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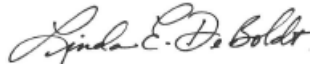
TECHNICAL COMMITTEE REPORT TO THE HEARING EXAMINER

- Project Name:** Willows Preparatory
- Location:** 12280 Redmond-Woodinville Road
- Project Description:** Conditional Use proposal for educational building project located in the North Redmond Neighborhood. A two story with basement building and +/- 20,000 square feet with approximately 300 students. Future phases include ~~two story Classroom Building +/- 48,000 square feet;~~ +/- 20,000 square feet and three story dormitory building.
- File Numbers:** LAND-2016-00340 – Conditional Use Permit/Type IV
LAND-2017-00336– Site Plan Entitlement/Type II
SEPA-2017-00329 – SEPA
- Applicant:** Bellevue Children's Academy
Ms. Yuka Shimizu
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Bellevue, WA 98007
- Applicant's Representative:** S + L Architects
Shin Goto
2731 183rd Ave SE
Snohomish, WA 98290
- Planner:** Sarah Pyle, Senior Planner
- Decisions Included:** LAND-2016-00340/Conditional Use Permit, Type III and
LAND-2017-00336/Site Plan Entitlement, Type II (RZC
21.76)
- Recommendation:** **Approval with Conditions**
- Public Hearing Date:** September 11, 2017

Conclusion in Support of Recommendation: The Technical Committee has found the proposal to be in compliance with the Redmond Zoning Code (RZC), Redmond Comprehensive Plan, Redmond Municipal Code, and State Environmental Policy Act (SEPA).



KAREN HALUZA, Director
Planning and Community Development
Department



LINDA E. DE BOLDT, Director
Public Works Department

Project Review Authority and Procedures

The City of Redmond **Technical Committee** is comprised of staff from different departments and disciplines who analyze project applications for compliance with City codes and regulations. Based on this analysis, **the Technical Committee** provides responses, conclusions, and recommendations (in the form of this report) to the **Hearing Examiner**. The **Hearing Examiner** will conduct a public hearing to review the **Technical Committee's** analysis and recommendations on the Conditional Use Permit. And receive public testimony regarding the proposal. Based upon the **Technical Committee's** recommendations and testimony received at the public hearing, the **Hearing Examiner** will make a recommendation to approve, approve with conditions, or deny the Conditional Use Permit.

Key Dates

Application Date: April 4, 2017
Notice of Application date: April 20, 2017
Date SEPA Determination Issued: May 18, 2017
SEPA Appeal Deadline: June 15, 2017
Public Hearing Date: September 11, 2017

Report Attachments

Attachment 1 – Notice of Application Certificate of Public Notice and Public Notice
Attachment 2 – Notice of Application Public Comment Letter
Attachment 3 – SEPA DNS Certificate of Posting
Attachment 4 – SEPA Comment Letter
Attachment 5 – Notice of Public Hearing and Certificate of Posting
Attachment 6 – Plan Set - Conditional Use
Attachment 7 – Critical Area Report
Attachment 8- Transportation Management Plan
Attachment 9 – Transportation Concurrency
Attachment 10 – General Application Form
Attachment 11 – Vicinity Map
Attachment 12 – SEPA Environmental Checklist
Attachment 13 – Neighborhood Meeting Notice
Attachment 14 – Neighborhood Meeting Sign-in Sheet
Attachment 15 – Traffic Study

- Attachment 16 – Stormwater Report
- Attachment 17 – Geotechnical Report
- Attachment 18 – Geotechnical Memo
- Attachment 19 – Steep Slopes Critical Area Report
- Attachment 20 – Noise Report
- Attachment 21 – Tree Heath Assessment
- Attachment 22 – SEPA Application
- Attachment 23 – Site Plan Entitlement –Phase 1- Technical Committee Staff Report
- Attachment 24 – Plan Set – Site Plan Entitlement – Phase 1
- Attachment 25 – Storm Report – Site Plan Entitlement – Phase 1

Technical Committee Analysis

I. Proposal Summary

The proposed project includes a request for a Conditional Use Permit and a Site Plan Entitlement for a proposed two story with basement +/- 20,000 square-foot private school, for the approximately 300 students. Future phases will include ~~a two story +/- 48,000 square foot classroom and~~ a three story +/- 20,000 square-foot dormitory on a 15.2 acre site, located in the North Redmond Neighborhood.

A SEPA DNS was issued, on May 18, 2017. The subject site is located within an R-4/ R-1 (Single-Family Urban Residential) Zone, which necessitates the need for the subject Conditional Use Permit.

II. Site Description and Context

The proposal is located within the North Redmond Neighborhood. The project is bound on the west by Red-wood NE and the north by NE 124nd Street. South and east of the subject site are existing single-family residences.

The subject site consists of four tax parcels of both developed and undeveloped land. The site contains two manmade wetlands, a steep slope and is located within Wellhead Protection Zones four (4).

Adjacent	Existing Land Use	Zone
North	Single-Family Residential	R-1 (Single-Family Constrained Residential) Zone
South	Single-Family Residential	R-4 (Single-Family Urban Residential) Zone
East	Single-Family Residential	R-4 (Single-Family Urban Residential) Zone
West	Out of City Boundary (Opens Space)	N/A

III. Site Requirements

The portion of the site proposed for the majority of development is located within the R-4 (Single-Family Urban Residential) and the remaining portion falls within R-1 (Single Family Constrained Residential) zoning district. The site requirements listed in RZC 21.08.060 for this district are:

	Requirement	Proposed
Front Setback (NE Red-Wood Rd):	75 feet*	60 feet
Side/Interior Setback:	5 feet / 10 feet (R-4)	677 feet
Side Street Setback (NE 124 nd St):	20 feet (R-1)	94 feet
Rear Setback:	30 feet/ 10 feet (R1/R-4)	95.5 feet
Maximum Lot Coverage (for structures):	178,925 square feet (Combined R-1 and R-4)	42,457 square feet at build out
Maximum Impervious Surface Area:	305,547 square feet (Combined R-1 and R-4)	214,874 square feet at build out
Minimum Open Space:	20 percent of the lot area for R-4 parcels. No R-1 requirement	A minimum of 20% of the R-4 site area (88,000 square feet)
Maximum Height of Structures:	35 Feet	35 Feet

**see section VII: Code Deviations Granted*

The proposal complies with all of the site requirements for the R-4 and R-1 Zones.

