

## A. SEPA DNS

Pages 3-15: Issued 3-29-1979 (no mitigation)

## B. Planning Commission Approvals

Page 16: 6-18-1970 Planning Commission CUP conditions (partial staff letter) –

Pages 17-28: 5-16-1979 Planning Commission CUP approval, staff report, minutes (expansion of existing facility, staff letter 5/31)

1. Existing lighting to be removed and lighting to be designed to minimize glare to adjacent property
2. All improvements done in 2 years of approval
3. Due consideration of treatment of new landscaping adjacent to parking and Mercer Way
4. In a form consistent with Exhibit A

## C. Design Commission Approvals

Pages 29-34: 4-25-1979 Staff Report & Design Commission approval

1. 161 parking spaces
2. Landscape plan to mitigate the impact resulting from the improvements
3. Program for outdoor lighting

Pages 35-40: 9-10-1980 Staff Report & Design Commission approval

Pages 41-45: 11-5-1980 Building Permit Conditions of Approval

Pages 46-49: 8-12-1981 Design Commission approves modifications

## D. SEPA DNS

Pages 50-62: Issued 4-8-1985 (no mitigation) related to CUP (no record of CUP decision located)

## E. CUP03-003 – new FASPS and JCC expansion

Pages 63-66: Planning Commission Meeting: 7/16/2003

Conditions of approval

1. Condition 1: Limits established on building square footage, lot coverage, parking stalls, and traffic generation. Any increase requires a CUP amendment.
2. Condition 4: Northbound center lane along EMW.
3. Condition 5: Developed consistent with 6/16/2003 site plan
  - a. Parking, internal circulation, loading zones, play areas, and building footprints.
  - b. 300 students
4. Condition 6: Stop sign / pedestrian warning at driveway
5. Condition 11: Revise the proposed JCC parking plans. No closer to south property line than current parking.

## F. SEP03-024 – SEPA MDNS

Pages 67-68: Issued: 7/2/2003

### Mitigation

1. Condition 3: City may restrict the driveway to right-turn in / right turn out based on traffic safety concerns.
2. Condition 5: Transportation Management Plan annually submitted.

## G. DSR03-022 – Final Design Review (FASPS)

Pages 69-80: Design Commission Meeting: Preliminary 7/21/2003, Final 10/8/2003

## H. DSR07-023 – Design Review (FASPS expansion)

Pages 81-101: Design Commission Meeting: Preliminary 1/9/2008, Final 3/17/2008

## I. CUP07-001 – FASPS expansion

Pages 102-104: Issued: 11/13/2007

Authorized increase in students from 300 to 425

## J. SEP07-024 – FASPS expansion

Pages 105-108: Issued 10/15/2007

1. Condition 3: Limit events to avoid overlapping with JCC
2. Condition 4: Arrangements to procure off-site parking when parking will be exceeded.
3. Condition 5: If City receives complaints regarding parking, all parking must be accommodated on-site or otherwise mitigated.
4. Condition 6: Hire off-duty police officer if City receives complaints
5. Condition 7: (repeat of SEP03-024 condition 3) right in / right out
6. Condition 9: Proper sight distance at driveways.
7. Condition 12: A community liaison person to address neighborhood concerns related to traffic / parking impacts.



CITY OF MERCER ISLAND  
ENVIRONMENTAL CHECKLIST

**Introduction:** The State Environmental Policy Act of 1971, Chapter 43.21C, RCW, requires all state and local governmental agencies to consider environmental values both for their own actions and when licensing private proposals. The Act also requires that an EIS be prepared for all major actions significantly affecting the quality of the environment. The purpose of this checklist is to help the City of Mercer Island determine whether or not a proposal is such a major action.

Please answer the following questions as completely as you can with the information presently available to you. Where explanations of your answers are required, or where you believe an explanation would be helpful to government decision makers, include your explanation in the space provided, or use additional pages if necessary. You should include references to any reports or studies of which you are aware and which are relevant to the answers you provide. Complete answers to these questions now will help all agencies involved with your proposal to undertake the required environmental review without unnecessary delay.

The following questions apply to your total proposal, not just to the license for which you are currently applying or the proposal for which approval is sought. Your answers should include the impacts which will be caused by your proposal when it is completed, even though completion may not occur until sometime in the future. This will allow all of the agencies which will be involved to complete their environmental review now, without duplicating paperwork in the future.

NOTE: If a question does not apply, just answer it "no" and continue on to the next question.

ENVIRONMENTAL CHECKLIST FORM

I. BACKGROUND

1. Name of Proponent: The Jewish Community Center
2. Address and Phone Number of Proponent: 3801 E. Mercer Way  
Mercer Island, WA Mr. Leonard Robinson, Director 232-7115
3. Date Checklist Submitted: \_\_\_\_\_
4. Agency Requiring Checklist: Mercer Island Planning Department
5. Name of Proposal, if applicable: Jewish Community Center Expansion
6. Nature and Brief Description of the Proposal (including but not limited to its size, general design elements, and other factors that will give an accurate understanding of its scope and nature):

An addition to the existing Jewish Community Center of approximately 27,880  
sq. ft. including new auditorium and kitchen, relocated pre-school classrooms,

7. Location of Proposal (describe the physical setting of the proposal, as well as the extent of the land area affected by any environmental impacts, including any other information needed to give an accurate understanding of the environmental setting of the proposal):

The site comprises 7.8 acres of which 1.1 acre are developed as building and 1.2 acres as parking. The addition will add .64 acres of building and .9 acres of parking. All will be screened from adjacent residential uses.

8. Estimated Date for Completion of Proposal: June 1980.

9. List of all Permits, Licenses or Government Approvals Required for the Proposal (Federal, State and local--including rezones):

Mercer Island Conditional Use permit for expansion, and all local building permits.

10. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain:

No

11. Do you know of any plans by others which may affect the property covered by your proposal? If yes, explain:

At the completion of construction of I-90, there will be excess state property adjoining Jewish Community Center property to the North. The center is seeking to lease this land for parking and recreation use.

12. Attach any other application form that has been completed regarding the proposal; if none has been completed, but is expected to be filed at some future date, describe the nature of such application form:

Application for Conditional Use permit.

13. What is the zoning on the land? R-8.4 (Residential Single Family Zone)

14. What is the zoning on adjacent lands? C-O, (commercial office), B-1 (Business zone), R-8.4 and R-9.6

15. What are the dimensions and total land area under this application?

7.8 acres, see attached drawing.

16. Will this project incur or require any expenditures to the public (City)?

YES \_\_\_\_\_ NO  . If yes, explain how.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. Is the proposed action within the "shorelines of the State" (i.e.: 200 feet of Lake Washington) defined in the Shoreline Management Act of 1971?

YES \_\_\_\_\_ NO  Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

18. Will construction occur within 25 feet of a watercourse? YES \_\_\_\_\_ NO

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

19. Is there a potential for significant public reaction to the proposed action/project?

YES  NO \_\_\_\_\_ Comments:

Most of the users of the Center live on Mercer Island and need the expanded facility. They will support the expansion. The adjacent property owners will perceive the expansion as impacting their neighborhood. They may oppose it.

II. ENVIRONMENTAL IMPACTS  
(Explanations of all "yes" and "maybe" answers are required.)

	<u>Yes</u>	<u>Maybe</u>	<u>No</u>
(1) <u>Earth</u> . Will the proposal result in:			
(a) Unstable earth conditions or in changes in geologic substructures?	_____	_____	<input checked="" type="checkbox"/>
(b) Disruptions, displacements, compaction or overcovering of the soil?	<input checked="" type="checkbox"/>	_____	_____
(c) Change in topography or ground surface relief features?	<input checked="" type="checkbox"/>	_____	_____

	<u>Yes</u>	<u>Maybe</u>	<u>No</u>
(d) The destruction, covering or modification of any unique geologic or physical features?	—	—	<u>X</u>
(e) Any increase in wind or water erosion of soils, either on or off the site?	—	—	<u>X</u>
(f) Changes in deposition or erosion of beach sands, or changes in siltation, deposition or erosion which may modify the channel of a river or stream or the bed of the ocean or any bay, inlet or lake?	—	—	<u>X</u>

Explanation: Some building areas will be excavated. Excess cut material will be used elsewhere on the site. Changes in topography will be made to provide buffering to the adjacent property and to improve the parking at the Center.

(2) Air. Will the proposal result in:

(a) Air emissions or deterioration of ambient air quality?	<u>X</u>	—	—
(b) The creation of objectionable odors?	—	—	<u>X</u>
(c) Alteration of air movement, moisture, or temperature, or any change in climate, either locally or regionally?	—	—	<u>X</u>

Explanation: Increased club facilities will allow a modest increase in the number of people using the facility and thus an increase in the number of cars entering and leaving the site.

(3) Water. Will the proposal result in:

(a) Changes in currents, or the course or direction of water movements, in either marine or fresh waters?	—	—	<u>X</u>
(b) Changes in absorption rates, drainage patterns, or the rate and amount of surface water runoff?	<u>X</u>	—	—
(c) Alterations to the course or flow of flood waters?	—	—	<u>X</u>
(d) Change in the amount of surface water in any water body?	—	—	<u>X</u>
(e) Discharge into surface waters, or in any alteration of surface water quality, including but not limited to temperature, dissolved oxygen or turbidity?	—	—	<u>X</u>

	<u>Yes</u>	<u>Maybe</u>	<u>No</u>
(f) Alteration of the direction or rate of flow of ground waters?	—	—	<u>X</u>
(g) Change in the quantity of ground waters, either through direct additions or withdrawals, or through interception of an aquifer by cuts or excavations?	—	—	<u>X</u>
(h) Deterioration in ground water quality, either through direct injection, or through the seepage of leachate, phosphates, detergents, waterborne virus or bacteria, or other substances into the ground waters?	—	—	<u>X</u>
(i) Reduction in the amount of water otherwise available for public water supplies?	—	—	<u>X</u>

Explanation: Area of impervious materials will be increased.

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(4) Flora. Will the proposal result in:

(a) Change in the diversity of species, or numbers of any species of flora (including trees, shrubs, grass, crops, microflora and aquatic plants)?	<u>X</u>	—	—
(b) Reduction of the numbers of any unique, rare or endangered species of flora?	—	—	<u>X</u>
(c) Introduction of new species of flora into an area, or in a barrier to the normal replenishment of existing species?	—	—	<u>X</u>
(d) Reduction in acreage of any agricultural crop?	—	—	<u>X</u>

Explanation: Grass and trees will be removed where new buildings are to be built. Additional landscaping will be provided.

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(5) Fauna. Will the proposal result in:

(a) Changes in the diversity of species, or numbers of any species of fauna (birds, reptiles, fish and shellfish, benthic organisms, insects or microfauna)?	—	—	<u>X</u>
(b) Reduction of the numbers of any unique, rare or endangered species of fauna?	—	—	<u>X</u>

(c) Introduction of new species of fauna into an area, or result in a barrier to the migration or movement of fauna?                                X  

(d) Deterioration to existing fish or wild-life habitat?                                X  

Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(6) Noise. Will the proposal increase existing noise levels?                    X              

Explanation: The potential exists for increased noise due to the increase in the total number of cars visiting the site.  
 \_\_\_\_\_  
 \_\_\_\_\_

(7) Light and Glare. Will the proposal produce new light or glare?                                X  

Explanation: Careful design of exterior lighting will insure that there is no significant increase in light or glare.  
 \_\_\_\_\_  
 \_\_\_\_\_

(8) Land Use. Will the proposal result in the alteration of the present or planned land use of an area?                                X  

Explanation: The proposal is to increase in size an existing use.  
 \_\_\_\_\_  
 \_\_\_\_\_

(9) Natural Resources. Will the proposal result in:

(a) Increase in the rate of use of any natural resources?                                X  

(b) Depletion of any nonrenewable natural resource?                                X  

Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



Yes

Maybe

No

- (10) Risk of Upset. Does the proposal involve a risk of an explosion or the release of hazardous substances (including, but not limited to, oil, pesticides, chemicals or radiation) in the event of an accident or upset conditions?

— — X

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (11) Population. Will the proposal alter the location, distribution, density, or growth rate of the human population of an area?

— — X

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (12) Housing. Will the proposal affect existing housing, or create a demand for additional housing?

— — X

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- (13) Transportation/Circulation. Will the proposal result in:

(a) Generation of additional vehicular movement?

X — —

(b) Effects on existing parking facilities, or demand for new parking?

X — —

(c) Impact upon existing transportation systems?

— — X

(d) Alterations to present patterns of circulation or movement of people and/or goods?

— — X

(e) Alterations to waterborne, rail or air traffic?

— — X

(f) Increase in traffic hazards to motor vehicles, bicyclists or pedestrians?                                X  

Explanation:    There will be more people arriving at the site by auto, which will require more parking. The increase will not be significant enough to effect the existing roadway system.

(14) Public Services. Will the proposal have an effect upon, or result in a need for new or altered governmental services in any of the following areas:

- |  |               |               |              |
|--|---------------|---------------|--------------|
| (a) Fire protection?                                   | <u>      </u> | <u>      </u> | <u>  X  </u> |
| (b) Police protection?                                 | <u>      </u> | <u>      </u> | <u>  X  </u> |
| (c) Schools?   | <u>      </u> | <u>      </u> | <u>  X  </u> |
| (d) Parks or other recreational facilities?            | <u>      </u> | <u>      </u> | <u>  X  </u> |
| (e) Maintenance of public facilities, including roads? | <u>      </u> | <u>      </u> | <u>  X  </u> |
| (f) Other governmental services?                       | <u>      </u> | <u>      </u> | <u>  X  </u> |

Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(15) Energy. Will the proposal result in:

- |  |               |               |              |
|--|---------------|---------------|--------------|
| (a) Use of substantial amounts of fuel or energy?  | <u>      </u> | <u>      </u> | <u>  X  </u> |
| (b) Demand upon existing sources of energy, or require the development of new sources of energy? | <u>      </u> | <u>      </u> | <u>  X  </u> |

Explanation: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- (16) Utilities. Will the proposal result in a need for new systems, or alterations to the following utilities:
- |                               |   |   |          |
|-------------------------------|---|---|----------|
| (a) Power or natural gas?     | — | — | <u>X</u> |
| (b) Communications systems?   | — | — | <u>X</u> |
| (c) Water?                    | — | — | <u>X</u> |
| (d) Sewer or septic tanks?    | — | — | <u>X</u> |
| (e) Storm water drainage?     | — | — | <u>X</u> |
| (f) Solid waste and disposal? | — | — | <u>X</u> |

Explanation.      Existing systems will be extended to serve the expanded facility.

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- (17) Human Health. Will the proposal result in the creation of any health hazard or potential health hazard (excluding mental health)?
- |  |   |   |          |
|--|---|---|----------|
|  | — | — | <u>X</u> |
|--|---|---|----------|

Explanation. \_\_\_\_\_

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- (18) Aesthetics. Will the proposal result in the obstruction of any scenic vista or view open to the public, or will the proposal result in the creation of an aesthetically offensive site open to public view?
- |  |   |   |          |
|--|---|---|----------|
|  | — | — | <u>X</u> |
|--|---|---|----------|

Explanation. \_\_\_\_\_

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- (19) Recreation. Will the proposal result in an impact upon the quality or quantity of existing recreational opportunities?
- |  |          |   |   |
|--|----------|---|---|
|  | <u>X</u> | — | — |
|--|----------|---|---|

Explanation.      The proposal will result in increased opportunities for recreation due to the added facilities. The increase in services will predominantly serve Mercer Island citizens at no cost to the taxpayers.

(20) Archeological/Historical. Will the proposal result in an alteration of a significant, archeological or historical site, structure, object or building?      —      —      X

Explanation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

III. SIGNATURE

I, the undersigned, state that to the best of my knowledge the above information is true and complete. It is understood that the lead agency may withdraw any declaration of non-significance that it might issue in reliance upon this checklist should there be any willful misrepresentation or willful lack of full disclosure on my part.

Proponent: Leonard Kaplan

FORM FOR (~~PROPOSED~~) (~~PROPOSED~~/FINAL) DECLARATION OF (~~SIGNIFICANCE~~) (~~SIGNIFICANCE~~/NON-SIGNIFICANCE)

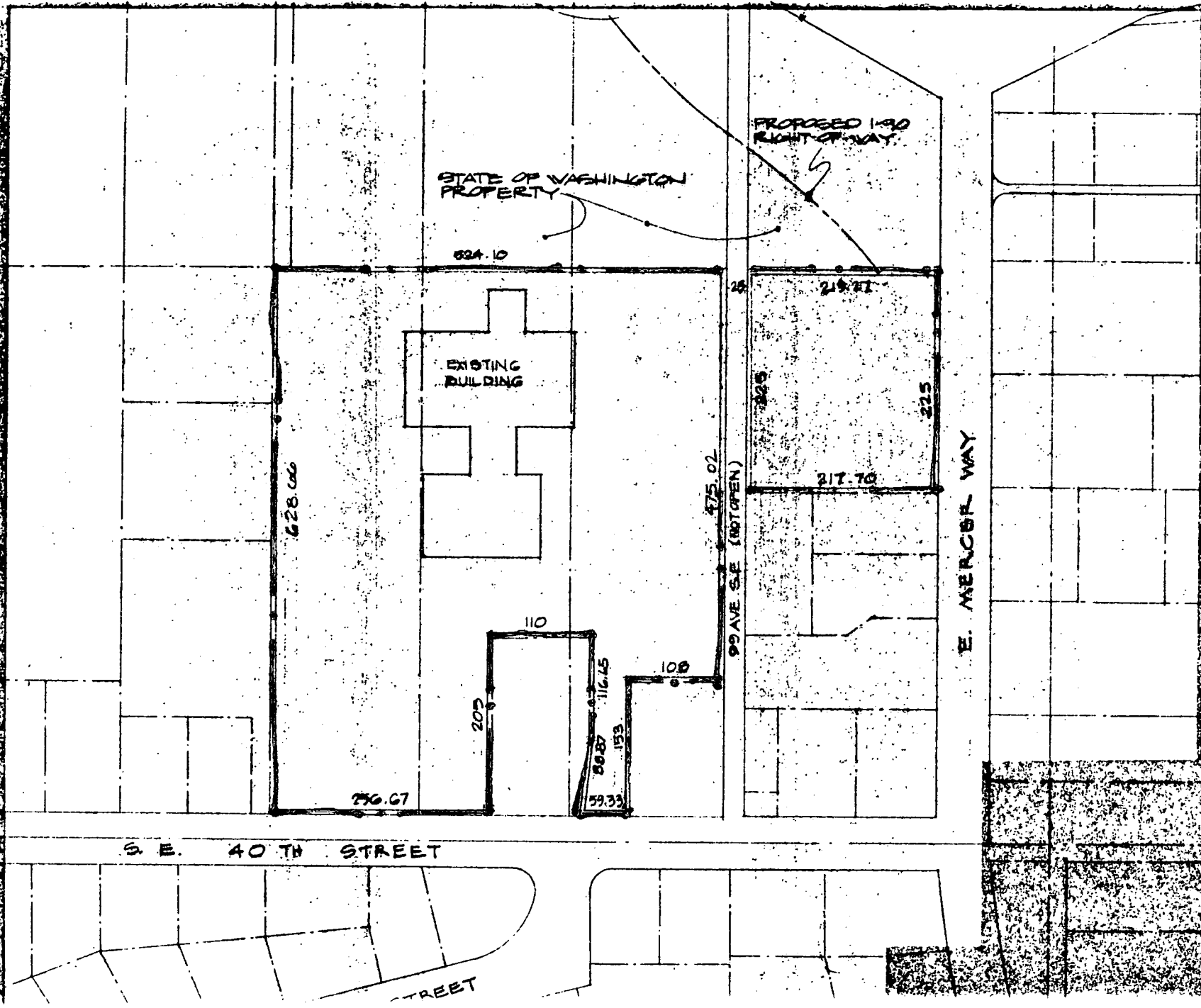
Description of proposal JCC Expansion  
Proponent Jewish Community Center  
Location of Proposal 3801 E. Mercer Way  
Lead Agency Dept. of Com. Dev.

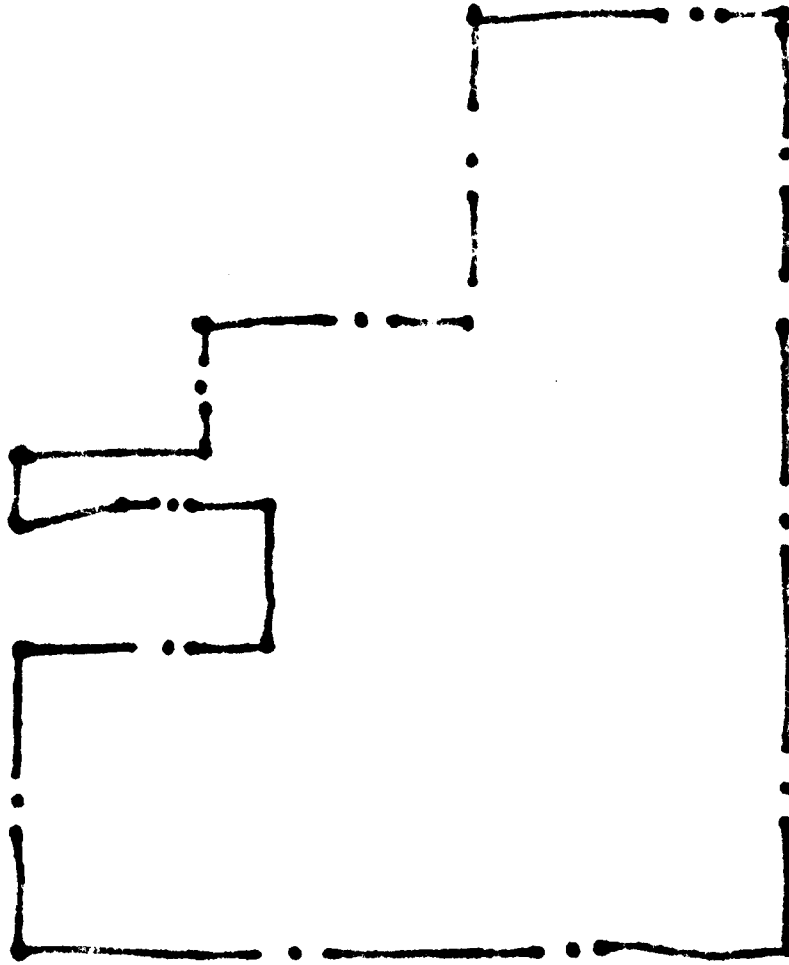
This proposal has been determined to ~~have~~/not have) a significant adverse impact upon the environment. An EIS (~~is~~/is not) required under RCW 43.21C.030(2)(c). This decision was made after review by the lead agency of a completed environmental checklist and other information on file with the lead agency.

