



Wing Luke Elementary School Design Departure Advisory Committee

Members

Ayane Ahmed
Mimi Boothby
Jeffrey Cook
Todd Grain
Mike Skutack
Roxanne Tsai

Ex-Officio Members

Maureen Sheehan,
Department of Neighborhoods
Holly Godard,
Seattle Department of Construction &
Inspections

Wing Luke Elementary School

Development Standards Design Departure Advisory Committee

Meeting Minutes

Meeting #2

March 21, 2018

Wing Luke Elementary School
3701 S Kenyon St
Seattle, WA 98118

Members and Alternates Present

Mimi Boothby	Todd Grain	Roxanne Tsai
Jeffrey Cook	Mike Skutack	

Staff and Others Present

Holly Godard	SDCI
Rachel Huck	SDOT
Brian Love	NAC Architecture
Tod McBryan	Heffron Transportation
Matt Rumbaugh	NAC Architecture
Maureen Sheehan	DON

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 February 26.

Ms. Sheehan reviewed the departures process.

She also added that Committee member(s) who is in the minority, will have an opportunity to write a report explaining his or her position and that will be included in the final report.

III. Presentation

Mr. Brian Love of NAC Architecture presented the four proposed departures at the last meeting. The Committee recommended granting the height and electronic messaging board departures at the first meeting. Tonight's presentation will discuss the remaining two departures: on-site parking and continued on-street bus loading and unloading.

The proposed design at the first meeting showed 50 parking spaces. The Committee requested an increase in the amount of parking spaces and the Design Team was able to increase the parking spaces on the northside to 60 by reducing and relocating planting areas and changing some parking stalls from medium to small.

The Committee asked to look at the number of school staff in order to provide sufficient parking capacity on site and Mr. Love noted that the School District suggests a 500-student capacity is projected to have 50 full time and 25-part time staff and that is equivalent to 62 full time equivalent staff (FTE.)

One of the concerns he heard at the last meeting was the morning drop-off traffic congestion. The number of parking spaces does not address that issue but added that a tool the School District could use is a Transportation Management Plan (TMP) that guides vehicular traffic. The other suggestion is to use 37th Ave S. as a one-way street during those peak hours (not signed by SDOT). Mr. Mike Skutack added that they are not recommending making permanent changes to any of the streets. The TMP is an effective tool in orchestrating the morning and afterschool traffic flow as part of the recommendation.

Mr. Love emphasized that it was a common departure for a Committee to adopt what was recommended from the Transportation Technical Report to establish a TMP and the School administration develop a communication plan to share this with the neighbors, such as walking and crossing routes and upcoming special events that may cause additional traffic in the area.

At the last meeting, the Committee suggested the play space on the south end of the proposed building be used for parking. Mr. Love mentioned that the District heard the concern and is proposing to use the area for large event parking for overflow use.

The other requested departure is on-street bus loading and unloading on 37th Avenue S. The proposed design is to maintain bus loading and unloading at 37th Avenue S. The Design Team asked SDOT if the street could be widened and SDOT is not in favor because there are clearances that needs to be maintained for street trees and utility poles.

IV. Committee Clarifying Questions

Ms. Sheehan opened the floor for Committee clarifying questions.

Mr. Skutack summarized the proposed parking departure as increasing the north parking lot by 10 additional parking spaces to 60 for an expected staff of 62, and an additional 37 parking spots for overflow parking at the south area.

Ms. Mimi Boothby commented that she has questions on the survey that was done on parking. She believes it is out of date and does not reflect the current changes in the neighborhood. She passed out a picture of the parking situation along the street. She noted that she likes the idea of having one direction travel.

Mr. Tod McBryan noted that the parking survey was done on March/April 2017. There was a chance that day to day fluctuations occur over time, but there were no notable changes to the overall parking utilization for the study area. He also added that they follow rules and guidelines established by the City for the survey for any development and SEPA reviews.

Ms. Boothby commented that she has lived in the area for 35 years and have seen dramatic changes in the area. She noted that the street will be more congested, and the teachers will not be parking on the school grounds.

Ms. Roxanne Tsai asked about the type of parking will be available along the delivery drive.

Mr. Love mentioned that parking in the area is only available for custodial and cafeteria staff who arrive early in the morning. The School District would like them to park close to school in lighted areas for security reasons. Mr. Love mentioned that it will be gated and closed off.

Mr. Todd Grain asked if the new proposal is an increase in 10 parking spaces. Mr. Love noted that for everyday parking, there is an increase in 10 parking spaces and for larger events an additional 37 parking spaces. Mr. Grain asked if there were any other potential places to park on site. Mr. Love commented that as a compromise the District decided to have the play area developed for large event parking.

