CITY OF ISSAQUAH
Development Commission

7:00 PM	**MINUTES**	Council Chambers
February 10, 2020	**SPECIAL MEETING**	135 E. Sunset Way

COMMISSION AND ADMINISTRATIVE PERSONNEL PRESENT

Commissioners Present:
Michael Brennan, Acting Chair
Kevin Price
Richard Sanford
Brooke Shore
Arthur Schulte, Alternate (voting as Regular Member)

Commissioners Not Present:
Richard Sowa, Chair (Excused)
Mel Morgan, Vice Chair (Excused)
Ben Rush (Excused)

Administration/Staff:
Lucy Sloman, Land Development Mgr.
Keith Niven, Econ. Dev. & Dev. Services Director
Doug Schlepp, DSD Eng. Consultant
Katie Cote, Planning Consultant

Others Present:
Rebecca Baibak, Integrus Architecture
Jason Morse, Issaquah School District
Tom Mullins, Issaquah School District

CALL TO ORDER

a) **Elect Temporary Chair, (A).** BRENNAN facilitated the nomination and election of an Acting Chair for tonight's meeting. MOVED BY SANFORD, SECONDED BY PRICE that BRENNAN be elected Acting Chair for tonight's meeting. MOTION CARRIED UNANIMOUSLY.

APPROVAL OF MINUTES

a) It was the consensus of all Development Commission members present that minutes of the January 15, 2020 meeting be approved as presented.

PUBLIC HEARING(S)

a) **Site Development Permit for Middle School No. 6 in Talus—Quasi-Judicial, (A)** *-Continued from Dec. 18, 2019, Jan. 15, 2020, and Feb. 5, 2020;* Application No. SDP19-00002

Presented by:
Katie Cote, Planning Consultant
Rebecca Baibak, Integrus Architecture

Staff and Applicant Presentation

Sloman said tonight's decision is a quasi-judicial matter, and explained the process used to determine whether or not Commissioners can be both fair and appear fair in making a quasi-judicial decision on the Site Development Permit (SDP) under consideration tonight. She explained both procedural due process and substantive due process. She presented a series of six questions intended to determine fairness and asked whether Commissioners can answer "no" to all the questions; there were all "no" responses. She also asked Commissioners whether they have had any ex parte communications on this issue. All Commissioners answered "no." Sloman asked whether there were any challenges or objections by the applicant or audience members to any of the Commissioners' participation in the review process, and there were none.

Cote continued the staff/applicant presentation. She recapped the public process for this SDP to date, and briefly reviewed the project vicinity and site plan.

Baibak described the SEPA decision issued January 27, 2020. She explained that the Issaquah School District (ISD) is proposing a revision to Condition #30, Part C, to align with the SEPA MDNS, Conditions #4 and #5 under "Noise." Cote noted this proposed revision is not included in the Staff Report, and would need to be specifically called out if the Commission wanted to include it as part of the its decision. Baibak continued her presentation of the applicant team's responses to concerns raised about traffic impacts, as described in the Staff Report. Cote explained new Condition #42 (page 31 of 31). Baibak continued her presentation of the applicant team's responses to concerns about traffic impacts, pedestrian safety, bus circulation, bus ridership, and emergency and weather concerns, including the deletion of Condition #11 and proposed revisions to Condition #1 (pages 26-27 of 31). She explained the results of studying the possibility of adding a second exit point to the Talus community (page 11 of 31), and noted no change to approval conditions is proposed.

Baibak continued the applicant team's response to special event parking strategies, as described on pages 11-12 of 31. Cote explained proposed revisions to Condition #20, as described on page 13, that are being proposed in response to Commissioner comments at the last meeting. Baibak continued with the applicant team's response to concerns about the pedestrian bridge. Cote explained that the proposed pedestrian bridge in the site design does not meet the City's definition of a skybridge.

Baibak continued her presentation on the applicant team's response to concerns raised at the last Development Commission meeting about how the loading/service area will function and where it is located. Cote noted that staff will continue to review details of the revised service area design; however, at a schematic level, staff supports the approach presented tonight.

Cote continued her presentation on the role of the Talus ARC (Architectural Review Committee) and the City on making decisions on elements such as blank walls and roofline modulations. Baibak explained the applicant team's response to other building design issues, with no changes to the proposed approval conditions. She displayed photos of how the appearance of the school facility is projected to enhance the gateway to Talus and views from Talus Drive at installation, one year, five years, and ten years. She displayed a rendering of possible blank wall treatments on the northeast, northwest, and south elevations.