Responsible Official David Guillen  
Position/Title Principal Planner  
Date 3-29-79 Signature David Guillen

Handwritten notes and scribbles in the middle section of the page, including the word "James" and other illegible characters.

Handwritten notes and scribbles at the bottom of the page, including the word "Principles" and the code "-PS-E".





June 18, 1970

Jewish Community Center  
3801 East Mercer Way  
Mercer Island, Washington 98040

ATTENTION: Mr. Leo Okin

Dear Mr. Okin:

The proposed modifications to your plot and landscaping plan were considered by the City of Mercer Island Planning Commission at their public meeting on June 17, 1970. By a unanimous vote, they approved the construction of the children's play area as shown on Exhibit "C" with the following conditions attached:

1. The fencing should extend 140 feet north from the southeast corner of your property, bordering 99th Avenue S.E., also easterly from that point to the northeast corner of Mr. Chase's property, thence along Mr. Chase's north and west property lines to the edge of S.E. 40th Street.
2. No other fencing would be required at the present time, but the Planning Commission reserves the right to require additional fencing at some future time, should conditions arise which indicate it is needed.
3. The number of the trees proposed is acceptable, but they must be a minimum of eight feet in height. *THIS IS THE BUFFER*  
*EUROPEAN TREES*
4. The shielding or replacement of light fixtures, proposed for the southerly light in the parking lot, should also be done to all other outdoor light standards. *50 YEARS SAME PROBLEM*
5. A time limit of four months would be allowed for the planting of perimeter landscaping.
6. Bus parking should be moved to other areas of the parking lot, preferably the north end.

*THIS I POINTED OUT ONLY TOOK 40 YEARS TO  
Company*





# CITY OF MERCER ISLAND, WASHINGTON

DEPARTMENT OF COMMUNITY DEVELOPMENT  
May 31, 1979

Leonard Robinson  
Executive Director  
Jewish Community Center  
3801 E. Mercer Way  
Mercer Island WA 98040

Dear Mr. Robinson:

This is to advise you that the City Council at its May 29, 1979 public meeting approved the Jewish Community Center's request for a Conditional Use Permit subject to the following conditions:

1. That the existing outdoor lighting be removed and the new outdoor lighting which is more representative of a residential character and minimizes glare upon abutting property and streets be approved by the Design Commission.
2. That all improvements at the site be completed within two years from the date of issuance of the permit, including lighting and landscaping and that it be recommended to the Design Commission that a performance bond to the City be required to secure the installation and maintenance of the outdoor lighting, landscaping, and parking area.
3. That due consideration be given to the treatment of the new parking and landscape area which immediately adjoins East Mercer Way.
4. That all the improvements be substantially in the form depicted on the site plan as Exhibit A.

With the affirmation of your request for a Conditional Use Permit, you are now free to develop the final plans for submission to the Design Commission for approval. As you know, the Design Commission meets the second and fourth Wednesdays of every month with a submission deadline of fifteen days required prior to your item being placed on the agenda.

If you have any further questions, please feel free to contact me at 232-6400.

Sincerely,

*Phyllis Meck-Emery/L.T.*

Phyllis Meck-Emery  
Associate Planner

PME/lrt

cc: Edward Burke, 622 S. Washington, Seattle WA



CITY OF MERCER ISLAND  
Planning Commission

STAFF REPORT

APPLICANT: JEWISH COMMUNITY CENTER

LOCATION: 3801 EAST MERCER WAY

ZONING: R-8.4 (8,400 SQUARE FOOT MINIMUM LOT SIZE) AND  
R-9.6 (9,600 SQUARE FOOT MINIMUM LOT SIZE)

APPLICABLE SECTION  
OF CODE: ZONING CODE, SECTION 19

HEARING DATE: MAY 16, 1979

EXHIBITS: STAFF REPORT, SITE PLAN, VICINITY MAP, FLOW CHART, DESIGN  
COMMISSION MINUTES OF APRIL 25, 1979, LETTERS FROM NEIGH-  
BORHOOD RESIDENTS

RESPONSIBLE STAFF: PHYLLIS MECK-EMERY, ASSOCIATE PLANNER

REQUEST: THE APPLICANT REQUESTS APPROVAL OF A CONDITIONAL USE PERMIT  
TO EXPAND THE EXISTING FACILITY BY 35,050 SQUARE FEET AND  
PROVIDE FOR ADDITIONAL ON-SITE PARKING

STAFF SUMMARY

1. Requirements for Conditional Use Permit:

A non-commercial recreational area is an allowed use in a single-family residential zone only upon issuance of a Conditional Use Permit. The Jewish Community Center was constructed prior to the requirement for a Conditional Use Permit when uses of the nature the Center represents were allowed uses in this zone. Subsequent to the establishment of Ordinance 385 in 1975 any modification to an existing use of this nature requires either a Conditional Use Permit or a modification to an existing Conditional Use Permit. In this particular situation expansion of the facility and the request for increased parking require issuance of a Conditional Use Permit.

2. Required Process:

Refer to Exhibit 1. Flow Chart For Required Process:

The applicant is required to satisfy the criteria outlined in Section 19 of the Zoning Code relating to the Conditional Use Permit. In addition, approval of the final plans by the Design Commission (Ordinance 297) is required. The applicant has presented preliminary architecture and site plans to the Design Commission for their review and approval. This concept approval along with

recommendations are forwarded to the Planning Commission for their consideration in the review of the request for the Conditional Use Permit. The Planning Commission is requested to review the applicant's request and subsequently make recommendations for action to the City Council. The City Council will consider the recommendation of the Planning Commission and will subsequently take final action on the applicant's request. If the Council's action is affirmative, the Conditional Use Permit can be issued and the applicant is then free to submit final plans to the Design Commission for their approval.

3. Design Commission Action:

Refer to Exhibit 2, Design Commission minutes.

The Design Commission at its April 25, 1979 public meeting reviewed preliminary architecture plans for a 35,050 square foot expansion to the existing facility. In addition, they discussed with the architect several design solutions for parking which reflected new circulation patterns and a provision for additional on-site parking spaces. The Commission moved to approve the preliminary concept for the Jewish Community Center along with the parking solution which features 160 parking spaces. They recommended that these parking spaces be divided into 145 paved spaces and 15 grassed spaces to be located in the southeasterly corner of the site. It was their intent that these 15 spaces could be utilized at times when a particular event would require additional room for parking. In addition, they voiced their concern that the final landscape plan emphasize adequate vegetative buffers in boundary areas to sufficiently mitigate visual impact resulting from the improvements to the site.

4. Site Characteristics:

The subject property is zoned for single-family residential use. The adjacent property to the north is owned by Globe Development and the State of Washington, and is for the most part zoned C-0 (Commercial-Office). A small area to the northeast is zoned B-1 and R-9.6. The property to the east, west, and south is zoned for single-family residences. The Jewish Community Center property encompasses approximately 7.8 acres and is accessed via a single driveway from East Mercer Way. The site presently includes an existing facility of approximately 47,900 square feet with parking available for approximately 95 vehicles. In addition to the existing Community Center building is a single-family structure visible from East Mercer Way on the easterly portion of the property. This small building is to be removed in favor of additional parking. Existing topography reflects an overall 24' change in elevation from a high point at the southwesterly perimeter of the site to a low point at the northwesterly corner, presenting some rather interesting elevational changes throughout the site. An existing watercourse flows in a southeasterly direction across the southwesterly portion of the site. Existing vegetation reflects a rather significant number of native coniferous and deciduous trees with accompanying underbrush. Areas adjacent to the existing building and throughout the parking lot reflect a major use of rhododendron and shrub-type planting materials. One specific

area south of the building and adjacent to a single-family residence is screened with a number of introduced evergreen trees.

5. Proposed Action:

Plans call for the addition of 35,050 square feet to the central facility in basically two directions. An auditorium and pre-school wing is to project west and south from the southwest corner of the existing building. Offices, health club, and additional racquetball courts are to be added along the north portion of the building. The proposed addition reflects a concrete construction with an architectural theme consistent with the existing facility. The proposed addition to the west of the existing facility housing the auditorium appears to present the overall high point on the site, although the structure itself is approximately 26 feet in height. The building height for single-family dwellings as outlined in the Zoning Code is limited to 35 feet.

**Parking** requirements are based on probable generated need. Existing parking provisions are for 95 vehicles. Plans call for an increase in available parking to a total of 160 spaces. The proposed parking solution reflects the expansion of parking from the existing parking area eastward to East Mercer Way. The existing parking configuration is to be altered to accommodate additional parking spaces. This scheme results in the removal of the single family residence along with some re-grading. The merits reflected in this solution include the retention of the existing berm and all major existing trees along the easterly portion of the site to East Mercer Way.

A preliminary landscape plan calls for the south portion of the site adjacent to S.E. 40th to be retained in natural vegetation. Additional vegetative materials are to include varieties which will adequately mitigate the impact of the facility expansion in boundary areas as well as within the parking lot.

6. Required showing for a Conditional Use Permit:

Before any Conditional Use Permit may be granted, it shall be shown:

A. That such permit is consistent with the restrictions applicable to the zone in which the lot or tract is located for which the permit is sought. The applicant must satisfy the criteria of Section 4.02.4 in the Zoning Code relating to non-commercial recreational areas.

(1) Access to the local and all arterial thoroughfares shall be reasonably provided.

Comment: Access to and from the Jewish Community Center is provided along the northerly perimeter of the property from East Mercer Way, which is designated as a collector arterial in the Mercer Island Arterial and Circulation Plan, Ordinance #404.

(2) Outdoor lighting shall be located so as to minimize glare upon abutting property and streets.

Comment: The existing outdoor lighting is to be removed. The applicant has indicated that new outdoor lighting will be proposed which is lower in height and of a more residential character.

- (3) Building and active play areas will be located 20 feet or more from all boundaries above the line of ordinary high water.

Comment: Proposed plans show that the existing and proposed building as well as active play areas are more than 20 feet from any boundary line.

- (4) Boundaries of the area above the line of ordinary high water shall be reasonably screened or fenced or both from abutting property and streets and appropriately landscaped. The maintenance of privately-owned landscape screens shall be guaranteed by posting a bond to the City in a reasonable amount, if required by the Design Commission. The above requirement shall be accomplished consistent with a reasonable time schedule of park development.

Comment: The preliminary landscape plan has reflected an intent to provide a vegetative buffer adequate to mitigate the impact of the expanded facility on adjacent properties. The Design Commission can require a performance bond for implementation and maintenance.

- (5) A plot, landscape, and building plan shall in compliance with these conditions be filed with and approved by the Design Commission and the construction and maintenance of buildings and other improvements in the establishment and continuation of this shall comply with the approved plot, landscape and building plan with deviation permitted only upon filing and approval of an amended plan.

Comment: A final plot, landscape, and building plan is to approved by the Design Commission.

- B. That the proposed use is determined to be acceptable in terms of size and location of site, nature of the proposed use, character of surrounding development, traffic capacities of adjacent streets, environmental factors, size of proposed buildings and membership, and satisfies the purposes of the Island's Comprehensive Plan.

Comment: The total site area is computed to be 7.8 acres. Total building coverage with the addition is computed at 1.55 acres. Parking will cover 1.56 acres. Total site coverage is proposed to be 3.11 acres or 40% of the site.

The existing facility's proximity to I-90 and commercial office use is considered ideal in that it provides ease of access to off-island residents and provides the potential for a suitable transition between single family and more intensive use. The proposed use is not to be altered, only to be

expanded. Staff believes the character of the immediate neighborhood can be retained as a result of adequate building setbacks, the retention of substantial areas in a relatively undisturbed state and the introduction of sufficient planting materials to mitigate the impact of additional building and parking. In that East Mercer Way is designated as a collector arterial, it is felt that any additional traffic generated by the expanded facility can be accommodated. The applicant has completed the necessary steps in order to comply with the State Environmental Policy Act and has received a negative declaration. The purposes of the Island's Comprehensive Plan have been satisfied.

- C. That condition shall be attached to such permits which will assure us that such particular use on such particular site shall be compatible with other existing and potential uses in the same general area and shall not constitute a nuisance in fact recognizing and compensating for variations and degrees of noise, smoke, dust, fumes, vibration, odors, hazard, or public need, together with available technological processes and equipment for control of such factors.

Comment: In that this is an existing facility and that the hours of operation are not to be altered and that provision for parking is to be improved, staff believes any negative impact to be negligible and for the most part existing only through the construction phase of the project.

- D. That such permit shall be subject to revocation or amendment by the City Council on recommendation of the Planning Commission.

Comment: This is more of a statement than a required showing by the applicant.

#### STAFF RECOMMENDATION

Staff believes the applicant meets the required showing for a Conditional Use Permit for the proposed use of the property. The uses on the property change to the extent that it will provide for expanded use of the facility by the existing membership.

Staff recommends that the Conditional Use Permit application for the expansion of the Jewish Community Center be approved in that it meets the required showing in Section 19.02 of the Zoning Code, subject to the following conditions:

1. That the existing outdoor lighting be removed and that outdoor lighting more representative of a residential character which minimizes glare upon abutting property and streets be approved by the Design Commission.
2. That all improvements at the site be completed within 2 years from the date of issuance of the permit, including lighting and landscaping and that it be recommended to the Design Commission that a performance bond to the City be required to secure the installation and maintenance of the outdoor lighting, landscaping, and parking lot.

\* Additional Conditions entered by the Planning Commission:

3. That due consideration be given to the treatment of the new parking and landscape area which immediately joins East Mercer Way.
4. That all of the improvements be substantially in the form as depicted on the site plan, Exhibit A.
5. That the City Planning Staff and the City Engineer evaluate the traffic situation which exists on East Mercer Way at the point of entry to the Jewish Community Center and advise the City Council as to what negative effects the expansion might present.

PUBLIC HEARING

- JEWISH COMMUNITY CENTER  
Request for Conditional Use Permit

Ms. Meck-Emery began the staff presentation by describing the need for the Conditional Use Permit and the required process for obtaining it. She explained that the Design Commission had approved the preliminary concept for the building addition plus 160 parking spaces, recommending that the parking spaces be divided into 145 paved spaces and 15 grassed spaces.

Ms. Meck-Emery then went on to describe the required showing for a Conditional Use Permit, as outlined in the staff report, and concluded that the proposed expansion adequately met the conditions. She added that in staff's opinion this was an ideal location for the type of use proposed because of its accessibility from I-90 and because of its location between C-0 and single-family housing areas. She concluded by stating that staff's recommendation was for approval with the conditions that outdoor lighting be changed to minimize the glare and that all improvements at the site be completed within two years from the date of issuance, with a performance bond to secure completion in accordance with the plans.

In response to Commissioner Nelson's question, Ms. Meck-Emery indicated that two years provided a reasonable time frame for completion.

The meeting was at this point opened to the public.

Herb Krusan of 8551 SE 82nd spoke as a proponent, describing the philosophy and concepts underlying the expansion.

Ed Burke of Burke Associates, project architect, then described the design of the addition, the uses, and the arterial connections, using slides to illustrate.

Speaking in opposition were Myron Hals of 4537 88th SE, Bob Chase, Howard Bailey, Horace Hall of 4006 East Mercer Way, Dale Showalter of 3702 East Mercer Way, Clarence Cameron of 3809 97th Avenue SE, and Barbara Showalter of 3702 East Mercer Way. The concerns expressed included lighting, noise, minor vandalism, access via East Mercer Way with the resultant impact on that arterial, and the visual impact and resultant change to the character of the neighborhood.

Mr. Hall reminded the Commissioners that access originally was to have been through the state-owned property to the north rather than to East Mercer Way and asked if this was still a possibility.

In response to Mr. Cameron's concern about the location of the play area, Ms. Meck-Emery responded that the elevational difference and the proposed landscaping would help mitigate the impact on the adjacent residential area.

The public portion of the meeting was closed at this point.

Commissioner Keever expressed concern about the effect of the additional traffic on East Mercer Way and especially on the bicycle path. Mr. Burke indicated that the Jewish Community Center was closed Friday night and all day Saturday and that the uses thus would probably not coincide with recreational uses of East Mercer Way. He indicated that use of the Jewish Community Center on Sunday would usually be staggered and thus the impact not so great.

Commissioner Gregory said he felt the two major issues involved were the concerns of the residents of the adjoining property and the impact of the additional traffic. He said that in his opinion the concerns of the neighbors were being dealt with sensitively but added that he felt staff should have given further thought to the impact on the area of the additional traffic which would be generated by the addition.

Commissioner Nelson wondered if the parking was adequate to accommodate all the people using the facility at any given time. Mr. Guillen's response was that the uses would be varied and staggered so that the proposed parking would adequately serve the facility.

Commissioner Clancy asked to what degree the daycare center and preschool would be expanded, to which Mr. Burke replied that the purpose of the remodeling was



to provide better accommodation of the present preschool enrollment and that the number of children served was not expected to increase. He indicated that the total membership was expected to increase by about ten percent.

In response to a question from Commissioner Clancy, Mr. Burke stated that the gymnasium was currently being used as an auditorium when required and that the capacity of the new auditorium would be 600 people.

Motion: Commissioner Clancy moved that the application for the expansion of the Jewish Community Center be approved in that it meets the required showing in Section 19.02 of the Zoning Code, subject to the following conditions:

1. That the existing outdoor lighting be removed and that outdoor lighting more representative of a residential character which minimizes glare upon abutting property and streets be approved by the Design Commission.
2. That all improvements at the site be completed within two years from the date of issuance of the permit, including lighting and landscaping and that it be recommended to the Design Commission that a performance bond to the City be required to secure the installation and maintenance of the outdoor lighting, landscaping, and parking area.
3. That due consideration be given to the treatment of the new parking and landscape area which immediately joins East Mercer Way.
4. That all of the improvements be substantially in the form as depicted in the site plan, Exhibit A.
5. That the City Planning Staff and City Engineer evaluate the traffic situation which exists on East Mercer Way at the point of entry to the Jewish Community Center and advise the City Council and the Planning Commission as to what negative effects the expansion might present.

The motion was seconded by Commissioner Clancy and passed unanimously.

PUBLIC HEARING

- HERZL-NER-TAMID

Request for Continuance until June 6, 1979

Commissioner Nelson moved that the public hearing for Herzl-Ner-Tamid be continued until June 6, 1979. The motion was seconded by Commissioner Gregory and passed unanimously.

There being no further business, the meeting was adjourned at 10:03 p.m.

Respectfully submitted,

Marty Beck  
Minute Clerk

MB/lt

- That in order to insure basically daytime activities, outdoor lighting not be included as part of the master plan.
- That the final landscape plan reflect some minimal regrading, possibly in the area of the paved play space, to provide a smoother transition between the play spaces as well as between the cottage and the shoreline.
- That the twenty foot setback from the north property line be eliminated.
- That the concept approval is not to include cottage design, only its location.

The motion was seconded by Commissioner McConnell.

Motion: Commissioner MacLeod moved that the motion be amended to include the following conditions:

- That the existing drainage problems on the site be addressed by a professional.
- That the planting which the Design Commission is recommending to separate the proposed play area take the form of some large canopy shade trees.
- That the owners retain the services of a designer for a minimal amount of time to help them consolidate their plan.

The motion was seconded by Commissioner Pomeroy and passed unanimously. The motion as amended was passed unanimously.

ACTION ITEM:  
(Building Addition -  
Preliminary Concept)

JEWISH COMMUNITY CENTER  
3801 E. Mercer Way

Ms. Meck-Emery presented the Staff Report as outlined in the Staff Summary. She explained that the area of the proposed addition would be 33,880 square feet rather than 27,880 square feet as indicated in the Staff Summary. She indicated that Staff had some basic concerns about the plans, including the number of parking spaces proposed and the overall design of the parking area.

Edward Burke, project architect, presented the plan, using slides to illustrate. He said he had attempted to design the addition around the problems of residential proximity. He described the building as having three major sections, including a recreational wing, a social-education wing, and a performing arts wing. He explained that the roofline of the building would be one level with the exception of the auditorium, which would be higher and would have a gallery skylight.

He said the concerns of the neighbors had included high-level lighting and parking. He admitted that the designers had overreacted to the parking and had cut the number of parking spaces and made other revisions so that the parking area would be less visible from the street.

Commissioner Hermes asked why the preschool wing had been planned adjacent to the residential area. Mr. Burke replied that access would have been a problem in other areas and that there was an eight-foot difference in elevation to serve as a buffer.

Joe Lee, landscape architect for the project, explained that they had reduced the number of parking spaces to a total of 161 and that the circulation had been planned so that every large evergreen tree would be saved. He explained that instead of one large parking bay there would be several small ones. He went on to say that the levels would be stepped down rather than sloped.

Commissioner Pomeroy said the original parking proposal would have imposed a character on the neighborhood that had not been there previously. He said he felt the new proposal was a tremendous improvement. Commissioner Hermes said in his opinion the impact of the parking area from the street would be substantial.

Commissioner Mac Leod observed that the parking lot would only occasionally be filled to capacity and suggested that the number of parking spaces should be developed based on normal use with provision for overflow parking on a softer surface. Commissioner Bain suggested an area be held in reserve for possible future use, and Mr. Burke agreed that an area could be graded and planted in grass in anticipation of future need. Ms. Meck-Emery suggested that a reciprocal parking arrangement with the Globe Building might be a possibility.

Patricia Cameron, a neighbor, questioned the architect as to what was going to be done to reduce the impact of noise coming from the auditorium. Mr. Burke replied that the auditorium was enclosed on three sides and no outdoor areas were planned. She added that she felt the back of the building should be camouflaged with vines to soften the impact of a solid concrete wall.

In response to concerns expressed by neighbors, Mr. Burke added that there would be no construction parking along the private road. He indicated that the proposed road from the Globe Building property would be used only for an occasional delivery and would not be used for service access.

Tony D'Ambrosio, neighbor to the east of East Mercer Way, stated that the parking lot as proposed adversely affected his property because of its visibility from his windows and because of the higher noise level it would create. The Commissioners agreed that the additional landscaping allowed for with the revised parking and circulation proposals should serve to substantially mitigate the impact.

