

June 28, 2019

City of Redmond Development Services Center  
c/o Elise Keim  
15670 NE 85th Street  
Redmond, WA 98052

Re: Conditional Use Permit Application for Educational Use in BP Zone (LAND-2019-00077)

Dear Ms. Keim,

The enclosed CUP application requests an educational use within a Business Park (BP) zone. DigiPen Institute of Technology, a private university, currently occupies Willows Commerce Park Building E at 9931 Willows Road and would like to occupy a suite of approximately 15,559 square feet on the adjacent property, Willows Commerce Park Building B at 9825 Willows Road.

The existing WCP Building B is 55,083 SF and is currently used as an office and warehouse.

DigiPen will not use the new space as a means of increasing student enrollment but to improve the student facilities. When completed, the future tenant improvement project will house the university library and studios for project teams.

At the pre-application meeting held on February 7<sup>th</sup>, 2019, it was determined that a new traffic study is unnecessary because student enrollment isn't changing. DigiPen's parking and transit policies to reduce traffic and parking demand remain in place since the previous CUP was approved in 2009. (Reference file number L090372 for previous CUP.) An additional 30 parking spaces will be designated for the proposed space, in addition to the 432 spaces already allocated to DigiPen in the adjacent building.

This application is not proposing any changes to grading, utilities, landscaping, or other site improvements. Only the use of the existing building interior is proposed to be changed. Please reference the previous similar Conditional Use Permit: DEV980015/L090372.

The section below provides responses to the Conditional Use Permit decision criteria as defined in RZC 21.76.070.K.4. Responses are in italics.

Decision Criteria. The City may approve or approve with modifications the conditional use only if the applicant demonstrates that:

a) The conditional use is consistent with the RZC and the Comprehensive Plan;

*Educational uses with more than 150 students are allowed in a BP zone per Table 21.14.030C with a conditional use permit. DigiPen provides high-tech education to provide a skilled workforce to companies within Redmond. The Comprehensive Plan "Retains and encourages research and development, high technology... in portions of Willows..." per FW-13. This high-tech educational use is also consistent with Designation Policy LU-61.*

- b) 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;

*The project will not involve any exterior work, and thus will not affect the quality of the existing or intended character of the subject property.*

- c) 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;

*The project will not involve any exterior work, and thus will not affect neighborhood circulation or the use/development of neighboring properties.*

- d) 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;

*The intended tenant of this project will be an educational facility focused on software development. There are no hazardous activities associated with the curriculum or other activities that would otherwise affect the current use of the site and its neighbors.*

- e) 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;

*The facility is not increasing enrollment with this permit, so traffic to the site is not expected to increase. Pedestrians have paved sidewalks and walkways on and off the site for safe travel. The paths on site are clearly delineated with crosswalk/walkway paths painted on the driveways, with intermittent speed bumps to control vehicular traffic.*

- f) 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.

*Because there is not a proposed enrollment increase, public facilities serving the site should not be affected. There are three bus routes available nearby now, compared to two bus routes when the previous CUP was approved.*

Sincerely,

Brian Trapp

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Brian Trapp

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