Mr. Grain commented about the one-way direction for parents and asked if SDOT will install signs. Mr. McBryan mentioned that as recommended in the TMP, the school has a community plan to identify map access routes to the site that encourages parents where to go. It must be updated annually to communicate traffic changes in the area.

Mr. Jeffrey Cook commented that the TMP and parking are two separate issues and he was not sure if combining them together make sense. He was not sure how the parking space based on the square footage of the site is helpful and it does not provide an answer on how many parking spaces are needed realistically at the site.

A comment was made that the zoning codes determine how to calculate the parking spaces and looking at the parking spaces from all the other schools that were recently built, he noted that the current proposal for Wing Luke is in line with other schools. With regards to the number of staff at the school, the School District made a projection of how many staff they need, and the parking spaces needed by balancing the staff and the spaces available.

Mr. Cook commented that he wants to make sure there is adequate parking for the staff and he was glad to see an option for additional spaces for events.

He also read an email from Ms. Josephine Rainwater asking about why the plan was not thought out at the beginning including parking underground instead of having these departures. Mr. Love commented that underground parking is exceptionally expensive and when the levy was voted in, the District must use the funds as wisely as possible and they favor using them for educational purposes. It is not uncommon to have departures for parking because the land use code creates the parking requirements base on assembly spaces.

Mr. Skutack added that the departure process allows the schools to build in a residential zone. The process is used to engage nearby neighbor participation along with City departments and they have to walkthrough a logical design process that was laid out by the City.

Mr. Grain commented that the process needs to change because it is out of step, and any input should be happening at the beginning of the process and not towards the end of the process.

Mr. Cook commented that he would preferred more than 10 additional spaces but is comfortable that there is parking and he was not concerned about the bus loading zone.

V. Public Comments and Questions

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 Gilbert Pettit: Mr. Pettit commented that he lives on 36th Ave S. and he gave a testimony at the last meeting. He reiterated that the Committee should not approve the parking departure that is being proposed. He mentioned that the situation along 36th Ave S. was not addressed, and that the presentation went by quickly. He would like to see more parking stalls for parents and community members who wants to be involved in the school.

Comments from Jen Mayer: Ms. Mayer commented that she is a parent of a 1st grader at the school. She is excited about the change since her son has special needs and maintaining an open space is important. She realized that the neighborhood is changing, and she is hoping for a better status quo. She noted that she was working with Safe Routes to School and they were granted a full \$850.00 to improve the walking and pedestrian conditions in the area. She would like to see the neighborhood supportive and encouraging their kids who lives nearby to walk to school.

Comments from Emily Wetzel: Ms. Wetzel commented that she is a teacher at the school and she never has trouble finding a parking space in the lot. She likes the idea of using the playground for overflow parking but does not want to see the playground turned into a permanent parking lot since there is already less space for the kids to play.

Comments from Jeff Case: Mr. Case is the assistant principal of the school and he would like to reiterate what Ms. Wetzel said. The school has made significant changes over the past few years to provide a play structure and play space for the kids. He commented that there is a lot of work to do about the TMP and noted that this is about choices and the school's top priority is provide education to the kids.

Comments from Mara Chang: Ms. Chang commented that she is a teacher at the school and was discouraged about hearing that the only option for parking is to change the playground space for the kids. She hopes that there is another way to resolve the parking issue that does not negatively impact the kids. She noted that if they see someone parking in their property to report them. She added that as a community, there should be a working partnership with the school and the priority is working with the school children.

Comments from Harry Whitaker: Mr. Whitaker is a teacher at the school and he commented that he never has a problem parking at the school since he comes in early. He noted that staff parking in the neighborhood is by choice and not by lack of capacity. The city is changing, and it is a reality that he does not want to face. He added the school gives a projection of 450 students, but the enrollment has gone down, and the school has not reached the projection capacity.

Comments from David Price: Mr. Price commented that the School District should start the project small instead of having a grandiose project. Funds are misappropriated and should cancel the Phase 2 project.

Comments from Merritt Bettineski: Mr. Bettineski is a neighbor at 39th Ave S. and he shared his concerns about walkability and safety in the area especially the perimeter fencing where children run during the day. He likes the overflow parking in the play area, but he had issues about the playfield that were not addressed as well and there should be garbage and recycle bins available in the community playground area.

Comments from Diane Tiao: Ms. Tiao lives along 42nd Ave S. and is a 2nd grade teacher. She commented that she never had a problem parking and the teachers that spoke agreed that they have adequate parking throughout the year. She understands the issue, but the most important aspect for the community is the children. She reiterated that the kids need more space, and this is why the school is being rebuilt. She added that increasing parking spaces that nobody is asking for is taking away what the children need.

