



**City of Seattle**

Edward B. Murray, Mayor

**Seattle Department of Neighborhoods**

Kathy Nyland, Director



## Queen Anne Elementary School

### Development Standards Design Departure Advisory Committee

#### Meeting Minutes

#### Meeting #2

July 20, 2017

Queen Anne Elementary School – Lunch Room  
411 Boston St.  
Seattle, WA 98109

#### Queen Anne Elementary School Design Departure Advisory Committee

##### Members

Mindy Black

Tammi DeVore

Kari Edmondson

Vincent Gonzales

Sandra Harui

Laura Cole Jackson

Angie Kim

Mark Meuter

Jason Robert (Alternate)

##### Ex-Officio Members

Maureen Sheehan,

Department of Neighborhoods

Holly Godard,

Seattle Department of Construction & Inspections

#### Members and Alternates Present

Mindy Black

Tammi Devore

Kari Edmondson

Vincent Gonzales

Sandra Harui

Laura Cole Jackson

Angie Kim

Mark Meuter

Jason Robert (A)

#### Staff and Others Present

Maureen Sheehan

DON

Holly Godard

SDCI

Sara Zora

SDOT

#### **I. Opening and Introductions**

The meeting was opened by Ms. Maureen Sheehan from the City of Seattle, Major Institutions and Schools Program. Ms. Sheehan welcomed all in attendance and briefly summarized the agenda. Brief introductions followed.

#### **II. Overview of the Process**

This is the Committee's second meeting. The first meeting was held on June 6<sup>th</sup>.

Ms. Sheehan stated that this process is governed by the Land Use Code Sections of the Seattle Municipal Code (SMC Title 23), which specifies how the process works. Ms. Sheehan noted that the City of Seattle does not have a school zone, subject to the development standards of the underlying zone. Since most schools are in residential neighborhoods zoned "single family," schools do not normally meet the underlying zoning requirements. Thus, the Land Use Code contains provisions that allow the Seattle School District to request departures from various development standards.

The Committee is meeting for the second time tonight for the purpose of developing recommendations concerning the School District's requested departures for departures from provisions of the SMC related to land use. The process for reviewing and approving the District's requests includes setting up a Committee composed of eight members- a person of the neighborhood that resides within 600 ft. of the site, two representatives at the general neighborhood, two people who represent the PTA, a representative from Seattle Public Schools (SPS), and an at-large representative involved with the school district and with the school's city-wide education issues.

The Committee receives information on the departures being requested from the SPS and its consultants, public testimony, and then the Committee discusses the requested departures. The Committee may do one of the following:

- 1) Recommend granting the departures as requested;
- 2) Recommend granting the departures with modifications or specific conditions, or
- 3) Recommend denial of the departures.

Ms. Sheehan noted that any conditions or modifications identified must be clearly related to the requested departure and enforceable on the District.

Ms. Sheehan also explained that the Committee may develop recommendations at this meeting, or if time does not allow, additional public testimony is desired, or additional information is needed, the Committee may hold up to two additional meetings. If the Committee concludes they have enough information and there is no further benefit from additional public testimony, the Committee can determine to move forward at the end of this meeting in establishing their recommendations; in that case, this would be the only public meeting.

Ms. Sheehan emphasized that the Committee's decisions are recommendations. Their recommendations will be put into a report that will be reviewed by the Committee and forwarded to Ms. Holly Godard of the Seattle Department of Construction and Inspections (SDCI), who will take it into consideration when drafting the Director's decision.

### **III. Presentation (00:06:39)**

Ms. Corrie Rosen of MAHLUM Architects introduced herself. She explained that she would provide a quick project overview and update, and identify the departures being requested.

#### **The Project:**

Ms. Rosen mentioned that the existing school has an enrollment of approximately 420 students. The intent of the proposed project is to remove the existing portables and provide 8 permanent classrooms and a gymnasium. The total capacity of the school at the end of the project will be 500 students.