IV. Public Notice and Comments

Requirements for public notice are contained in RZC 21.76.080.

Notice of Application: The Notice of Application for this proposal was published on November 10, 2016. The notice was posted at City Hall, the Redmond Regional Library, and 3 notice signs were posted on the property. Notice was also mailed to property owners within 500 feet of the site (Attachment 1, Notice of Application Certificate of Public Notice and Public Notice).

Public Input: The Notice of Application was posted and mailed out on April 20, 2017. One comment letter has been received. The letter expressed concerns regarding building height, traffic and not wanting boarding style schooling. This zone requires a Conditional Use Permit application be reviewed to determine the impacts of a school use within the R-4 zone. Staff has completed a thorough review of all traffic and transportation elements related to the project. The proposed project would be required as part of the conditions of approval to maintain a Transportation Management Plan to mitigate a circulation impacts to the neighborhood. Building height would not be permitted to exceed that which is allowed by the residential

zone. The applicant has proposed a design that is intended be consistent in both scale and style to the adjacent residential developments.

All comments received will be submitted during the Hearing on September 11, 2017. (Attachment 6, Notice of Application Public Comment Letters).

Notice of SEPA Threshold Determination: The Notice of Application for the Determination of Non-Significance (DNS) for this project was issued on May 18, 2017. This notice was posted at City Hall, the Redmond Regional Library, and on the property. The notice was also sent to state and local agencies, Parties of Record for the project and residents within 500 feet of the site (Attachment 3, SEPA DNS Certificate of Posting). One comment letter was filed during the DNS comment period. The comment requested that the off-site stream to the east was described in greater clarity and that the rating classification of the stream be updated based upon available data. The applicant revised the Critical Area Report with the requested changes. (Attachment 4, SEPA Public Comment Letters).

Notice of Public Hearing: The Notice of Public Hearing for this project was posed on the site, at City Hall, and at the Redmond Regional Library on August 21, 2017. The notice was also mailed to property owners within 500 feet of the site and to individuals who provided written correspondence to the City on the same date. The notice was also included in a one-time newspaper publication (Attachment 5, Notice of Public Hearing and Certificates of Posting).

V. State Environmental Policy Act

The State Environmental Policy Act (SEPA) requires applicants to disclose potential impacts to the environment as a result of their project. The Environmental Checklist submitted by the applicant adequately discloses anticipated environmental impacts as a result of this project. City of Redmond codes and regulations; including those contained within the Zoning Code, Streets and Sidewalks, Water and Sewer, and Building and Construction Codes adequately mitigate for these anticipated environmental impacts. Therefore, a Determination of Non-Significance (DNS) was issued for this project on May 18, 2017 The DNS is issued under WAC-197-11-340(2) (Attachment 3, SEPA DNS Certificate of Posting).

VI. Compliance with Development Regulations

A. Landscaping

The Redmond Zoning Code (RZC 21.08.180) requires that for new subdivisions, short subdivisions, and other residential developments, landscaping shall be provided along the perimeter of the site that incorporates native vegetation and softens the transition between new and existing dwelling units when the new

dwelling are directly adjacent to lots with existing dwellings or the dwellings can be viewed from public streets or park areas.

Finding: The proposal includes perimeter landscaping when adjacent to single-family residential on both the south and west side. Native vegetation is retained through tree retention on the subject site. The applicant exceeds minimum tree retention requirements by providing 100 percent retention whereas 35 percent is the minimum required. Therefore, the project provides adequate buffering and landscaping as required by RZC 21.08.180 (Attachment 6 – Plan Set - Conditional Use).

B. Tree Protection

The Redmond Zoning Code (RZC 21.72) requires that all healthy landmark trees and 35 percent of all healthy significant trees be saved. Landmark trees are those trees that are greater than 30-inches in diameter at breast height. Significant trees are those trees that are between six-inches and 30-inches in diameter at breast height.

Finding: The applicant is retaining 100 percent of the existing significant trees which exceeds the minimum requirement of 35 percent tree retention.

The proposal includes the removal of zero Significant or Landmark trees (Attachment 6 – Plan Set - Conditional Use).

C. Critical Areas

Section 21.64 of the Redmond Zoning Code contains standards, guidelines, criteria, and requirements intended to identify, analyze, preserve and mitigate potential impacts to the City's critical areas and to enhance and restore degraded resources such as wetlands, riparian stream corridors or habitat, where possible.

Finding: The attached Critical Area Report (Attachment 7 – Critical Area Report) indicates two areas that met the criteria for wetlands (Wetland A and Wetland B); hydrology, soils and vegetation, were delineated onsite (Figure 2) and were determined to be manmade based on a review of historical photographs, which show that the wetlands did not exist prior to construction of the site in 2007 (Appendix C). The manmade wetlands are bordered on all sides by roads, access drives, parking lots, commercial and residential development, and the existing sanctuary. There are no undeveloped areas in the immediate vicinity of the wetlands. There is a grassy knoll onsite that borders Wetland A to the southwest, and an undeveloped forested area with a Class II stream (City of Redmond) located approximately 200 feet to the east of Wetland A. Wetland A is separated from the forested area by a parking lot.

Per the City of Redmond Wellhead Protection Zones map and Property Viewer information, the study area is not located within a critical aquifer recharge area. However, per RZC 21.64.050, all areas of the City not located within Protection Zones 1, 2, or 3, are considered to be within Zone 4 (Figure 11). RZC 21.64.050 prohibits the alteration of a critical aquifer recharge area. Development of the properties as proposed would not alter a critical aquifer recharge area. The proposed development does not propose to store, use, or produce hazardous materials that could be detrimental to a critical aquifer recharge area, as described in RZC 21.64.050(C). The proposed buildings will be connected to the City's sanitary sewer system and the City's stormwater collection system.

D. Open Space

The Redmond Zoning Code (RZC 21.72) requires a minimum of 20 percent of the total lot area to be open space.

Finding: The applicant is providing 48 percent of the lot area as open space. Therefore, the applicant complies with minimum Code requirements by providing more than double the minimum required 20 percent open space. The majority of the open space is proposed are within the southern portions of the subject site.

