phase 2: New Gymnasium Pavilion replacing the existing Pavilion, including new parking garage below.
 - (3) Phase 3: New Welcome Center replacing the existing Pecota Center building, including new parking garage below.
 - (4) Phase 4: New 300 bed Residence Hall.
 - (5) Phase 5: Athletic Field Improvements including new AstroTurf and lighting with New Field House and bleachers at the athletic fields.
 - (6) Phase 6: Additions to the Chapel.
 - (7) Phase 7: New Fitness Center, including new parking garage below.
 - (8) Phase 8a: Ness Academic Center South Section, replacing Fee Hall.
 - (9) Phase 8b: Ness Academic Center Central Section, replacing Williams & Rice Hall.
 - (10) Phase 8c: Ness Academic Center North Section, replacing Bronson Hall.
- b. New shared use of the athletic fields allowing for public access to this currently restricted campus amenity. The public field use would be prioritized based on a tiered system with City sponsored youth leagues and nonprofits having priority. Public use of the fields would be limited to 8 hours per day and would be required to end by 9pm. During the public hearing process, it was suggested by the applicant that the scheduling of the fields be handled by the City of Kirkland Parks Department.
- c. Reduced setback and planting buffer requirements to 10 feet along shared property lines with the Puget Sound Adventist Academy located at the southwest corner of the University. All other setback and planting buffer requirements remain unchanged at 30 feet.
- d. Alteration of campus access onto NE 53rd Street by realigning 111th Way NE to the east to accommodate the proposed Tennis Center.
- e. Modifications to the following height limits above Average Building Elevation (ABE):
 - (1) Increased height limit to 60 feet above ABE for the Residence Hall, a 20-foot increase to the current height limit of 40 feet ABE for structures located greater than 100' feet from the PLA-1 boundary.
 - (2) Increased height limit to 40 feet above ABE for the Tennis Center building, a 10-foot increase to the current height limit of 30 feet ABE for

structures located less than 100 feet from the PLA-1 boundary.

- (3) Increased height limit to 40 feet above ABE for the Gymnasium Pavilion, a 10-foot increase to the current height limit of 30 feet ABE for structures located less than 100 feet from the PLA-1 boundary.
 - (4) The height limits in all other areas of campus would remain at 30 feet above ABE within 100 feet of the PLA 1 boundary and 40 feet above ABE for all other areas.
- f. Revision to proposed traffic patterns and traffic plan.
 - g. Provide a net gain of 178 parking stalls through development of parking garages under proposed new structures and surface parking lots.
 - h. Clarification that the 1,200 Full Time Enrollees (FTE) encompasses only the maximum number of on-campus undergraduate resident students, allowing for total enrollment growth that excludes students and programs not located within the PLA-1 zone, online programs, off-campus church partnership programs, commuter students and evening and weekend programs. With this clarification, the overall enrollment on campus, including undergraduates, graduate, evening and weekend degree and commuter students, would be 2,000 FTE's by the end of the 20-year plan.
 - i. Adoption of the updated Master Plan that includes a 20-year approval period.

Revised Proposal

During the public hearing process, the applicant noted that they would be amenable to converting the Phase 1 Tennis Center into an Academic Building if the Hearing Examiner and HCC would recommend that change. The Hearing Examiner and HCC endorsed the suggested change with the following revised development standards:

- The academic building shall be limited to 30 feet above Finished Grade or Existing Grade (whichever is lower) as measured from the center point of the West Facade for a distance of at least 75 feet East of the Puget Sound Adventist Academy (PSAA) property line. East of this line, the standard and existing building height limits would be applied - specifically 30 feet ABE within 100 feet of the campus boundary and 40 feet ABE for portions exceeding 100 feet from the campus boundary.
- The proposed 50-foot buffer along NE 53rd Street and rain garden proposed for the Tennis Center shall be retained with the Academic Building.

Additionally, the applicant proposed the following mitigations to address traffic impact and public field use concerns:

- Cut-Through Traffic Evaluation and Mitigation

As part of the building permit submittal for any building permit application that exceeds 5,000 square feet or prior to any public use of sports fields, the applicant shall conduct a cut-through traffic analysis for Public Works to review. Prior to study, the University's transportation consultant shall provide the scope of analysis and methodology to the City Transportation Engineer to review and approve. The cut-through study shall provide data to identify the Northwest University cut-through traffic as well as non-university cut-through traffic and speed data for cut-through routes. If cut-through traffic impacts are identified and traffic calming is determined to be necessary by the City, Northwest University shall be required to pay a mitigation fee to the City's Neighborhood Traffic Control Program that is proportionate to its impact, not to exceed \$15,000 per Master Plan project over 5,000 square feet for the life of the Master Plan and \$30,000 for public use of the sports field. The mitigation fee amounts shall be adjusted for yearly inflation using the Consumer Price Index (CPI) for the Seattle-Tacoma-Bellevue area starting in October of 2020, adjusted annually and run through the expiration of the Master Plan (December 31, 2039).

- **Field Use Coordinators**

Northwest University will hire "Field Use Coordinators" whose responsibilities will include ensuring that the requirements of the Field Use agreement are enforced (including the morning and evening timing restrictions) and logging and responding to complaints of any kind. The University's Athletic Department will be required to submit twice yearly reports to the City summarizing all complaints received and how the complaint was handled. Additional mitigation measures could be considered by the City if substantiated by the reports.

Public Hearing

The Hearing Examiner and the Houghton Community Council held joint open record public hearings on May 14, June 11 and August 15, 2019. City Staff, the applicants and representatives, and numerous individuals (including neighbors, local residents, NU students, and NU staff) testified during the hearing.

Houghton Community Council Recommendation

On August 15, 2019 the Houghton Community Council deliberated and drafted a recommendation to the Hearing Examiner. The Houghton Community Council concurred with the staff analysis and the recommendation of approval. The HCC recommended the following additional conditions summarized below:

- Support conversion of the Tennis Center to an Academic Building
- Require cut through traffic analyses for all development phases
- Establish field use requirements (including limitations on public use and field lighting)
- Require a construction coordinator for all building projects.
- The scheduling of the fields by the City's Parks Department would be subject to an agreement and at the discretion of the City.

Hearing Examiner Recommendation

On September 19, 2019 the Hearing Examiner recommended that the City Council approve the application subject to the conditions outlined in her report (see Enclosure 2). The Hearing Examiner agreed with the Houghton Community Council's recommended conditions.

City Council Decision

On November 6, 2019 the City Council considered the Hearing Examiner's Recommendation. During their deliberation of the application, a majority of the City Council expressed their interest in allowing the athletic fields to be used by adult sports and for games in the future. In Planning staff's review of recommended conditions with the City's Parks Department subsequent to the public hearing, the Park Department has indicated that, should the City assume management of field scheduling for public use, they would like any use agreement to include the ability to schedule all current City sponsored activities including youth games and adult sports. Staff informed the City Council that any changes to the athletic field use would require an amendment of the Master Plan that would require a new Process IIB Zoning Permit. The Council voted 6 to 0 in favor of approving the application as recommended by the Hearing Examiner. Councilmember Jon Pascal recused himself from the hearing and discussion since he has a personal interest in Transpo Group (Traffic Engineers for the project).

ENCLOSURES:

1. Resolution 5400
2. Hearing Examiner Recommendation
3. Houghton Resolution 2019-4

RESOLUTION R-5400

A RESOLUTION OF THE CITY OF KIRKLAND APPROVING A PROCESS IIB PERMIT AS APPLIED FOR IN DEPARTMENT OF PLANNING AND BUILDING FILE NO. ZON16-02063 BY NORTHWEST UNIVERSITY, LOCATED WITHIN A PLANNED AREA 1 ZONE, AND SETTING FORTH CONDITIONS TO WHICH SUCH PROCESS IIB PERMIT SHALL BE SUBJECT.