Commissioner Hermes said he felt a joint parking arrangement with the Globe Building provided the best solution. Mr. Burke indicated that because of security and access problems he felt that pursuance of such an arrangement should be used only as the last resort.

Commissioner Mac Leod asked if the topographical survey was recent and accurate. Mr. Burke replied that they had paced the site and done sight readings on which the plan was based but indicated they intended to obtain a registered survey.

Commissioner Mac Leod also asked that measures be taken to save the very large cottonwood tree close to the proposed addition.

Commissioner Mac Leod observed that the preschool addition extended into a very swampy area of the site and wondered if it might even be classified as wetlands. Mr. Burke replied that contouring was planned to help direct the water away from the building. Commissioner Mac Leod also asked that additional thought be given the pedestrian circulation from the parking lot to the building.

Motion: Commissioner McConnell moved that the preliminary concept for the addition to the Jewish Community Center be approved and that the modified parking and circulation plan be approved, featuring a maximum of 145 paved spaces plus 15 grassed spaces to be located in the southeasterly corner of the site, and that the final landscape plan emphasize adequate vegetative buffers in boundary areas to sufficiently mitigate the visual impact resulting from the improvements to the facility. The motion was seconded by Commissioner Hermes and passed unanimously.

Ms. Meck-Emery informed the Commission that TRA was planning to remodel the interior of the old Royal Fork Building for use by Farmers New World Life Insurance. Plans are to include the repainting of the exterior. Ms. Meck-Emery asked if, in the opinions of the Commissioners, this constituted a significant architectural change. She supplied a color sample for review and suggested that an informal concurrence may be in order. It was the consensus of the Commission that the color proposed was acceptable and did not need formal approval of the Design Commission.

There being no further business, the meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Marty Beck  
Minute Clerk

MB/lt

MEMORANDUM

To: Director of Community Development

May 25, 1979

From: Director of Systems Engineering

Re: Traffic at the Jewish Community Center (JCC)

Present Condition

The JCC plans to expand its facilities by adding a day care center and an auditorium. The parking lot will increase from 95 stalls to 160 stalls. I have been asked to address the question as to whether the increased traffic will cause any traffic problems on Mercer Island streets.

East Mercer Way in front of JCC presently carries about 4,030 vehicles per day; this traffic has been increasing at about 4% per year. The peak hour traffic is about 270 vehicles per hour in the northbound lane between about 7:00 a.m. and 8:00 a.m., and a similar volume in the southbound lane between 5:00 p.m. and 6:00 p.m.

Each lane of the present roadway is capable of carrying a peak hour volume in the peak lane of about 700 vehicles per hour. This means the present 270 vehicles per hour peak can be adequately handled.

Proposed JCC Addition

The proposed JCC facility can park 160 cars. The worst condition that can occur is that all 160 cars leave at the same time. As 44% of JCC members live on Mercer Island and about 75% of these are likely to turn southbound on East Mercer Way, this means about 53 cars will go southbound and 117 cars northbound. If this major event were to occur at a peak hour, then the existing 270 vehicles per hour would be increased to 387 vehicles per hour which is still well below the 700 vehicles per hour road capacity.

The peak hour JCC uses are at 9:00 a.m. and noon for the day care facility, which can handle up to about 105 children, and between 7:00 p.m. and 10:00 p.m. for major functions in the auditorium when at the worst there would be 160 cars parked at JCC. The likelihood of the morning and evening rush hour peaks of traffic on East Mercer Way coinciding with peak JCC uses is remote.

Future Conditions

On East Mercer Way between I-90 and S.E. 53rd Place there are about 220 potential future building sites. If all sites are developed, each home generates as many as 12 trips per day and all these cars go by the JCC, the present 4,030 vehicles per day at the JCC will be increased to about 6,670 vehicles per day which means a peak hour volume per lane of about 434 vehicles per hour. If the 117 peak hour JCC traffic is added to this 434 future maximum vehicles per hour, there is a future peak of 551 vehicles per hour per lane which is less than the roadway capacity of 700 vehicles per hour.

Conclusion

The JCC addition will not add sufficient traffic to cause any detrimental present and future traffic congestions on East Mercer Way.



CITY OF MERCER ISLAND  
Design Commission

STAFF REPORT

APPLICANT: THE JEWISH COMMUNITY CENTER

LOCATION: 3801 E. MERCER WAY

PROPOSAL: EXPANSION OF EXISTING FACILITY

ACTION REQUESTED: APPROVAL OF CONCEPT, RECOMMENDATIONS TO THE PLANNING COMMISSION

PREVIOUS ACTION: NONE

HEARING DATE: APRIL 25, 1979

STAFF SUMMARY

1. The subject property holds a single-family residential zoning classification. Non-commercial recreational areas such as the Jewish Community Center represents are allowed in residential areas only upon issuance of a Conditional Use Permit. Conditional to the establishing of a non-commercial recreational area are the following general criteria:

- A. That access to local arterials be reasonably provided.
- B. That outdoor lighting be located to minimize glare upon abutting properties.
- C. That buildings and active play areas be located a minimum of 20 feet from the property lines.
- D. That boundaries of the site be reasonably screened or fenced or both from abutting properties and streets and appropriately landscaped.
- E. That a plot, landscape and building plan showing compliance with these conditions be approved by the Design Commission.

Design Commission members are requested to review the concept proposal and, if acceptable, approve the concept and offer specific recommendations to the Planning Commission regarding the overall project. Subsequent to review by the Planning Commission and issuance of the Conditional Use Permit by the City Council, the applicant will be required to submit final plans for Design Commission approval.

2. The subject property is zoned R-8.4 and R-9.6. The adjacent property to the north is owned by Globe Development and the State of Washington and is zoned C-0 (Commercial Office). The property to the east, west and south is zoned for single family residences. The Jewish Community Center property encompasses approximately 7.8 acres and is accessed via a single driveway from East Mercer Way. The site presently includes an existing facility of approximately 45,000 square feet with parking available for approximately 95 vehicles. In addition to the central Community Center building is a single-family structure visible from East Mercer Way on the easterly portion of the

property. This small building is to be demolished and the hill substantially re-graded to provide for additional parking. Existing topography reflects an overall 24' change in elevation from a high point at the southwesterly perimeter of the site to a low point at the northwesterly corner, presenting some rather interesting elevational changes throughout the site. Existing vegetation reflects a rather significant number of coniferous and deciduous trees with accompanying underbrush while other areas adjacent to the building and throughout the parking lot reflect a major use of rhododendron and shrub-type planting materials. One specific area south of the building and adjacent to a single-family residence is screened with several rows of introduced evergreen trees.

3. Proposed plans call for the addition of approximately 27,880 square feet to the central facility in basically two different directions. An auditorium and pre-school facility is to project west and south from the southwest corner of the existing building. Offices, health club, and additional racquetball courts are to be added along the north portion of the existing facility. Building design (with a basic concrete construction and flat roof design) appears to be consistent with that of the existing structure. The proposed addition to the west of the existing facility appears to present the overall high point on the site, although the structure itself is approximately 26 feet in height.

Parking requirements are to be based on probable generated need. The existing parking ratio stands at approximately one parking space per each 473 square feet of gross floor area. The proposed plan indicates an increase in parking spaces from 95 to 245, or approximately one parking space per 297 square feet of floor area. Proposed parking follows a north-south grid pattern and extends westerly to the building from East Mercer Way across the property where the existing house is located. The existing parking configuration is to be altered to accommodate additional parking spaces. This scheme would result in the removal of the berm or hill on which the single-family residence is currently located. It would also result in the elimination of approximately 30 existing trees, all but one of which are conifers with caliper sizes ranging between six to thirty inches.

The preliminary landscape plan prepared by the architect calls for the relatively undisturbed areas along the south portions of the property to be retained and the addition of evergreen and deciduous trees along the inner perimeter of this undisturbed area adjacent to the proposed addition. The proposed landscape plan also features median strips approximately ten feet in width running north, south the length of the various parking areas. The planting materials in these median strips appears to be some type of deciduous tree. As a final note on the landscape plan, an approximate thirty-foot buffer between East Mercer Way and the edge of the parking and an approximate 35-foot wide planting strip separating this particular parking area from single family residences to the south adjacent to East Mercer Way features a combination of deciduous and evergreen trees planted along a slightly bermed area.

4. The Design Guidelines address quasi-public facilities and should be reviewed prior to the meeting. The primary goal outlined for this section is the conservation of the existing amenities of the site and preservation of its indi-

genous character. Specific to this goal are various criteria, one of which states that the extent of paved surfaces be controlled by limiting allowable continuous parking lots to a maximum of 20 cars. In addition it states that parking lot configurations should complement and conform to the existing topography and those areas in excess of a 20-car count should be separated into units offered by a landscape planting buffer of not less than 10 feet.

#### STAFF ANALYSIS

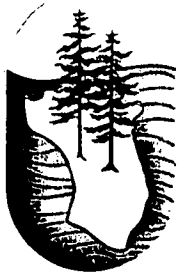
The parking solutions proposed present concern to the staff in that the number of parking spaces has been more than doubled from that currently existing on the site, although the proposed addition will reflect little more than a 50 percent increase in square footage. If the existing parking ratio of approximately 1:473 is used as a basis from which to determine proposed parking requirements, the addition of 27,880 square feet of building should result in an additional requirement for 59 spaces, a total of 154 spaces rather than 245 as indicated. Additional to this seemingly large number of parking spaces is the fact that a number of significant existing trees will be lost and the topographic integrity of the site will be substantially altered. One of the positive aspects of this site as exists has been relative seclusion offered the existing building and parking from East Mercer Way and adjoining properties resulting from

It is staff's opinion that the basic site development could benefit significantly from a landscape architect working with the architect as an integral part of the design team. To date this has not been the case.

The Commission is cautioned not to take action on the existing proposal unless they feel satisfied that the concepts as proposed will result in a satisfactory design solution.

#### RECOMMENDED MOTION

Move that the preliminary concept for the addition to the Jewish Community Center be re-evaluated with further consideration given to a parking and circulation solution featuring a maximum 200 spaces and reflecting an approach more sympathetic to the existing amenities of the site, assuring retention of as many existing major trees as possible and minimization of any necessary recontouring of the site and that the preliminary landscape plan emphasize adequate vegetative buffers in boundary areas to sufficiently mitigate the visual impact resulting from the improvements to the facility.



# CITY OF MERCER ISLAND, WASHINGTON

DEPARTMENT OF COMMUNITY DEVELOPMENT  
April 30, 1979

Leonard Robinson  
Director  
THE JEWISH COMMUNITY CENTER  
3801 E. Mercer Way  
Mercer Island WA 98040

Dear Mr. Robinson:

This is to advise you that the Design Commission at its April 25, 1979 Public Meeting approved the preliminary concept for the expansion of the Jewish Community Center with the inclusion of the modified parking and circulation plan. In conjunction with this approval, recommendations forwarded by the Design Commission to the Planning Commission for their review in the consideration of the Center's request for a Conditional Use Permit are as follows:

1. That the accepted modified parking and circulation concept which stipulated a total of 161 parking spaces feature a maximum of 145 paved spaces with 15 of the proposed parking spaces at the southeasterly corner of the property to be retained in lawn.
2. That the final landscape plan emphasize adequate vegetative buffers in boundary areas sufficient to mitigate the impact resulting from the improvements to the site.

In addition to the recommendations outlined above the following comments of the commissioners should be addressed prior to the Planning Commission Public Hearing:

1. Soils information for the areas where expansion of the facility is to occur should be made available.
2. Indication of the manner in which the watercourse through the southwesterly portion of the site is to be handled. Projects requiring Design Commission approval are exempt from the setback provisions of the Watercourse Ord. #332 as long as the project complies with the intent and purpose of the ordinance.
3. Consideration should be given to the retention of the large cottonwood at the northwest corner of the site.
4. The program for outdoor lighting should be outlined.

page one of two



Letter to Leonard Robinson  
re: Jewish Community Center  
April 30, 1979 - page 2

5. An accurate tree survey is required.

Consideration of the Jewish Community Center's request for a Conditional Use Permit has been scheduled for a May 16, 1979 Public Hearing before the Planning Commission. I will contact your architect regarding any additional information I may need for that hearing.

I commend you and your architect for your engagement of a landscape architect to aid in the re-evaluation of the design solution for parking. I agree with Commission members that the revised parking plan offers an improved solution, one which allows for the retention of some of the basic amenities afforded by the site. Enclosed for your information is a flow chart outlining the various aspects of the Conditional Use Permit process. With the approval of the concept by the Design Commission, your application for the Conditional Use Permit can be advanced to Stage 3 of the process. If I can answer any further questions, please don't hesitate to contact me at 232-6400.

Sincerely,

A large, stylized handwritten signature in black ink that reads "Phyllis Meck-Emery". The signature is written in a cursive, flowing style with some loops and flourishes.

Phyllis Meck-Emery  
Associate Planner

PME/lt

cc: Edward Burke



- That in order to insure basically daytime activities, outdoor lighting not be included as part of the master plan.
- That the final landscape plan reflect some minimal regrading, possibly in the area of the paved play space, to provide a smoother transition between the play spaces as well as between the cottage and the shoreline.
- That the twenty foot setback from the north property line be eliminated.
- That the concept approval is not to include cottage design, only its location.

The motion was seconded by Commissioner McConnell.

Motion: Commissioner Mac Leod moved that the motion be amended to include the following conditions:

- That the existing drainage problems on the site be addressed by a professional.
- That the planting which the Design Commission is recommending to separate the proposed play area take the form of some large canopy shade trees.
- That the owners retain the services of a designer for a minimal amount of time to help them consolidate their plan.

The motion was seconded by Commissioner Pomeroy and passed unanimously. The motion as amended was passed unanimously.

ACTION ITEM:  
(Building Addition -  
Preliminary Concept)

- JEWISH COMMUNITY CENTER  
3801 E. Mercer Way

Ms. Meck-Emery presented the Staff Report as outlined in the Staff Summary. She explained that the area of the proposed addition would be 33,880 square feet rather than 27,880 square feet as indicated in the Staff Summary. She indicated that Staff had some basic concerns about the plans, including the number of parking spaces proposed and the overall design of the parking area.

Edward Burke, project architect, presented the plan, using slides to illustrate. He said he had attempted to design the addition around the problems of residential proximity. He described the building as having three major sections, including a recreational wing, a social-education wing, and a performing arts wing. He explained that the roofline of the building would be one level with the exception of the auditorium, which would be higher and would have a gallery skylight.

He said the concerns of the neighbors had included high-level lighting and parking. He admitted that the designers had overreacted to the parking and had cut the number of parking spaces and made other revisions so that the parking area would be less visible from the street.

Commissioner Hermes asked why the preschool wing had been planned adjacent to the residential area. Mr. Burke replied that access would have been a problem in other areas and that there was an eight-foot difference in elevation to serve as a buffer.

Joe Lee, landscape architect for the project, explained that they had reduced the number of parking spaces to a total of 161 and that the circulation had been planned so that every large evergreen tree would be saved. He explained that instead of one large parking bay there would be several small ones. He went on to say that the levels would be stepped down rather than sloped.

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CITY OF MERCER ISLAND  
Design Commission

STAFF REPORT

-APPLICANT: JEWISH COMMUNITY CENTER

LOCATION: 3801 EAST MERCER WAY

PROPOSAL: FINAL ARCHITECTURE

ACTION REQUESTED: APPROVAL

PREVIOUS ACTION: APRIL 25, 1979, APPROVAL OF CONCEPT

MEETING DATE: SEPTEMBER 10, 1980

STAFF SUMMARY

1. As you know, preliminary plans for this project were submitted to the Design Commission prior to the process required for a Conditional Use Permit. Please refer to the Design Commission staff report of April 25, 1979, and related Design Commission minutes, Planning Commission minutes of May 16, 1979, and letter to Leonard Robinson dated May 31, 1979, for relative to the Conditional Use Permit process.
2. Site Plan. The site plan as presented in its final form is substantially consistent with that which was supported in concept form by the Design Commission and finally by the City Council. It features three additions to the existing building a new health club wing at the northwest corner, a new recreational wing at the northeast corner, and a new performing arts and education wing to the west and south of the existing structure. A play area has been incorporated along the westerly side of the new education wing. A play area scheduled for east of the education wing has been deleted in that it was not incorporated in the plans submitted for the conditional use permit.

Parking as outlined on the original concept was to be held at 160 spaces with approximately fifteen spaces left in grass for overflow parking. Every effort was to be made to retain existing native vegetation to serve as a buffer to adjoining properties. As you know, there was a discussion in the preliminary stages of this project as to how the easterly portion of the site adjacent to East Mercer Way would be handled for parking. The fifteen spaces which were to receive a grass or grasscrete surface had originally been proposed along the south property line or the central section of that portion of property. However, due to requests by the engineering department to pull the access away from East Mercer Way and also to refrain from any significant use of the public right-of-way which separates this parcel from the westerly portion of the property, changes were made to the parking configuration in this area which resulted in overflow parking being shifted to a wider buffer strip between East Mercer Way and the parking lot. There was also a request by the engineering department to angle a majority of the parking within the existing west parking lot rather than

showing the spaces perpendicular to the driveway in order to strengthen the observance of the one-way traffic pattern established in this area. However, it appears that in providing for angled parking there is a reduction of approximately eleven parking spaces, which is felt to be too significant a number in view of the fact that this facility can be expected to generate significant need for parking for certain functions. Therefore, the initial proposal showing all of the parking spaces along the east and west side of the median strip in a perpendicular configuration is suggested.

Grading on the site to accommodate the improvements was to be held to a minimum in order to accommodate existing vegetation. There has been considerable discussion with the architect and landscape architect regarding this matter in order to assure that appropriate consideration is given to this aspect of the project. Although there is a necessity for a considerable amount of grading in the easterly parking lot, all of the existing singular trees on that site have been retained as well as most of the trees in the natural berm area east of the west parking lot. The other area which has warranted close attention is on the southwesterly portion of the site which is now wooded. The additions to the building encroach upon this wooded area to some extent which will necessitate the removal of vegetation along the north perimeter of this area. However, the architect has been requested to give particular attention to the amount of grading which is to occur south of the new construction. In addition, since this area is marshy a drainline system south of the building further infringes upon the existing vegetation. The site plans indicate that disturbance of existing vegetation be kept to a minimum. However, there is no specific direction as to which trees, if any, would have to be removed in order to accommodate the grading or drainline.

A sculpture enclosed in a circular walled area to the southeast of the building commemorating the holocaust is also being proposed as part of the project proposal. The Design Commission is requested to review this proposal in terms of location and design approach.

3. Architecture. The overall design of the building additions follows the same architectural approach of the existing structure featuring pre-cast concrete panels with a vertically-textured surface to be painted Dutch Boy 43/28 (beige). A three-foot high pre-cast concrete parapet left a natural concrete color to match the existing building, forms a continuous band around the entirety of the structure. The height of the auditorium, which had been originally proposed at 26 feet has been increased in height to a maximum of 28.5 feet to accommodate mechanical equipment on the roof.
4. Landscape Plan. The overriding theme in the new landscape plan is to retain as much of the existing native vegetation as possible and to introduce plant materials which require a minimum of maintenance. Many existing landscape materials, especially within the median strip of the existing parking lot, will be removed and relocated to other areas on the site. The primary emphasis in terms of new trees will be in the use of native materials such as Douglas Fir, Western Hemlock and Western Red Cedar. Deciduous trees are to include sweetgum and tulip trees with caliper

size varying between 1 1/4 inches and 1 3/4 inches. One of the conditions of approval of the conditional use permit was in respect to special consideration being given the establishment of adequate buffer zones in all perimeter areas.

5. Outdoor Lighting. Illumination of the parking lots generated considerable discussion from neighboring residents. The applicant agreed to remove the existing light poles in favor of something more appropriate and residential in nature. Proposed is a light fixture similar to that used to illuminate the Central Business District mounted on a twelve-foot high round fiberglass pole. The plans call for 175-watt metal halide lamps.

Ground lighting of the holocaust memorial is also being proposed, using 175-watt metal halide lamps. However, the exact location and number has not been specified on the plans.

#### ANALYSIS

Please refer to a letter from the City dated August 13, 1980, to the architect, expressing concerns regarding the final plans submitted for approval and a letter from the architect responding to the City's concerns.

As regards the architecture of the building, it is staff's position that the architect has presented a final proposal consistent with the concept plans. However, the exterior treatment of the building in terms of sealant raises some question as to the appropriateness of painting only those portions of the building which reflect new construction while leaving the remaining surfaces of the building in their natural condition. The architect has advised the applicant that although sealant was applied to the building initially, there is a necessity for the existing structure to be resealed in order to prevent leakage. It is the staff's understanding that the product which would be used to paint the proposed additions and provide the necessary sealing effect is the same or similar product to that being used on the new portions of the East Channel bridge. This paint is a new product which keeps the concrete from staining and picking up the uneven tones apparent on the existing structure. Therefore, staff would recommend that to provide the necessary continuity between existing and new construction and to remove the stained appearance of the existing building, the entire structure, both old and new, be painted with the proposed paint. There are also areas of exposed aggregate in the beige tone range on the existing building which would complement the color which has been proposed for the new building face.

In terms of grading it is suggested the Design Commission be very specific in their direction to the architect relative to all trees to be removed being flagged and that there be the opportunity for the City to make adjustments in the field relative to the drain line and grading around the building which would retain certain trees.

The Design Commission should assess the impact that the Holocaust memorial may have on the property to the south. The plant materials buffering the concrete wall around the memorial should be carefully considered in terms of providing a year-round buffer.

Plans indicate that viburnum opulus, a deciduous shrub, is being proposed for this area. It is suggested that a broadleaf evergreen shrub be substituted in order to provide year-round effect. It is also suggested that disturbed areas south of the new addition be interplanted with additional trees in order to strengthen the buffer zone. It is also important that the Design Commission require a performance bond in order to secure the installation and maintenance of outdoor lighting and landscaping and that a time limit be imposed upon the applicant for implementation of the landscape plan.

RECOMMENDED MOTION

Move that in accordance with Ordinance 297, Section 16A.09, relating to (a) relationship of building to site, (b) relation of building and site to adjoining area, (c) landscape and site treatment, and (d) building design, the final architecture, landscape, and lighting plan for the Jewish Community Center be approved subject to the following conditions:

1. That the color for the building be extended to include the existing facade.
2. That all trees to be removed be flagged and approved by the City prior to removal with the understanding that on-site adjustments will be made at that time in order to preserve as many trees as possible.
3. That a construction fence be indicated on the plans prior to issuance of a building permit and that it be erected prior to excavation in order to protect sensitive areas and that the plans also show a method for protecting individual trees during the construction phases of the project.
4. That deciduous trees be indicated on the plan at two-inch minimum caliper.
5. That modifications to the landscape plan to include interplanting with trees in disturbed areas, especially south of the new addition be included on the plans.