She continued her presentation on the applicant's response to concerns about environment and sustainability, school logistics, landscaping and the landscape maintenance plan, and lighting. Cote explained staff is recommending a new Condition #44 to ensure that the City and ISD work together to assess the impact of sports field lights on drivers and residences. She also explained proposed revisions to Condition #30 to (1) change the prohibition of athletic field lighting from "between 8:00 PM and 8:00 AM" to "between 9:15 PM and 8:00 AM" …. and (2) allow sports field lighting at community events "…as long as it is dimmed the maximum amount to minimize impacts to surrounding properties."

Cote continued her presentation with an explanation of how the community trail would be used to help meet the project's FAR requirements. She explained proposed new Condition #45, "Prior to building permit issuance, the applicant shall create a separate tract to implement the base assumptions shown in the FAR diagram…" (page 31 of 31). Baibak continued with more details

about the applicant team's response to community trail concerns. Cote explained that signage is typically reviewed at the end of the project, and will be subject to separate sign permit review. In response to concerns about construction management, Baibak explained the Construction Management Plan that ISD will develop (page 23-24 of 31).

Public Hearing
BRENNAN opened the public hearing for comment at 7:38 PM.

Mary Lynch, 2690 Oakcrest Drive, Issaquah, referred to comments she submitted via email to Commissioners earlier today. She said she still has concerns expressed in her email that she would like to see addressed by some new conditions, particularly about traffic, safety, and accommodating bus circulation on the site.

Hearing no additional requests to speak, BRENNAN closed the public hearing at 7:40 PM.

Commission Discussion and Decision
SANFORD said he was pleased to see proposed new Conditions #42 and #43. He spoke about two issues for which he would like additional discussion: the loading and service area, including where it is located on the site; and the proposed wall treatment with screening on the north side. Baibak explained that a variety of ways to service the building were considered, including how to get trash trucks in and out of the site and how to provide safe pathways for service delivery traffic. She explained that the delivery service area is on level three of the site. SANFORD said his concern is potential problems with students and delivery trucks using the same area. Baibak explained that ISD can control when trucks come onto and exit the site, and said students are not allowed outside the building once the school day has started. She explained the limitations of the site in terms of trying to address delivery and trash service needs.

SANFORD noted that the applicant response in "b" on page 16 of 31 indicates that the delivery window in Condition #18 has been changed to 15 minutes after drop-off and pick-up from a half-hour. Baibak said no students would be allowed in that area during that window. She continued that recommendation came from the ISD team, so it is more of an administrative/operational issue. SANFORD asked so no students would be in that area during pick-up and drop-off when trucks are servicing that area. Baibak replied yes, that is the intention.

SANFORD asked about access at the end of the passenger loop, which appears to pose some danger and is not addressed by a condition. Baibak replied our understanding is that access would only be available to those who would want to access the school via the community trail outside normal school hours. The track and field area would not be available unless school was in session or a special event was scheduled. Sloman referred to a diagram of the site and clarified that parking is not available on the loop, only where striped parking stalls are shown. We will be reviewing the adequacy of sight lines when we review the landscaping plan, she added. She showed additional diagrams of the community trail and explained why the path shown in blue, and not yellow, was ultimately chosen. SANFORD asked whether access there is necessary. Sloman replied it seems prudent to have some sort of connection from the trail to the site to discourage "bush-whacking." SANFORD said it seems potentially hazardous; perhaps flashing lights could be used there. SCHULTE added landscaping will also play a big factor here, specifically not allowing it to get too high.

John Pascal, Transpo Group, gave additional reasons why the pedestrian pathway shown in blue was selected. It may not be the ideal crossing, but it is the best choice given all the

conditions and circumstances, he continued. He also cautioned against introducing inconsistent design elements, such as flashing lights, and restricting their use to where they are clearly needed and warranted.

SCHULTE asked for more details about the kinds of delivery services that will take place in the loading area. Mullins, ISD, replied the truck traffic through there will mostly be trash trucks, food deliveries, and some paper product deliveries.

BRENNAN asked for additional clarification of the option to add mesh to the blank wall. Will it appear as a solid wall, or be somewhat transparent and open. Baibak replied the approach we are taking is similar to the design of the two-story parking garage. The design will allow some visibility, she continued, and said the mesh has a tighter weave than chain link. She also showed on a diagram where dumpsters will be located under cover.