1 WHEREAS, the Department of Planning and Building has received
2 an application for a Process IIB permit, filed by Northwest University,
3 the owner of said property described in said application and located
4 within a Planned Area 1 zone; and

5 WHEREAS, pursuant to the City of Kirkland's Concurrency
6 Management System, KMC Title 25, a concurrency application was
7 submitted to the City of Kirkland, reviewed by the responsible Public
8 Works official, the concurrency test was passed, and a concurrency test
9 notice issued; and

10 WHEREAS, pursuant to the State Environmental Policy Act (SEPA),
11 RCW 43.21C, and the Administrative Guidelines and local ordinances
12 adopted to implement it, the City of Kirkland performed a SEPA review
13 for the application; and

14 WHEREAS, the SEPA environmental checklist and determination
15 have been available and accompanied the application through the entire
16 review process; and

17 WHEREAS, the Process IIB application was submitted to the
18 Hearing Examiner who held hearing thereon at her meetings of May 14,
19 2019; June 11, 2019 and August 15, 2019; and

20 WHEREAS, the Hearing Examiner after her public hearing and
21 consideration of the recommendations of the Department of Planning
22 and Building did adopt certain Findings, Conclusions, and
23 Recommendations and did recommend approval of the Process IIB
24 permit subject to the specific conditions set forth in said
25 recommendation; and

26 WHEREAS, one condition of the recommendation is that the
27 University may enter into an agreement with the City regarding
28 managing the sports fields for use by entities other than the University,
29 however, the City has no obligation to enter into such an agreement but
30 may do so at its sole discretion; and

31 WHEREAS, the City Council, in an open meeting, did consider the
32 environmental documents received from the responsible official,
33 together with the recommendation of the Hearing Examiner.

34 NOW, THEREFORE, be it resolved by the City Council of the City
35 of Kirkland as follows:

36 Section 1. The findings, conclusions, and recommendation of the
37 Hearing Examiner as signed by the Hearing Examiner and filed in the
38 Department of Planning and Building File No. ZON16-02063 are adopted
39 by the Kirkland City Council as though fully set forth herein.

40 Section 2. The Process IIB permit shall be issued to the applicant
41 subject to the conditions set forth in the recommendations hereinabove
42 adopted by the City Council.

43 Section 3. Nothing in this resolution shall be construed as
44 excusing the applicant from compliance with any federal, state, or local
45 statutes, ordinances, or regulations applicable to this project, other than
46 as expressly set forth herein.

47 Section 4. Failure on the part of the holder of the permit to
48 initially meet or maintain strict compliance with the standards and
49 conditions to which the Process IIB permit is subject shall be grounds
50 for revocation in accordance with Ordinance 3719, as amended, the
51 Kirkland Zoning Ordinance.

52 Section 5. Notwithstanding any prior recommendation given by
53 the Houghton Community Council, the subject matter of this Resolution
54 and the Process IIB permit herein granted are, pursuant to Ordinance
55 2001, subject to the disapproval jurisdiction of the Houghton
56 Community Council or the failure of said Community Council to
57 disapprove this resolution within sixty days of the date of the passage
58 of this resolution.

59 Section 6. A complete copy of this resolution, including findings,
60 conclusions and recommendations adopted by reference, shall be
61 certified by the City Clerk who shall then forward the certified copy to
62 the King County Department of Assessments.

63 Section 7. A copy of this resolution, together with the findings,
64 conclusions, and recommendations herein adopted shall be attached to
65 and become a part of the Process IIB permit.

66 Passed by majority vote of the Kirkland City Council in open
67 meeting this 06 day of November, 2019.

68 Signed in authentication thereof this 06 day of November, 2019.
69



Penny Sweet, Mayor

Attest:



Kathi Anderson, City Clerk

**CITY OF KIRKLAND HEARING EXAMINER
FINDINGS OF FACT, CONCLUSIONS OF LAW AND RECOMMENDATION**

**Northwest University Master Plan
Process IIB Review, ZON16-02063**

FINDINGS OF FACT, CONCLUSIONS OF LAW, AND RECOMMENDATION

September 19, 2019

1. FINDINGS OF FACT

1.1 Proposal. Master Plan approval request for Northwest University campus improvements.

Applicant: Northwest College Assembly of God
Represented by Mr. Drivdahl, Gelotte Hommas Architects

Site Location: Northwest University Campus
5520 108th Avenue NE, Kirkland, WA

Property Owner: Northwest College Assembly of God

1.2 Zoning. Northwest University operates college and graduate degree programs on a 55 acre campus within the City of Kirkland.¹ The site is zoned Planned Area 1, or PLA-1, with an Institutional Comprehensive Plan designation, authorizing the use subject to Master Plan approval. As directed by code, the University requested an updated Master Plan.

1.3 Project. The Master Plan covers growth over the next 20 years. It plans for 364,910 square feet of building improvements and parking,² to serve 2,000 students by 2037.³ These projects are planned over 13.2 acres:

- Replacement of Gymnasium Pavilion, with added Parking Garage;
- Replacement of Welcome Center, with added Parking Garage;
- Replacement of Ness Academic Center;
- Residence Hall (300 beds), with 60' height limits;
- Chapel Additions;
- Fitness Center/Parking Garage;
- Athletic Field Improvements (AstroTurf to Replace Grass; Lighting, South Field Only; Field House and Bleachers); and,
- Six Court Indoor Tennis Center (with 50' foot height limits) and Parking Garage.

¹ Exhibit A (Staff Report, May 9), pg. 5 (54.42)

² Exhibit A (Staff Report, May 9), TIA, pg. 5 (260,530 square feet of building improvements only).

³ Approximately current enrollment includes, 1,230 students (900 undergraduates and 300 graduate/adult evening class students), with 680 students living on campus. Exhibit A (Staff Report, May 9), TIA, Introduction.

The Applicant has since accepted Houghton Community Council recommended conditions on athletic field use and replaced the tennis center with an academic building.

1.4 SEPA Review. The City Planning and Building Department completed SEPA review, issuing a Mitigated Determination of Non-Significance.⁴ The MDNS was appealed to the Hearing Examiner and has been upheld.

1.5 Surrounding Area. Residential neighborhoods with single family homes surround much of the site, with RS 8.5 and RS 7.2 zoning. To the southwest is Puget Sound Adventist Academy, and to the south, Emerson High School. The property slopes downward east to west, with I-405 to the east.

1.6 Hearing. The public hearing opened on May 14, with continuances to June 11, and August 15. On the first day, after various procedural issues were addressed, City Staff summarized the project and the Applicant provided a power point presentation, with testimony from several experts, including its civil engineer, traffic engineer, landscape architect, lighting engineer, architect, and the University President.

Public testimony took up the remainder of the evening, and much of hearing day two, with students, neighbors, and other local residents testifying. Comment on the first day largely supported the proposal, with a mixture of support and concerns raised on day two. Local residents expressed both support and concerns, including on traffic, noise (particularly from sports field use), and aesthetics (particularly on the tennis facility).

Students who testified spoke primarily to their personal University experiences and included perspectives from both local and international students. Student support was widespread. Some hailed from countries where severe economic conditions and restrictions on educating women hampered their opportunities; University support has been critical in obtaining an education. Numerous local students also spoke to how important the University has been for them in achieving their goals.