E. Transportation – The property owner will dedicate a strip of land ranging from 16 feet to 21 feet wide abutting the east side of existing Woodinville-Redmond Road right-of-way to make up the half street right-of-way of 50 feet. The developer will also dedicate a strip of land approximately 20 feet wide abutting the south side of existing NE 124th Street right-of-way to make up the half street right-of-way of 50 feet. The existing sidewalk and planter along existing Woodinville-Redmond Road is verified to be acceptable to the City. The frontage improvements along NE 124th Street include a 5-foot planter and a 12-foot multi-use path. The developer will restore the pavement damage due to utility trenches on both Woodinville-Redmond Road and NE 124th Street. The developer will construct a pedestrian connection between the south east corner of the property and the internal pedestrian circulation system at the parking lot per RZC 21.60.020(H)(2)(d)(ii). This connection shall be paved per the Comprehensive Plan Neighborhood section and the design shall be consistent with RZC 21.60.020(H) - Pedestrian and Bicycle Circulation, including a 6-foot width. Public access is not required for this internal pedestrian connection. In addition, the development will construct a 3-foot to 5-foot wide soft surface trail along a mutually agreed upon practical alignment that connects the north end of the property to the southeast corner of the property, provide public access easement for the trail to the City.

F. Stormwater – The Conditional Use Permit project proposes to construct one building and includes site grading and storm drainage improvements. The

project is anticipated to include an amount of impervious surface area that requires the construction of water quality and water quantity facilities. The project will intercept and convey Stormwater runoff in a system of catch basins and pipes and discharge to the on-site private detention vault. The system will convey runoff after treatment and detention to the existing Stormwater system located in Redmond-Woodinville Road NE. All Stormwater elements required for the project will be designed in compliance with the city codes at the time of civil approval.

- G. Utilities** – The proposed development triggers the requirement of extending a 12-inch water main in frontage of the property along Redmond-Woodinville Road NE and NE 124th Street. This water main will not only benefit development itself but also provide reliable integrated distribution system regionally.

The city sanitary sewer collection system is very well established in the area. The developer are capable to connect new side sewers to city's sewer main on Redmond-Woodinville Road, NE and NE 124th Street. Abandonment of the unused existing side sewers in accordance with City of Redmond Design Requirements Water and Wastewater Extension will be required.

H. Conditional Use Permit, Type IV and Site Plan Entitlement, Type II Decision Criteria

Each proposed Conditional Use Permit shall be reviewed to insure that (RZC 21.76.070(K) (Y) :

1. Purpose. The purpose of this section is to establish the criteria that the City will use in making a decision upon an application for a Conditional Use Permit. A conditional use is a use which may be appropriate on a specific parcel of land within a given zoning district under certain conditions, but which is not appropriate on all parcels within the same zoning district. A Conditional Use Permit allows the City to consider the appropriateness of the use on a specific parcel in terms of compatibility with other uses in the same zone and vicinity and to impose conditions to ensure such compatibility.
2. Decision Criteria. The City may approve or approve with modifications the conditional use only if the applicant demonstrates that:
 - i. The conditional use is consistent with the RZC and Comprehensive Plan.

Response: The proposed private school is located within the North Redmond neighborhood, as identified in the Redmond Comprehensive Plan Map NP-1. The

applicable Citywide and Neighborhood specific Comprehensive Plan policies are met by this proposal.

<p>LU-30 Allow some compatible nonresidential uses in Residential zones, such as appropriately scaled schools, religious facilities, home occupations, parks, open spaces, senior centers and day care centers. Maintain standards in the Redmond Zoning Code for locating and designing these uses in a manner that represents the character and scale of the neighborhood.</p>	<p>This private school project provides compatible daycare facilities as well as K-12th grade educational use in a Residential Zone. The new classroom project has taken care to maintain a residential neighborhood scale by keeping a low exterior profile, and breaking up the building mass into a smaller articulated sections with multiple shed roofs.</p>
<p>LU-3 Allow new development only where adequate public facilities and services can be provided.</p>	<p>This development site has been subject to past development activities and hosts several existing buildings and parking facilities. Future development will either proposed to expand existing systems such as the existing water system or sanitary sewer network as needed, or propose to design and construct independent mitigation facilities such as for storm water systems which will not depend on the existing site’s facilities.</p>
<p>LU-6 Encourage infill development on suitable vacant parcels and redevelopment of underutilized parcels. Ensure that the height, bulk and design of infill and redevelopment projects are compatible with their surroundings.</p>	<p>This private school development will be revitalizing the surrounding neighborhood by the redevelopment of the vacant Theno’s Dairy buildings. In lieu of the dilapidated buildings that have been vacant for many years, the project will be providing a new school that will be designed to be compatible with the current residential scale. The new classroom building is proposed to be located in the same footprint as the previous Dairy buildings, maintaining the same lot coverage and small residential-scale massing.</p>
<p>LU-8 Design developments to encourage access by modes of travel other than driving alone, such as walking, bicycling, and transit and to provide connections to the non-motorized system.</p>	<p>This private school project has included design developments that encourage access by other modes of travel, such as:</p> <ul style="list-style-type: none"> • Street frontage improvements along NE 124th Street will include a new 12’ wide hard surface Regional trail connector; • On-site pedestrian trail system will provide access to different buildings and amenities

	<p>on campus via walking or biking;</p> <ul style="list-style-type: none"> • Soft surface pedestrian trail will be designated along the East property line to connect NE 124th Street and the existing trail to the south of the property, as part of the pedestrian connection requirements; • Private school bussing is provided between (sister school) Bellevue Children’s Academy and Willows Preparatory School, which decreases the number of automobile parent drop-off/pick-up trips to the Willows Preparatory site.
<p>LU-14 Encourage the provision of needed facilities that serve the general public, such as facilities for education, libraries, parks, culture and recreation, police and fire, transportation and utilities. Ensure that these facilities are located in a manner that is compatible with the City’s preferred land use pattern.</p>	<p>Willows Preparatory School provides a public pool, open spaces, play fields as well as will provide provisions for a future soft surface pedestrian trail to connect with the Redmond Parks trail system. Establishing this K-12th grade school within the North Redmond residential neighborhood ensures compatibility with Redmond Zoning Code and the Comprehensive Plan by maintaining and enhancing Redmond’s distinctive character and high quality of life, including providing good schools and recreational facilities.</p>

- ii. The conditional use is designed in a manner which is compatible with and responds to the existing or intended character, appearance, quality of development, and physical characteristics of the subject property and immediate vicinity.

