

2316 Broadway Avenue East
Seattle, Washington 98102

February 3, 2005

Department of Planning and Development
Attn: Holly Godard
700 5th Avenue, Suite 2000
P.O. Box 34019
Seattle, Washington 98124-4019

Subject: Proposed Conditions, Master Use Permit #2306429, Bertschi School.

Dear Ms. Godard,

We would like to begin by thanking you for making two recent visits to the project site to observe first hand the impacts of the morning drop-off sequence. We would also like to truly thank you for joining our neighborhood meeting – the information exchanged was sincerely appreciated.

Time permitting you may want to take a quick look at the afternoon sequence, as the scope and focus are significantly different. Current school procedures dictate that the pick-up occur in the classroom so the same number of vehicles that you witnessed during drop-off must traverse the narrow streets of the neighborhood in search of limited on-street parking, parents must walk to the school (many crossing 10th Avenue East), perform some form of “sign-out” and then walk back to their parked vehicle – all in a concentrated traffic and parking impact that occurs each day between 2:30 p.m. and 3:30 p.m. One of our suggested conditions below addresses this impact.

The following is a categorized list of action items recommended for inclusion as “conditions” to the school’s Master Use Permit (MUP). We have attempted to frame them in language customarily used in similar documents. Accordingly there may be occasions where further detail and understanding are required. Should this be the case please contact Larry Hettick at 206.322.7847.

Enrollment/Staffing Levels & Site Constraints

Total student enrollment during the regularly scheduled academic year shall be limited to 220 students and staff limited to 45 (inclusive of both full- and part-time teachers, support staff and administration). All academic and administrative functions shall be limited to what is generally described as the eastern half of Block 4 with a legal description of “Block 4, Eastlake Addition to the City of Seattle, according to the plat thereof recorded in Volume 3 of Plats, page 71, in King County, Washington. No increase in enrollment beyond 220, a staff of 45 or extension beyond the current site boundaries shall be permitted without a new conditional use permit review process. Provide DPD and all applicable neighborhood associations with a report on student enrollment (by class) and on staffing levels for the current year annually, on or before, October 1, beginning with the 2005–2006 school year.

Total student enrollment for the Bertschi’s Summer Program shall be limited to 50 students for any one of only three one-week sessions. Provide DPD and all applicable neighborhood associations with a report on Summer Program student enrollment (by session) and on staffing levels for each session for the current year annually, on or before, May 1 , beginning with the 2005–2006 school year.

Transportation Management Plan

Transportation Management Plan (TMP) prescribed by SMC 23.45.122 D shall be developed and submitted to DPD prior to the issuance of any construction or building permits.

1. Provide for the employment of a School Transportation Coordinator with principal responsibilities to oversee the development, implementation and promotion of the school's TMP.
2. Establish specific and measurable goals to de-emphasize the use of single occupancy vehicles via van or carpools, a commuter center, and other initiatives designed to mitigate traffic and parking impacts with annual assessments and reporting to DPD and all applicable neighborhood associations. Annual monitoring by a third-party traffic consultant selected by DPD for the first ten years following the project.
3. Provide for the ongoing orientation and education of staff and parents regarding rules and procedures and directing such persons to utilize fully, during normal school hours and during all activities and events, the off-street parking areas on the campus, designated on-street parking and, when applicable, off-site parking with shuttle or busing service provided by the school.
4. Provide reimbursement for Transit Passes for staff.
5. Provide for the employment of security/traffic and parking enforcement personnel for daily drop-off and pick-up sequences and special events to direct traffic, manage parking, promote pedestrian safety, restrict vehicle queuing and prevent parents, staff and other event-related visitors from parking illegally in the neighborhood.
6. The school shall routinely and regularly patrol the area adjacent to the school to enforce compliance with parking restrictions. Staff and other readily identifiable persons will be asked to move improperly parked cars immediately.
7. Provide for an ongoing vehicle registration and identification system with permanently affixed window stickers displayed in a uniform manner.

8. Provide for reduced tuition or other like incentives for students and parents who utilize alternative commute modes (METRO, vanpool, light rail, etc.).
9. Provide funding for the neighborhood RPZ permits for all residents within 400 feet of the school (for boundaries see Heffron Transportation, Inc. Transportation Analysis dated October 18, 2004).
10. Implement a visible (including a neighborhood feedback mechanism with periodic reports) and a viable enforcement program, complete with an incentive (or penalty) system to discourage parking and traffic violations.
11. Delineate those areas and streets where on-street parking is, per school policy, prohibited during normal school hours and all activities and events during other than normal school hours. Such streets shall, at a minimum, include:
 - a. Both sides of East Lynn Street and East Boston Streets from Federal Avenue East to Harvard Avenue East.
 - b. Both sides of Broadway Avenue East between East Newton Street and East Miller Street.
 - c. All streets posted and designated by the City as a Residential Parking Zone (RPZ). Currently Zone 12.

Morning Drop-Off Management

The school shall, at the start of the 2005-2006 school year, implement a plan to formally stagger the student drop-off sequence by assigning times slots with the objective of mitigating the impact of the heavily concentrated flow of drop-off traffic. Consideration should be given to car or vanpools. A plan outlining the details of this will be made available to DPD prior to the issuance of any construction or building permit.