Comments from David Linskey: Mr. Linskey commented that he has two kids at the school and the extra parking spaces that could be used on the northside of the site along Kenyon.

Comments from Kathleen Lockhart: Ms. Lockhart commented about the play space area and asked if it is going to be demolished. She has questions about traffic along 37th Ave especially during construction and whether this has been addressed.

VI. Committee Deliberation

Ms. Sheehan opened the discussions for committee deliberation. She asked the Committee to deliberate on the need for the two remaining departures and then discuss on whether to recommend or deny each of the departures with or without any conditions.

1. Parking Quantity:

Ms. Boothby commented that she was happy that the teachers from Wing Luke spoke and described their experiences. She noted that she was okay with the proposed 10 extra parking spaces.

Ms. Tsai commented that the proposed 10 extra parking spaces were helpful. She agreed with having a condition about the TMP and have the school communicate with the neighbors about upcoming large events. She also agreed with the proposal on having northbound traffic along 37th Ave for parents.

Mr. Grain commented that the input from the teachers were helpful as well as the proposal for the overflow parking.

Mr. Cook commented that he agrees with the departure if the teachers and residents in the area do not see a problem. He inquired about the daycare center and someone mentioned in the public comment about the gravel parking area is going away. A comment was made that there is required parking and it was also a code requirement. There will be improvements on the right of way on the north side including a regular sidewalk and curb along Kenyon St. Ms. Rachel Huck of SDOT added that the mobility of the

students is a priority and improved walkability and the safety of the neighborhood especially kids coming from the Chief Sealth trail.

Ms. Sheehan noted that what she heard from the Committee that all were supportive of the parking quantity departure with conditions of having a robust TMP, a comprehensive circulation pattern that is shared with the neighborhood and enforced and led by the school, overflow parking to be used for special events, and to reassess the departure when Phase 2 is initiated.

Ms. Godard commented that she worked with different school departures and noted about the development standards being asked. She noted that the City is trying to change and communicate a better standard for school departures in residential zones.

Mr. Cook commented that having a realistic and accurate number for parking is beneficial for the school staff and the residents to count on. Ms. Godard mentioned that the Committee's powerful tool is to establish conditions to help shape the departure.

4. On-street bus loading and unloading

Ms. Boothby commented that she does not see it going away and it will continue to be the way it is.

Mr. Cook agreed with Ms. Boothby and mentioned that he would approve to maintain bus loading and unloading at 37th Ave S.

Mr. Skutack noted that there is improved access on the west side and it will be better managed because of the building placement that will bring the kids directly to the building.

Ms. Tsai commented that she is in favor in maintaining the bus loading and unloading and added that having a TMP will help alleviate any traffic congestion.

Mr. Grain commented that he is in favor of granting the departure with the condition that it must be managed effectively.

Mr. Cook commented that he is in favor of the departure since there are no other potential solutions and added that implementing the TMP should make a difference. He added if there is a way a communication be sent to the nearby residents about accessibility. Ms. Godard commented that this is an important inclusion having letters mailed within 600 ft. radius of the school's property line about the TMP. Ms. Boothby suggested that the letter or postcard must contain information about TMP changes and accessibility. Ms. Tsai suggested that there are many different languages spoken in the area and it would be beneficial if the communication be translated in different languages.

Ms. Sheehan noted that what she heard from the Committee was universal support of the departure with conditions of having a robust TMP with a communication plan to the neighborhood via multiple media and in multi-languages in an 800 ft. radius about pick up and drop off accessibility as well an effort by the School District to include neighbors, volunteers and staff in designing and implementing the TMP.

VI. Committee Recommendations

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

Departure #1: Parking quantity

Ms. Boothby made a motion to recommend granting the parking departure with the following conditions; and it was seconded by Mr. Grain.

- a. Adopt a robust TMP;
- b. Encourage parents and neighbors to use the circulation path and the overflow parking at the south end of the building for special events;
- c. Reassess the parking quantity and building height for the Phase 2 of the project.

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

Departure #2 Bus loading and unloading

Ms. Tsai made a motion to recommend granting the bus loading with the following conditions; and it was seconded by Ms. Boothby

- a. Adopt a robust TMP with an effort by the School to include neighbors, school staff and volunteers in the design and implementation process;
- b. Provide and distribute a communication plan within 800 ft. of the school boundary to neighbors via multiple media and translated into multi-languages.

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

VII. Adjournment

Ms. Sheehan commented that she will provide a draft report no later than the end of next week for the Committee to review, edit and provide comments.

No further business being before the Committee, the meeting was adjourned.