Response: The proposal conforms to the site requirements set forth in RZC 21.08.030(C) R-1 (Single-Family Constrained Residential) Zone and RZC 21.08.060(C) R-4 (Single-Family Urban Residential) Zone.

The project’s design meets all R-1 and R-1 zoning regulations as adopted within RZC 21.08.030 and RZC 21.08.060

The proposed classroom building K-12 grade is in keeping with the character of the North Redmond Neighborhood Community and immediate vicinity. The classroom project provides architectural context that is compatible with goals for the neighborhood which includes; reducing the mass of the building into articulated sections, designing multiple smaller shed roofs in an attempt to be

more reflective of the smaller-scale residential nature of the neighborhood. Providing a design that uses natural materials and color pallet that is in keeping with the residential feel of the neighborhood. The new classroom use is compatible with the existing religious institution, class training rooms and recreation facilities already on the site.

The classroom project proposes to be compatible with single family residential character of the neighborhood by providing the following:

- To maintain a high level educational facility consistent with current owner's vision to build a private school campus on site. Willow Prep's sister school, Bellevue Children's Academy (BCA), has been in operation for more than 15 yrs. BCA is an example of the type of development and how the educational facility and property will be maintained and operated.
- Ample open space will be maintained via new rooftop plaza, open court and outdoor recreational space.
- Pedestrian pathways have been designed for the ease and safety of the students commuting between classroom buildings, plazas, courtyards and outdoor open areas throughout the site.
- Low profile and building scale has been designed to maintain current view corridor of Redmond valley from the existing classroom building as well as new roof top plaza.

- iii. The location, size, and height of buildings, structures, walls and fences, and screening vegetation for the conditional use shall not hinder neighborhood circulation or discourage the permitted development or use of neighboring properties.

Response: The proposal conforms to the applicable R-4 (Single-Family Urban Residential) Zone including regulations and procedures [RZC 21.08.060(C) and RZC 21.32]. The Conditional Use Permit and Site Plan Entitlement applications were deemed complete on April 6, 2017 and fulfilled all applicable submittal requirements on file with Planning Department at the time of the submittal.

Care has been taken to keep the overall building scale appropriate for a single family zone. The classroom building height is below the 35 ft. residential height maximum.

The design will not affect neighborhood circulation or development of neighboring properties. No new curb cuts or entrances onto the site are proposed. Traffic patterns will remain as existing off of Redmond-Woodinville Road. The Transportation Management Plan (Attachment 8 – Transportation Management Plan) is designed to mitigate traffic volumes in the neighborhood.

The new proposed classroom building is proposed to be located on the existing footprint of Theno's Dairy building. This will mitigate creating new lot coverage as well as help to limit site development.

The proposed classroom building is limited to two stories, wood frame construction. The full footprint area of the previous structure has been divided into two buildings oriented around a courtyard with covered walkways to maintain a pedestrian scale.

- iv. The type of use, hours of operation, and appropriateness of the use in relation to adjacent uses minimize unusual hazards or characteristics of the use that would have adverse impacts;

Response: The proposal is appropriate given its intended use and complements the existing residential neighborhood; there are no anticipated adverse impacts related to the project.

The use is for a private school K-12 grade with a small daycare facility. Educational uses in close proximity to residential uses help to develop and establish a sense of neighborhood community. Willows Preparatory School provides facilities for the existing community church functions as well as provides a swimming pool that has open enrolment available to the community. The hours of school operation will be 7am to 5pm M-F, possible future 7am to 3pm on Saturday. These hours are for students, as well as staff for all classroom buildings. The facility is intended to have hours of operations that would not exceed heightened daily activity levels beyond what would be expected from the underlying traditional uses (such as housing) permitted within the Residential Zones (R-1 and R-4)

- v. The Conditional Use is such that pedestrian and vehicular traffic associated with the use will not be hazardous or conflict with existing and anticipated traffic in the neighborhood.

Response: The proposed school will be adequately served with City approved sidewalks and safe walking conditions for students who walk to and from the school. Pedestrian and vehicular traffic will be managed by the City through a Traffic Management Plan (Attachment 8 – Transportation Management Plan) as managed, in conjunction with information as demonstrated within the Transportation Plans (Attachment 6 – Plan Set - Conditional Use).

The parent/student drop-off and pick-up traffic plan will be similar to the one currently being used at our sister school Bellevue Children's Academy which is designed to mitigate traffic volumes in the neighborhood. This model has proven so effective, that the Bellevue Land Use Department has referred other school

applicants to potentially model their drop off and pick up rotation after BCA's methods.

This Transportation Management Plan and traffic mitigation measures are streamlined to provide quick turn-around times for each vehicle in the queue.

- Parents arrive at specific times, no early arrivals are allowed thus reducing long lines.
- All parent vehicles have placards with student's names on dashboard in front window.
- Staff at site entrance communicate with staff at loading zone via radio transmitter, so that each student is ready to enter their parents' vehicle by the time the vehicle is up at the loading zone.
- This plan is highly organized and efficient in reducing queuing wait times, with will ensure that vehicles don't queue back and impact Woodinville-Redmond Road.

A Transportation Management Plan will be signed and in place as well to ensure impacts and mitigation.

- vi. The Conditional Use will be supported by adequate public facilities or services, and will not adversely affect public services to the surrounding area or conditions are established to mitigate adverse impacts on such facilities.

Response: The proposed school will not adversely affect public services to the surround area. Any potential impacts will be managed through the Transportation Management Plan.

Site Grading – The existing site has been subject to past development activities and hosts several existing buildings and support parking facilities. The site's current topography is the result of past development activity, and therefore does not represent historical natural grading patterns.

Future site grading activity will be constrained to the identified development area(s) and will be contoured to match existing grades at property lines and or limited to the development area for the proposed future use. Grading activity will strive to integrate the existing site topography into the development proposals and to achieve cut and fill balance where practicable. The final site grading design and contouring will aim to direct surface waters to onsite stormwater collection/mitigation facilities to minimize off site impacts.