PRICE asked about the special event parking strategy. What happens if, say, 150 cars show up for a special event; how will cars coming into the neighborhood be managed. Morse, ISD, replied the ISD has policies in place for renting their facilities. When an ISD facility or sports field is leased for a special event, a match is made between the event and the facility's capability, he continued. A special event to which ISD rented a field would likely be held outside school hours, so all available parking would be available. PRICE asked how would the number of cars be managed. Morse replied it would primarily be managed by allowing a rental use that was in keeping with the size of the facility. ISD would not book an event that would draw an inappropriate number of users to one of its facilities, he said, and gave examples.

SHORE asked about the use of a flashing light at the loading dock area. Baibak said she has not seen that used at schools elsewhere, but it can be added to the list of items ISD could consider. SCHULTE asked for more details about the loading dock door. Baibak showed the loading dock area on a diagram and described the roll-up door. She noted that the trash bins will be stationary and under cover, and that vehicles will drive up to the bins.

BRENNAN asked is the proposed change in allowable lighting hours a standard ISD practice. Baibak replied the change is being proposed at the request of the Parks Department. Sloman added the Issaquah Middle School SDP included a restriction on lighting after 8:00 PM, and the Parks Department indicated events often go later, until 9:00 or 10:00 PM, so the proposed change for this SDP is consistent with the Parks Department's request.

BRENNAN suggested corrections and refinements in the language of three conditions:

- Condition #20: "As ~~on~~ an ongoing ~~Sof~~ condition of operation, the school…" (page 28 of 31)
- Condition #33: "During non-emergency situations…" (page 30 of 31)
- Condition #43: "A Letter of Agreement or approval condition…" (page 31 of 31)

It was the consensus of Commissioners to accept the proposed changes.

BRENNAN asked for additional clarification of the operational plan for bus loading and unloading. Mullins replied the ISD's transportation center has reviewed the plan. He referred to ISD's experience with double-stacking buses at other sites, and explained how buses will unload in the morning and pick up in the afternoon. BRENNAN asked will all buses load and leave at the same time. Mullins replied yes; the buses do not leave until all buses are loaded and ready to go. PRICE asked for clarification of how buses will interact with traffic on Talus

Way when exiting the site, specifically making right turns. Mullins explained how the buses will exit the site, and noted that an alternate route for non-bus traffic is available at Osprey Lane, which connects to Timber Ridge Drive. Cote showed it on a diagram. PRICE commented it does seem there is potential for heavy congestion. Mullins agreed, and said when up to 18 buses leave the site, for a few minutes there will be added pressure on Talus Way. SCHULTE asked will buses take a left there, as well as a right. Mullins clarified only one bus will be turning west on Talus. Morse added technically, traffic on Talus Way has the right-of-way, so buses would have to wait for cars to pass before proceeding.

Tod McBryan, Heffron Transportation, gave additional details about expected traffic conditions. He said the studies done and reported in the Technical Report reflect relatively low counts of traffic on Talus Drive around 2:00 to 2:45 PM. He explained that some queuing is expected, and described the extra “do not block” signage that will be used. Cote showed the commute simulation model of 7:25-7:55 AM early school arrivals prepared by the transportation consultant.

SCHULTE asked for more details about the proposed options for building design at the northeast elevation. Baibak displayed two options, one prepared on 01/31/2020 and one on 02/05/2020. She continued the applicant team feels the stronger statement is represented in the second option, and noted this option was presented and discussed with the Talus ARC.

SANFORD asked how the mesh used on the parking garage and north elevation would screen headlights. Baibak showed the wall section of the parking garage, where cars would be parked, and how headlights would be shielded. She explained that cars would be located behind the solid part of the concrete wall (Attachment #10, Parking Garage, page 79 of 83).

Sloman asked for direction from the Commission about the applicant’s proposed revision to Condition #30, Part C. The City has no recommendation one way or the other, she continued, and noted this was a request from the applicant after the Staff Memo was issued. SHORE asked about decibel limits at other schools, and Sloman gave examples. Morse said the intent is that, during safety and evacuation drills, and during an actual evacuation situation, school staff would be able to use a portable communication device such as a bullhorn. This is intended as a safety precaution for communicating with a large group of students and school personnel while on the field, he added. He gave examples of how such a portable system could also be used during a track meet to, say, request that all runners in the area report to the starting line. None of ISD’s middle schools have a permanent loudspeaker system, he stated, and the intent is to allow portable loudspeaker use for drills, in emergencies, and infrequently at track meets.