In response to the identified concerns, voiced in both written comment and in testimony, the Houghton Community Council identified several questions for the Applicant to address before its final deliberations.

These questions were addressed through a Staff Memo, with attachments, including additional mitigation the Applicant had agreed to accept. The mitigation is significant. The tennis center was removed from the proposal and replaced with an academic building and sports field use restrictions were added.

The Council completed deliberations on day three, voting to recommend approval, with conditions from the August 7 and May 9 Staff Reports, and its own added conditions.

⁴ Exhibit A (Staff Report, May 9, 2019), pgs. 8-9 and Appendix 9, which includes the MDNS, Staff Memo on SEPA review, SEPA Checklist, traffic analysis, and Applicant's acceptance of conditions.

1.7 Administrative Record. The Administrative Record consists of several lengthy packets of materials, including Staff Reports, Applicant submittals, written public comments, documentation of tribunal member impartiality, and SEPA review materials. The documents are on file with the Planning Department; copies were e-mailed or provided in paper form to the Examiner and Council.

The written record remained open through August 15, 2019, with public comment submittals made throughout the hearing process. All materials submitted were admitted. The record is voluminous, but to help with organization was grouped into several categories:

- A. Planning Department Packet⁵ (May 9, 2019)
- B. Public Comments
- C. Applicant's Power Point
- D. Applicant Mitigation (cut-through traffic)
- E. Applicant Mitigation (field use coordinators)
- F. Transportation Analysis
- G. Additional Public Comments
- H. Conflict Materials
- I. Planning Department Packet (August 7, 2019)

1.8 Initial Public Comment. The initial public comment period ran for a month in 2016. 80 comments supported the application; 28 raised concerns. The Staff Report summarizes the most commonly identified concerns (traffic; tennis center, use of campus facilities by outside groups, and street parking) and responded.⁶ The Houghton Community Council has since recommended conditions addressing athletic field use and replacement of the tennis facility with an academic building. The Applicant has accepted these conditions.

1.9 Site History. Northwest University has occupied the site since 1958, with the first Master Plan approved in 1979. In 1985 the Master Plan was amended to allow for the Seattle Seahawks training facility, which occupied 12 acres on the east. Master Plan updates were approved in 1995, 2001, and in 2008. With the 2008 amendment, the University was approved to occupy the former football training facility, with the practice fields used for Northwest University athletic field events and intramural activities.

1.10 Landscaping and Tree Retention. The campus environment is landscaped, with trees and grass throughout. Given the clustered approach to development, nearby residents regularly walk the campus. With the Master Plan, this environment will be maintained. The improvements adhere to the clustered approach to development, and a Tree Retention Plan⁷ was prepared consistent with City requirements to protect significant trees, with subsequent development reviewed for consistency with retention requirements.⁸ To further enhance the

⁵ Mr. Leavitt made a correction to the Staff Report at § 2, pg. 3, noting the increased height limit would be 40 feet from average building elevation for the tennis center, a ten foot increase for structures within 100' of boundary. With the Community Council Recommendation, the tennis center was removed.

⁶ Exhibit A (Staff Report, May 9, 2019), pgs. 7-8. *See also* Applicant Response at Attachment 8.

⁷ Exhibit A (Staff Report, May 9, 2019), pg. 22 and Attachment 18.

⁸ Ch. 95 KZC.

campus environment, the University has proposed day-lighting a piped stream traversing a portion of the site and completing buffer restoration.⁹

1.11 Transportation. Transportation impacts were reviewed through a Traffic Impact Analysis, or TIA, and mitigation imposed through SEPA, as detailed in Appendix 1. The project is contributing funds to several transportation improvement projects, dedicating frontage to improve traffic circulation, constructing a stop-light, and taking other measures to address its impacts and improve the operations of affected intersections. The Community Council Recommendation builds on these measures, with additional mitigation to address cut-through traffic, including further analysis and monetary mitigation. This is although the Traffic Impact Analysis did not find there would be significant cut-through traffic from the Master Plan.¹⁰

1.12 Parking. Parking will be increased to support the growing student population. The Department reviewed the parking analysis, which demonstrated adequate parking is present. 2037 peak parking demand was estimated 1,040 vehicles, with 1,344 stalls available.¹¹ The TIA assessed demand from students, faculty, public use of the sports fields, and tennis center. With the removal of the tennis center and field use restrictions, the analysis is conservative. Even so, a SEPA condition requires that the Applicant submit a parking management plan for staff review and approval either with the first building or public athletic field use.

1.13 Lighting. Light poles up to 80 feet tall will be installed on the south soccer field. The lights are about 350 feet from the north property line and 260 feet from the nearest residences to the east. As part of the building permit for the lights, the applicant will submit a lighting plan and photometric site plan for Planning Official approval.¹² The Applicant must select, place, and direct light sources, so glare, to the maximum extent possible, does not extend to adjacent properties or right-of-way.¹³ The Applicant's lighting engineer described lighting design and operation, addressing questions on same at the hearing, and providing written analysis.¹⁴

1.14 Noise. The project will comply with City noise code requirements, with the athletic field subject to extensive restrictions, beyond what is now required for the use. These restrictions are summarized below, under Neighborhood Impacts. Analysis was prepared in response to Community Council questions.

The Noise Study concludes that public use of the fields for soccer practices/games and similar sports activities will comply with City of Kirkland and WAC noise standards. It also demonstrates, in the professional opinion of SSA Acoustics, that there will be no significant adverse noise impacts associated with the Master Plan proposal.¹⁵

The Applicant offered to install an acoustical barrier between the north field edge and the vegetated buffer along the north property line, which would reduce noise by an added 10-12

⁹ Exhibit A (Staff Report, May 9, 2019), pgs. 20-21.

¹⁰ Exhibit I (Staff Report, August 7), Attachment 1, pg. 11 (TIA found 11 cut-through vehicles during AM and PM peak hours; rate was doubled for purposes of determining future impacts and mitigation).

¹¹ Exhibit A (Staff Report, May 9), TIA, Table 21.

¹² KZC 115.85; Exhibit A (Staff Report, May 9), pgs. 19-20.

¹³ KZC 115.85.

¹⁴ Exhibit I (Staff Report, August 7), Attachment 1, pgs. 8-9.

¹⁵ Exhibit I (Staff Report, August 7), Attachment 1, pg. 11.

decibels.¹⁶ However, as neighbors to the north did not desire it, this offer was not incorporated into the Community Council Recommendation.

1.15 Code Revisions. Approval of the proposal would amend Ch. 45.60 RZC, which contains regulations specific to this site. Revisions to address the Master Plan are detailed in the Staff Reports.¹⁷ Besides these requirements, the Master Plan is subject to the City's other development standards, which further address project impacts, and includes requirements on landscaping, tree protection, parking, pedestrian walkways, signage, construction equipment operation times, and noise levels.¹⁸

1.16 Comprehensive Plan. The City's development regulations address Master Plan impacts, so the Comprehensive Plan need not be used to address any regulatory gaps. However, the Master Plan is consistent with the Comprehensive Plan designation. It also follows policies providing for early community involvement in developing an expansion plan. With a project website, open houses, stakeholder meetings and neighborhood meetings, coupled with three evenings before the Houghton Community Council and Examiner, the project has been vetted.