CITY OF MERCER ISLAND  
Design Commission

PUBLIC MEETING

September 10, 1980

MINUTES

Present: Design Commission

J. Crosby  
R. Hermes  
E. MacLeod  
J. Nelson  
J. Pomeroy  
J. Wallis

Staff

P. Meck-Emery  
D. Guillen

The meeting was called to order by Chairman Crosby at 7:35 p.m. in the School Administration Building. The minutes of the meeting conducted on August 13, 1980 were approved as submitted.

ACTION ITEM: - JEWISH COMMUNITY CENTER  
(Final Architecture, Landscape and Lighting Plan) 3801 East Mercer Way

Ms. Meck-Emery briefly outlined the process through which this project had evolved and the conditions established with the approval of the conditional use permit. She discussed the staff's concerns relative to the project final plans as outlined in a letter dated August 13, 1980, adding that with the letter of response from the architect much of the staff's concerns had been addressed. She concluded that the project was considered substantially consistent with the preliminary plans and therefore approval was recommended subject to the conditions as outlined in the analysis portion of the Staff Report.

Ed Burke, the architect for the Jewish Community Center, discussed the plans, explaining the rationale for wanting to paint only the new additions to the building. He also discussed the landscaping plans and the construction fence requested by staff to protect areas of natural vegetation.

Bill Valentine, neighbor to the west, stated that all of his objections had been taken into consideration by the architect, but added that he was concerned about an easement along the west perimeter of the property, which had recently been cleared by the telephone company.

In response to a question by Chairman Crosby Mr. Burke described the lighting fixtures to be used. Commissioner Hermes stated that the proposed lighting for the memorial statue might create an overkill.

Motion: Commissioner MacLeod moved that in accordance with Ordinance 297, Section 16A.09, relating to (a) relationship of building to site, (b) relation of building and site to adjoining area, (c) landscape and site treatment, and (d) building design, the final architecture, landscape, and lighting plan for the Jewish Community Center be approved subject to the following conditions:

1. That all trees to be removed be flagged and approved by the City prior to removal with the understanding that on-site adjustments will be made at that time in order to preserve as many trees as possible.
2. That a construction fence be indicated on the plans prior to issuance of a building permit and that it be erected prior to excavation in order to protect sensitive areas and that the plans also show a method for protecting individual trees during the construction phases of the project.
3. That deciduous trees be indicated on the plan at two-inch minimum caliper for installation.
4. That modifications to the landscape plan to include interplanting with trees in disturbed areas, especially south of the new addition be included on the plans.

5. That a landscape and lighting bond be required as provided for in Section 16A.09(b), with completion of the installation of the landscaping and the lighting required prior to the issuance of an occupancy permit for the new construction.
6. That the area directly south of the Holocaust Memorial include ever-green plantings to provide year-round screening in addition to the deciduous material proposed already for that area.

The motion was seconded by Commissioner Nelson and passed unanimously.

Motion: Commissioner Pomeroy moved that staff be directed to investigate the clearing of trees off of the existing easement and that staff report back to the Commission with recommendation of remedies available, and that a copy of the report be sent to the parties involved.

The motion was seconded by Commissioner MacLeod and passed unanimously.

ACTION ITEM: - THE OTHER PLACE  
(Remodel) 3043 78th Avenue SE

Ms. Meck-Emerly briefly explained the background of this item, adding that Commissioners Wallis and Pomeroy had met with the applicant at the site to discuss the matter.

Ms. Alena Appiah-Kusi, student architect for the applicant, explained that the applicant wished to have the lettering on the sign match her business cards, but that the cost of such lettering might be prohibitive.

Commissioner Hermes stated that he could not approve of the lettering proposed because it did not meet standards normally followed by the Design Commission. Commissioner MacLeod felt that the lettering should be allowed because it is the identity desired by the shop owner.

Motion: Commissioner Pomeroy moved that in accordance with Ordinance 297, Section 16A.09, relating to (d) building design, the remodel for The Other Place located at 3043 78th Avenue SE be approved as submitted, with the exception of the sign letters, which are rejected and should be re-submitted for approval by the staff.

The motion was seconded by Commissioner Hermes and passed by a vote of 4 to 2, with Commissioners MacLeod and Wallis voting against.

ACTION ITEM: ISLAND MARKET SQUARE  
(Remodel and Landscape Plan) (Christian Science Reading Room,  
End of the Rainbow Antiques, Riley's)

Ms. Meck-Emerly explained that this proposal consisted of two segments, one dealing with the west side and one with the south side of the building. She then deferred to Ned Nelson, the architect, for a further description of the proposal.

Mr. Nelson described in some detail the proposal for Riley's and the landscaping planned for the area, including the placement and lighting of a flagpole. He also described the plans for the west side of the building.

In response to a question by Commissioner Wallis, Mr. Nelson explained that the location of a large transformer limited what could be done to provide screening for the dumpster.

Commissioner MacLeod suggested that an additional tree be planted in the courtyard area.

Chairman Crosby pointed out that a water source would have to be supplied for landscape maintenance.





JEWISH COMMUNITY CENTER

Conditions of Construction as per  
City of Mercer Island Building Department  
5 November 1980

- A. Procedural or Ordinance Requirements (no change in work already required):
1. City of Mercer Island Department of Community Development, General Conditions (attached).
  2. The City of Mercer Island requires submittal to and approval by the City of the following:
    - a. Fire sprinkler plan;
    - b. Location of smoke and heat detectors;
    - c. Carpet samples and documentation of flame spread;
    - d. Shop drawings of kitchen hood and its fire extinguishing system;
    - e. Copies of all concrete inspection reports and test results; and
    - f. Copies of structural calculations of spandek.
  3. City of Mercer Island Design Commission Conditions 1 through 6 (see paragraph "C" of this listing for Conditions 3, 4, 5, and 6).
- B. Items of Clarification (no additional cost unless Contractor takes exception):
1. Locate tree in a different location than where new driveway is, between parking lots (due to driveway change).
  2. Provide 18" from wall to centerline of handicapped water closets.
  3. Provide 1-hour rated ceiling in Auditorium (as specified).
  4. Provide 1-hour rated ceiling in Vestibule 62 (as specified).
  5. Provide 1-hour rated ceiling in Multi-purpose Room (as specified).
  6. Provide 1-hour rated veneer plaster ceiling in Corridor 61; not acoustic tile as shown on the room finish schedule.
  7. Build all stair handrails per code.
  8. Provide safety glass at glass court walls (as specified).
  9. Provide 3-hour fire rating material over steel beams as per Detail 1/A-14.
  10. All landings outside exit doors shall be 5' in length.
  11. Raise grade at west side of Health Club Wing approximately 7" and delete one riser from landing.
  12. Provide #12 gauge wire for suspended ceiling (as specified).
  13. Provide double glazed tempered glass units for skylights as shown on drawings and specified per 1979 Uniform Building Code.
  14. Install handicapped urinal in men's restroom with lip at 15" in lieu of 14" as shown.

15. Set top of lavatories in men's and women's at 34" as shown.
16. Set top of soap dispensers at 40" and towel dispenser at 40".
17. Provide lever type faucets (as specified).
18. Provide panic hardware on doors (as scheduled).
19. Provide safety glass in doors (as specified).
20. Provide concrete cover over reinforcing steel (as scheduled, Sheet S-19).
21. All wood in contact with concrete or masonry shall be pressure treated, not just treated as called for on Sheet S-19.
22. Minimum flow at fire hydrants to be 3,000 GPM (as specified).
23. Types I and II catch basins in new parking lot to be 60".
24. Steps of ladder in catch basins to be safety type.
25. Reroute 8 x 6 duct to Massage Room so as not to penetrate wall on the vestibule side of Door 62D.
26. All finish material shall comply with Chapter 42 of the Uniformed Building Code.

C. Changes to the Work (as requested by the City of Mercer Island):

1. Provide handicapped signage (per handicapped standards):
  - a. Five international symbol of access parking signs shall be mounted at 4'-0" metal poles at the center and head of each handicapped parking space;
  - b. The international symbol of access shall be posted on major entrances, toilet rooms, and required exits; and
  - c. Visible and tactile signs shall be placed by public spaces, stairs, stages, mechanical rooms, or any place that might be of danger, or hazardous to visually disabled persons.
2. Provide a handrail on stairs from Control Room 53 to Storage Room 40.
3. Provide handrails on stairs from Auditorium 41 to Platform 42.
4. Provide occupancy load capacity signage:
  - a. "Maximum Capacity 570" next to main entrance to Auditorium; and
  - b. "Maximum Capacity 464" next to entrance doors of Multi-purpose Room.
5. All deciduous trees are to be of 2" caliper in lieu of 1-1/2".
6. Provide two protective bollards for each fire hydrant.
7. Provide approximately 750' of temporary erosion control fence as shown on City of Mercer Island approved Sheet C-2.
8. Provide two additional fire dampers in the Health Club Wing as shown on the City of Mercer Island approved Sheet M-5.
9. The following doors are to be 1-hour label type: 36A, 37A, 37B, 40A, 43A, 43B, 43C, 47A, 47B, 53A, 54B, 58A, and 66A.
10. Provide interplanting with trees in disturbed areas, especially south of the new addition.

11. Provide plantings of broad leafed evergreen shrubs south of the Holocaust Memorial.
12. Provide a performance bond for implementation of the landscaping and lighting including one year's maintenance.

CITY OF MERCER ISLAND  
Department of Community Development

GENERAL CONDITIONS RELATING TO BUILDING PERMIT NO. \_\_\_\_\_

PUBLIC RIGHT OF WAY

- All streets and sidewalks must be kept broom clean. Washing may be required during periods of dry weather. This includes dirt from truck tires within City limits.
- No storage of Building materials, construction sheds, dumpsters, etc. will be permitted outside of property lines.
- Any closure of streets for construction purposes shall be approved by the City Engineer. Forty-eight hours notice is required. This includes partial closures (i.e. one lane of traffic). Traffic control must be provided by the contractor (flagmen, barricades, etc.)
- Any damage to improvements or vegetation in the public right of way must be repaired or replaced.

PRIVATE PROPERTY

- Yard and construction lights shall be shielded or otherwise directed away from all surrounding properties.
- City Ordinance #266 (attached) limits construction working hours to those hours between 7:00 a.m. and 10:00 p.m. any day of the week.
- All trees to be removed shall be marked by the contractor and checked by the City prior to removal operations.
- Excessive dust on the construction site shall be eliminated by means of application of water spray during prolonged dry weather spells.
- Restroom facilities provided on site shall be in unobtrusive locations.
- Construction staff shall not park on adjoining commercial parking lots without the express permission of the owner(s).
- All hazardous portions of the construction site and all areas that might serve as an attractive nuisance to the general public shall be sufficiently fenced or barricaded to prevent access to the general public.
- Construction signs shall be limited to one per street frontage at a maximum of 16 square feet per sign with a maximum height of eight feet above grade.

DEPARTMENT OF  
COMMUNITY DEVELOPMENT

NOV 14 1980

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CITY OF MERCER ISLAND  
Design Commission

STAFF REPORT

APPLICANT: JEWISH COMMUNITY CENTER

LOCATION: 3801 EAST MERCER WAY

PROPOSAL: MODIFICATIONS TO THE LANDSCAPE PLAN

ACTION REQUESTED: APPROVAL

PREVIOUS ACTION: SEPT. 10, 1980, APPROVAL OF ARCHITECTURE AND LANDSCAPE PLAN; MAY 29, 1979, CITY COUNCIL APPROVAL OF CONDITIONAL USE PERMIT; APRIL 25, 1979, APPROVAL OF CONCEPT

MEETING DATE: AUGUST 12, 1981

STAFF SUMMARY

- A. Please refer to the Design Commission minutes of September of 1980 for conditions of approval. Portions of the project are now nearing completion with the hope on the part of the Jewish Community Center for a partial occupancy permit. However, conditional to the Design Commission's approval of the project in 1980 was the requirement that the landscape and lighting be implemented prior to issuance of an occupancy permit for new construction. On August 3, I field checked the site with the architect Ed Burke, and the landscape architect, Joe Lee, to ascertain where modifications to the landscape plan would be necessary. Areas of concern which were registered by Staff at that time, and are expected to be addressed with a modified landscape plan at the Wednesday meeting are as follows:
1. The landscape berm along East Mercer Way presently reflects a sharp edge and slope approximating a 1:1 ratio. It was determined that there would be some regrading in this area in order to soften that edge and to reduce the degree of slope in order for it to be able to accommodate the salal which is proposed in that area. There is some question as to the adequacy of the approved plan for this area to provide the desired buffer of the parking lot from adjacent properties to the south and east.
  2. The existing clump of trees along the east side of the entry to the new parking lot appear to be stressed. Mr. Lee will investigate this situation further to determine the cause of the condition. It was discussed that the modified landscape plan should include provision for additional undergrowth material since all the existing undergrowth was removed during construction.
  3. One existing large cedar and one Douglas fir in the new parking lot appear to be dying. The landscape architect was requested to make provision for additional plant materials in this area in the event that the two trees should have to be removed.

4. In the early stages of construction, an administrative decision allowed for there to be a drive-through between the old and the new parking lot. The landscape architect was directed to address this modification to the site plan on the landscape plan. There appears to be one dead cedar and a number of dead alders in this area which will have to be removed and accommodated by additional landscape material.
5. The existing landscape plan shows that a number of cedar trees are to be planted along the easterly border in the south portion of the existing parking lot which currently has a break-through fence for fire access. Those trees which were to be planted directly in front of that portion of the fence should be relocated to other areas on the site.
6. The existing evergreen trees along the north perimeter of the Chase property were to be relocated to an area along the south edge of the parking lot. However, with some repair work done to the existing water main, this area has dried out substantially and the trees seem to be doing quite well. Therefore, the landscape architect is proposing to leave them in their existing location, and to propose some other plant material for the south perimeter of the parking lot.
7. It appears the existing plant materials which were to have been retained and subsequently relocated were never stockpiled. Therefore, the modified landscape plan should reflect compensation for the loss of these materials with a proposal for new plantings.
8. Staff discussed with the landscape architect the necessity for inter-planting evergreen materials in the woods in a southwest portion of the site in order to adequately buffer the new construction from adjacent properties. Two specific locations were pointed out at the time.
9. Due to the clearing of the easement along the west portion of the property and the fact that the contractors have used portions of this area for access, the modified landscape plan should address this entire area. It is not felt that erosion control seeding as shown on the present plan is adequate buffer.
10. The large cottonwood along the north perimeter of the property which was to be retained has been removed. Therefore, provision for additional planting in this area should be addressed on the new plan. In addition, the present plan shows that seeding constitutes the entirety of the landscape plan along the north side of the building. It is felt the landscaping along the north side of building should be addressed as carefully as elsewhere on the site, and that seeding does not adequately address the situation.
11. The landscape plan on file does not include an increase in caliper size for the deciduous trees to two inches. This was a condition of approval, therefore the modified landscape plan should reflect this change.

ANALYSIS

The City Council, in its consideration of the Conditional Use Permit, required that all work on the site including the landscaping be completed within two years from the date of issuance of the permit. The Design Commission, in its consideration of the final plans, required that the landscaping be implemented prior to occupancy. It would seem that these requirements constitute a strong commitment on the part of the Design Commission and the City Council to assure completion of the project as a total package. Therefore, Staff will recommend the Design Commission reaffirm its position that the entire landscape plan be implemented prior to any occupancy permit being issued for the new building. The landscape architect is in the process of modifying the existing landscape plan to address the issues of concern registered with the field check. Staff will reserve comment on these modifications until there has been an opportunity to review the new proposal.

RECOMMENDED MOTION

Move that in accordance with Ordinance 297, Section 16A.09, relating to (a) Relationship of Building to Site, (b) Relationship of Building and Site to Adjoining Area, and (c) Landscape and Site Treatment, the modifications to the landscape plan for the Jewish Community Center be approved subject to (conditions as deemed necessary) and that the condition requiring the completion of the installation of the landscaping prior to issuance of an occupancy permit originally approved on September 10, 1980 be reaffirmed by the Commission.



city of mercer island  
memorandum

3801 EMW



**to:** Shannon Hart  
Principal Planner

**from:** Miles Fuller  
Director of Public Services

**re:** DNS - FILE NO. CUP-JCC

**date:** April 10, 1985

action  information

response required

**date:**

**copied:**

On page 2, Item 11, the applicant cites both state and fire codes. If local codes are more restrictive, do they not apply? If certain activities are developed for seniors in this building, does this mean the structure will be modified so that it will be accessible to handi-capped persons?

On page 3, Item 2C reference is made to a "shrub buffer" across the existing entrance. Such a landscape buffer needs to take into consideration how emergency vehicles (fire) will be able to gain access to the structure. The first fire hydrants the Fire Department will use are those along SE 40th Street. A high hedge or a heavily landscaped yard may preclude ready access and thereby add additional response time when minimum timing is critical. The applicants should consider emergency access when developing their landscape plan.

MLF:smg

cc: Director of Engineering  
Fire Marshall  
Building Official

RECEIVED  
APR 11 1985  
COMMUNITY DEVELOPMENT

APR 11 1985

DETERMINATION OF NON-SIGNIFICANCE

Description of proposal Modification of previously approved conditional use permit to incorporate property at 9824 S.E. 40th and to convert the use of said property from single family residential to a day care facility.

Proponent Stroum Jewish Community Center of Greater Seattle

Location of proposal, including street address, if any 3801 East Mercer Way, Mercer Island, WA

Lead Agency CITY OF MERCER ISLAND

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

The following mitigating measures and conditions shall be implemented and/or met as a part of this determination of non-significance:

- 1. Access to the proposed day care facility (including pick-up and drop-off of children) shall not be permitted from S.E. 40th St.

     There is no comment period for this DNS.

X This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 15 days from the date below. Comments must be submitted by April 23, 1985 to the Responsible Official indicated below.

Responsible Official Jerry Bacon

Position/Title Director of Community Development

Phone 233-3586

Address 3505 88 Ave. SE, Mercer Island, WA 98040

Date April 8, 1985 Signature *Shannon Hart*  
Principal Planner for Jerry Bacon

This decision to issue a Determination of Nonsignificance (DNS) rather than to require an EIS, and mitigation measures and conditions required as a part of a DNS may be appealed to the City Council pursuant to Section 17.80.200 of the Mercer Island City Code. Such an appeal must be consolidated with any appeal on the City's underlying permit action. Please contact the Responsible Official for further information.

Department of Community Development  
3505 88th Avenue S.E.  
Mercer Island, Washington 98040  
233-3586

RECEIVED  
DEPT. OF  
COMMUNITY DEVELOPMENT

Date Rec'd. 4-3-85 (see pd.)  
to. CUP-JCC  
EIS Issued 4-3-85  
DNS Final 4-24-85  
EIS Required \_\_\_\_\_  
FOR OFFICE USE ONLY

MAR 27 1985  
CITY OF MERCER ISLAND  
ENVIRONMENTAL CHECKLIST

**Purpose of Checklist:**

The State Environmental Policy Act (SEPA), chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An environmental impact statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the City identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the City decide whether an EIS is required.

**Instructions for Applicants:**

This environmental checklist asks you to describe some basic information about your proposal. The City uses this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply". Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the City staff can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

**Use of checklist for nonproject proposals:** (Applicants for private development projects should disregard this section.)

Complete this checklist for nonproject proposals, even though questions may be answered "does not apply." IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.

**A. BACKGROUND**

1. Name of proposed project, if applicable:

2. Name of applicant: Samuel & Althea Stroum Jewish Community Center of Greater Seattle

3. Address and phone number of applicant and contact person:

3801 East Mercer Way, Mercer Island, WA 98040  
Gary S. Pollock, Executive Director - (206) 232-7115

4. Date checklist prepared: March 18, 1985

5. Agency requesting checklist: City of Mercer Island - Department of Community Development

6. Proposed timing or schedule (including phasing, if applicable):

September 1985

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

No.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

No

10. List any government approvals or permits that will be needed for your proposal, if known.

None Known.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The SJCC proposes to use this house to provide for additional child care services during morning and afternoon hours. If space is available, a craft room for seniors would be developed. The size of this project would be subject to State requirements and fire codes.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

9824 SE 40th Avenue. Also see attached legal description.

TO BE COMPLETED BY APPLICANT

EVALUATION FOR AGENCY USE ONLY

B. ENVIRONMENTAL ELEMENTS

1. Earth

a. General description of the site (circle one) Flat, rolling, hilly, steep slopes, mountainous, other \_\_\_\_\_

b. What is the steepest slope on the site (approximate percent slope)?

Stroum Jewish Community Center

Property Description

That portion of Lots 14 and 15, Block 1, Fruitland Acres to the City of Seattle, according to plat recorded in Volume 12 of Plats, page 33, in King County, Washington, more particularly described as follows:

Commencing at the Southeast corner of the Southeast quarter of Section 7, Township 24 North, Range 5 East, W.M.:  
thence North 88°32'01" West along the South line of said Southeast quarter as now established for a distance of 541.57 feet;  
thence North 1° 12'29" East 30 feet to a point on the North margin of Southeast 40th Street as now established, said point being the TRUE POINT OF BEGINNING.  
thence North 88°32'01" West along said street margin 10.23 feet to a point on the lot line between said Lots 14 and 15;  
thence continuing North 88°32'01" West along said street margin 89.77 feet;  
thence North 1°12'29" East on a line parallel with the East line of said section 7 for a distance of 205.00 feet;  
thence South 88°32'01" East 110.00 feet;  
thence South 1°12'29" West 116.65 feet;  
thence South 7°40'06" West 88.87 feet to the TRUE POINT OF BEGINNING.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any prime farmland.

Clay.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

No

e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill.

No filling or grading proposed.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

No clearing, construction proposed.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

Site to remain as is.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Existing plant materials, shrubs, trees to remain.

## 2. Air

a. What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial wood smoke) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.

No emissions to the air would result from the proposal.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

No.

c. Proposed measures to reduce or control emissions or other impacts to air, if any:

The JCC would provide parking and access to house from existing approved JCC facilities only. A shrub buffer across entrance of driveway would prevent access to house from SE 40th. Employees and members would, therefore, not use SE 40th as an access to the property.