Grading activity will be consistent with the City of Redmond development standards at the time clearing and grading permits are requested and per Chapter 15.24 of the Redmond Municipal Code and the Redmond Zoning Code (RZC). Potential impacts of grading activity during construction will be mitigated by developing a temporary erosion and control plan to be implemented during construction. The final site grading plan and the temporary erosion and control

plan will be based on the City of Redmond development standards, and the Department of Ecology Manual Best Management Practices for construction activity. Best Management Practices that may be employed during clearing and grading activities may include, but will not be limited to:

- Preservation of vegetation by establishing/marking clearing limits
- Establish a construction access point
- Control flow rates through and off site
- Install sediment controls at the source
- Stabilize soils on site not to be reworked for 15 days
- Protect slopes from erosion
- Protect drain inlets/install inlet protection
- Stabilize channels and outlets points
- Pollutants source control – Local containment system for Hazardous Materials
- Control de-watering

When grading activities extend into October, between October 1 and April 30, a Wet Weather Plan will be prepared for review and approval by Redmond's Wet Weather Committee, as detailed in Chapter 10 of the Stormwater Technical Notebook.

Stormwater – The site has been subject to past development activities and hosts several existing buildings and support parking facilities. The existing buildings and support parking facilities are currently served by stormwater collection, conveyance, water quality treatment and flow control facilities which discharge to an existing stormwater system within Redmond Woodinville road.

The intent of future development activity will be to design and construct independent stormwater mitigation facilities which may not depend on the existing site's stormwater facilities. Stormwater mitigation facilities that will serve the future development improvements will be designed to collect and convey stormwater runoff to onsite water quality treatment and peak flow control facilities. The stormwater mitigation facilities will be designed so that stormwater discharge from the site will meet water quality standards and peak flow discharge requirements. The stormwater runoff, after passing through the stormwater mitigation facilities, will either be infiltrated in to the surrounding soils to the maximum extent practical or will be discharged to the existing stormwater system within Redmond Woodinville Road NE.

Stormwater facilities to serve future development will be designed in accordance with the City of Redmond's Stormwater Notebook and Ecology Manual as adopted and in effect at the time site improvement permits are requested.

Potential impacts of future development will be mitigated by the new stormwater water quality and peak flow control facilities. It is anticipated that with adherence

to the Redmond’s Stormwater Notebook and Ecology Manual there will be minimal to no impact to downstream systems.

Water – The site has been subject to past development activities and hosts several large buildings. The existing buildings domestic and fire flow needs are being met by a City owned and maintained 12-inch water main which loops the site and is connected the City’s 12-inch water main located within Redmond Woodinville Road NE. Future development activity will expand this water system network as needed to provide both domestic and fire flow needs to future buildings. Generally, in similar development settings and in residential developments, an 8-inch water main is provided to deliver domestic and fire flow. It is not anticipated that future development activity will require fire flow greater than is currently being provided to the existing onsite buildings and that the existing 12-inch main will adequate to serve the proposed development. During the design phase of the project – the existing utility infrastructure will be evaluated in conjunction with the City of Redmond to verify flow capacity and adequacy to serve the proposed development.

Water Demand Comparison between R1&R4 Zone and proposed Dorm Building

Building Data:

- New Class Room Building – 300 Students, 15 Staff (includes Dorm Students)
- Future Dorm - 120 Students

Assumptions:

Residential Unit Count, R1 & R4	=	60 units
Persons per Residence	=	2.5 # person/unit
Residential Water Usage per-person	=	100 gal/day/person
Boarding School Water Usage*	=	60 gal/day/Student
Day School Water Usage (w/ Cafeteria, Shower & Gym)*	=	15 gal/day/Student

Comparison:

R1& R4 Residential Use	=	$60 * 100 * 2.5$	=	15,000 gal/day
Dorm Use & Day School	=	$(120*60) + (195 * 15)$	=	10,125 gal/day

Conclusion:

Dorm & School water usage less than R1&R4 Residential usage.

***Data compiled from:**

NC Division of Water Quality’s regulations on Wastewater Not Discharged to Surface Waters, pages 37-39. (<http://h2o.enr.state.nc.us/admin/rules/2H.0200.pdf>)
 Residential Water Use Research Project of the Johns Hopkins University and the Office of Technical Studies of the Architectural Standards Division of the Federal

Housing Administration, 1963. Found on page 79 of Water Supply and Pollution Control, 6th Edition, W. Viessman, 1998.

The Community Water Systems Source Book, 5th Edition. Table 1.

Sanitary Sewer – The site has been subject to past development activities and hosts several large buildings. The existing buildings’ sanitary collection needs are being met by a City owned and maintained 8-inch sewer main within the site and along Redmond Woodinville Road NE. Future development activity will connect to this system as needed to provide service to future buildings. The connection will be made by extending the sewer main onsite and/or connecting to the existing sewer system with 6-inch sewer laterals. Generally in similar development settings and in residential developments on similar acreage, 8-inch sewer main are provided to provide manage onsite sewer demands. During the design phase of the project – the existing utility infrastructure will be evaluated in conjunction with the City of Redmond to verify flow capacity and adequacy to serve the proposed development. See Water section for water usage data. Water usage correlates to sewer flow demands. Dorm & School sewer demand less than R1 Residential demand.

Public Facilities and Infrastructure – The proposal will have minimal demands on the service infrastructure of public facilities, parks and public utilities. Mitigation of the impacts will be via taxes. Property taxes generated by the development of the property will greatly enhance the financial contributions and stability of the community.

VII. Code Deviations Granted

1. 20 percent reduction in front setback requirements (21.76.070.C)

VIII. Conclusions and Recommendations

The Technical Committee has conducted its various reviews on this proposal, including ensuring compliance with the Redmond Zoning Code, Redmond Comprehensive Plan, Redmond Municipal Code and State Environmental Policy Act. The Technical Committee is requesting that the Hearing Examiner **approve the Willow Preparatory School Development /LAND-2016-00340 and LAND-2017-00336/Type III and Type II application types subject to conditions** listed in Section VII.

This Conditional Use Permit, Type III and Site Plan Entitlement, Type II applications are vested to the regulations in effect upon the submission of a complete building permit for the proposal unless the building permit is cancelled or expires (RZC 21.76.050).

IX. Recommended Conditions of Approval

A. Site Specific Conditions of Approval

The following table identifies those materials that are approved with conditions as part of this decision.