Other policies are also met, including those on master plan boundaries and minimizing impacts on surrounding single-family neighborhoods. Consistent with the Comprehensive Plan, this has been accomplished through buffering, measures to address cut-through traffic, minimizing noise and lighting impacts, regulating height and building mass/placement, and addressing landscaping, vehicular access, and transportation impacts through environmental review, development regulations, and the extensive review processes.¹⁹

1.17 Neighborhood Impacts. With the Staff Report and Houghton Community Council's recommended conditions, coupled with the City's regulatory structure, the new campus improvements introduce improvements consistent with the site's historic uses. Development is mitigated with setbacks, landscaping, height limits, project design, and parking requirements, along with measures governing athletic field use, which prescribe:

- Operation times;
- The entities which may utilize the field, establishing an order of preference with University use at the top of the hierarchy and putting the City in charge of scheduling public field use;
- Locating lighting only on the south field, away from single family homes on the north;
- Air horns, which are prohibited;
- Speaker requirements, limiting them to the south field and prohibiting their use by non-University groups;
- Field Use Coordinator requirements, who must be retained to ensure restrictions are enforced, including morning and evening operational requirements;
- Twice yearly reporting; and,
- Quarterly maintenance inspections.²⁰

¹⁶ Exhibit I (Staff Report, August 7), Attachment 1, pg. 11.

¹⁷ Exhibit A (Staff Report, May 9), pgs. 13-15, Appendix 13.

¹⁸ Exhibit A (Staff Report, May 9), Appendix 3 (Development Standards).

¹⁹ Exhibit A (Staff Report, May 9), pgs. 22-23; Recommendation Appendixes 1-4 (identifying added mitigation).

²⁰ Appendix 4 (Houghton Community Council Recommendation); Exhibit I (Staff Report, August 7), Attachment 1, pg. 10.

With these measures, and as the Master Plan is designed, the overall campus character will be retained and the use will fit in with the surrounding neighborhood, protecting the public health, safety, and welfare. Overarching positive attributes related to public health, safety, and welfare include:

- Clustering development to protect open space;
- Providing ample parking and stronger pedestrian connections on campus;
- Updating and improving many of the aging facilities on campus;
- Providing ample buffering to neighboring properties;
- Opening campus facilities to public use and enjoyment;
- Improving streetscapes;
- Improving stormwater treatment;
- Improving ecological function of College Creek;
- Improving Emergency Shelter Facilities on Campus.²¹

As mitigated, the proposal will not introduce new facilities or activities which would be detrimental to neighborhood character. The mitigation imposed is extensive and in certain instances more than is typical. However, project design has thoughtfully evolved throughout the review process to address neighborhood compatibility, with mitigation tailored to ensure public concerns were addressed.

1.18 Staff Reports and Houghton Community Council Recommendation, Incorporation. Except as modified, the Houghton Community Council and the May 9 and August 7, 2019 Staff Reports are incorporated by reference.

2. CONCLUSIONS OF LAW

2.1 The Hearing Examiner conducts a public hearing and issues a recommendation in a Process IIB review. As the proposal is within Houghton Community Council jurisdiction, the Community Council also makes a recommendation, which the Examiner has received and considered. The City Council then makes a final decision on the Master Plan.²²

2.2 The proposal is only approved if the Applicant demonstrates consistency with these criteria:²³

- 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.²⁴

The project follows City development regulations.²⁵ No regulation was identified during the extensive review process which could not be met. No area was identified lacking regulatory coverage, but the project also follows the Comprehensive Plan, which supports appropriately

²¹ Exhibit C (Applicant Power Point).

²² Ch. 152 KZC.

²³ KZC 152.55 (applicant has the burden of proof).

²⁴ KZC 152.70(3).

²⁵ Exhibit A (Staff Report, May 9), *see also* Appendix 3, identifying various development standards.

sited University facilities. The Master Plan has been heavily mitigated to ensure compatibility with the surrounding residential neighborhood. The proposed Master Plan revisions support the existing school use consistent with the public health, safety, and welfare, and should be approved.


2.3 These conclusions are based on the findings above.

RECOMMENDATION

The Hearing Examiner, pursuant to the above Findings of Fact and Conclusions of Law, recommends approval of the requested Master Plan to the City Council, subject to the conditions outlined in the Houghton Community Council Recommendation, which incorporates conditions from the May 9 and August 7, 2019 Staff Reports, except as modified by its Recommendation.

If a party wishes to challenge this Recommendation, the challenge must be timely filed and served, with required fees paid, in accordance with Ch. 152.85 KZC procedures. These procedures require that the challenge be made within seven calendar days of Recommendation distribution.

Entered September 19, 2019.



City of Kirkland Hearing Examiner Pro Tem
Susan Elizabeth Drummond

Appendix 1

MDNS Mitigation Measures

1. The University shall contribute \$15,000 to the City of Kirkland Neighborhood Traffic Control Program to be used to mitigate neighborhood traffic impacts in the Houghton Neighborhood in the vicinity of Northwest University.
2. The University shall improve the intersection of 108th Avenue NE/NE 53rd Street to include a new traffic signal and associated intersection improvements (curb ramp, crosswalk, etc.) to the City of Kirkland's standards.
3. In lieu of constructing half-street improvements along the 108th Avenue NE frontage to include a dedicated bus lane as described in the Phase II Transit Queue Jump improvement of the 108th corridor project (PT 0006), the City will require a width of up to 12-feet of right-of-way (ROW) dedication (approximately 880-feet) along the 108th Avenue NE University properties.
4. The University shall sell a width of up to 12-feet of frontage at 6710 108th Avenue NE for the construction of the Phase I Transit Queue Jump improvement of the 108th corridor project (PT 0005).
5. The University shall contribute a proportional share to the intersection improvement of Phase I Transit Queue Jump improvement of the 108th corridor project (PT 0005) not-to-exceed \$266,306 or 14 percent of the total project cost (whichever is lower).
6. The University shall contribute a proportional share to the intersection improvement of Phase II Transit Queue Jump improvement of the 108th corridor project (PT 0006) not –to exceed \$175,606 or 8 percent of the total project cost (whichever is lower).
7. The University shall contribute a proportional share to the intersection improvement of the NE 68th Street Intersection Improvements/Access Management (TR 0117 004) not-to-exceed \$241,214 or 14 percent of the total project cost (whichever is lower).
8. The University shall submit a parking management plan for staff review and approval prior to final building permit for the first building greater than 5,000 square feet or which public use of the athletic fields.
9. The University will create a parking management plan and monitor events that are anticipated to result in 90 percent of the campus parking supply being occupied.

Appendix 2

Applicant's Added Mitigation/Clarification

Cut-Through Traffic Evaluation and Mitigation. In recognition of the fact that it is difficult to predict future levels of cut-through traffic associated with development of the Master Plan projects, any building permit application proposing a building that exceeds 5,000 sq. ft. or provisions of public use sports field 3-years after the approved Master Plan will include an analysis of existing and project cut-through traffic impact on non-arterial streets related to Northwest University vehicles. If cut-through traffic impacts are identified that are projected to worsen as a result of the proposed project, Northwest University shall be required to pay a mitigation fee to the City's Neighborhood Traffic Control Program that is proportionate to its impacts, not to exceed \$15,000 per Master Plan project over 5,000 sq. ft. or public use of the sports field for the life of the Master Plan.²⁶

Field Use Coordinators. Northwest University will hire "Field Use Coordinators" whose responsibilities will include ensuring that the requirements of the Field Use agreement are enforced (including the morning and evening timing restrictions) and logging and responding to complaints of any kind. The University's Athletic department will be required to submit twice yearly reports to the City summarizing all complaints received and how the complaint was handled. Additional mitigation measures could be considered by the City if substantiated by the reports.²⁷

²⁶ Exhibit D.

²⁷ Exhibit E.