**3. Water**

**a. Surface:**

1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

No.

2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

No.

3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

Does not apply.

4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

No.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

No.

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

No.

**b. Ground:**

1) Will ground water be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities if known.

Existing drainage system to be used.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals . . .; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

Existing domestic sewerage systems to be used.

**c. Water Runoff (including storm water):**

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

2) Could waste materials enter ground or surface waters? If so, generally describe.

No.

**d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any:**

**4. Plants**

a. Check or circle types of vegetation found on the site:

- deciduous tree: alder, maple, aspen, other
- evergreen tree: fir, cedar, pine, other
- shrubs
- grass
- pasture
- crop or grain
- wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- water plants: water lily, eelgrass, milfoil, other
- other types of vegetation

b. What kind and amount of vegetation will be removed or altered?

None anticipated.

c. List threatened or endangered species known to be on or near the site.

None known.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

**5. Animals**

a. Circle any birds and animals which have been observed on or near the site or are known to be on or near the site:

- birds: hawk, heron, eagle, songbirds, other: .....
- mammals: deer, bear, elk, beaver, other: .....
- fish: bass, salmon, trout, herring, shellfish, other: .....

b. List any threatened or endangered species known to be on or near the site.



c. Is the site part of a migration route? If so, explain.

No.

d. Proposed measures to preserve or enhance wildlife, if any:

**6. Energy and Natural Resources**

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

Existing electric heat and water heater to be used.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

No.

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

The JCC will totally winterize house to maximize energy efficiency.

**7. Environmental Health**

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.

No.

1) Describe special emergency services that might be required.

2) Proposed measures to reduce or control environmental health hazards, if any:

**b. Noise**

1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

None.

2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.

The use of the backyard during play time (approximately one hour per day) by children in child care are the only sounds anticipated to occur and then during late morning - mid afternoon Monday - Friday.

- 3) Proposed measures to reduce or control noise impacts, if any: Teachers would be instructed to use existing play areas, rather than back yard, whenever possible. The back yard of the house faces no other neighbor other than the existing JCC.

**8. Land and Shoreline Use**

- a. What is the current use of the site and adjacent properties?

Residential, single family dwelling.

- b. Has the site been used for agriculture? If so, describe.

None known.

- c. Describe any structures on the site.

A 2,100 square feet house and a detached garage.

- d. Will any structures be demolished? If so, what?

No.

- e. What is the current zoning classification of the site?

Residential

- f. What is the current comprehensive plan designation of the site?

Use for child care and senior programs.

- g. If applicable, what is the current shoreline master program designation of the site?

Does not apply.

- h. Has any part of the site been classified as an "environmentally sensitive" area? If so, specify.

No.

- i. Approximately how many people would reside or work in the completed project?

15 - 20 includes children and staff.

- j. Approximately how many people would the completed project displace?

None.

- k. Proposed measures to avoid or reduce displacement impacts, if any:

Does not apply.

- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

The JCC will maintain house in good condition, interior and exterior to ensure its attractiveness within the neighborhood.

**9. Housing**

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Does not apply.
- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing. None.
- c. Proposed measures to reduce or control housing impacts, if any:  
Does not apply.

**10. Aesthetics**

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?  
Status quo
- b. What views in the immediate vicinity would be altered or obstructed?  
Does not apply.
- c. Proposed measures to reduce or control aesthetic impacts, if any:

**11. Light and Glare** Entire section does not apply.

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?
- b. Could light or glare from the finished project be a safety hazard or interfere with views?
- c. What existing off-site sources of light or glare may affect your proposal?
- d. Proposed measures to reduce or control light and glare impacts, if any:

**12. Recreation**

- a. What designated and informal recreational opportunities are in the immediate vicinity?
- b. Would the proposed project displace any existing recreational uses? If so, describe.

No.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

**13. Historic and Cultural Preservation**

a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe.

None Known.

b. Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site.

c. Proposed measures to reduce or control impacts, if any:

**14. Transportation**

a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plans, if any.

The existing, approved JCC access from East Mercer Way would be the access provided to this site.

b. Is site currently served by public transit? If not, what is the approximate distance to the nearest transit stop?

c. How many parking spaces would the completed project have? How many would the project eliminate? Existing parking spaces to be used. None eliminated.

d. Will the proposal require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private).

No.

e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

NO.

f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur. No measurable increase in vehicular trips or increase in volume generated by the project.

g. Proposed measures to reduce or control transportation impacts, if any:

Provide access to site from existing facility access only.

15. Public Services

a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe.

No.

b. Proposed measures to reduce or control direct impacts on public services, if any.

16. Utilities

a. Circle utilities currently available at the site: electricity, natural gas, water, refuse serv-  
ice, telephone, sanitary sewer, septic system, other.

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

None other than those circled above.

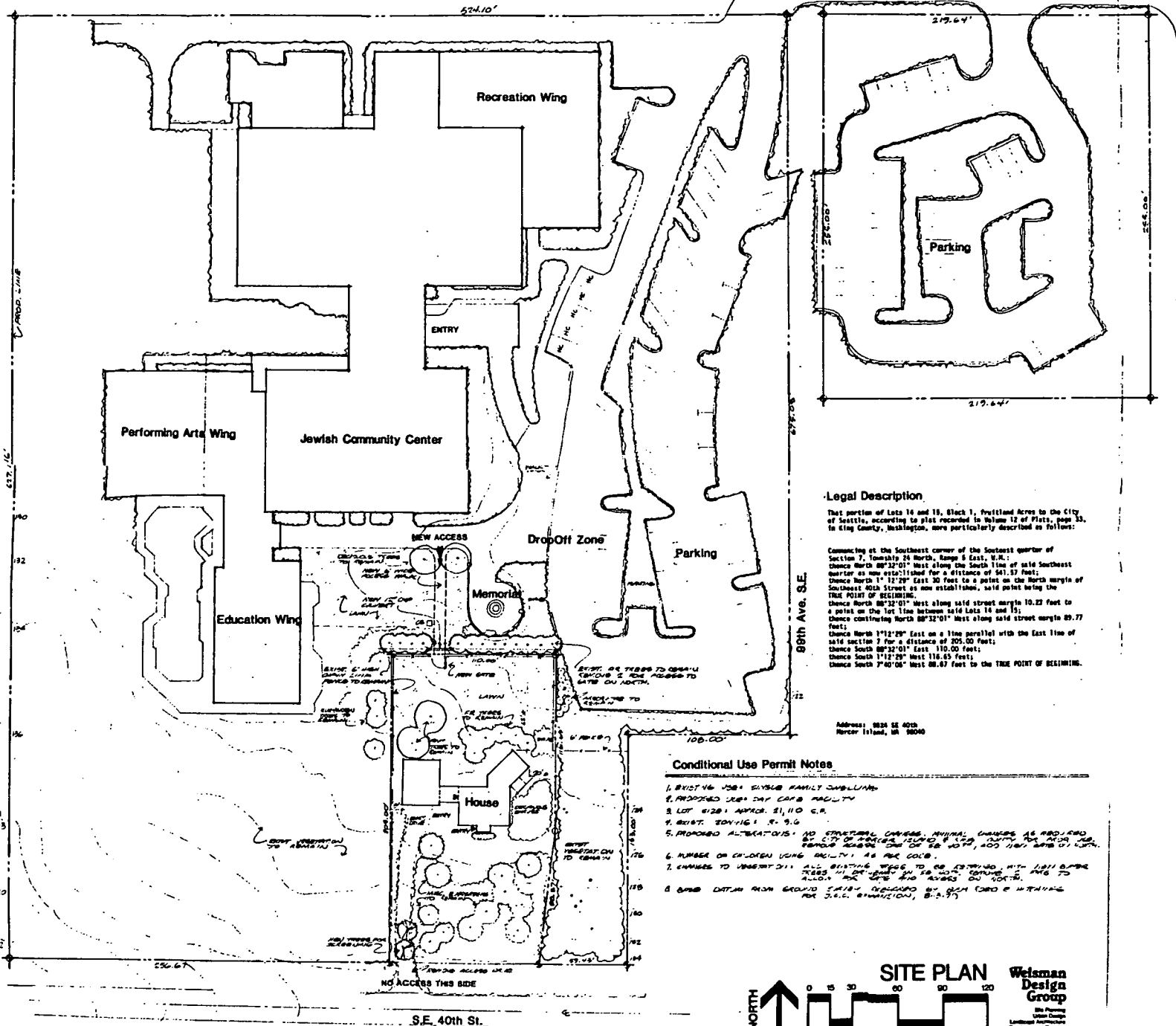
C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: [Handwritten Signature] .....

Date Submitted: 3/26/85 .....

97th Ave. S.E. (Private)



**Legal Description**

That portion of Lots 16 and 18, Block 1, Pruitland Acres to the City of Seattle, according to plat recorded in Volume 12 of Plats, page 33, in King County, Washington, more particularly described as follows:

Commencing at the Southwest corner of the Southwest quarter of Section 7, Township 24 North, Range 8 East, N.M.S.;

thence North 80°32'01" West along the South line of said Southwest quarter as now established for a distance of 841.37 feet;

thence North 1° 12'29" East 30 feet to a point on the North margin of Southeast 40th Street as now established, said point being the TRUE POINT OF BEGINNING;

thence North 80°32'01" West along said street margin 10.23 feet to a point on the lot line between said Lots 16 and 18;

thence continuing North 80°32'01" West along said street margin 89.77 feet;

thence North 1°12'29" East on a line parallel with the East line of said section 7 for a distance of 205.00 feet;

thence South 80°32'01" East 110.00 feet;

thence South 1°12'29" West 116.85 feet;

thence South 7°40'00" West 88.87 feet to the TRUE POINT OF BEGINNING.

Address: 8825 SE 40th  
Mercer Island, WA 98040

- Conditional Use Permit Notes**
1. EXISTING USE: SINGLE FAMILY DWELLING
  2. PROPOSED USE: DAY CARE FACILITY
  3. LOT SIZE: APPROX. 21,110 S.F.
  4. EXIST. ZONING: R-9.5
  5. PROPOSED ALTERNATIVES: NO STRUCTURAL CHANGES, MINIMAL CHANGES AS PROPOSED TO CITY OF SEATTLE ZONING & LAND USE CODE, AS WELL AS ASSESSMENT RATIONALE. SEE CH. 25.05.010, 25.05.015, 25.05.020, 25.05.025, 25.05.030, 25.05.035, 25.05.040, 25.05.045, 25.05.050, 25.05.055, 25.05.060, 25.05.065, 25.05.070, 25.05.075, 25.05.080, 25.05.085, 25.05.090, 25.05.095, 25.05.100, 25.05.105, 25.05.110, 25.05.115, 25.05.120, 25.05.125, 25.05.130, 25.05.135, 25.05.140, 25.05.145, 25.05.150, 25.05.155, 25.05.160, 25.05.165, 25.05.170, 25.05.175, 25.05.180, 25.05.185, 25.05.190, 25.05.195, 25.05.200, 25.05.205, 25.05.210, 25.05.215, 25.05.220, 25.05.225, 25.05.230, 25.05.235, 25.05.240, 25.05.245, 25.05.250, 25.05.255, 25.05.260, 25.05.265, 25.05.270, 25.05.275, 25.05.280, 25.05.285, 25.05.290, 25.05.295, 25.05.300, 25.05.305, 25.05.310, 25.05.315, 25.05.320, 25.05.325, 25.05.330, 25.05.335, 25.05.340, 25.05.345, 25.05.350, 25.05.355, 25.05.360, 25.05.365, 25.05.370, 25.05.375, 25.05.380, 25.05.385, 25.05.390, 25.05.395, 25.05.400, 25.05.405, 25.05.410, 25.05.415, 25.05.420, 25.05.425, 25.05.430, 25.05.435, 25.05.440, 25.05.445, 25.05.450, 25.05.455, 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## **Notice of Decision for Conditional Use (CUP03-003 and SEP03-024)**

These matters came before the Mercer Island Planning Commission on July 16, 2003 for a public hearing on a Conditional Use Permit to allow modification and expansion of the French American School on the Stroum Jewish Community Center Campus (JCC) and reconfiguration of the existing JCC parking. Lesley Bain and Christiane Pein of Weinstein A|U represented the applicant. City staff members Gabe Snedeker, Principal Planner, Richard Hart, Director of Development Services, and Nancy Fairchild, Transportation Planner, appeared on behalf of the City. After review of the staff report, supplemental material, written comments and considering the oral testimony presented during the course of the public hearing, the Planning Commission makes the following Findings of Facts and Conclusions of Law in these matters.

### **I. PROCEDURE SUMMARY**

1. On June 16, 2003, Weinstein A|U submitted a Conditional Use Permit application on behalf of the Stroum Jewish Community Center to allow modification and expansion of the French American School on the Stroum Jewish Community Center Campus (JCC) and reconfiguration of the existing JCC parking.
2. On June 19, 2003, a public notice was posted on site at 3801 East Mercer Way and mailed to all property owners within 300 feet of the subject property giving notice of the public hearing for the application to request the Conditional Use Permit.
3. On July 16, 2003, the Planning Commission, after reviewing the staff report and hearing testimony from the applicant and neighboring property owners, approved with conditions the request for a Conditional Use for the Stroum Jewish Community Center.

### **II. RECORD**

1. The Planning Commission considered the following in making its decision:
  - A. Staff Report, (Gabe Snedeker, Development Services Group), dated July 16, 2003, with the following Exhibits:
    1. Applicable Criteria
      - MICC 19.02.010
      - MICC 19.15.020
    2. Application material submitted by the applicant, dated June 16, 2003

*Notice of Decision for  
Application # CUP03-003  
Page 1 of 4*

3. State Environmental Policy Act (SEPA) Threshold Determination – Mitigated Determination of Non-significance (MDNS) dated July 2, 2003
4. Public Comment Letters

**B.** The Planning Commission considered the testimony of the following individuals:

- Lesley Bain and Christiane Pein of Weinstein A|U, 121 Stewart Street, Suite 200, Seattle, represented the applicant.
- Rick Tidings, 3975 99<sup>th</sup> Ave. SE
- John Hall, 9970 SE 40<sup>th</sup> St.
- Dennis Dougs, 1207 McGilver Blvd. W., Seattle
- Solomon Heddaya, 4757 146<sup>th</sup> Place, Bellevue

### **III. FINDINGS OF FACT**

1. The existing zoning of the property described in the application is Single Family Residential R-9.6.
2. The subject property is located at 3801 East Mercer Way.
3. The subject property is currently the site of the Stroum Jewish Community Center and French American School of Puget Sound.
4. The request is for a Conditional Use Permit to allow the French American School of Puget Sound (FASPS) to modify and expand their campus on the JCC site and reconfiguration of the existing JCC parking. The immediate student population will be approximately 215 with an anticipated growth over 10 years not to exceed 300 students. The proposed building will be a total of approximately 18,200 square feet and 67 parking stalls will be provided for the school. The entire JCC site would provide 235 parking stalls, an increase from the current 220 stalls provided on-site.
5. The surrounding land uses consist of developed residential lots to the south, public right of way to the north and east, and commercial property to the west.
6. All required time limits for public noticing and posting were met prior to the July 16, 2003 Planning Commission hearing on the request for a Conditional Use Permit.
7. The Planning Commission found that the proposed project is consistent with the goals and policies contained in the City's regulations and the Comprehensive Plan.
8. The applicant must obtain approval for an impervious surface deviation and lot line consolidation in order to construct the improvements as proposed in the Conditional Use Permit application. The applicant is also required to complete the requirements of the right-of-way vacation that has already received approval from the City Council.

### **IV. CONCLUSIONS OF LAW**

1. The Planning Commission finds that the request for a Conditional Use Permit to allow modification and expansion of the French American School on the Stroum Jewish Community Center Campus (JCC) and reconfiguration of the existing JCC parking meets the requirements of MICC 19.02 and the specific criteria in MICC 19.15.020(G)(3).

*Notice of Decision for  
Application # CUP03-003  
Page 2 of 4*



2. The Planning Commission hereby adopts the Criteria for Review and Staff Findings and Analysis contained in pages 3 through 5 of the Staff Report for Project #CUP03-003 (SEP03-24) dated July 16, 2003

#### V. FINDINGS OF FACT/CONCLUSIONS OF LAW

Any finding of fact determined to be a conclusion of law is hereby adopted as such.

#### VI. DECISION

Based on the Findings of Fact contained in the staff report and testimony presented at the Planning Commission public hearing and the Conclusions of law listed above, the request for a Conditional Use Permit to allow modification and expansion of the French American School on the Stroum Jewish Community Center Campus (JCC) and reconfiguration of the existing JCC parking as shown in the plans submitted with the application, date stamped June 16, 2003, is approved. The conditions are as listed below:

1. Following approval of this Conditional Use and related proposals, current building square footage, lot coverage, parking stalls, and traffic generation levels at the JCC will not be exceeded. If the applicant proposes to increase these development levels a CUP amendment shall be required.
2. Design review and a building permit from the City of Mercer Island are required.
3. All conditions listed in the Mitigated Determination of Non-significance issued on July 22, 2002 shall be met.
4. The JCC shall pay for the City to designate a short northbound center lane along East Mercer Way to provide increased safety for JCC motorists and visitors making the eastbound to northbound turning movement out of the main access drive.
5. The proposal shall be constructed as proposed in the CUP Permit application dated on June 16, 2003. Major site elements, included but not limited to parking stalls, internal circulation, loading zones, play areas, and building footprints shall be provided and maintained as shown in those plans. This CUP constitutes approval for up to 300 students and would allow a second story to be placed on the proposed building footprint, subject to additional design review and approval.
6. The applicant shall install a "Stop" sign with stop bar and "Caution, Watch for Pedestrians" sign at the driveway.
7. The applicant shall provide a detailed landscaping plan with the application for design review.
8. A detailed parking, circulation, crosswalk and landscaping plan shall be submitted with each proposed change to the Conditional use Permit.
9. The JCC will work with adjoining property owners to maintain and strengthen the opportunity for shared pedestrian access with 9725, 9675, 9625 and 9611 SE 36<sup>th</sup> Street, as currently exists.
10. Prior to issuance of any building or development permit for this site, the applicant shall complete the approved street vacation, impervious surface deviation, and obtain approval for the lot line consolidation.

11. The applicant shall revise the proposed plans for the JCC parking reconfiguration. The proposed parking shall be no closer to all southern property lines than the current parking. The applicant shall submit revised plans consistent with this requirement prior to design commission approval.



**Under State law and Mercer Island Code, you have the right to appeal this decision to the Mercer Island City Council. If you desire to file an appeal you must submit the appropriate form and fee, available from the Development Services, and file it with the City Clerk within fourteen (14) days from the date this decision is signed. Upon receipt of a complete appeal application, an open record hearing will be scheduled.**

DATE 7-23-03

Handwritten signature of Stephen D. Bryan in black ink.

Stephen D. Bryan  
Planning Commission Chair  
City of Mercer Island

Handwritten signature of Gabe Snedeker in black ink.

Gabe Snedeker, AICP  
Principal Planner  
City of Mercer Island



**STATE ENVIRONMENTAL POLICY ACT (SEPA)  
MITIGATED DETERMINATION OF NON-SIGNIFICANCE (MDNS)**

**Application No:** SEP03-024 (SEPA), CUP03-003 (Conditional Use), and DEV03-010 (Impervious Surface Deviation)

**Description of proposal:** SEPA Threshold Determination for the modification and expansion of the French American School on the Stroum Jewish Community Center (JCC) Campus. The overall immediate student population will be approximately 215 with an anticipated growth over 10 years not to exceed 300 students. The proposed buildings will be a total of approximately 18,200 square feet and 67 parking stalls will be provided for the school. The existing parking and circulation for the JCC will be reconfigured.

**Applicant:** Lesley Bain (Weinstein A|U) for the Stroum Jewish Community Center

**Location of proposal:** 3801 East Mercer Way

**Lead agency:** CITY OF MERCER ISLAND



**Appeal deadline:** 5:00 PM on July 16, 2003

The lead agency has determined that this proposal, as conditioned by the required mitigation measures, will not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

**MITIGATION MEASURES REQUIRED UNDER SEPA SUBSTANTIVE AUTHORITY:**  
The following conditions are required to clarify and change the proposal pursuant to WAC197-11-350:

- 1. The SJCC shall work with WSDOT to significantly trim and/or remove trees and vegetation to provide a clear line of sight for the SE 36<sup>th</sup> Street intersection. The new landscaping plan shall be approved by the City prior to plant removal and installation.**
- 2. The entry drive shall be designed with two lanes out and one lane in. The outbound lanes should be constructed to provide a right turn/through lane and an exclusive left turn lane.**



3. The City reserves the right to restrict the driveway to right-turn in/right-turn out only based on traffic safety concerns at these locations. 
4. The existing crosswalk shall be aligned closer to the new campus driveway in a location acceptable to the City Engineer.
5. The SJCC and French American School shall submit a coordinated Transportation Management Plan annually no later than December 31 of each year. Both organizations shall designate a Transportation Coordinator for the site, within three (3) months of issuance of the Certificate of Occupancy of the project. Duties of the Transportation Coordinators include: 
  - Serve as a liaison for residents, tenants, employees, and City staff regarding traffic, parking, and site issues.
  - Monitor and manage on-site parking and deliveries.
  - Encourage ridesharing and public transit use by workers, employers, and users.
  - Establish a transportation information center in a common area (e.g., lobby) displaying information on ridesharing, parking, public transit routes, schedules, etc.

The optional DNS process, as specified in WAC 197-11-355 has been used. A Notice of Application that stated the lead agency's intent to issue an MDNS for this project was issued on June 17, 2003 and a 14 day comment period followed. There is no additional comment for this MDNS. The Planning Commission will hold an open record public hearing on the proposed Conditional Use Permit on July 16, 2003 at 7:30 in the City of Mercer Island Council Chambers.

ISSUANCE OF THIS THRESHOLD DETERMINATION DOES NOT CONSTITUTE APPROVAL OF THE UNDERLYING PERMITS. A CONDITIONAL USE PERMIT AND IMPERVIOUS SURFACE DEVIATION FROM THE CITY OF MERCER ISLAND ARE REQUIRED.