The school shall strongly encourage the use of vehicle drop-off over the park-and-walk-in option to reduce the impact on congestion of

side streets, parking in residential areas, and pedestrian safety throughout the area.

Prior to the issuance of any construction or building permits the school shall develop and submit plans to DPD to extend the on-site off-load area to reduce traffic congestion and queuing along 10th Avenue East. If this option is not available within this timeframe the school shall implement the option recommended by the SDOT Traffic Safety Committee to conduct the entire student drop-off at the curbside of 10th Avenue East along the full front of the school. This initiative coupled with the staggered drop-off scheduling should materially reduce traffic impacts.

Traffic studies will be performed before and after the implementation of these drop-off changes to demonstrate the efficacy of the initiative and/or to make required adjustments. The school will submit these studies to DPD for review.

Afternoon Pick-up Management

The school shall, at the start of the 2005-2006 school year, implement a student pick-up plan that incorporates the extended on-campus or curbside load/unload capacity referenced in "Morning Drop-Off Management." This new resource coupled with the holding/staging capabilities of new gym and adjoining playfield shall permit vehicle pick-up in the afternoon and eliminate or materially reduce the park-and-walk-in, sign-out procedure now employed. Prior to the issuance of any construction or building permits the school shall develop and submit plans to DPD to provide for vehicle pick-up in the afternoon. {Note: this procedure was developed and implemented by the Bush School and is operating with notable success.}

Event Management

Bertschi will plan and provide management and operational support for "Special events," defined as any school event (over and above daily school activities) that generates a vehicle parking demand for more than 30 vehicles. To reduce and mitigate the impact of such events

on traffic, parking, safety and noise, the school's TMP shall include the following provisions:

1. Contract for off-site parking and contract or otherwise provide for shuttle service to and from the off-site parking to/from the school.
2. Make use of the off-site parking and shuttle service mandatory for all Bertschi vehicles that cannot otherwise be accommodated by on-campus parking facilities.
3. Hire or use designated school employee(s) to monitor and enforce a no parking zone for Bertschi-related parking and traffic in an area bounded by East Howe Street to the south, Harvard Avenue East to the west, East Miller Street to the north and Federal Avenue East to the east.
4. Implement, publish and enforce a penalty system that truly discourages parking in the neighborhood during such events.
5. Advise the Seattle Police at least 24 hours in advance of the event and request heightened traffic and parking enforcement in the area for one-hour prior to and for the duration of the event.
6. Provide for portable ("sandwich" boards) and possibly permanent signage throughout the neighborhood to denote traffic and parking rules and restrictions. Highlight such rules and restrictions in all event literature and announcements.
7. Make every reasonable effort to coordinate and schedule special events with Seattle Preparatory School to prevent duplication of events and the resultant impacts on parking and traffic.
8. Limit the number of such event to nine (9) per academic year with no such events during the summer.

On-Site Parking Requirement

Pursuant to policies in SMC.54.015 and Chart A thereto, the requirement for off-street parking spaces shall be the aggregate of (a) the requirement for private elementary schools without an auditorium or assembly rooms of 1 space for each staff member; and (b) the requirement established by the planned gymnasium, provided the gymnasium will contain bleachers (fixed seats), of 1 space for every 8 fixed seats (where every 20 inches of bleacher is counted as one fixed seat). Transportation Analysis dated October 18, 2004 states the total number employees will be 43 (41 prior to the project). The 90% site development plans from architect indicate 60 linear feet of bleacher seating, which equates to a parking requirement of 5 spaces. The aggregate requirement is established at $43 + 5 = 48$.

Noise Abatement and Fencing

Applicant shall provide revised fencing plans for all existing and planned outward facing and exposed playcourts incorporating a sound barrier wall meeting the performance and noise abatement standards recommended by the acoustical engineer's report dated _____, at least 8 feet in height and meeting the prescribed setback requirements. The setback shall be landscaped consistent with the prevailing scope and detail. The plan will include provisions for a pre and post acoustical survey to demonstrate the efficacy of the sound barriers.

The revised fencing plan shall also provide for the removal of all wire fencing along the property perimeters that extend above the maximum height allowance for perimeter/property line fences. All barriers deemed necessary to reasonably retain airborne objects in the playcourts will be of the type and material that minimizes environmental and visual impact.

After 5:00 p.m. on weekdays and at all times on weekends the school shall limit the use of music at all functions and musical performances to the inside of the buildings on the campus. Large doors or otherwise convertible openings will remain closed. This restriction shall not apply to graduation ceremonies and other school special events at which music is an incidental feature.

Building Width Variance (Administrative Conditional Use Permit) and Lighting

To exceed the maximum width of the proposed multi-purposed building Bertschi shall: (a) Modulate the frontal presentations and the elevation of the proposed structures to present an apparent mass similar to that of several residential sized structures from most street-based vantage points; (b) Include architectural features associated with a more residential character (such as dormers, pitched roofs, gabled roof ends, etc.) to integrate the proposed structures with residential structures, many of which were constructed around the turn of the century; and (c) Incorporate rooftop equipment into the overall building appearance by locating and orienting these elements away from neighboring residences and visually obscuring them.