Appendix 3

Staff Report (May 9, 2019) Recommended Conditions

(Conditions Taken Directly from Staff Report; References to Conclusions are to Staff Report Conclusions)

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 3, Development Standards, is provided in this report to familiarize the applicant with some of the additional development regulations currently in effect. This attachment does not include all of the additional regulations. When a condition of approval conflicts with a development regulation in Attachment 3, the condition of approval shall be followed.
2. Staff recommends approval of the proposed changes to the special regulations. Attachment 13 outlines the changes that would need to be made to the applicable special regulations (see Conclusion II.E.1).
3. As part of the building permit submittal for the tennis center, the applicant shall submit a final use agreement that ensures that the facility will be used by the University a majority of the time. Additionally, the agreement shall ensure that the running and walking track will be free and open to all members of the Houghton community as well as students, faculty, staff and guests of Northwest University (see Conclusion II.E.2).
4. Prior to or as part of the building permit submittal for the tennis center, the applicant shall submit plans that show compliance with the KZC Sections 92.30(2), 92.30(3), 92.30(4), 92.30(5). With regard to the minimum requirements of KZC 92.30(3), the minimum required modulation depth of 20' be reduced to 6' (see Conclusion II.E.2).
5. Prior to use of the athletic fields by outside groups or organizations, the applicant shall:
 - a. Submit a final use agreement that incorporates the policies outlined in the applicant's submittal (see Conclusion II.E.3). Additionally, the use agreement shall incorporate the following requirements:
 1. The use of air horns (and similar noise making devices) are not allowed.
 2. The use of speakers will be limited to the southern field and must be directed to the south.
 3. If there appears to be unauthorized usage of the fields, neighbors shall contact the NU Security office at 425.889.5500 to report the potential unauthorized use so it can be investigated promptly.

4. Institute a quarterly maintenance inspection led by a member of the senior leadership team of NU (currently the CFO) with reporting requirements to remove and replace dead or dying plantings, mulch and otherwise care for the existing plantings in the buffer and insure existing plantings are properly irrigated and cared for.

b. Install new fencing to fully enclose the northern landscape buffer (with the only access being through locked maintenance gates) and install 30-foot netting along the northern edge of the fields to control errant (see Conclusion II.E.3).

6. As part of the building permit for the field lights, the applicant shall submit a lighting plan and photometric site plan for approval by the Planning Official (see Conclusion II.E.4).

7. Student enrollment shall be limited to 1,200 FTE's for on-campus undergraduate resident students and an overall enrollment on campus (including undergraduates, graduate, evening and weekend degree and commuter students) of 2,000 FTE's (see Conclusion II.E.5).

8. As part of the building permit submittal for the Welcome Center (Phase 3), the applicant shall submit a critical area report and plan that complies with the requirements of KZC Section 90.75.3. The applicant shall fund a peer review of the critical area report by the City's consultant (see Conclusion II.E.6).

9. As part of the grading permit for the athletic field improvements (Phase 5), the applicant shall submit a stream buffer restoration plan that complies with the vegetative buffer standards contained in Kirkland Zoning Code section 90.130. The applicant shall fund a peer review of the vegetative buffer plan by the City's consultant (see Conclusion II.E.6).

10. Prior to issuance of the first building permit application, the applicant shall submit a final Transportation Management Plan for review, approval, and recording by the City. The TMP shall distribute free bus passes to all on campus employees and students (see Conclusion II.E.7).

11. As part of any development permit for the campus, the applicant shall submit a tree retention plan for review by Staff (see Conclusion II.E.8).

12. The Notice of Approval shall be valid until the December 31, 2039 to allow the construction of all phases currently being proposed (see Conclusion V.B).

Appendix 4

Houghton Community Council Master Plan Recommendation

and

Staff Report (August 7, 2019), w/out attachments



Houghton Community Council
CITY OF KIRKLAND
123 Fifth Avenue, Kirkland, WA 98033 425.587-3225
www.ci.kirkland.wa.us

MEMORANDUM

To: Susan Drummond, Hearing Examiner Pro Tem

From: _____
Rick Whitney, Chair, Houghton Community Council

Date: September 9, 2019

Subject: NORTHWEST UNIVERSITY MASTER PLAN, ZON16-02063
RECOMMENDATION OF HOUGHTON COMMUNITY COUNCIL

Recommendation to the Hearing Examiner:

After consideration of the testimony and record presented at the public hearings for file number ZON16-02063 held on May 14th, June 11th and August 15th, the Houghton Community Council (HCC) concurs with the findings, conclusions, and recommendations contained in the Staff Advisory Report dated May 9, 2019 and subsequent memo dated August 7, 2019, except as modified below. In addition, based on review of the record and testimony at the public hearing, the Houghton Community Council recommends approval based on the following additional and modified conditions of approval:

Recommendation 1

Support the conversion of the Tennis Center to an Academic Building, subject to following conditions:

- The academic building shall be limited to 30' above Finished Grade or Existing Grade (whichever is lower) as measured from the center point of the West Facade for a distance of at least 75' East of the Puget Sound Adventist Academy (PSAA) property line. East of this line, the standard and existing building height limits would be applied - specifically 30' ABE within 100' of the campus boundary and 40' ABE for portions exceeding 100' from the campus boundary.
- The proposed 50-foot buffer along NE 53rd Street and rain garden proposed for the Tennis Center shall be retained with the Academic Building.

As a result of this recommendation, Staff Recommendation Condition 3 would be eliminated and Condition 4 would be revised to the following:

- Prior to or as part of the building permit submittal for the academic building, the applicant shall submit plans that show compliance with the KZC Sections 92.30(2), 92.30.(3),

92.30(4), 92.30(5). With regard to the minimum requirements of KZC 92.30(3), the minimum required modulation depth of 20 feet may be reduced to 6 feet.

Recommendation 2

As part of the building permit submittal for any building permit application that exceeds 5,000 square feet or prior to any public use of sports fields, the applicant shall conduct a cut-through traffic analysis for Public Works to review. Prior to study, the University's transportation consultant shall provide the scope of analysis and methodology to the City Transportation Engineer to review and approve. The cut-through study shall provide data to identify the Northwest University cut-through traffic as well as non-university cut-through traffic and speed data for cut-through routes. If cut-through traffic impacts are identified and traffic calming is determined to be necessary by the City, Northwest University shall be required to pay a mitigation fee to the City's Neighborhood Traffic Control Program that is proportionate to its impact, not to exceed \$15,000 per Master Plan project over 5,000 square feet for the life of the Master Plan and \$30,000 for public use of the sports field. The mitigation fee amounts shall be adjusted for yearly inflation using the Consumer Price Index (CPI) for the Seattle-Tacoma-Bellevue area starting in October of 2020, adjusted annually and run through the expiration of the Master Plan (December 31, 2039).

Recommendation 3

Staff Recommendation Condition 5 shall be revised to the following:

- Use of the University's athletic fields shall be limited to the following and use shall be prioritized in this order:
 - Tier 1A –Northwest University games, practices, and intramural uses.
 - Tier 1B – Northwest University and Northwest University Affiliated Groups sports camps and recruiting efforts; ancillary use by guests who have engaged NU for conference services; and ancillary use by affiliated groups, to include local, non-profit schools with academic or athletic relationships with NU.
 - Tier 2 – City-sponsored youth leagues
 - Tier 3 – Local, non-profit youth organizations ("local" is defined as a group comprised of 65% or greater Kirkland residents)
 - Tier 4 – School (local elementary, middle, and high) and other non-profit youth organizations
 - Tier 5 – For-profit youth organizations
 - Adult league sports shall not be permitted
 - Other than Tier 1A use, the fields shall be limited to practice, with no games allowed for outside organizations (Tier 1B thru Tier 5)
- Prior to use of the athletic fields by Tier 2 thru 5 groups or organizations, the applicant shall:
 - a. Submit a final agreement with the City of Kirkland Department of Parks and Community Services that includes the following:
 1. The City will schedule all public field use, subject to the priority list. The City has discretion to limit or adjust public field use as necessary to address adverse impacts.
 2. The use of air horns (and similar noise making devices) are not allowed.
 3. The use of speakers shall be limited to the southern field and must be directed to the south. No outside organizations (Tier 2 thru Tier 5) are allowed to use speakers.