Item	Date Received	Notes
Plan Set (CUP)	09/28/2017	<i>and as conditioned herein.</i>
Plan Set (SPE)	09/28/2017	
SEPA Checklist	4/4/2017	<i>and as conditioned herein and as conditioned by the SEPA threshold determination on May 18, 2017</i>
Architectural Elevations	4/4/2017	<i>and as conditioned herein.</i>
Design Review Board Approval/Plans	4/4/2017	<i>and as conditioned herein.</i>
Conceptual Landscaping Plan	4/4/2017	<i>and as conditioned herein.</i>
Conceptual Lighting Plan	4/4/2017	<i>and as conditioned herein.</i>
Proposed Tree Retention Plan	4/4/2017	<i>and as conditioned herein.</i>
Traffic Mitigation Plan	09/28/2017	<i>and as conditioned herein.</i>
Stormwater Design	4/4/2017	<i>and as conditioned herein.</i>

The following conditions shall be reflected on the Civil Construction Drawings, unless otherwise noted:

1. Development Engineering - Transportation and Engineering

Reviewer: Min Luo, Senior Engineer

Phone: 425-556-2881

Email: mluo@redmond.gov

- a. **Easements and Dedications.** Easements and dedications shall be provided for City of Redmond review at the time of construction drawing approval and finalized for recording prior to issuance of a building permit. The existing and proposed easements and right-of-way shall be shown on the civil plans. Prior to acceptance of the right(s) of way and/or easement(s) by the City, the developer will be required to remove or subordinate any existing private easements or rights that encumber the property to be dedicated.
 - i. Easements are required as follows:
 - (a) A 10-foot wide sidewalk and utility easement, granted to the City of Redmond, abutting east side of Woodinville-Redmond Road right-of- way.
 - (b) A 10-foot wide sidewalk and utility easement, granted to the City of Redmond, abutting south side of NE 124th Street right-of- way.
 - (c) A 3 to 5-foot wide permanent public pedestrian access easement for the area of the

walkway along a mutually agreed upon practical location.

(d) At the time of construction, additional easements may be required to accommodate the improvements as constructed.

ii. Dedications for right-of-way are required as follows:

(a) New right-of-way lines joining at the intersection of Woodinville-Redmond Road and NE 124th Street shall connect with a 25-foot radius, or with a chord that encompasses an equivalent area. The area formed by this radius or chord shall also be dedicated as right-of-way.

(b) A strip of land ranging from 16 feet to 21 feet wide abutting the east side of existing Woodinville-Redmond Road right-of-way is required to be dedicated to make up the half street ROW of 50 feet.

(c) A strip of land approximately 20 feet wide abutting the south side of existing NE 124th Street right-of-way is required to be dedicated to make up the half street right-of-way of 50 feet.

(Code Authority: RZC 21.52.030 (G); RMC 12.12)

b. Construction Restoration. In order to mitigate damage due to trenching and other work on Woodinville-Redmond Road and NE 124th Street, the asphalt street shall be planed, overlaid, and/or patched, as determined by the Traffic Operations and Safety Engineering Division in Public Works. Contact Rob Crittenden at 425-556-2838.

(Code Authority: RMC 12.08; Redmond Standard Specifications & Details; RZC 21 Appendix 2-A.8.e)

c. Street Frontage Improvements

i. The frontage along Woodinville-Redmond Road shall be maintained as built condition, which include existing asphalt paving, type A-1 concrete curb and gutter, existing planter strips and existing concrete sidewalk, storm drainage, street lights, street trees, street signs and underground utilities including power and telecommunications. The minimum pavement section for the street trench repair locations shall consist of:

- 4 inches HMA Class ½" PG 64-22
- 5 inches HMA Class 1" PG 64-22
- 4 inches of 1-1/4 inch minus crushed rock base course per WSDOT Standard Spec 9-03.9(3).
- Subgrade compacted to 95% compacted maximum density as determined by modified Proctor (ASTMD 1557)
- Street crown 2% sloped to drain system

(Code Authority: RZC 21.52.030; 21.17.010; RMC 12.12; RZC 21 Appendix 2; Redmond Standard Specifications & Details)

ii. Upon development of Parcels A, D & E or any one of them, the frontage along NE 124th Street shall be constructed to meet current City Standards which include asphalt paving approximately 41 feet from centerline to face of curb with appropriate tapers, type A-1 concrete curb and gutter, 5 feet wide planter strips, 12 feet wide multi-use path, storm drainage, street lights, street trees, street signs and underground utilities including power and telecommunications. A combined regional trail and sidewalk multi-use path shall be 12 feet width with shoulder of 3 feet and vegetation of 2 feet separation next to the property. The minimum pavement section for the streets shall consist of:

- 4 inches HMA Class ½” PG 64-22
- 5 inches HMA Class 1” PG 64-22
- 4 inches of 1-1/4 inch minus crushed rock base course per WSDOT Standard Spec 9-03.9(3).
- Subgrade compacted to 95% compacted maximum density as determined by modified Proctor (ASTMD 1557)
- Street crown 2% sloped to drain system

(Code Authority: RZC 21.52.030; 21.17.010; RMC 12.12; RZC 21 Appendix 2; Redmond Standard Specifications & Details)

iii. A separate 40-scale channelization plan may be required for any public street being modified or constructed. The plan shall include the existing and proposed signs, striping and street lighting and signal equipment for all streets adjacent to the site and within at least 150 feet of the site property line (both sides of the street). The plan shall conform to the requirements in the City of Redmond Standard Specifications and Details Manual. The project is located along a state route, therefore WSDOT approval of the channelization plan is also required.

(Code Authority: RZC 21.52.030 (F); RZC 21 Appendix 2; Redmond Standard Specifications & Details; RCW 47.24.020)

vi. Sidewalks constructed to City standards are required at the following locations:

A combined regional trail and sidewalk multi-use path of 12 feet hard surface with a 3-foot shoulder and a 2-foot vegetation separation next to the property shall be required along NE 124th Street.

(Code Authority: RZC 21.10.150; RZC 21.17.010; RZC 21.52.050; RMC 12.12)

d. Access Improvements

i. The existing site accesses shall be maintained as shown on the Willows Preparatory School site plan prepared by S+L Architects, LLC on dated March 10, 2017.

(Code Authority: RZC 21.52.030(E); RZC 21 Appendix 2)

ii. Direct access to NE 124th Street will not be permitted. This restriction shall be

indicated on the civil plans and other final documents.