She showed a diagram of the existing site plan. She noted that the goal of the design is to establish a cohesive campus and support the educational programs of the school. She also showed a diagram of the proposed site plan that highlights these design goals. She added that there were a broad range of stakeholders that have an impact on the development of the project including the School Traffic Safety Committee comprised of school district representatives, SDOT, and parents.

She noted there were comments about the number school departures requested around the area schools and she listed some of these schools.

#### **Transportation (00:12:04)**

Mr. Todd McBryant of Heffron Transportation discussed the traffic impact analysis, key findings, and recommendations identified as part of their review for the project.

He provided updates in the previous departure meeting about a chart that showed no parking available, and some members of the Committee pointed that some blocks were no parking allowed and the team were able to distinguish that and was also presented at the SEPA meeting after the first departure meeting.

Mr. McBryant emphasized the following recommendations after the traffic impact analysis:

1. Develop a Transportation Management Plan (TMP);
2. Work with SDOT and Seattle Parks & Recreation & Recreation to establish locations, extent, and signage for family vehicle load/unload zones;
3. Develop a Construction Management Plan.

Another question was if the early morning counts were included in the traffic analysis, and Mr. McBryant answered that they did counts between 7:30 and 8:00 am and determined that the utilization around the site

at that time is about 68%. He noted that they mislabeled the supply at that time and will make the correction before it gets finalized at SEPA.

There was a question raised about the HALA and the zoning efforts that is underway and Mr. McBryant commented that there is a potential for changes to the zoning in the parcel near the site at the north side of Boston St. and west of the school site. The only changes that affects the density is the north side of Boston St. and the difference that they will impose a mandatory affordable housing requirement. Changes on the parcel's west of the school site does not change the zoning.

Mr. McBryant briefly summarized the transportation management measures that his team recommended.

**Departure Requests:** (00:23:52)

Ms. Rosen summarized the following departure request:

**1. Lot Coverage**

The current lot coverage is 26% that includes the existing building to remain (22%) and the existing portables to be demolished (4%).

The proposed plan shows the existing buildings to remain (22%) plus the building addition (18%) for a total lot coverage of 40%. The maximum lot coverage permitted is 35%.

The departure being requested if for an additional 5% lot coverage.

Ms. Rosen noted that 2.5% of the requested departure is coming from covered play, and they are required to count it as part of the lot coverage.

**2. Off-street Parking**

Ms. Rosen commented that they were challenged at the last meeting to go back and get additional parking spots at the south parking. What they were able along with discussion with the civil engineers and landscape architects is to work with different parking options from perpendicular to angle parking. The team did rotate the angled parking stalls to support one-way traffic. The different combinations, however, resulted with the same number of parking stalls.

There was a comment about the trees and how the design team could move the fire retention to the south and open a room at the east side of the parking lot that would create a grade edge at the parking and maintaining the existing trees. The result is two additional spaces which is not ideal due to maneuvering concerns, but it provided 32 parking spots.

Ms. Rosen highlighted a list of SPS elementary schools around the neighborhood and look at the information regarding number of enrollment, site area, staff counts, on-site parking, etc. compared to Queen Anne Elementary Schools.

The intent was to provide parking to at least match what is already existing on site. The proposed 32 off-street parking stalls would be for staff and visitors including four accessible for standard vehicles and 1 accessible van stall.

The code requires 118 parking spaces. The school is proposing to provide 32 off-street parking spaces off Newton St.

The departure being requested is for 86 parking spaces (Subtracting the total parking provided from the total parking required by code).

**3. On-street Bus Loading and Un-Loading**

Ms. Rosen highlighted a list of elementary schools in the area that have on-site bus loading and unloading. She reminded the Committee the existing bus loading and unloading is on Bigelow Ave N. SPS is proposing to locate bus loading and unloading on Bigelow Ave N. There is an ongoing conversation between Parks and SPS about the site, but this is the preferred departure because Bigelow Ave N. is wider compared to the preferred alternative along 4<sup>th</sup> Ave N.

If Parks and SPS could not reach an agreement on the preferred site at Bigelow Ave N., the alternative is to locate bus loading/unloading on 4<sup>th</sup> Ave N.