The Commission discussed previous Development Commission actions in reviewing and approving the SDP for Issaquah Middle School. In response to community concern, that SDP included a condition that prohibited amplified sound on the sports field. Royce Nourigat, ISD, gave additional details about the community’s concern about potential lighting and noise issues at Issaquah Middle School.

BRENNAN said the use of a bullhorn is probably necessary in the case of an emergency, and suggested adding “for the purpose of communication for school operations…” to Condition #30. SANFORD added he assumes that the use would always be by school staff. Morse said that is correct. SANFORD suggested that notation be added to the condition as well.

After additional discussion, it was the consensus of Commissioners to make changes to Condition #30, C, to read as follows:

> **No Amplified Sound.** The installation of permanent speakers at the playfield is prohibited. Portable speakers or bullhorns may be used by school staff for the purpose of communication for school operations or at school-sponsored events. Third party/community users of the field will be prohibited from using portable speakers or bullhorns. Notice of this condition shall be included with field rules on a durable sign at the entrances to the athletic field.

Commission Recommendation

MOVED BY SANFORD, SECONDED BY PRICE that the Development Commission approve the Site Development Permit for Middle School Number 6, file Number SDP19-00002, as described and evaluated in the Staff Report dated January 9, 2020 with Attachments 1-15; Briefing Response Memo dated February 3, 2010, with Attachments 1-11; and project drawings and reports received April 1, 2019 and all subsequent submittals up to January 28, 2020; and subject to the conditions therein and as amended tonight:

Condition 20. Prior to issuance of the Building Permit for the school building, the City must approve a Parking Management Plan to address parking demand during times when parking demand is expected to exceed parking supply. This plan must address events occurring both during and after school hours and provide reasonable and convenient alternative strategies such that drivers are likely to comply. Strategies such as shuttles or busing to off-site locations, valets, parking passes, carpooling, on-site flaggers, or other parking demand measures can be considered. As an ongoing condition of operation, the school will be required to use the approved Parking Management Plan whenever an event hosted at the school is expected to exceed on-site capacity, which will be defined in the Plan. As part of the monitoring required by Condition #1, the City may require annual updates, reports, or revisions to the plan in order to assure its success.

Condition 30, Part C. The installation of permanent speakers at the playfield is prohibited. Portable speakers or bullhorns may be used by school staff for the purpose of communicaton for school operations or at school-sponsored events. Third party/community users of the field will be prohibited from using portable speakers or bullhorns. Notice of this condition shall be included with field rules on a durable sign at the entrances to the athletic field.

Condition 33. All noise emissions from the proposed backup generator during non-emergency situations will be required to comply with IMC 18.07.136. Compliance would be demonstrated through acoustic analyses during Building Permit review and after installation prior to Certificate of Occupancy.

MOVED BY BRENNAN, SECONDED BY SCHULTE that New Condition 46 be added, as follows:

Condition 46. Ensure the design of the landscape and hardscape for the vehicle drop-off turn-around will maintain clear sightlines between drivers and pedestrians accessing the school property from the community trail.

MOTION CARRIED UNANIMOUSLY, 5-0.

MAIN MOTION, as amended, CARRIED UNANIMOUSLY, 5-0.

MOVED BY SANFORD, SECONDED BY SCHULTE to direct the Development Services Department to prepare Findings of Fact and conclusions for review and approval by the Acting Development Commission Chair, affirming the Development Commission's decision to approve the Middle School Number 6 project, file number SDP19-00002, subject to the conditions listed in the Staff Report dated January 9, 2020, with Attachments 1-15; Briefing Response Memo dated February 3, 2020, with Attachments 1-11; and project drawings and reports received April 1, 2019 and all subsequent submittals up to January 28, 2020; and subject to the conditions therein and as amended tonight. MOTION CARRIED UNANIMOUSLY, 5-0.

BRENNAN expressed appreciation to the applicant team and staff for all the work that went into this project, and to the public for their help in shaping the design of this important community facility.

OTHER BUSINESS / ANNOUNCEMENTS

a) The next meeting is a special joint meeting with the Planning Policy Commission scheduled for February 12, 2020 at 7:00 PM in the Council Chambers, 135 E. Sunset Way.

ADJOURNMENT

With no further business to conduct, BRENNAN adjourned the meeting at 8:45 PM.

Respectfully submitted,

Susan Lowe
Recording Secretary