(Code Authority: RZC 21.52.030(E); RZC 21 Appendix 2)

- e. **Underground Utilities.** All existing aerial utilities shall be converted to underground along the street frontages and within the development. All new utilities serving the development shall be placed underground.

(Code Authority: RZC 21.17.020; RZC 21 Appendix 2 – A.11)

- f. **Street Lighting.** Illumination of the street(s) along the property frontage must be analyzed to determine if it conforms to current City standards. Streetlights may be required to illuminate the property frontage. Luminaire spacing should be designed to meet the specified criteria for the applicable lamp size, luminaire height and roadway width. Contact Paul Cho, Transportation Operations at (425) 556-2751 with questions. The street lighting shall be designed using the criteria found in the City’s Illumination Design Manual which can be accessed at:

<http://www.redmond.gov/development/CodesAndRules/StandardizedDetails>

(Code Authority: RZC 21.52.030 (F); RZC 21 Appendix 2)

g. Trail Connectors

- i. **Hard Surface Trail on SE corner:** A pedestrian connection is required between the south east corner of the property and the internal pedestrian circulation system in the south parking lot. Connection shall be paved per the Comprehensive Plan Neighborhood section and the design shall be consistent with RZC 21.60.020(H) - Pedestrian and Bicycle Circulation, including a 6-foot width concrete walkway.
- ii. **Regional Trail along NE 124th St:** A combined regional trail and sidewalk multi-use path of 12 feet hard surface with a 3-foot shoulder and a 2-foot vegetation separation next to the property shall be required along NE 124th Street.
- iii. **Soft Trail along the east property line:** a 3-foot to 5-foot wide soft surface trail along a mutually agreed upon practical location and public access easement for the trail to the City are required. The soft surface trail shall not impede existing parking or built facilities on site.

(Code Authority: RZC 21.60.020)

2. Development Engineering – Water and Sewer

Reviewer: Zheng Lu, Senior Utility Engineer

Phone: 425-556-2844

Email: zlu@redmond.gov

- a. **Water Service.** Water service will require a developer extension of the City of Redmond water system as follows: 12-inch Water main shall be extended to cover

all frontage of Willow Prep Property on NE 124th Street and Redmond-Woodinville Road NE. Four 12-inch valves shall be installed at the intersection of Red-Wood Road and 124th Street NE. Fire hydrants shall be installed properly based on Fire Department requirements. In addition, the developer shall construct the rest of 230 linear feet of 12-inch ductile iron water main from water stub out the previous project left to 124th Street NE along the eastern property line.
(Code Authority: RZC 21.74.020(D), RZC 21.17.010)

- b. **Sewer Service.** Sewer service will require a developer extension of the City of Redmond sewer system as follows: The city sanitary sewer collection system is very well established in the area. The developer can connect new side sewers to city's sewer main on Redmond-Woodinville Road, NE and NE 124th Street as needed.

(Code Authority: RZC 21.74.020(D), RZC 21.17.010)

- c. **Easements.** Easements shall be provided for all water and sewer improvements as required in the Design Requirements for Water and Sewer System Extensions. Easements for the water and sewer mains shall be provided for City of Redmond review at the time of construction drawing approval. Offsite easements must be recorded prior to construction drawing approval.

(Code Authority: RZC 21.74.020(C), Appendix 3)

- d. **Permit Applications.** Water meter and side sewer applications shall be submitted for approval to the Development Engineering Utility Division. Permits and meters will not be issued until all improvements are constructed and administrative requirements are approved. Various additional guarantees or requirements may be imposed as determined by the Utilities Division for issuance of meters and permits prior to improvements or administrative requirements being completed. All reimbursement fees shall be paid prior to sale of water and side sewer permits.

(Code Authority: RMC 13.08.010, 13.12)

3. Development Engineering – Stormwater/Clearing and Grading

Reviewer: Cindy Wellborn, Senior Stormwater and Utility Engineer

Phone: 425-556-2495

Email: cwellborn@redmond.gov

a. Water Quantity Control:

- i. Detention shall be provided in a City-approved privately maintained detention facility. The water quantity facility shall be designed in compliance with the city codes at the time of civil approval.
- ii. Provide for overflow routes through the site for the 100-year storm.

(Code Authority: RMC 15.24.080)(2)(d)

b. Water Quality Control

i. Basic water quality treatment shall be provided in a privately maintained City-approved water quality facility. The water quality facility shall be designed in compliance with the city codes at the time of civil approval.
(Code Authority: RMC 15.24.080(2)(c))

c. **Easements.** Easements will be required for any public stormwater conveyance systems on private property. Easements shall be provided for City of Redmond review at the time of construction drawing approval and finalized for recording prior to issuance of a building permit or issuance of water meter or side sewer permits. The existing and proposed easements shall be shown on the civil plans. Prior to acceptance of the easement(s) by the City, the developer will be required to remove or subordinate any existing private easements or rights that encumber the property to be dedicated.
(Code Authority: RMC 15.24.080(2)(i))

d. **Private Stormwater Easements.** Private stormwater easements will be required where drainage systems are located across adjacent properties and will remain under private ownership. Maintenance of private drainage systems will be the responsibility of the property owners benefiting from the easement. Prior to construction drawing approval and final short subdivision recording, fully executed and recorded easements shall be provided to the Development Engineering Division.

Code Authority: RZC 21.54.010(D), 21.74.020(C), 21.54.010(E), Appendix 3

Condition Applies: Civil Construction, Short Subdivision Document

e. **Clearing and Grading.**

- i. Connect the project stormwater system to the existing public system located in Redmond-Woodinville Road NE.
- ii. The existing biofiltration facility along the NE 124th Street project frontage shall be relocated as required by the City at the time of civil approval.

(Code Authority: RMC 15.24.080)

f. **Temporary Erosion and Sediment Control (TESC).**

- i. Rainy season work permitted October 1st through April 30th with an approved Wet Weather Plan.