The preferred and proposed bus loading and unloading is to keep this on Bigelow Ave N. and extend it to the south. Ms. Rosen reiterated that this proposal is an ongoing conversation between the SPS and Seattle Parks & Recreation.

The alternative would be along 4<sup>th</sup> Ave N. between Newton St and Crockett St, a portion north of Crockett will be broken for driveway access for service entrance, and another zone of bus loading between the service entrance and Boston St. The challenge with this section is parked buses on 4<sup>th</sup> Ave N. and parked cars on the west side of 4<sup>th</sup> Ave N. is a narrow street for a two-way drive.

The preferred departure being requested for bus loading and unloading is on Bigelow Ave N. and an alternate departure being requested for bus loading and unloading is on 4<sup>th</sup> Ave N. in the event Seattle Parks & Recreation will not allow the use on Bigelow Ave N.

#### **IV. Committee Clarifying Questions (00:41:23)**

Ms. Sheehan opened the floor for Committee questions.

A question was asked on how the bus loading zone was approved on Bigelow Ave N. Ms. Sara Zora of SDOT commented that back in 2011, SDOT installed the bus load zones on Bigelow Ave N. and did not realize that Parks had regulatory jurisdiction because it is a historic boulevard. SDOT is trying to get permission to keep the bus loading.

A question was asked about understanding the grade change findings that impacts parking. The current site has a continuous slope and has had issues creating pools of water. The design team is trying to direct the water so it does not pool on the play spaces but into the garden retention area. Also, with the building additions that pushes out the existing buildings, they must match the existing buildings grade thus creating a large grade change issues. To slope the distance, the design team had to create a series of steep places for play, and try to consolidate into ramped areas to minimize the steep areas and make it accessible.

A comment was made about the parking comparison to different schools in the area and the lack of context and relation that was provided to the existing examples. Ms. Sheehan mentioned that context is important with all the school departures, but also unpredictable as to how the community prioritizes the departures.

A question was asked about how the number of ADA stalls were determined. Ms. Rosen noted that the code requires a certain number of ADA stalls based on how many vehicles in the parking lot. The design team provided enough ADA stalls for the required 118 parking stalls.

A question was asked if the overflow parking would be gated at the SW corner of the school. Ms. Rosen noted that it will be gated during school hours to protect the play space. The gates can be opened when for vehicles to access the overflow parking.

A question was asked about number students and vehicles versus those that utilize buses in the TMP. Mr. McBryant said based on last year's transportation visits, Queen Anne Elementary has an average of 50 drop-off kids in the morning and 72 picked up in the afternoon. The traffic reporting studies and video counts included vehicles and pedestrians. It was not possible to distinguish whether pedestrians used crossings at 4<sup>th</sup> Ave N. and Bigelow Ave N. The projections used were the vehicle traffic generated by the school.

A question was asked about what happens when the requested departures were not approved. Ms. Sheehan commented that she will work with the Committee to draft a report of the Committee's recommendations that will be forwarded to Ms. Holly Godard of SDCI. Ms. Godard will take these recommendations into consideration writing her recommendation to the Director of SDCI. Ms. Godard added most of the school departures she was involved in asked for parking departures due to the heaving parking required by the schools as well as bus loading and unloading.

A question was asked about the actual planning process for the lot coverage and how the fluctuation of the student population is determined. Mr. Gonzales commented that the plan was for today. There are no plans for Queen Anne Elementary to identify and remodel with the current levy. He could not speak to what will

happen to the school in the next 12 or 16 years, and the discussion right now is with the current student population.

Ms. Sheehan introduced Ms. Janine Roy, the principal of Queen Anne Elementary to talk about the status of the school. Ms. Roy thanked every person that was present in the meeting and she also recognized many students who were involved in the meeting. She commented about how grateful she was with the thoughtful planning and for looking at expanding the school and the important of play space. She added that she learned so much about the first departure meetings especially with regards to children's safety, parking, and buses. She noted that she would like to start a Traffic Advisory Committee to address these needs and emphasized that there are no simple solutions. She encourages the community and neighbors to come together and contact her via email about their concerns and she would like to keep the conversation going.