Responsible Official: GABE SNEDEKER, AICP  
CITY OF MERCER ISLAND  
9611 SE 36TH STREET  
MERCER ISLAND, WA 98040  
Phone: (206) 236-5300  
FAX: (206) 236-3599

Date: July 2, 2003

Signature 

This decision to issue a Mitigated Determination of Non-significance (MDNS) rather than to require an EIS and mitigating measures and conditions required as a part of this MDNS may be appealed within 14 days of the date of this decision listed above pursuant to Section 19.07 of the Mercer Island Unified Land Development Code, Administration Section. Appeals must be filed at the address listed above by 5:00 PM on July 16, 2003. Please contact the Responsible Official for further information.

## DESIGN COMMISSION MEETING AGENDA



CITY COUNCIL CHAMBERS  
MERCER ISLAND CITY HALL  
9611 SE 36TH STREET  
MERCER ISLAND, WA 98040

October 8, 2003  
7:30 PM

CALL TO ORDER

7:30 PM

ROLL CALL

Bryant, Caditz, Dawson, Chairman Glick, Parsons, Vice Chairman Sandler, and Wittman

MINUTE APPROVAL

August 27, 2003 and September 10, 2003

### AGENDA ITEMS

1. Study Session for a proposal to construct a narthex addition for Emmanuel Episcopal Church.

#### **Emmanuel Episcopal Church; 4400 86<sup>th</sup> Avenue SE**

The applicant, R.W. Thorpe and Associates, proposes to construct a two-story, 9,696 square foot narthex addition and upgrades for the Emmanuel Episcopal Church. This study session will examine the site design of the proposed project as well as an architectural review. **No action will be taken.**

2. DSR03-022: Final Design Review for the construction of a new classroom building for the French American School.

#### **French American School; 3801 East Mercer Way**

The applicant, Weinstein Architects and Urban Designers, is requesting Final Design Approval to construct a new 18,057 sq. ft., single-story classroom building for the French American School located at 3801 East Mercer Way. This building will replace two small buildings on the site that are currently used by the school. **This proposal received Preliminary Design Approval at the August 27, 2003 Design Commission meeting.**

### Other Business

DIRECTOR'S COMMENTS

COUNCIL LIAISON REPORT

NEXT REGULAR MEETING

The next meeting is scheduled for October 22, 2003.

SCHEDULED ABSENCE OF DESIGN COMMISSIONERS

ADJOURN

Americans With Disabilities accommodations are available by calling 206/ 236-5300 or 206/232-9558 TDD

# **Action Item #1**



## CITY OF MERCER ISLAND, WASHINGTON

9611 S.E. 36th Street • Mercer Island, WA 98040-3732  
(206) 236-5300 • TDD (206) 232-9598  
www.ci.mercer-island.wa.us

September 9, 2003

Lesley Bain  
Weinstein A/U  
121 Stewart Street, Suite 200  
Seattle, WA 98101

RE: Application #DSR03-022; - Construction of a new 18,057 square foot, single story, modular building for the French American School. This project is located at 3801 East Mercer Way.

Dear Ms. Bain:

The City of Mercer Island Design Commission, at their public meeting of August 27, 2003, granted Preliminary Design Approval for the replacement of two existing buildings with a new 18,057 square foot, single story building for the French American School located at 3801 East Mercer Way. This approval is subject to several conditions that must be addressed through design modifications prior to the submittal of your project for Final Design Review. The Commission granted preliminary approval subject to the following conditions:

1. The applicant shall adhere to the conditions listed on the Mitigated Determination of Non-Significance (MDNS) issued July 2, 2003.
2. The applicant shall submit a landscape security agreement in the amount approved by the Development Services Group for two years from the date of certificate of occupancy inspection.
3. Extra color, such as the additional use of the dark red trim, shall be added to the exterior.
4. Additional information regarding the dumpster and its screening and the entrance canopies shall be submitted.
5. Taller trees (approximately 30-40 feet in height) shall be planted between each module to add verticality to the building.
6. The applicant shall increase the amount of variety and detail of plant material for the triangular section of grass located northeast of the proposed building. This area could possibly accommodate some trees with larger canopies.
7. The applicant shall increase the amount of landscaping at the entrance of the site.
8. The applicant shall examine moving one or two parking spaces located at the entrance of the site to the west in order to increase the amount of landscaping at the entrance.
9. Additional detail of the proposed play area shall be provided. This information should included details of how this area relates to the building and the parking lot.
10. The proposed entrance canopies shall be more prominent with stronger architectural elements in order to better accentuate the entranceways.
11. The proposed sun trellises and screens that project out from the building shall wrap around the corners of the building in order to continue this three-dimensional effect to all sides of the building.
12. The applicant shall consider pulling certain sections of the trellis further away from the building to add depth and dimension to the façade.
13. The applicant shall explore varying the style of the prefabricated building in order to add more interest to the proposal.
14. The applicant shall consider adding some additional elements to the flat roof such as skylights or some other features that would add architectural interest.
15. Irrigation is required for all landscaping.



Once this information has been submitted to the City, a meeting with the Design Commission regarding the Final Design Review of this project will be scheduled. Feel free to contact me at (206) 236-3272 if you have any questions.

Sincerely,

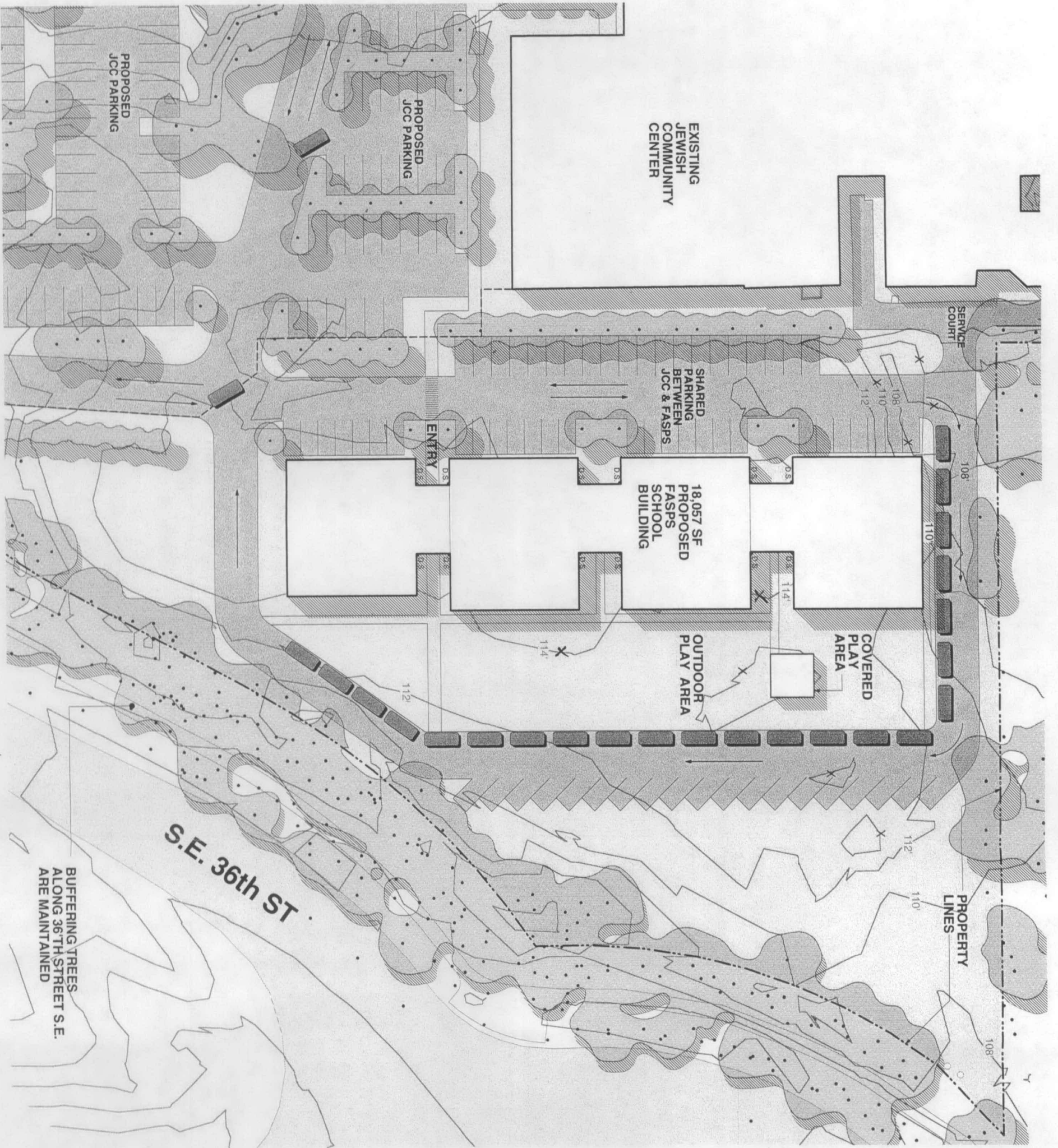
A handwritten signature in black ink that reads "John M. Scandola". The signature is written in a cursive, slightly slanted style.

John M. Scandola  
Associate Planner

Cc: Edward Weinstein  
Christiane Pein



**Action Item #1 (cont.)  
Site Plans and Elevations of  
Previous Submittal for Comparison**



**PROJECT STATISTICS (ENTIRE JCC SITE)**

TOTAL SITE AREA*:	465,100 SF
TOTAL IMPERVIOUS AREA**:	208,911 SF
GROSS BUILDING FLOOR AREA***:	86,500 SF
PERCENT IMPERVIOUS SURFACE:	44.92%

\*PROJECT SITE INCLUDES ENTIRE PROPERTY AND ACCOUNTS FOR EXISTING AND PROPOSED STRUCTURES

\*\*TOTAL IMPERVIOUS AREA INCLUDES EXISTING AND PROPOSED BUILDINGS, ROADS, WALKWAYS, PAVING, AND COMPACT GRAVEL

\*\*\*GROSS BUILDING FLOOR AREA INCLUDES ALL EXISTING AND PROPOSED BUILDINGS

**PROJECT STATISTICS (FASPS SITE ONLY)**

FASPS SITE AREA:	113,695.8 SF
TOTAL IMPERVIOUS AREA**:	50,752.8 SF
GROSS BUILDING FLOOR AREA***:	18,057 SF
PERCENT IMPERVIOUS SURFACE:	44.7%

\*\*TOTAL IMPERVIOUS AREA INCLUDES PROPOSED BUILDINGS, ROADS, WALKWAYS, PAVING, AND COMPACT GRAVEL

\*\*\*GROSS BUILDING FLOOR AREA INCLUDES PROPOSED BUILDING. EXISTING STRUCTURES ARE TO BE REMOVED

EXISTING TOPOGRAPHIC CONTOURS AT 2' INTERVALS

EXISTING TO BE MODIFIED

MODIFIED TOPOGRAPHIC CONTOURS AT 2' INTERVALS

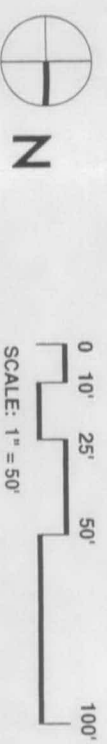
ASSUMED BOUNDARY OF FASC



**FRENCH AMERICAN SCHOOL CAMPUS**

**FIGURE 2: SITE & ROOF PLAN**

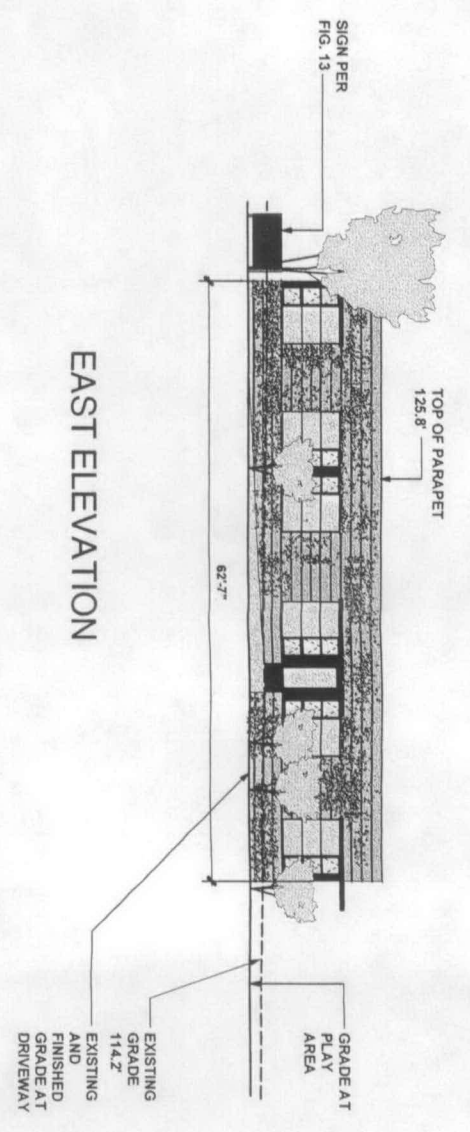
21 JULY 2003



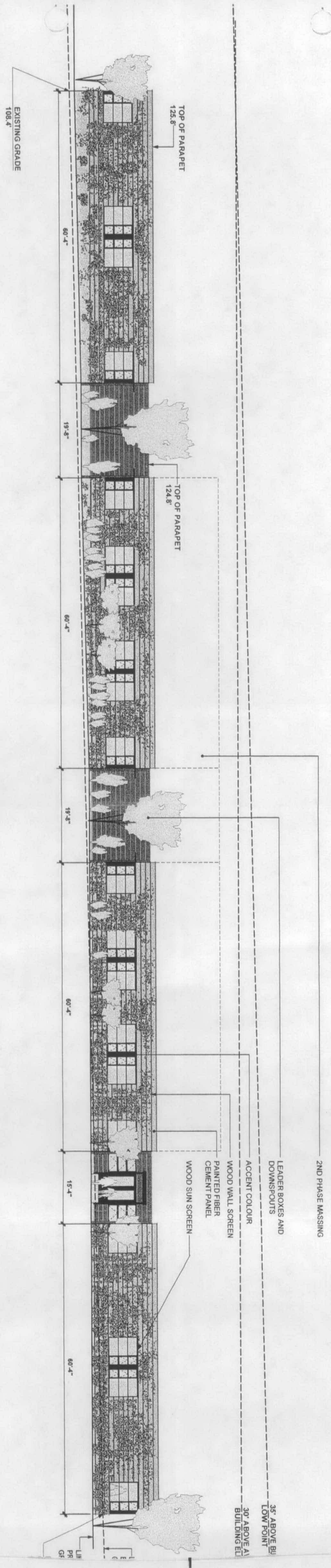
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35' ABOVE BUILDING'S LOW POINT



EAST ELEVATION

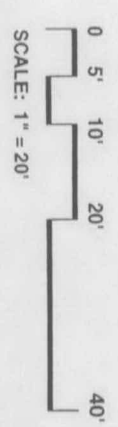


SOUTH ELEVATION

FRENCH AMERICAN SCHOOL CAMPUS

FIGURE 8: BUILDING ELEVATIONS

21 JULY 2003



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### PROPOSED PLANT PALETTE

CLIMBING VINES - 2' GAL.  
ARMAANDII / FLOERING CLAMATIS

ACCENT TREES - 2' GAL.  
MALUS SNOWDRIFT / FLOERING CRABAPPLE  
PRUNUS S. AUTUMNALIS / FLOERING CHERRY  
PRUNUS CALLERIANA REDSPIRE / FLOERING PEAR

COLUMNAR DECIDUOUS TREES - 2' GAL.  
ACER RUBRUM BOWHALL / BOWHALL RED MAPLE  
BETULA JACQUEMONTI / JACQUEMONTI BIRCH  
CARPINUS BETULUS / HORNBAM

EVERGREEN TREES - 6'-7' HT., 8-8B  
CALOCEDRUS DECURRENS INCENSE CEDAR  
PINUS NIGRA / AUSTRALIAN PINE  
PINUS SYLVESTRIS / SCOTCH PINE

SMALL DECIDUOUS TREES - 7' HT., MULTISTEM  
ACER GINNATONI / LAURE AMUR MAPLE  
CORNUS KOUSA / KOUSA DOGWOOD

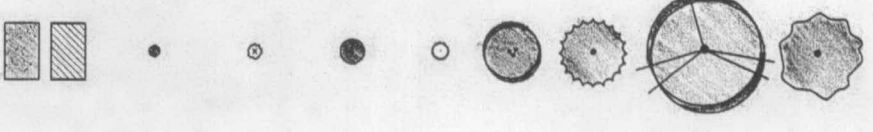
COLUMNAR EVERGREEN SHRUBS - 3'-4' HT.  
JUNIPERUS SEMPERVERENS / ITALIAN CYPRESS  
JUNIPERUS VIRGINIANA SKYROCKET / SKYROCKET JUNIPER  
TAXUS BACATA STRICTA / IRISH YEW  
THUNBERGIA PARVIFLORA / PORTUGAL LAUREL

EVERGREEN BUFFER/SCREENING SHRUBS - 5 GAL.  
ARBUZITUS UNEDOI / STRAWBERRY TREE  
COTONEASTER LACTEUS / PARNET COTONEASTER  
MYRTICA CALIFORNICA / PACIFIC WAX MYRTLE  
PHOTINIA GLABRA / PHOTINIA

ACCENT / FOUNDATION SHRUBS - 3 GAL.  
ABELIA G. EDWARD GOLDSBERG / ABELIA  
LEUCOTHOE FONTANESIANA / DRHOOPING LEUCOTHOE  
NANDINA DOMESTICA / HEAVENLY BAMBOO  
RHODODENDRON SPP. / RHODODENDRON SPECIES  
SARCOCOCCA RUSCIFOLIA / SARCOCOCCA

LOW SHRUBS - 2 GAL.  
LIXIS RENATA / GREEN ISLAND HOLLY  
PINUS MONTANA / EVERGREEN HUCCLEBERRY  
VIBURNUM DAVIDII / DAVID'S VIBURNUM

GROUND COVERS - 4" POT  
ARCTOSTAPHYLOS UVA - URSI / KINICKINICK  
RUBUS CALYCONIDES EMERALD CARPET / BRAMBLE  
VINCA MINOR / DWARF PERIWINKLE



### LANDSCAPE NOTES

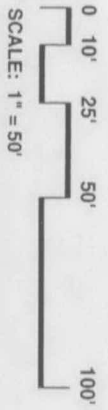
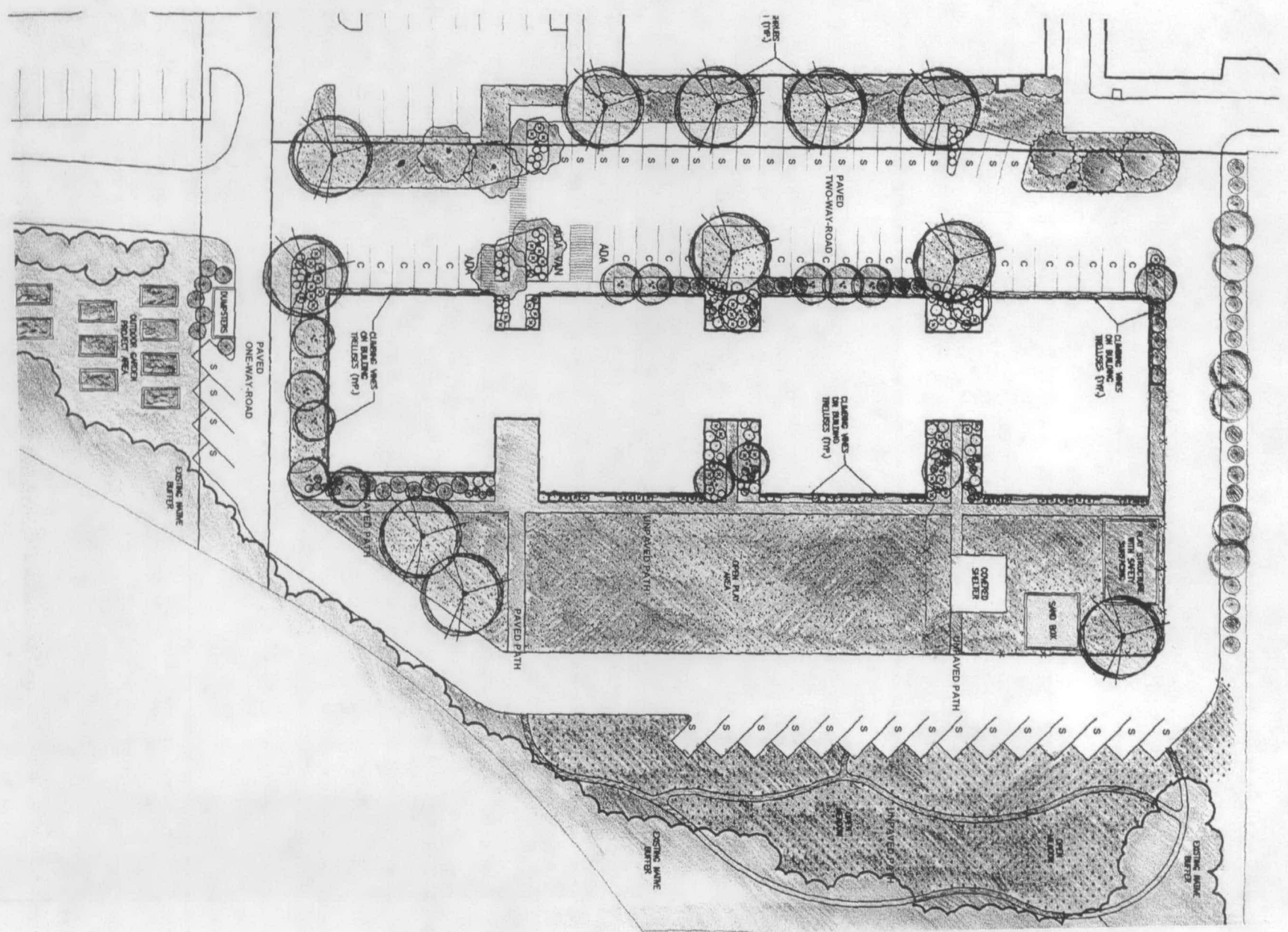
1. CONTRACTOR SHALL CLEAR AND GRUB EXISTING PERMETER LANDSCAPE AREAS OF ALL WEEDS, HIMAL YAM, BLACKBERRY, SCOTCH BROOK AND OTHER UNDESIRABLE VEGETATION.
2. PREPARE SUBGRADES BY TILLING TO 4" DEPTH AND REMOVING COBBLES, ROCKS AND DEBRIS OVER 1" IN DIAMETER.
3. PROVIDE 4" MINIMUM DEPTH OF 2-WAY TOPSOIL (60% SANDY LOAM & 40% COMPOSTED MULCH) IN ALL NEW LANDSCAPE AREAS.
4. PROVIDE 3" COMPACTED DEPTH OF FINE GRADE BARK MULCH IN ALL NEW PLANTING BED AREAS.
5. CONTRACTOR IS RESPONSIBLE FOR RESTORING ALL AREAS DISRUPTED DUE TO CONSTRUCTION OPERATIONS.