4. Northwest University shall hire "Field Use Coordinators" whose responsibilities will include ensuring that the requirements of the Field Use agreement are enforced (including the morning and evening timing restrictions) and logging and responding to complaints of any kind. The University's Athletic department will be required to submit twice yearly reports to the City summarizing all complaints received and how the complaint was handled. Additional mitigation measures may be required by the City if substantiated by the reports.
5. Institute a quarterly maintenance inspection led by a member of the senior leadership team of NU (currently the CFO) with reporting requirements to remove and replace dead or dying plantings, mulch and otherwise care for the existing plantings in the north athletic field buffer and insure approved plantings are properly irrigated and cared for. The applicant shall submit a yearly report to the City to ensure that the buffer is maintained pursuant to KZC Section 95.51.

Recommendation 4:

The proposed sound wall along the north edge of the athletic field shall not be installed.

Recommendation 5:

Athletic Field use shall not begin until after 8am and must end prior to 9pm. Northwest University individual coaching and use of the fields for fitness training of athletes can occur before 8:00am, as long as conversations and noise are kept to a minimum. Outside community use will be limited to no more than 8 hours per day.

Recommendation 6:

Lights are allowed on the southern field only. Lights will be for evening use only and will be programmed to turn off at 9:30pm. Lights will be LED lights (the Musco Light-Structure Green LED System proposed by the applicant) and focused inward, toward the field, to minimize light and glare impacts on adjacent properties. Field lighting will only be in operation when fields are in use. Field lighting controls will be in a central location, only for operation by the NU Facility Manager and NU staff.

Recommendation 7:

Prior to issuance of each building permit submittal for all buildings, the applicant shall submit to the City the name and contact information for the project's Construction Coordinator. The Construction Coordinator shall be responsible for communicating with the community about construction plans and activities and responding to inquiries or complaints. Additionally, the applicant shall post the contact information for the Construction Coordinator onsite in location visible to the general public.



CITY OF KIRKLAND
Planning and Building Department
123 5th Avenue, Kirkland, WA 98033
425.587.3600- www.kirklandwa.gov

MEMORANDUM

To: Houghton Community Council
Kirkland Hearing Examiner

From: Tony Leavitt, Senior Planner
Jeremy McMahan, Planning and Building Deputy Director
Thang Nguyen, Transportation Engineer

Date: August 7, 2019

Subject: ZON16-02063, Northwest University Master Plan, Response to Questions from June 11th Hearing

During the June 11, 2019 Public Hearing for the Northwest University Master Plan, the Houghton Community Council requested additional information from staff and the applicant to address issues that were raised during the public hearings on May 14th and June 11th.

The issues raised during the hearing and the responses from staff are summarized below. The applicant's responses are included in Attachment 2.

Public Athletic Field Use

As part of the Master Plan, the applicant is proposing to open the athletic fields up for public use. During the public hearings, the Houghton Community Council had concerns about noise impacts associated with the field, including the use of speakers; traffic and parking impacts associated with the public field use; and ensuring community use of the fields.

Staff Response:

Noise: The applicant has submitted a Noise Study (see Attachment 1, Exhibit C) to address the concerns regarding noise impacts. The Noise Study concludes that public use of the fields for soccer practices/games and similar sports activities will comply with City of Kirkland and WAC noise standards. It also concludes, in the professional opinion of SSA Acoustics, that there will be no significant adverse noise impacts associated with the Master Plan proposal.

Additionally, the applicant is proposing to construct an acoustical barrier (see Attachment 1, Exhibit D) along the northern edge of the fields to further mitigate any potential noise impacts on the neighboring property owners. The applicant is willing to accept a condition requiring construction of the acoustical barrier along the northern property line.

Traffic and Parking: The applicant's transportation engineer has provided additional information about the assumptions that were made in the transportation impact analysis related to public use of the field (see Attachment 1, Exhibit E). The memo concludes the following:

- *The worst-case transportation impacts of public use of the field would occur during the weekday PM peak hour when the University is in full session. As a practical matter, Northwest University (not third parties) would be expected to use the fields at those times, but the traffic analysis evaluated the worst-case scenario to understand the full range of anticipated impacts. Any public use of the fields on weekends would occur when traffic on the campus and surrounding transportation system traffic is low, so transportation impacts on weekends would be less than studied in the environmental review.*
- *In regard to parking, the parking analysis shows 355 available parking spaces at 5 p.m. with public use of the field. The available parking continues to increase after 5 p.m.; therefore, even if there were an overlap with additional use of the field, there would still be parking available. The University will use parking management strategies to ensure that there is available parking proximate to the fields when public use will occur. These strategies may include assigning students and employees to other parking lots to minimize parking in fields near the lots.*

Community Use of Fields: *In order to address the HCC concerns regarding the community use of the fields, the applicant had a meeting with John Lloyd, City of Kirkland Parks and Community Services Deputy Director (see Attachment 1, Exhibit B). In their July 31st memo to the HCC, the Parks and Community Services Department confirmed the City's interest in the use of the fields by the City and community organizations and outlined the City's Interlocal Agreement with the Lake Washington School District (LWSD). That agreement employs a priority system to ensure that local non-profit uses are prioritized above other uses when scheduling fields. The University has proposed an additional permit condition to utilize a similar tiered system for field use and willingness to enter into an ILA with the City for the City to schedule all non-University field use similar to the arrangement with the LWSD.*

Traffic and Parking Impacts

A number of questions related to transportation and parking analysis and impacts were raised at the public hearing. Issues included trip generation of the proposed uses, parking accommodations and management, effectiveness of the existing Transportation Management Program and how will the new one be improved, addressing cut through traffic, traffic signal location along 108th Avenue NE, and the Master Plan relationship to the 6th Street Corridor Study.

Staff Response:

Trip Generation: *The applicant's transportation engineer has provided the following table showing a summary of the anticipated total Master Plan trip generation in 2022 and 2037 by the proposed land uses (see Attachment 1, Exhibit E). The land use category "Northwest University Campus" represents the vehicle growth anticipated with the proposed Master Plan buildings and the anticipated increase in campus population associated with the Master Plan development. This Northwest University Campus vehicle growth is equated to a student count; however, it is inclusive of all traffic for all proposed campus uses.*

Table 1. Master Plan Estimated New Vehicular Trip Generation by Horizon Year

Land Use	Size	Trip Rate ^{1,2}	2022			2037		
			Total	In	Out	Total	In	Out
<u>Weekday Daily</u>								
Northwest University Campus ³	+370 students (2022) +770 students (2037)	4.22 per student	1,560	780	780	3,250	1,625	1,625
Tennis Center ³	6 courts	38.70 per court	250	125	125	250	125	125
Public Sports Field Use	-	=	384	192	192	384	192	192
Total			2,194	1,097	1,097	3,884	1,942	1,942
<u>Weekday AM Peak Hour</u>								
Northwest University Campus	+370 students (2022) +770 students (2037)	0.23 per student	85	51	34	177	106	71
Tennis Center	6 courts	3.58 per court	22	11	11	22	11	11
Public Sports Field Use	-	=	0	0	0	0	0	0
Total			107	62	45	199	117	82
<u>Weekday PM Peak Hour</u>								
Northwest University Campus	+370 students (2022) +770 students (2037)	0.32 per student	118	59	59	246	123	123
Tennis Center	6 courts	3.58 per court	22	12	10	22	12	10
Public Sports Field Use	-	=	192	160	32	192	160	32
Total			332	231	101	460	295	165

1. Site specific trip rates calculated based on field observations for the campus daily and peak hour conditions and Eastside Tennis Center peak hour conditions. Daily trip rate for tennis center based on Institute of Transportation Engineers *Trip Generation*, 9th Edition tennis/racket club land use (#491).