#### **V. Public Comments and Questions (01:10:05)**

Ms. Sheehan opened the floor for public comments and questions.

**(Editor's Note: The comments shown below are summaries of statements provided. They are not transcriptions and have been shortened and edited to include the major points raised. Full comments are retained in the files in voice recording (.mp3) form)**

**Comments from Lucy Gilroy:** Ms. Gilroy commented that recess and gym time are her favorite time at school and there should be a place to play and a better gym.

**Comments from Kate Manney:** Ms. Manney commented that people at her school love the soccer field, and there should be a good place to play at school.

**Comments from a 2<sup>nd</sup> grade student:** He commented that he will be a second grader at Queen Anne next year and he and his friends play soccer every day and if there is no place to play, he and his friends will be sad.

**Comments from Geness Reichert:** Ms. Reichert lives across the street at the corner of Crockett and Bigelow Ave N. and she commented about pedestrian safety. She mentioned that she watched congestion and pedestrian traffic increase and had conveyed her concerns to the School Board with notes and photographs. She added that the number of buses needs to be reduced and parents need to manage an efficient drop off.

**Comments from Chris Jackins:** Mr. Jackins is a coordinator for the Seattle Community to Save Schools and he noted that he opposes all the departures that are being requested by the School District. Some of the items he opposed include: the departure from the Code will have significant impact on the neighborhood, and examples of adverse impacts such as loss of playground and open space, significant loss of trees, adverse impacts on safety and resources from bus loading on city landmarks, loss of the learning garden, etc. He asked the Committee to reject all departures.

**Comments from Christa Winquist:** Ms. Winquist is a parent of three Queen Anne Elementary School students. She commented that she understood all her neighbor's concerns around safety, parking spaces, buses, etc. She requested to think about the educational goals for the students of Queen Anne and how play space is an integral part of their learning.

**Comments from Ben Pearson:** Mr. Pearson commented about if there are any proposal of having a covered car port and allow parking underneath the play area. He also added if there is a possibility for the City to work with Metro to remove the metro bus stop about half a block and have a dedicated drop off put into place instead.

**Comment from Scott Weaver:** Mr. Weaver lives across the street at the west side of 4<sup>th</sup> Ave N. and he commented about the alternate bus proposal and requested to look at this because it will be a disaster for residents who lives there because it will take away their parking spots.

**Comments from Shawn McCarthy:** Mr. McCarthy commented about offsite options for teachers to park and get to school rather than squeezing more parking at the site. He added to explore different alternatives to accommodate more parking.

**Comments from Richard Kearns:** Mr. Kearns lives at the corner of 4<sup>th</sup> Ave N. and Newton and he commented

about Hazel Wolf school having no onsite parking and he raised the question on how does this happen.

**Comment from Andrea Hildebrant:** Ms. Hildebrant is the garden coordinator for Queen Anne Elementary and she commented in response to the public comment that was mentioned about the learning garden that there are plans to continue the learning garden space. She also added about a question from her daughter about where will she get her energy to focus in her classroom if there is no outdoor learning space and playground.

## **VI. Committee Deliberation (01:26:43)**

Ms. Sheehan opened the discussions for committee deliberation. She reminded the public that they are welcome to stay, and asked them to lower their voices so that the Committee can discuss. She also mentioned that the Committee will not take any questions from the public.

The Committee began their deliberation by discussing the requested departures.

### **1. Lot Coverage:**

Mr. Vincent Gonzales commented that he would vote to grant this departure without any conditions.

Ms. Angie Kim commented that she would vote to grant this departure.

Ms. Sandra Harui commented that she would vote to deny granting this departure because of the lot space has not been maximized to help with parking in the neighborhood. She added using the SW corner or other location of the school for a true drop off and pick up location for parents.