### PARKING SUMMARY

STANDARD SPACES:	39
COMPACT SPACES:	24
ACCESSIBLE SPACES:	2
VAN-ACCESSIBLE SPACES:	1
TOTAL PARKING SPACES:	66

## FRENCH AMERICAN SCHOOL CAMPUS

FIGURE 10: LANDSCAPE PLAN  
21 JULY 2003



**WEINSTEIN A|U** Architects + Urban Designers  
121 Stewart Street Suite 200 Seattle, WA 98101 T 206 443 8606

**REVISED  
NOTICE OF DECISION**



**RECEIVED**

**JAN 08 2003**

**Design Commission**

WEINSTEIN AU ARCHITECTS + URBAN DESIGNERS

**Notice of Decision  
For an  
Open Record Public Hearing  
DSR03-022**

**Final design approval for the construction of a new 18,057 square foot, single story, prefabricated building for the French American School. This facility is located at 3801 East Mercer Way.**

**Project:**

The applicant, Weinstein Architects and Urban Designers, proposes to construct a new 18,057 square foot, single story building for the French American School. This building will replace two small buildings on the site that are currently used by the school. This project is located at 3801 East Mercer Way. John Scandola, Associate Planner, represented the City at the public meetings. Edward Weinstein of Weinstein Architects and Urban Designers represented the applicant.

**Chronological Summary:**

1. On July 21, 2003, the applicant submitted a design review application with site plans, narrative, elevations, and associated materials.
2. On July 24, 2003, staff determined the application to be complete.
3. On July 25, 2003, staff sent a letter to the applicant that documents the complete application. Public Notices detailing the application and the August 13, 2003 meeting with the Design Commission were mailed to all property owners within a 300-foot radius of the site and a Public Notice board was posted on site.
4. On July 29, 2003, the Notice of Application was published in the City Bulletin.
5. On August 5, 2003, a Notice of Rescheduled Meeting was published in the City Bulletin. The meeting for Preliminary Design Review with the Design Commission was changed to August 27, 2003. Notices advertising the rescheduled meeting were posted on site and mailed to all property owners within a 300-foot radius of the site.
6. On August 27, 2003, the Design Commission, after reviewing the staff report and hearing testimony from staff and the applicant, granted Preliminary Design Approval for the single-story, school building subject to 15 conditions.
7. On September 9, 2003, staff wrote a letter to the applicant that summarized the findings of the Design Commission from the August 27, 2003 meeting and the 15 conditions for Final Design Review.
8. On September 26, 2003, Notices of Public Hearing for the October 8, 2003 Design Commission meeting were posted on site and mailed to all property owners within a 300-foot radius of the site.
9. On September 29, 2003, the applicant submitted the information requested by the Design Commission for Final Design Review.
10. On October 8, 2003, the Design Commission granted Final Design Approval for the proposed school building subject to 5 conditions

**Criteria:**

This project was reviewed under the applicable criteria contained in Mercer Island City Code 19.15.040(H) Design Commission Requirements. The building design must be consistent with the criteria contained in the following subsections.

**Section 19.15.040(H) - Criteria**

1. Relationship of Building to Site.
2. Relationship of Building and Site to Adjoining Area.
3. Landscape and Site Treatment.
4. Building Design.
5. Signs.
6. Miscellaneous Structures and Street Furniture.

**Findings of Fact:**

1. This proposal involves the construction of a two-story, 18,057 square foot, single story, modular building with a flat roof.
2. The building will be composed of three 60' x 70' square foot modules and one 60' x 63' square foot module, connected by a 20' wide hallway. The facades are recessed between the modules along the north and south sides of the building.
3. This building will replace two small buildings on the site that are currently used by the school.
4. The parking lot will accommodate 67 parking spaces, which is an increase of 7 parking stalls.
5. The site is accessed off of East Mercer Way and heavy vegetation screens the site from vehicular and pedestrian traffic along SE 36<sup>th</sup> Street to the north and East Mercer Way to the east.
6. The exterior of the building will be composed of fiber cement hardipanel that will serve as a background for a system of horizontal cedar lath that will be placed on the facades of the modular sections of the building. The cedar lath will be spaced ¾" off of the hardipanel to act as a trellis for climbing landscaping.
7. To the north of the building, there will be a secured play area for preschool children and a semi-secured play area for the older students.
8. The color of the hardipanel will be tan, the trellises and courtyards will be brown, and dark red will be used for trim.
9. Cedar canopies will be placed at the primary entrances on the north and south sides of the building.

**Conclusions of Law:**

1. The site provides a desirable transition from the streetscape through a visible, landscaped entranceway that provides adequate planting and pedestrian movement. The building is well screened by vegetation along SE 36<sup>th</sup> Street and East Mercer Way.
2. The height and scale of the building is compatible with its site and with the adjacent Jewish Community Center building.
3. The proposed building is architecturally compatible with the adjacent building through the use of screens, façade modulation, colors, and materials.
4. Proposed landscape treatments, which include trees of substantial height, enhance the existing topographical features and the architectural features of the proposed building.
5. Building components such as windows, doors, eaves, and parapets are proportional and in keeping with the residential scale of the neighborhood.
5. The colors of the siding, trellises, window trim, sunscreens, and entrance canopies complement the color schemes of the adjacent Jewish Community Center building. The proposed colors are subtle in tone.
6. Any potential monotony of design has been addressed through the articulation of modules, recessed entranceways, windows, trellises and climbing vegetation, canopies, and large trees.
7. Signs and miscellaneous structures are not relevant to this proposal.
8. The revised proposal is consistent with the 6 design review criteria of MICC 19.15.040(H).

**Decision:**

Based upon the requirements of MICC 19.15.010(H), findings and conclusions stated above, the staff reports, the deliberations of the Design Commission, and the open record testimony of the August 27, 2003, and October 8, 2003 Design Commission meetings, the proposed pre-fabricated school building for the French American School (DSR03-022), is hereby **APPROVED**. This decision is final, unless appealed in writing consistent with adopted appeal procedures.

The following conditions shall be binding on the "Applicant", which shall include owner or owners of the property, heirs, assign, and successors.

1. The applicant shall adhere to the conditions listed on the Mitigated Determination of Non-Significance (MDNS) issued on July 2, 2003
2. Submission of a landscape security agreement in the amount approved by the Development Services Group for two years from the date of certificate of occupancy.
3. A wood fence or some other type of screening shall be placed on the west side of the dumpster area.
4. The heights of the roof parapets shall be as proposed in the applicant's July 21, 2003 submission to the Design Commission; the height of the two outer module parapets shall be approximately one foot greater than the height of the inner module parapets.
5. The applicant shall strengthen the landscaping along the west end of the southern façade by replacing the small deciduous tree currently proposed at the southwest corner of the building with a deciduous tree that will grow to a larger mature size. The previous condition called for the placement of additional trees at this location, however the applicant is unable to fulfill this condition without reducing the number of parking stalls required under the approved CUP.



Approved this 31<sup>st</sup> day of December 2003.

**Fred Glick**  
Design Commission Chair  
City of Mercer Island

**Gabe Snedeker, AICP**  
Principal Planner  
City of Mercer Island

Under State law and Mercer Island City Code, you have the right to appeal this decision to the Mercer Island City Council. If you desire to file an appeal, you must submit the appropriate form, available from the Development Services Group, and file it with the City Clerk with fourteen (14) days from the date. Upon receipt of a complete appeal application and fee, a public hearing will be scheduled.

Note: Due to a delay in mailing out the Revised Notice of Decision, the appeal period has been extended until January 22, 2004.





**CITY OF MERCER ISLAND  
DESIGN COMMISSION  
STAFF REPORT**

**Action Item: 1  
January 9, 2008**

<b>Project:</b>	DSR07-023
<b>Description:</b>	A request for preliminary design review for construction of a 13,886 square foot second story addition to an existing school facility.
<b>Applicant:</b>	Kirsten Wild of Weinstein A/U Architects for French American School of Puget Sound, tenant of the Stroum Jewish Community Center
<b>Site Address:</b>	3795 East Mercer Way
<b>Zoning District:</b>	R-9.6 per MICC 19.01.040(G)(2)
<b>Exhibits:</b>	<ol style="list-style-type: none"> <li>1. Submittal packet date stamped November 1, 2007 including narrative, existing site photographs, vicinity map, site plan and statistical information, landscaping plan, floor plans, exterior elevations, perspective view and materials, and existing lighting plan.</li> <li>2. State Environmental Policy Act (SEPA) Threshold of Mitigated Determination of Non-Significance, issued by the City of Mercer Island on October 15, 2007, file SEP07-024.</li> </ol>

## **I. SUMMARY**

The applicant, Weinstein A/U Architects, is requesting preliminary design review and approval for construction of a 13,886 square foot second story addition to an existing school facility outside the Town Center. The existing structure and proposed addition are constructed using a modular system. The site, addressed as 3795 East Mercer Way, is the current location of the French American School of Puget Sound, which received Conditional Use approval from the City of Mercer Island Planning Commission on November 7, 2007. Design review approval for the existing site and building was granted on December 31, 2003. The site currently contains a single story school building, parking lot, and playfield. The lot is generally flat with a gentle slope from west to east. The subject property is bounded by SE 36<sup>th</sup> Street to the north; by the Stroum Jewish Community Center to the south (zone R-8.4); to the east by East Mercer Way; and to the west by the Globe building (zone C-O).

A State Environmental Policy Act (SEPA) Threshold of Mitigated Determination of Non-Significance was issued by the City of Mercer Island on October 15, 2007, file SEP07-024.

The façade would be composed of painted Hardipanel siding, painted cedar and painted Hardiplank window trim, bronze anodized aluminum windows, and painted steel sunscreen. An existing green base, provided by trellis and honeysuckle, will be extended up to the bottom of the second story window, with clematis added on the north side of the building. The existing building, including the

cedar trellis and eyebrows over the windows (which are currently unpainted), will be painted as part of the project.

The existing landscaping will be supplemented with additional evergreen plantings to further buffer the building from the surrounding public ways of East Mercer Way and SE 36<sup>th</sup> Street; with amended plantings in the eastern entry area, not in view of the right of way; additional parking strip plantings at the south of the building; and several shade trees at the north side of the building, in order to provide visual interest and shade for the existing play areas.

The proposal utilizes the existing site lighting plan.

Public notice of the application and notice of the January 9, 2008 Design Commission meeting were posted in the City's Weekly Bulletin, mailed to parties within 300 feet of the subject site, and posted on site on December 3, 2007. A 14-day comment period was provided from December 3, 2007 through December 17, 2007. No letters of comment were received during the 14-day period.

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## **II. CRITERIA FOR REVIEW AND STAFF ANALYSIS**

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Under MICC Section 19.15.040, the Design Commission is authorized to review this proposal.

### **Sections of MICC addressing design revisions:**

The following sections *in italics* are criteria the Design Commission must use to approve, condition, or deny the proposal:

- 19.12.010
- 19.12.020
- 19.12.030
- 19.12.040
- 19.12.050
- 19.12.060
- 19.12.070
- 19.12.080
- 19.12.090
- 19.15.040

### **MICC 19.12.010(B). General – Design Vision**

**1. Site and Context.** *Non-Town Center areas are largely characterized by residential settings that are heavily vegetated, topographically diverse and enhanced with short and long-range views that are often territorial in nature. The design of new and remodeled structures should respond to this strong environmental context. Site design should maintain the natural character of the island and preserve vegetation concentrations, topography and the view opportunities that make Mercer Island special.*

#### **Staff Findings:**

**The proposal is a second story addition to an existing school facility, located in a heavily vegetated area. The applicant has proposed to install additional vegetation upon construction of the new addition. No view opportunities should be created or lost as a result of this proposal.**

**2. Building Design.** *Development of new and remodeled structures should conserve Mercer Island's special environmental characteristics, such as steep slopes, watercourses, and large concentrations*

of mature trees. Buildings shall be designed to be architecturally compatible with other structures in the neighborhood with respect to human scale, form and massing, and relationship to natural site features. High quality and durable materials, complementary colors, texture, and architectural detail should be incorporated into the design. Use of materials such as natural wood and stone, and design elements such as large building overhangs and window exposure to natural light, are encouraged.

**Staff Findings:**

**No trees are proposed to be removed in order to construct the proposed structure. There are no other special environmental characteristics on the subject property. The structure is designed to be architecturally compatible with other structures in the neighborhood and will not appear “massive” nor “out of scale” with other developments.**

**3. Landscaping and Amenities.** Landscaping should reflect the natural wooded character of Mercer Island and provide visual separation between different land uses. Amenities such as street trees, plantings, and other landscape design elements, including fountains or water features, and art features should be integrated into new and remodeled structures and their sites.

**Staff Findings:**

**The wooded character of the site is being retained and enhanced under this proposal. The applicant will retain all trees on site. Landscape design elements include honeysuckle and clematis climbing the façade of the building via a trellis, and boulders used to delineate areas of the subject site.**

**MICC 19.12.010(D). Design Review Process.** Design review shall be conducted by the city's design commission or code official consistent with the process provided in MICC 19.15.040(F). The design commission or code official shall review each regulated improvement and determine each project's conformance with the applicable objectives and standards of this chapter.

**1. Full Application of Design Requirements: Major New Construction.** All design requirements of Chapter 19.12 MICC shall apply, except as provided in MICC 19.01.050(D)(3)(a), when there is new construction from bare ground, or intentional exterior alteration or enlargement of a structure over any three-year period that incurs construction costs in excess of 50 percent of the existing structure's current King County assessed value as of the time the initial application for such work is submitted; provided, application of Chapter 19.12 MICC shall not be construed to require an existing structure to be demolished or relocated, or any portion of an existing structure that is otherwise not being worked on as part of the construction to be altered or modified.

**Staff Findings:**

**All design requirements of Chapter 19.12 shall apply.**

**MICC 19.12.020(B). Site Design and Context.**

**1. Site Features.**

- a. **Landforms.** Design and layout of the site should incorporate natural landforms such as trees, topography and water courses into proposed developments. Cut and fill should be minimized and preservation of mature trees should be maximized, particularly adjacent to project boundaries and steep slopes. Natural contours should be respected and retained where feasible.

**Staff Findings:**

**The proposal incorporates the natural topography of the site in consideration of structure bulk and design. Cut and fill has been minimized, and mature tree and vegetation preservation has been retained.**

**2. Sloped or Hillside Development.**

- a. *Building development should generally occur on the least steep portions of the site in order to conserve the more fragile areas for landscaping or general open space.*

**Staff Findings:**

**The subject property is uniformly and gently sloped from the west to east. The structure is generally placed in the center of the parcel.**

- b. *Structures built on substantial slopes or hillsides should be designed to minimize their visual impact on surrounding areas. Ridgelines of major slopes should not be broken by structures or loss of vegetative cover. Acceptable methods to integrate structures into the hillside include, but are not limited to, height control, stepped construction, muted earth tone colors, and tree preservation.*

**Staff Findings:**

**The proposal is not on a substantially sloped site. This section does not apply.**

- c. *Building Orientation. Buildings should respond in design to a prominent feature, such as a corner location, a street or the lake. Buildings and site design should provide inviting entry orientation. Buildings should not turn their backs to the street.*

**Staff Findings:**

**The French American School is situated on the Jewish Community Center (JCC) campus. The entry of the building faces the Jewish Community Center's main building, a prominent feature. In order to maintain continuity of the campus feel, it is appropriate for the school be orientated toward the JCC.**

**3. Relationship of Buildings to Site.**

- a. *Site Design. Site design and architectural style shall be pedestrian in scale and address interface with public rights-of-way, vehicular and pedestrian circulation.*

**Staff Findings:**

**The proposal is pedestrian in scale and does not interfere with rights of way and vehicular circulation. Please see Staff Findings under MICC 19.12.050(B) - items 2a – *Pedestrian Improvements* and 2b – *On-site Circulation* for pedestrian circulation.**

- b. *Architectural Context. New development should reflect important design elements of existing structures in the neighborhood, including but not limited to, roof forms, materials and colors.*

**Staff Findings:**

**There are no “important” design features in the existing neighborhood. All surrounding structures are commercial style buildings with flat roof forms. Tax records indicate that surrounding structures were built in the late 1960’s through the late 1970’s.**

- c. Multiple Structures. Variable siting of individual buildings, heights of buildings, and building modulation should be used in order to provide variety in site and specific building design.*

**Staff Findings:**

**Only one structure is proposed on site.**

- d. Transitions to Neighborhoods. Proposed developments should transition with and not overpower adjoining permitted land uses through modulation of building facades, use of established setbacks, and installation of landscape buffers. Building designs should step down to lower heights adjacent to surrounding buildings.*

**Staff Findings:**

**The proposal maintains transition and does not overpower adjoining permitted uses; building façade modulation, established setbacks and landscape buffers are used. The proposed building retains the relative Residential zone and Commercial Office Zone feel of the area. Surrounding buildings are 2 stories high.**

- e. Decorative Landmarks. Imaginative exterior features that complement and are integrated into the building design and create visual focal points that give identity to an area, such as special paving in pedestrian areas, art features, decorative clocks, or water features should be provided.*

**Staff Findings:**

**No distinctive art, water features or other elements are proposed for this development. Given the residential nature of the larger surrounding zoning district, it would feel out of place to require installed art or water features in this neighborhood.**

**MICC 19.12.030(B). Building Design and Visual Interest.**

**1. Scale, Form and Mass. Scale, form, massing, building proportions, spacing of windows and doorways, roof silhouette, facade orientations, and style of architecture shall have a unified character and, as to commercial, regulated residential and regulated public facilities, recognize pedestrian needs.**

- a. Scale. Building scale should be proportional to other adjacent buildings, the street edge and, as to commercial, regulated residential and regulated public facilities, to the pedestrian environment.*

**Staff Findings:**

**The scale of the proposal is proportional to the adjacent buildings, street edge and pedestrian environment.**

- b. Form and Mass. Building forms should not present visual mass or bulk impacts that are out of proportion to adjacent structures, or that appear from the public way or surrounding properties as having unmodulated visual bulk.*

**Staff Findings:**

**The proposed building does not present visual mass or bulk impacts that are out of proportion to adjacent structures. The site is well screened to the public way and surrounded properties.**

**2. Building Facades – Visual Interest.**

- a. Facade Modulation. Building facade modulation shall break up the overall bulk and mass of the exterior of buildings and structures. Such modulation should always be addressed on the horizontal plane and the vertical plane. Large or massive buildings should integrate features along their facades that are visible from the public right-of-way, pedestrian routes and nearby structures to reduce the apparent building mass and achieve an architectural scale consonant with other nearby structures.*

**Staff Findings:**

**The applicant has proposed façade modulation consistent with the existing structure. The proposal further breaks up the overall bulk and mass with trellises, sunscreens and window eyebrows.**

- b. Modulation Guidelines.
  - i. Horizontal building facade modulation should occur at no less than every 50 feet of wall length. Forms of both vertical and horizontal building modulation may include, but are not limited to: facade indentations and extrusions; actual building separation; connecting atriums, courtyards and plazas; variable roof forms and overhangs; and decks and balconies.**

**Staff Findings:**

**Façade modulation is present on this structure in the form of façade indentations, trellises, window eyebrows, sunscreens, and variations in building materials.**

- ii. Building facades visible from public ways and public spaces should be stepped back or projected forward at intervals to provide a minimum of 40 percent overall facade modulation.*

**Staff Findings:**

**Where visible from the public right of way, a façade of windows, window eyebrows, trellises, and modulated design will be displayed.**

- c. Ground Level Facades. Blank walls at the ground level that may be visible from a public view should be avoided. Ground level facades should create visual interest by utilizing features such as windows, wall articulation, arcades, trellises or other plant features.*

**Staff Findings:**

**Ground level facades are well screened from public view via landscaping. The ground level provides windows, trellises, and window eyebrows.**

*d. Fenestration. Fenestration should be integrated in the overall building design and should provide variety in facade treatment.*

**Staff Findings:**

**Fenestration (window design and placement) is included in the overall building design.**

*e. Horizontal Variation and Emphasis. Building facades should be made more visually interesting through the use of reveals, medallions, belt courses, decorative tile work, clerestory windows, or other design features. The scale of the detail should reflect the scale of the building.*

**Staff Findings:**

**The architectural design of the structure provides horizontal variation and emphasis through the use of varying structural materials and window placement.**

*f. Signs. Building design should allow space for a wall sign, consistent with the provisions of MICC 19.12.080, Signs, if it is anticipated that a wall sign will be used.*

**Staff Findings:**

**No signs are proposed.**

**3. Building Articulation.** Design shall articulate building facades by use of variations of color, materials or patterns, or arrangement of facade elements that are proportional to the scale of the building. Architectural details that are used to articulate the structure may include reveals, battens, and other three dimensional details that create shadow lines and break up the flat surfaces of the facade.