(Code Authority: RMC 15.24.080)

g. **Landscaping.**

- i. All new landscaped areas within the project site are required to have compost amended soils. See City or Redmond Standard Detail 632 for requirements

(Code Authority: RZC 21.32)

- h. **Department of Ecology Notice of Intent Construction Stormwater General Permit.** Notice of Intent (NIO) must be submitted to the Department of Ecology (DOE) at least 60 days prior to construction on a site that disturbs an area of one acre or larger. Additional information is available at: www.ecy.wa.gov/pubs/0710044.pdf.
 (Code Authority: Department of Ecology Rule)

5. Fire Department

Reviewer: Scott Turner, Assistant Fire Marshal
Phone: 425-556-2273
Email: sturner@redmond.gov

The current submittal is generally adequate for LAND-2016-01086 and LAND-2016-01087 Approval, but does not fully represent compliance with all requirements. The following conditions are integral to the approval and shall be complied with in Civil Drawings, Building Permit Submittals, Fire Code Permit submittal, and/or other applicable processes:

- a. Site Plan Condition - Emergency Vehicle Access Easements shall be a recorded document. Hydrants will be supplied as indicated on SPE documents.
- b. Fire Protection Plan – All buildings shall be equipped with an NFPA 13 compliant fire sprinkler system. The fire alarm system shall be compliant with the IFC Chapter 9 and NFPA 72 according to the building’s occupancy type.
- c. Change or Modification - NA
- d. Fire Code Permit – Various permits may be required depending on the usage of each building. These permits include but are not limited to: Demolition, Underground Storage Tank Removal, Smoke Control, Emergency Responder Radio System, Fire Alarm, Fire Sprinkler, Place of Assembly, Flammable/Combustible Liquids.
- e. Comment
 (Code Authority: RMC 15.06; RZC Appendix 3, RFD Standards, RFDD&CG)

6. Planning Department

Reviewer: Sarah Pyle, Senior Planner
Phone: 425-556-2426
Email: spyle@redmond.gov

- a. **Street Trees.** The following street trees are required to be installed in accordance with RZC Section 21.32.090. The minimum size at installation is 2 ½ inch caliper.

Street	Species	Spacing
Red-Wood Rd	Red Sunset	25’ on Avg.

(Code Authority: RZC 21.32.090)

- b. Tree Preservation Plan.** A Tree Preservation Plan depicting all significant and landmark trees required to be preserved as part of the site development must be provided with the civil construction drawings. A plan showing the location of preserved trees and containing protection language approved by the City shall be shown on the face of the deed or similar document and shall be recorded with the King County Department of Records and Elections.

(Code Authority: RZC 21.72.060 (D) (2))

- c. Transportation Management Plan.** A Transportation Management Plan (TMP) shall be submitted and approved by the City's Transportation Demand Management Division prior to building occupancy. This document shall include the items and comments outlined in the **September 11, 2017**, draft TMP.

(Code Authority: RZC 21.52.020)

- d. Design Review Board Approval.** The Design Review Board approved the proposed project at their September 7, 2017 meeting. Revised elevations or plans that reflect the conditions of approval issued by the Design Review Board must be submitted with the building permit application or civil drawings. All plans must be prepared by a licensed architect or licensed engineer. The Design Review Board's conditions of approval are:

i. Where inconsistencies between the floor plan and elevations are found after the Design Review Board has approved this project, the elevations approved by the Design Review Board at this meeting will prevail.

[Code Authority: 21.76.060(G)]

ii. If, after this Design Review Board approval, there are any inconsistencies found in the information provided for the elevations, floor plans, landscape plans, lighting plans, materials and color between the presentation boards and the 11 x 17" submitted drawings, the Design Review Board and Redmond Planning Staff will review and determine which design version will be followed for Site Plan Entitlement and Building Permits.

[Code Authority: 21.76.060(G)]

iii. **The applicant shall work with staff to update the east facing gable roof adjacent to the courtyard per the September 7, 2017 Design Review Board Meeting minutes.**

B. Compliance with City of Redmond Codes and Standards

This approval is subject to all applicable City of Redmond codes and standards, including the following:

Transportation and Engineering

RMC 6.36:	Noise Standards
RZC 21.52:	Transportation Standards
RZC 21.40.010(E):	Design Requirements for Parking Facilities
RZC 21.54:	Utility Standards
RMC 12.08:	Street Repairs, Improvements & Alterations
RMC 12.12:	Required Improvements for Buildings and Development
RMC 12.16:	Highway Access Management
RZC 21.76.100(F)(9)(c)	Nonconforming Landscaping and Pedestrian System Area
RZC 21.76.020(G):	Site Construction Drawing Review
RZC 21.76.020(H)(6):	Preconstruction Conference
RZC 21.76.020(H)(7):	Performance Assurance
RZC Appendix 3:	Construction Specification and Design Standards for Streets and Access
City of Redmond:	Record Drawing Requirements, July 2015
City of Redmond:	Standard Specifications and Details (current edition)

Water and Sewer

RMC 13.04:	Sewage and Drainage
RMC 13.08:	Installing and Connecting Water Service
RMC 13.10:	Cross-Connection and Backflow Prevention
RZC 21.17.010:	Adequate Public Facilities and Services Required
RZC Appendix 4:	Design Requirements for Water and Wastewater System Extensions
City of Redmond:	Standard Specifications and Details (current edition)
City of Redmond:	Design Requirements: Water and Wastewater System Extensions - January 2012.

Stormwater/Clearing and Grading

RMC 15.24:	Clearing, Grading, and Storm Water Management
RZC21.64.060 (C):	Planting Standards
RZC 21.64.010:	Critical Areas
RZC 21.64.040:	Frequently Flooded Areas
RZC 21.64.050:	Critical Aquifer Recharge Areas
RZC 21.64.060:	Geologically Hazardous Areas
City of Redmond:	Standard Specifications and Details (current edition)
City of Redmond:	Stormwater Technical Notebook Issue No. 7A, 2017

Department of Ecology: Stormwater Management Manual for Western Washington
(2014)

Fire

RMC 15.06: Fire Code
RZC Appendix 3: Construction Specification and Design Standards for
Streets and Access
City of Redmond: Fire Department Design and Construction Guide 5/6/97
City of Redmond: Fire Department Standards

Planning

RZC 21.58-21.62 Design Standards
RMC 3.10 Impact Fees
RZC 21.32, 21.72: Landscaping and Tree Protection
RZC 21.34: Exterior Lighting Standards
RZC 21.38: Outdoor Storage and Service Areas
RZC 21.40: Parking Standards
RCZ 21.64: Critical Areas

Building

2012 International Building Codes (IBCs)
2012 Uniform Plumbing Code
2012 International Residential Code (IRC)