Mr. McBryant noted that if Parks approves the bus loading and unloading in Bigelow Ave N., they requested SDOT to have a short-term passenger load and unload on the east side of 4<sup>th</sup> Ave N. They would create a list on the TMP that encourages potential approaches to the site to reduce the traffic conflicts.

Ms. Kari Edmonson recommended the school develop and focus on a robust TMP that prohibits staff from parking within 100 ft. of the school.

Ms. Roy reiterated that the school will continue to have a mechanism to monitor the ongoing traffic conditions along the school site.

Mr. Laura Cole Jackson commented on eliminating on street parking to create a new route at a major arterial and have the school initiate, communicate, enforce and have volunteers on a traffic plan is the most reliable and logical solution.

Ms. Mindy Black commented that she would vote to grant the departure with conditions.

Ms. Tammi Devore commented that she would vote to grant the departure with conditions.

Mr. Mark Meuter commented that he would vote to grant the departure without conditions.

Ms. Sheehan commented that valet parking and overflow parking are the conditions the Committee is positive about. She noted that the Committee can discuss where these conditions can be tied into other departures.

### **2. Off-street Parking:**

Mr. Gonzales would vote to approve the departure without conditions. He added that he likes the Ms. Harui's suggestion to look at John Hay Elementary about overflow parking and he would support to the idea if the Committee felt this condition would tie in to the departure.

Ms. Kim commented that she would vote to approve the departure with a condition on overflow parking and a parking lot valet.

Ms. Harui would vote to approve the departure with a condition on overflow parking. She added that having a good transportation study is not realistic and she hopes that there is a way to identify that there is no parking allowed within 100 ft. of the school.

Ms. Roy mentioned that the school is planning to hire traffic police for the first few months to monitor and enforce traffic around the school site. She also added having a staff for crossing guard support at Boston St. N.

Ms. Edmonson would vote to approve the departure with a condition of having a robust TMP and suggested moving the Metro bus stop across Boston St.

Ms. Jackson commented that the School District offer free bus pass to teachers, and added that they are not increasing the parking burden for the neighborhood by adjusting the ADA parking requirement at the school lot.

Ms. Black would vote to approve the departure with the following conditions: incorporating the Heffron Traffic report and their TMP, educate families about access patterns in the new layout, encourage school bus ridership, carpooling, supervise walking, valet system, address the staff to park a block away from the school, provide access to hard surface play area for use during overflow parking for large events, flexible ADA stalls, and accommodate parent pick up and drop off.

Ms. Devore echoed a public comment that was made about looking at a car port.

Mr. Meuter would vote to approve the departure as is. He added that there were great ideas for conditions. He suggested having the valet parking qualification tied in to the bus loading and unloading departure because the location of the parent drop off is dependent on where the buses go.

### **3. On-street Bus Loading and Unloading:**

Ms. Sheehan noted that the School District prefers bus loading and unloading on Bigelow Ave N. Seattle Parks & Recreation has the final authority to allow the bus loading and unloading at Bigelow Ave N., and the other alternative will be at 4<sup>th</sup> Ave N.

A question was asked if both departures are denied. Ms. Sheehan commented that the departure will still occur off-site.

A comment was made to remind the committee that they represent the neighborhood and they have heard numerous input about bus loading and unloading, and they should not decide on personal reasons.

The Committee would vote to approve granting the departure at Bigelow Ave N. and disapprove the preferred alternative at 4<sup>th</sup> Ave N., but first they would like to hear possible conditions before granting the departure.

Mr. Gonzales would vote to approve the departure at Bigelow Ave N. and added that he likes the condition of having the bus turn off their engines. He would vote to approve the preferred alternative with no conditions.

Ms. Kim would vote to approve the preferred departure and disapproves the alternative. She added if they have a say on the number of buses. Ms. Sheehan commented that it will be up to SDCI if they have the authority to enforce it.

Ms. Harui commented that she does not have enough information from Seattle Parks & Recreation to approve the departure at Bigelow Ave N. She is not clear on how many buses will be used. She added that she would like for Metro to move their bus stop at Boston St.