Pursuant to the requirements of SMC 23.45.017 Bertschi will provide a plan to demonstrate that all exterior and interior lighting that projects through windows will be shielded and directed away from adjacent residential properties.

Construction Impacts

In addition to the standard construction mitigation requirements Bertschi will:

1. Establish a single 24-hour telephone point of contact (“the hotline”) to respond to construction related problems, such as illegal parking, improper construction.
2. Designate one contact individual to whom any comments or concerns regarding Bertschi’s compliance with applicable construction impacts may be directed.
3. Prescribe that all construction workers park outside the neighborhood at a contracted off-site location and commute to/ from the work site via shuttle bus. Strict enforcement is required to insure compliance.

4. Restrict construction traffic, both inbound and outbound, to 10th Avenue East, and direct all contractors and delivery vehicles to minimize the usage of the non-arterial streets. Limit as much as possible the loading and unloading of vehicles while on city streets.
5. Require the contractor to provide effective traffic control (radio control scheduling, flaggers, temporary signage, etc.) of construction vehicles to prevent “stacking up” and congestion on neighborhood streets.
6. The hours of construction activity shall be limited to non-holiday weekdays between the hours of 7:30 a.m. and 6:00 p.m. This condition may be modified by DPD to allow for work of an emergency nature but all other work shall be otherwise restricted.
7. Require that all operations involving the removal of dirt, soil, or debris will be conducted using best practices of eliminating dust in the air and dirt on roadways, including but not limited to washing all truck tires in both directions, covering loads, dust suppression spraying in dry weather, tarpaulins to trap dust during building demolition, and ground covering should open dirt be left exposed for any extended period during construction delays.
8. Make the foregoing limitations terms of Bertschi’s contract with its general contractor for the project and require that these terms be incorporated by reference into each subcontract entered into by the general contractor and/or Bertschi.
9. All construction conditions to be enforced shall be posted at the site in a location on the property line that is visible and accessible to the public and to construction personnel from the street right-of-way. If more than one street abuts the site the conditions shall be posted at each street. The conditions will be affixed to placards prepared by DPD. The placards shall be laminated with clear plastic or other waterproofing material and shall remain posted on-site for the duration of the construction.

Alternate Campus Use

Bertschi shall not lease, rent or loan or otherwise make available its gymnasium, music or theatre facility or outside recreational/playcourt areas to any outside group or entity. Such areas will be screened or fenced and locked during other than normal school hours and non-holiday weekdays in such a way as to deny access and discourage entry to what might be considered an “attractive nuisance.”

Leased Property

Prior to the issuance of any construction or building permits the school shall secure and submit a report to DPD detailing what, if any, restrictions or limitations the owner of the property at 2219 10th Avenue East has imposed on the project. The report shall specifically address the removal of existing fences, the construction of any cross-campus walkways through the property, modifications to any exterior or interior aspects of the house or detached garage, and the installation or relocation of any lighting, sound, or other electronic equipment.

In Closing

This project is an extremely important matter for our neighborhood, the issues are wide ranging, and the impact of its eventual outcome will be felt for years to come in this largely residential neighborhood. We trust that this input has been helpful and that it might serve a role in the Department’s preparation and release of the Master Use Permit for this project.

Once again thank you for your site visits and your time and dedication to addressing the concerns and questions of our neighborhood representatives.

Sincerely,

Signed

Elaine Aoki, 2009 Broadway Avenue East

Ruth and Tak Aoki, 2305 Broadway Avenue East

George and Peggy Corley, 2311 Broadway Avenue East

John and Joann Ghiglione. 2338 Broadway Avenue East

Anchor DeWitt and Debra Curry Jensen, 2021 Federal Avenue East

Molly Malone, 2230 10th Avenue East

Joni Henry, 2017 Broadway Avenue East

Larry & Suzi Hettick, 2316 Broadway Avenue East

David Hoedemaker, 2017 Broadway Avenue East

Ron and Evie Huntington, 2302 Broadway Avenue East

Heng-Pin and Shirley Kiang, 2021 Broadway Avenue East

Darrel Liebert, 2033 10th Avenue East

Georgia and Mike McEvoy, 815 East Lynn Street

Irene Mezs, 912 East Lynn Street

Tomio Moriguchi, 903 East Lynn Street

Jennifer and Ted Pappas, 2348 Harvard Avenue East

Patricia Palagi, 2313 10th Avenue East

Paul and Jill Robinson. 2320 Broadway Avenue East

Carolyn and Scott Sherwood, 2326 Broadway Avenue East

Al and Kris Smith, 2224 Broadway Avenue East

William and Joan Talder, 2352 Broadway Avenue East

Patricia Tall-Takacs, 2307 Broadway Avenue East

Gary Takacs, 2307 Broadway Avenue East

Daniel Voran, 2033 10th Avenue East

Ben and Mary Wood, Jr., 806 Lynn Street

Dennis Yamashita, 2009 Broadway East

40