2. Trip generation for the sports fields is based on use of the fields for youth soccer.

3. Trip generation rounded up to the nearest 5 vehicles.

1. Site specific trip rates calculated based on field observations for the campus daily and peak hour conditions and Eastside Tennis Center peak hour conditions. Daily trip rate for tennis center based on Institute of Transportation Engineers Trip Generation, 9th Edition tennis/racket club land use (#491).
2. Trip generation for the sports fields is based on use of the fields for youth soccer.
3. Trip generation rounded up to the nearest 5 vehicles.

***Parking Accommodations and Management:** In regard to parking accommodation and management, the applicant's analysis shows a minimum of approximately 300 available (surplus) spaces on-campus with complete build out of the proposed Master Plan, including the tennis center and public use of the fields. The available number of parking stalls continues to increase after 5:00 p.m. as the number of classes decreases and commuter students and employees are no longer on-campus. Given the available parking, additional activities/special events can be accommodated in the evening hours on weekdays.*

Northwest University will develop a parking and event management plan that will be approved by the City prior to any building permit issuance or public use of the fields under the proposed Master plan. The general framework and key elements of the Parking Management Plan will include items such as:

- *Assign the campus population, such as residents and commuters, to specific parking lots on campus to manage available parking and ensure parking is open near the fields or other areas where public use may occur.*
- *Manage event schedules to minimize concurrent high activity events on-campus.*
- *Designate specific event parking lots.*
- *Provide way-finding signage to direct visitors to specific parking facilities and pick-up/drop-off area.*
- *Active enforcement of parking restrictions.*
- *Post no parking sign along NE 53rd Street during events and visually monitor neighborhood parking during the event.*
- *Designate a representative from Northwest University to coordinate public use of facilities including parking management associated with the activities.*
- *Provide parking monitors and flagger to direct visitors to on-campus parking lots.*

Transportation Management Program: Thang Nguyen, Transportation Engineer, has outlined in his memo the current and future TMP requirements, the Draft Transportation Management Plan and the Commute Trip Reduction Survey from April of 2017 (see Attachment 2). The current drive-alone rate for employees is 76 percent based on the 2017 Commute Trip Reduction survey.

According to the applicant's transportation engineer, overall driving trips to the campus are less when the total population is considered (students and employees). The campus vehicle counts conducted for the Transportation Impact Analysis (TIA) showed a driving rate of 0.32 vehicles per student headcount during the weekday PM peak hour.

The new TMP that will be required with the Master Plan is anticipated to decrease drive alone rates further by implementing more strategies that have proven to work both locally and nationally. The goal of this TMP shall be that no more than 65 percent of the Northwest University Kirkland Campus commute trips occur by single-occupant vehicles. The goal will apply to both student and employee commuter trips. New strategies being considered for the TMP are:

- Transit pass subsidy for benefited employees and commuter students
- Incentives for benefited employees using alternative modes

The Master Plan also includes increased on-campus housing, which will assist in decreasing drive alone trips.

Cut Through Traffic: In order to address cut through traffic, the applicant is proposing a condition that with any building permit application proposing a building that exceeds 5,000 sq. ft. or provisions of public use of sports field 3-years after the approval of the Master Plan will include an analysis of existing and projected cut-through traffic impact on non-arterial streets related to Northwest University. If cut through traffic impacts are identified that are projected to worsen as a result of the proposed project, Northwest University shall be required to pay a mitigation fee to the City's Neighborhood Traffic Control Program that is proportionate to its impact, not to exceed \$15,000 per Master Plan project over 5,000 sq. ft. or public use of the sports field for the life of the Master Plan.

The Northwest University Master Plan includes 6 buildings over 5,000 square-feet and public use of the sports field, which would require payment of the cut-through traffic mitigation of \$15,000 each if impacts are identified. The potential cut-through traffic mitigation fee is up to \$105,000. The applicant has provided table showing the costs of various traffic calming devices and the pros and cons of each type. Any traffic devices in the neighborhood would involve a public process involving neighbors impacts by the traffic calming.

The Staff Recommendation for the project includes a condition to install a traffic signal at the intersection of 108th Avenue NE and NE 53rd Street. Some Houghton Community Council Members asked if a signal located at the main entrance to the campus and 108th Avenue NE would be a better location.

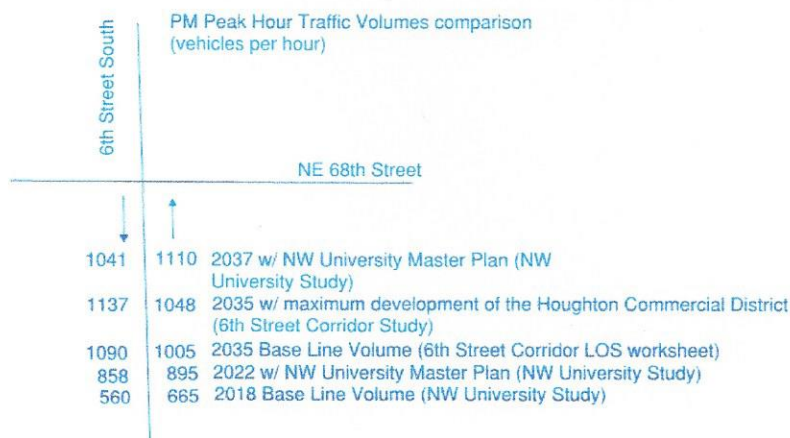
Thang Nguyen states in his memo that the Public Works Department does not support signalizing the University's main entrance on 108th Avenue NE instead of the intersection of 108th Avenue NE/NE 53rd Street because it will not alleviate the poor level of service at the intersection of 108th Avenue NE/NE 53rd Street. Furthermore, signalizing the campus main entrance will not allow the opportunity to incorporate the crosswalk south of NE 53rd Street into the intersection of 108th Avenue NE/NE 53rd Street to improve crossing safety. The signalization of 108th Avenue NE/NE 53rd Street is a requirement of the current Master Plan and was based on the neighborhood's desire to improve the operation at the intersection. Furthermore, signalizing the

University's main entrance will conflict with the City's 6th Street Corridor plan improvement to add a bus lane in that area.

6th Street Corridor Study: Finally, the HCC requested that Staff provide the projected traffic from the 6th Street Corridor Study and the phases of the Master Plan. Thang Nguyen provides the following response:

The figure below provides the PM Peak hour forecasted traffic on 108th Avenue NE for the various scenarios. The 2035 forecasted traffic volumes are from the 6th Street Corridor Study. The Baseline Volume represents the traffic adopted 2035 land use within the City Comprehensive Plan and 2035 with maximum development of the Houghton Community District represents the maximum redevelopment potential of the Houghton Community District added on top of the adopted 2035 land use. More detailed information on traffic growth are provided on page 25, 47, 48, 108 and 114 of the 6th Street Corridor Study.