Ms. Edmondson would vote to approve the preferred departure and a condition of turning Newton into a one-way west and four-way stop at Boston St. and 4<sup>th</sup> Ave N. for the preferred alternative.

Ms. Jackson would vote to approve the preferred departure without conditions and disapproves the alternative.

Ms. Black would vote to approve the preferred departure and a condition to maintain parking on the westside of 4<sup>th</sup> Ave N. and have no idling across the board for the alternative.

Ms. Devore would vote to approve the preferred alternative with the conditions of no idling, consolidate the use of buses, wider speedbumps on Boston St. between Bigelow Ave N. and 4<sup>th</sup> Ave N., and a 4-way stop at

4<sup>th</sup> Ave N. and Boston St. or at Bigelow Ave N. and Boston St., a painted crosswalk on Bigelow Ave N. She disapproves the alternative due to a very narrow street and an increase in pedestrian traffic.

Mr. Meuter approves the preferred and supports the idea of no-idling and multiple valet options. He noted that he does not like the alternative, but would add the condition of a one-way north on 4<sup>th</sup> Ave N. and a 4-way stop at Boston St. and 4<sup>th</sup> Ave N.

## **VI. Committee Recommendations (02:56:00)**

Ms. Sheehan opened the discussion for Committee recommendations and noted that the Committee had deliberated and the options are to go through the requested departure, with the following conditions that were discussed and vote on them.

### **Departure #1**

A motion was made to grant the departure for an additional 5% lot coverage with no additional conditions and it was seconded. By show of hands, a quorum being present and the majority of those present having voted 7 in favor; 1 against; the motion passed.

### **Departure #2**

A motion was made to grant the departure for 86 parking spaces with the following conditions; and it was seconded.

- a. Use of overflow parking for large school events and afterhours when the play space is not utilized;
- b. Use of a valet system for parent drop off and pick up at Newton and 4<sup>th</sup> Ave N. and/or within the staff parking lot, and the school needs to initiate, communicate and enforce the system with SDOT approval;
- c. Allowance from the departure from the allowed ratio of large to compact stall sizes to optimize the south parking lot with a minimum of 30 spaces;
- d. Establish a lot of minimum of 3 ADA and 2 flexible ADA spaces;
- e. Incorporate within the TMP a one block radius where teachers are asked to park along the following (Lynn St., Nob Hill Ave N., Hayes and 5<sup>th</sup> Ave N.);
- f. Establish a plan for future expansion of bike racks.

By show of hands, a quorum being present and the majority of those present having voted in the affirmative; the motion passed unanimously.

### **Departure #3**

A motion was made to grant the preferred departure for bus loading and unloading at Bigelow Ave N. with the following conditions; and it was seconded.

- a. Incorporate within the TMP a valet parking system with SDOT approval;
- b. Enforce a no-idling of engines as necessary;
- c. Evaluate and consider the use and efficiency of buses to reduce the number of buses;
- d. Establishing a 4-way stop at Boston St. and 4<sup>th</sup> Ave N. pending the analysis and approval from SDOT;
- e. Establishing a crosswalk at Bigelow Ave N. and Boston St. to encourage safety along Boston St.
- f. Establish a SRS (Safe Route to School) Committee within the TMP;
- g. Incorporate within the TMP to minimize and prevent bus traffic on Newton St. and keep them on the arterials and opposite the parent valet;



h. Provide solutions to maintain street parking along the west side of 4<sup>th</sup> Ave N.

By show of hands, a quorum being present and the majority of those present having voted in the affirmative; the motion passed unanimously.

A motion was made to grant an alternate departure for bus loading and unloading at 4<sup>th</sup> Ave N. with the following conditions listed above; and it was seconded.

By show of hands, a quorum being present and the majority of those present having voted 3 in favor; 5 against; the motion failed.

**VII. Adjournment and scheduling of next meeting**

Ms. Sheehan mentioned that she will do a draft of the report along with the minutes for the Committee to review. No further business being before the Committee, the meeting was adjourned.