The 2022 and 2037 traffic volumes are from the Northwest University traffic impact analysis report; these volumes include a 2% per year growth added on top of the existing traffic volumes plus pipeline traffic volumes from other approved development projects.



Tennis Center

During the Public Hearing, both the HCC and Community members expressed concerns about bulk and height of the tennis center, the private use of the tennis center, and community access to the facility.

The applicant explored several options for reducing the bulk of the building, but they were unable to identify an option that would retain the building's functionality.

As a result, the applicant has decided they would be willing to convert the proposed Tennis Center to an academic building, if recommended and so conditioned by the HCC and/or Examiner.

If so conditioned, the applicant has indicated the following reduced impacts:

- Based on initial, conceptual renderings, the overall building footprint would decrease from 52,000 sq. ft. to approximately 35,600 sq. ft. if the Tennis Center were converted to an academic building.

- The academic building would be limited to 30' above Finished Grade or Existing Grade (whichever is lower) as measured from the center point of the West Facade for a distance of at least 75' East of the PSAA property line. East of this line, the standard and existing building height limits would be applied (specifically 30' ABE within 100' of the campus boundary and 40' ABE for portions exceeding 100' from the campus boundary). Attachment 1, Exhibit F provides an illustration of proposed height, bulk and scale of the academic building, as compared to the Tennis Center.
- The applicant would propose to retain the existing, 50' buffer and rain garden (which was originally proposed to mitigate impacts associated with the increased height requested for the Tennis Center).

After reviewing the potential conversion from Tennis Center to academic building, staff supports conditioning the project accordingly, subject to compliance with existing height limits and retention of the 50' buffer and rain garden. Specific design of the building would be reviewed and evaluated by staff through an administrative process, similar to the other buildings proposed in the Master Plan. The conversion would have lesser impacts in terms of building mass and would not increase the proposed enrollment.

The Houghton Community Council did have a question regarding any examples of commercial uses located within an institutional use. Staff was unable to find any examples of commercial uses located on public or private colleges or schools within the City. However, it should be noted that some Lake Washington School District schools within the City do host non-profit organizations like churches and sporting events. LWSD policies state that for-profit or commercial groups are not permitted without the prior approval of the Board of Directors.

Attachments

1. Applicant's Response to HCC Comments and Questions
2. Memo from Thang Nguyen, Transportation Engineer

Hearing Examiner Recommendation Exhibit List

Exhibit A, Staff Recommendation Memo Part 1

<https://www.kirklandwa.gov/Assets/Planning/Planning+PDFs/Houghton+Community+Council/Northwest+University+Master+Plan+HE+HCC+Joint+Meeting+Packet+Part1.pdf>

Exhibit A, Staff Recommendation Memo Part 2

<https://www.kirklandwa.gov/Assets/Planning/Planning+PDFs/Houghton+Community+Council/Northwest+University+Master+Plan+HE+HCC+Joint+Meeting+Packet+Part2.pdf>

Exhibit A, Staff Recommendation Memo Part 3

<https://www.kirklandwa.gov/Assets/Planning/Planning+PDFs/Houghton+Community+Council/Northwest+University+Master+Plan+HE+HCC+Joint+Meeting+Packet+Part3.pdf>

Exhibit A, Staff Recommendation Memo Part 4

<https://www.kirklandwa.gov/Assets/Planning/Planning+PDFs/Houghton+Community+Council/Northwest+University+Master+Plan+HE+HCC+Joint+Meeting+Packet+Part4.pdf>

Exhibit B, Public Comments Prior to May 15th

https://www.kirklandwa.gov/Assets/Planning/Planning+Docs/Ex_B+Public+Comments+Prior+to+5.15.pdf

Exhibit C, Applicant's Presentation from May 14th Hearing

https://www.kirklandwa.gov/Assets/Planning/Planning+Docs/Ex_C+NU+Brand+Power+Point.pdf

Exhibit D, Applicant's Proposed Traffic Mitigation

https://www.kirklandwa.gov/Assets/Planning/Planning+Docs/Ex_D+Applicant's+Presentation.pdf

Exhibit E, Applicant's Field Use Coordinator Proposal

https://www.kirklandwa.gov/Assets/Planning/Planning+Docs/Ex_E+Applicant's+Field+Use+Proposal.pdf

Exhibit F, Final Transportation Impact Analysis

https://www.kirklandwa.gov/Assets/Planning/Planning+Docs/Ex_F+Transportation+Impact+Study.pdf

Exhibit G, Public Comments After May 14th

https://www.kirklandwa.gov/Assets/Planning/Planning+Docs/Ex_G+Public+Comments+after+5.14.pdf

Continued on the next page

Exhibit H, Memo from Betsy Pringle (HCC Councilmember)

https://www.kirklandwa.gov/Assets/Planning/Planning+Docs/Ex_H+Memo+from+Betsy+Pringle.pdf

Exhibit I, Staff Memo dated August 7, 2019 (Link to here:

[https://www.kirklandwa.gov/Assets/Planning/Planning+PDFs/Hearing+Examiner/NW+University+Master+Plan+HE\\$!2bHCC+Packet.pdf](https://www.kirklandwa.gov/Assets/Planning/Planning+PDFs/Hearing+Examiner/NW+University+Master+Plan+HE$!2bHCC+Packet.pdf)

RESOLUTION 2019-4

A RESOLUTION OF THE HOUGHTON COMMUNITY COUNCIL APPROVING RESOLUTION NO. 5300 ADOPTED BY THE KIRKLAND CITY COUNCIL ON NOVEMBER 6, 2019, RELATING TO LAND USE; APPROVING A PROCESS IIB PERMIT AS APPLIED FOR IN DEPARTMENT OF PLANNING AND BUILDING FILE NO. ZON16-02063 BY NORTHWEST UNIVERSITY, BEING WITHIN A PLANNED AREA 1 ZONE, AND SETTING FORTH CONDITIONS TO WHICH SUCH PROCESS IIB PERMIT SHALL BE SUBJECT.

WHEREAS, the Houghton Community Council has received from the Kirkland City Council Resolution No. 5300, approving a Process IIB Permit filed by Northwest University as Department of Planning and Community Development File No. ZON16-02063 for the Northwest University Master Plan.

WHEREAS, the subject matter of this resolution, pursuant to Ordinance 2001, is subject to the disapproval jurisdiction of the Houghton Community Council and shall become effective within the Houghton Community Municipal Corporation only upon approval by the Houghton Community Council or the failure of said Community Council to disapprove this resolution within 60 days of the date of the passage of this resolution; and

WHEREAS, the subject matter of this resolution was the focus of a public hearing before the Houghton Community Council on May 14, 2019, June 11, 2019 and August 15, 2019; and

WHEREAS, the subject matter of this resolution was reviewed and discussed by the Houghton Community Council at a meeting held on August 15, 2019 and at said meeting the Houghton Community Council provided recommendations on said subject matter; and

WHEREAS, the subject matter of this resolution will serve the interests and promote the health, safety, and welfare of the Houghton Community Municipal Corporation;

NOW, THEREFORE, be it resolved that Resolution 5300 is hereby approved and effective within the Houghton Community Municipal Corporation.

PASSED by majority vote of the Houghton Community Council in regular, open meeting this ____ day of _____, 2019.

SIGNED IN AUTHENTICATION thereof this ____ day of _____, 2019.

Rick Whitney
Chair, Houghton Community Council

City Clerk