*a. Tripartite Articulation. Tripartite building articulation (building top, middle, and base) should be used to create human scale and architectural interest.*

**Staff Findings:**

**The structure has a defined roofline, midsection consisting of a horizontal trellis and green screen, as well as a defined base.**

*b. Fenestration. Fenestration should be used in facades visible from public ways and public spaces visible from public ways for architectural interest and human scale. Windows should be articulated with treatments such as mullions or recesses and complementary articulation around doorways and balconies should be used.*

**Staff Findings:**

**Windows are proposed to face the public right of way. Windows are treated with eyebrows and sunscreen.**

*c. Architectural Elements. The mass of long or large scale buildings should be made more visually interesting by incorporating architectural elements, such as arcades, balconies, bay windows, dormers, and/or columns.*

**Staff Findings:**

**The proposed building is neither exceptionally long nor large. This section does not apply.**

*d. Upper Story Setback. Upper stories should be set back to reduce the apparent bulk of a building and promote human scale. When buildings are adjacent to single-family residential dwellings, upper story setbacks shall be provided from property lines.*

**Staff Findings:**

**The proposed building is surrounded by commercial buildings. This section does not apply.**

**4. Materials and Color.**

*a. Durable Building Exteriors. Building exteriors should be constructed from high quality and durable materials that will weather well and need minimal maintenance.*

**Staff Findings:**

**The proposed building exterior is to be constructed from high quality and durable materials.**

*b. Consistency and Continuity of Design. Materials and colors generally should be used with consistency on all sides of a building.*

**Staff Findings:**

**Materials and colors are consistent on all sides of the building.**

*c. Material and Color Variation. Color and materials should highlight architectural elements such as doors, windows, fascias, cornices, lintels, sills and changes in building planes. Variations in materials and colors should generally be limited to what is required for contrast or to accentuate architectural features.*

**Staff Findings:**

**Proposed materials and colors highlight architectural elements such as window trim window eyebrows and sunscreen.**

*d. Concrete Walls. Concrete walls should be architecturally treated. The enhancement may include textured concrete such as exposed aggregate, sand blasting, stamping or color coating.*

**Staff Findings:**

**The applicant is not proposing concrete walls.**

*e. Bright Colors. Bright colors should be used only for trim and accents. Bright colors may be approved if the use is consistent with the building design and other design requirements. Fluorescent colors are prohibited.*

**Staff Findings:**

**The applicant has not proposed bright colors.**



## **5. Building Entrances.**

- a. Architectural Features and Design. Special design attention should be given to the primary building entrance(s). A primary entrance should be consistent with overall building design, but made visually distinct from the rest of the building facade through architectural features. Examples include recessed entrances, entrances which roof forms that protrude from the building facade, and decorative awnings, canopies, porte-cocheres, and covered walkways.*

### **Staff Findings:**

**The main building entrance is visually distinct from the rest of the building façade, via an existing covered walkway.**

- b. Entrance Connections. The primary entrance to a building should be easy to recognize and should be visible from the public way and/or physically connected to the public way with walkways. Landscaping should reinforce the importance of the entrance as a gathering place and create visual and physical connections to other portions of the site and to vehicular and pedestrian access points.*

### **Staff Findings:**

**The primary entrance to the building is accessible to the public right of way via the driveway. Landscaping is incorporated to the entry. The entry is not connected to the public way with walkways. Please see Staff Findings under MICC 19.12.050(B)(2)(b).**

## **6. Rooflines.**

- a. Roofline Variation, Interest, and Detail. Roofline variation, interest, and detail shall be used to reduce perceived building height and mass and increase compatibility with smaller scale and/or residential development. Roofline variation, interest and detail may be achieved through use of roofline features such as dormers, stepped roofs, and gables that reinforce a modulation or articulation interval, incorporation of a variety of vertical dimensions, such as multiplaned and intersecting rooflines, or flat-roofed designs that include architectural details such as cornices and decorative facings.*

### **Staff Findings:**

**The applicant is proposing roofline variation by incorporating a sunscreen that projects from the building, near the roofline. The proposal does not continue the sunscreen and window eyebrows along the east, west and north sides of the building. Staff recommends that the sunscreen and window eyebrow treatments are continued along all elevations.**

- b. Roofline Variation, Numeric Standard. Roof line variation shall occur on all multifamily structures with roof lines which exceed 50 feet in length, and on all commercial, office or public structures which exceed 70 feet in length. Roof line variation shall be achieved using one or more of the following methods:*
- i. Vertical off-set ridge or cornice line;*
  - ii. Horizontal off-set ridge or cornice line;*
  - iii. Variations of roof pitch between 5:12 and 12:12; or*
  - iv. Any other approved technique which achieves the intent of this section.*

**Staff Findings:**

The roofline of the structure is broken up every 60' 4" at points where the four building "pods" are joined via "connector pods", which are set back from the building façade.

**7. Additional Standards for Buildings Containing Residential Units.** Buildings containing residential units should incorporate the following additional design elements to make them residential in character:

- a. Bay windows, dormers, patios or decks;
- b. Base articulation such as plinths; or
- c. Other techniques approved by the design commission which make the building residential in character.

**Staff Findings:**

The proposed building does not contain residential units. This section does not apply.

**8. Corporate Design.** Building and site design for chain or franchise businesses should use customized components consistent with the objectives and standards of this chapter. Specific icons or trademarks of a company may be used, but the overall design of the building and site must represent a development compatible with the neighborhood including its colors, materials, textures and treatment of design.

**Staff Findings:**

This section does not apply.

**9. All-Weather Features.** All-weather features at the sidewalk, courtyard or public gathering space areas of commercial and regulated public facilities, such as awnings, canopies, covered walkways, trellises, or covered patios, should be provided to make spending time outdoors feasible in all seasons.

**Staff Findings:**

An existing covered entry way is provided.

**MICC 19.12.040(B). Landscape Design and Outdoor Spaces.**

*Standards. Any quantitative standards contained in MICC 19.12.040(B) that specify types of plant material, quantities, spacing, and planting area widths are not intended to dictate a rigid and formal landscape. The applicant should incorporate the quantitative standards into a quality landscape and planting design that meets the stated objectives and standards of this section.*

**1. Landscape Area.** Landscape design shall address all areas of a site not covered by structures or used by automobiles. Landscape areas include open space, plantings, patios, plazas, pedestrian ways, trails, and other outdoor spaces. Surface parking lot planting and screening are required as set forth in MICC 19.12.040(B)(7), (8) and (9). Design review, however, shall be primarily concerned with: (a) areas of a site that require landscaping in order to address the impact of development on adjoining properties or public ways; and (b) parts of the development that are visible from adjoining properties or public ways.

**Staff Findings:**

The site is heavily landscaped in areas not occupied by the building or driveway. The proposal is well screened from adjoining properties and public ways.

**2. Outdoor Spaces.** Outdoor spaces should be designed at a human scale and include hardscape spaces, spaces created by plant materials and combinations of the two.

- a. Strategically placed and useable pedestrian areas such as courtyards, plazas, outdoor seating or other gathering places should be provided for commercial, regulated residential and public facilities.
- b. On-site recreation areas appropriate to the users should be provided for residential and public projects.
- c. The design of outdoor spaces should combine necessary site functions, such as stormwater detention, with open space and visual interest areas.

**Staff Findings:**

An outdoor play area and landscaped open spaces are provided. The open meadow shown on Landscape Plan page L-1.1 indicates a swale in the site's open meadow.

**3. Architectural Features.** The design of landscape architectural features should be in scale with and complement the architecture of site structures and the visual character of the neighborhood.

- a. Use of architectural screens, arbors, trelliswork, art features, fountains and paving treatments such as wood, brick, stone, gravel and/or other similar methods and materials should be used in conjunction with native plant materials or in place of plant materials where planting opportunities are limited.
- b. Fences should be made of ornamental metal or wood, masonry, or some combination of the three. The use of razor wire, barbed wire, chain link, plastic or wire fencing is prohibited if it will be visible from a public way or adjacent properties, unless there are security requirements which cannot feasibly be addressed by other means.
- c. Fences should not create the effect of walled compounds that are isolated from adjacent developments and public ways.

**Staff Findings:**

The proposal contains trelliswork in conjunction with native plant materials. No fences are proposed. The site contains an existing chain link fence, previously approved.

**4. Minimum Landscape Area Requirements.**

- a. Total Landscaped Area. The following minimum areas shall be landscaped:
  - i. Single-Family Residential (SF). For nonresidential uses in single-family residential zones (SF), a minimum of 35 percent of the gross lot area shall be landscaped.
  - ii. Multifamily Residential (MF). In multifamily residential zones (MF-2, MF-2L, MF-3), a minimum of 40 percent of the gross lot area shall be landscaped.
  - iii. Planned Business Zone (PBZ). In the planned business zone (PBZ) landscape area requirements shall be as set forth in MICC 19.04.010.
  - iv. Commercial Office (CO). In commercial office (CO) zones, a minimum of 40 percent of the gross lot area shall be landscaped.

- v. *Business (B).* In business (B) zones, a minimum of 25 percent of the gross lot area shall be landscaped; provided, for fuel stations, a minimum of 10 percent of the gross lot area shall be landscaped.

**Staff Findings:**

**By definition, landscaping would cover approximately 50% of the site.**

- b. *Impervious Surfaces.* For all zones, area landscaped by impervious surfaces should constitute no more than 25 percent of the total required landscape area; provided, for multifamily residential zones, area landscaped by impervious surfaces should constitute no more than 10 percent of the total required landscape area.

**Staff Findings:**

**The applicant has not proposed to landscape with impervious surfaces.**

**5. Entrance Landscaping.** For commercial and regulated public facilities, landscaping at entrances should frame an outdoor space near the entrance and reinforce this important building feature as a gathering place.

**Staff Findings:**

**Landscaping is incorporated to the entry.**

**6. Planting Material, Types and Design.** The following planting types should be used:

- a. *Native or northwest-adapted plants should be used for all open space and buffer locations and drought tolerant plantings should be used in a majority of plantings.*

**Staff Findings:**

**Native plant species and/or northwest-adapted plants are proposed by the applicant's landscape architect.**

- b. *New plantings should complement existing species native to the Pacific Northwest.*

**Staff Findings:**

**Native plant species and/or northwest-adapted plants are proposed by the applicant's landscape architect.**

- c. *Ground cover should be used to ensure planting areas are attractive, minimize maintenance and the potential for encroachment of invasive plant material. Ground cover should be planted and spaced to achieve total coverage within three years after installation.*

**Staff Findings:**

**Significant amounts of existing and proposed vegetation and groundcover are provided.**

**7. Perimeter Screen Types and Widths by Use and Location.**

a. Required Screen Types and Widths. The following screen types and widths should be used:

Use	Adjacent to	Screen Type and Width		
		Full	Partial	Filtered
Institutional Use or Public Facility	Public Way		20 feet <sup>1, 2</sup>	
Utility Development	Public Way		10 feet	
Commercial or Multifamily outside of C-O Zone	Public Way			10 feet
All uses inside of C-O Zone	Public Way		20 feet	
Commercial, Institutional, Utility or Public Facility	Residential (Single or Multifamily)	20 feet <sup>1</sup>		
	Institutional, Commercial, Utility, Public Facility		10 feet	
	Public Park	20 feet		
Multifamily Development	Single-Family Residential		20 feet	
	Multifamily Residential		10 feet	
	Institutional, Commercial, Utility, or Public Facility		10 feet	
	Public Park	20 feet		
All other private uses	Public Park	20 feet		

<sup>1</sup> Breaks in full or partial screen planting may be allowed for institutional and public facilities to create focal points, preserve views, and highlight the prominence of important buildings.

<sup>2</sup> Perimeter landscape requirements may be modified if necessary to enable an existing public facility to make safety-related improvements to a legally nonconforming parking lot.

b. Perimeter Width Averaging. Averaging of screen widths may be allowed, if the objectives of this section, the minimum landscape area requirements set forth in MICC 19.12.040(B)(4) and the following criteria are met:

- i. Plant material is clustered to more effectively screen parking areas and structures; and
- ii. Significant trees are retained.

**Staff Findings:**

**Perimeter Width Averaging is not being requested.**

**8. Perimeter Landscape Screens.** *Perimeter landscape screens should be consistent with the following definitions of screen types. Where existing undergrowth will be retained, the shrub and ground cover requirements for all screen types may be adjusted, provided the objectives of this section are met.*

- a. Full Screen. A full screen provides a dense vegetated separation between dissimilar uses on adjacent properties. A full screen should block views from adjacent properties as seen at the pedestrian eye level in all seasons within three years of installation. The number of trees provided shall be proportionate to one tree for every 10 feet of landscape perimeter length.*

**Staff Findings:**

**This section does not apply to this proposal.**

- b. Partial Screen. A partial screen provides a moderate vegetated separation between uses on adjacent properties and intermittent views to adjacent properties. A partial screen shall provide the desired screening function as seen at the pedestrian eye level in all seasons within three years of installation. The number of trees provided shall be proportionate to one tree for every 20 feet of landscape perimeter length.*

**Staff Findings:**

**The existing and proposed perimeter landscaping largely meets the partial screen requirement for lot boundaries abutting commercial uses. Staff recommends additional plantings be placed along the western property boundary abutting 9725 SE 36<sup>th</sup> Street, as the one tree for every 20 feet is not met in this area. (The Globe Building) See Sheets L-1.1 and L-1.2 – Landscape Plan**

- c. Filtered Screen. A filtered screen should provide in all seasons and within three years of installation a lightly vegetated visual separation between uses on adjacent properties and allow visual access to adjacent properties. When compared to the other screen types, a filtered screen should be characterized by more open spaces, light filtration and transparency through the plant material forming the screen.*

**Staff Findings:**

**The existing and proposed perimeter landscaping meets the filtered screen requirement for lot boundaries abutting the public way.**

**9. Surface Parking Lot Planting.** *Surface parking lot planting is required in addition to required perimeter landscape screens. The requirements for surface parking lot planting for new parking lots with fewer than 20 spaces and for additions or remodels may be waived or modified if the applicant can demonstrate that these standards would reduce the amount of parking below the minimum required for the site.*

- a. Standards by Location. Surface parking lots not located adjacent to public rights-of-way should provide one tree for every six parking stalls. Surface parking lots located in the*

*front of buildings or adjacent to public rights-of-way should provide one tree for every four parking stalls. Trees should be at least six feet high at the time of planting. All lots should have planting areas at the end of parking aisles.*

**Staff Findings:**

**The site is served by an existing parking lot, which contains planter areas with vegetation. The applicant is proposing additional vegetation on the north, south and eastern parking lot areas to further buffer the already heavily vegetated site.**

**10. Landscape Grading Standards.**

- a. Slopes in Planting Areas. Graded slopes in planting areas should not exceed a 3(Horizontal): 1(Vertical) slope, in order to decrease erosion potential and to facilitate maintenance. Graded slopes planted with grass should not exceed a 4(H): 1(V) slope.*
- b. Erosion Control. On ungraded slopes equal to or greater than 2(H): 1(V), erosion control netting or alternative procedures shall be used to prevent erosion.*
- c. Guidelines. The obligation to install plants, shrubs and ground cover includes the obligation to utilize soil, planting practices and irrigation equipment that maximize the likelihood of their long-term survival.*

**Staff Findings:**

**All of the above criteria have been met.**

**11. General Planting, Irrigation and Maintenance Standards.** *The following standards apply to the planting requirements set forth above.*

- a. Coverage. Planting areas should be completely covered with trees, shrubs, mulched areas, and/or ground covers.*

**Staff Findings:**

**The landscape plans included in the application indicate this section of the code shall be met.**

- b. Berms and Landforms. Earth berms and landforms in combination with shrubs and trees may be used to achieve the initial planting height requirement.*

**Staff Findings:**

**Not applicable.**

- c. Minimum Width. All planting areas should be a minimum of five feet in width. Planting areas should be wider wherever possible.*

**Staff Findings:**

**All planting areas are five feet or greater.**

- d. Sight Clearance. At intersections, plantings shall not create sight obstructions that may compromise pedestrian or traffic safety.*

**Staff Findings:**

**SEPA MDNS condition 11 states that The French American School shall continue to maintain the vegetation north of the driveway to provide adequate sight distance for drivers exiting the property.**

- e. *Planting Coverage. All required planting areas should extend to the ditch slope, curb line, street edge, or area of sidewalk.*

**Staff Findings:**

**The proposed landscaping extends to the property lines as required.**

- f. *Curbs Required. Permanent curbs or structural barriers/dividers should enclose planting areas in vehicle use areas. Wheel stops should also be used to protect planting areas from damage due to cars overhanging the curb.*

**Staff Findings:**

**Low-profile rolled curbs are provided in vehicle use areas. The applicant is proposing wheel stops in stalls 1-14. (Drawing 2 – Site Plan and Statistical information) Staff recommends wheel stops also be placed in stalls 25-40, and 62-66 to protect landscape areas.**

- g. *Plantings Near Utilities. Trees shall not be planted within eight feet of a water or sewer pipeline. Shrubs shall be at least four feet from hydrants. A full screen will be required to screen above-ground utilities from adjacent uses and public rights-of-way. Perimeter plantings shall be clustered in areas to screen structures, utility structures, loading areas, trash enclosures, storage areas and mechanical equipment. This paragraph shall not apply to utilities, structures, loading areas, enclosures or equipment unless the utility, structure, loading area, enclosure or equipment is being added as part of the regulated improvement being reviewed.*

**Staff Findings:**

**The proposal meets these standards.**

- i. *Maintenance Requirements. All required landscaping shall be maintained in good condition. Plant material should be cared for in a way that allows their natural form to be maintained, even when the plant reaches maturity. Performance guarantees to ensure maintenance or required landscaping may be required pursuant to MICC 19.01.060.*

**Staff Findings:**

**Staff does not recommend that a performance or maintenance bond be required for this proposal.**

**MICC 19.12.050(B). Vehicular and Pedestrian Circulation.**

**1. Vehicular Circulation Characteristics.**

- a. *Parking Lot Design. Parking areas should be designed for efficient and safe ingress and egress by vehicles and should not inhibit safe pedestrian movement or circulation. Parking lot design should be subordinate to the overall site design and should be located*



*behind new buildings when appropriate and physically feasible. Below grade parking is also encouraged. Planting strips should be incorporated between parking aisles in new and expanded parking lots where space permits. Parking lot development standards, such as stall and aisle dimensions, are contained in Appendix A.*

**Staff Findings:**

**Please see staff findings under 2a – Pedestrian Improvements and 2b – On-site Circulation below.**

*b. Loading Docks. Proposed development of features such as loading docks, and other features designed to support activities with a substantial likelihood of generating significant noise should be designed with noise attenuation walls and sited in a manner to limit impacts to adjacent properties and pedestrian areas.*

**Staff Findings:**

**Not applicable.**

**2. Pedestrian Circulation Characteristics.**

*a. Pedestrian Improvements. All developments shall provide for pedestrian access including pedestrian walkways, sidewalks, and/or paths. Areas for sitting and gathering should be provided as an integral part of regulated public facilities, regulated residential and commercial building design. Pedestrian improvements should be separated from vehicular areas by physical barriers such as curbs or landscaping. This requirement for new parking lots with fewer than 20 spaces and for additions or remodels may be waived or modified where the applicant can demonstrate that these standards would reduce the amount of parking below what would be required for the site.*

**Staff Findings:**

**Pedestrian access entering the site currently contains only a painted line separation between pedestrian and vehicular use. Staff recommends a physical barrier be place between the two uses. Also noted; the pedestrian access entering the site has sustained damage due to roots protruding upward. Pedestrian access could be benefited by repair of this area.**

*b. On-Site Circulation for Regulated Public Facilities and Commercial Buildings. Proposed development should be linked to existing and planned walkways and trails. Entrances of all buildings should be linked to each other and to public ways and parking lots. Where possible and feasible, the pedestrian system shall connect to paths or sidewalks on neighboring properties.*

**Staff Findings:**

**Continuity of pedestrian access from the main site entry is not provided to the entry of the building; currently, pedestrians entering the site must walk through the driveway area and fire lane. Staff recommends pedestrian access to be improved, providing continuity between site entrance and building entrance, adding painted crosswalks where pedestrian access crosses driveways.**

**MICC 19.12.060(B). Screening of Service and Mechanical Areas.**

**1. Accessory Buildings.** *Ground level outdoor storage buildings, mechanical equipment and utility vaults shall be screened from adjacent public ways.*

**Staff Findings:**

An existing garbage area is screened by a cedar fence and vegetation.

**MICC 19.12.070(B). Lighting.**

**1. Architectural Elements.** *Lighting should be designed as an integral architectural element of the building and site.*

**Staff Findings:**

The site will utilize the existing lighting plan.

**MICC 19.12.080(B). Signs.**

**1. Freestanding Ground Signs Outside Residential Zones.**

*a. Number. An individual building or a building complex outside residential zones may display one ground sign on each street frontage.*

**Staff Findings:**

Signs are not proposed for this project.

**MICC 19.15.040(F)(1)(d)(iii) states:**

*Expiration of Approvals. If the applicant has not submitted a complete application for a building permit within two years from the date of the notice of the final design review decision, or within two years from the decision on appeal from the final design review decision, design review approval shall expire. The design commission or code official may grant an extension for no longer than 12 months, for good cause shown, if a written request is submitted at least 30 days prior to the expiration date. The applicant is responsible for knowledge of the expiration date.*

**Staff Findings:** It is appropriate to condition the design approval with an expiration as set forth in MICC 19.15.040(F)(1)(d)(iii).

**Summary**

This application is at preliminary design review stage, which means the Design Commission may approve, approve with conditions, or deny an application; provide the applicant with design guidance and direction. The Design Commission may also request additional items to be reviewed at the final design review. If the application is approved or approved with conditions, the applicant must submit for final design review with a proposal that meets the conditions of preliminary approval 21 days prior to the final design commission review/28 days prior to the preliminary design commission review.

The application, as proposed, provides for a second story addition to an existing school building that generally fits in well with the residential and commercial-office zone “feel” of the surrounding neighborhood. The structure has been designed with the adjacent properties in mind and has incorporated a large amount of vegetation and landscaping into the site design.

Staff feels that the proposed design, as reflected in the current submittal, does not yet fully meet the following code sections:

- 19.12.020(B)(3)(a) Site Features and Context – Site Design
- 19.12.030(B)(5)(b) Building Design and Visual Interest – Entrance Connections
- 19.12.030(B)(6)(a) Rooflines – Roofline Variation, Interest, and Detail
- 19.12.040(B)(8)(b) Perimeter Landscape Screens – Partial Screen
- 19.12.040(B)(11)(f) General Parking – Curbs Required
- 19.12.050(B)(1)(a) Standards – Vehicular Circulation Characteristics – Parking Lot Design
- 19.12.050(B)(2)(a) Standards – Pedestrian Circulation Characteristics – Pedestrian Improvements
- 19.12.050(B)(2)(b) Standards – Pedestrian Circulation Characteristics – On Site Circulation for Regulated Public Facilities and Commercial Buildings

Please refer to Staff Findings for each subsection for a specific discussion of these items. Staff recommends that conditions be placed to address the above code requirements.

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### III. RECOMMENDATION

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Recommended Motion: Move to grant the French American School preliminary design approval for the proposed development for located at 3795 East Mercer Way, as presented in exhibit 1, with the following conditions:

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### IV. CONDITIONS

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1. Sunscreen and window eyebrow treatments shall be continued along all building elevations.
2. Additional plantings shall be placed along the western property boundary abutting 9725 SE 36<sup>th</sup> Street, (The Globe Building), consistent with MICC 19.12.040(B)(8)(b).
3. In addition to the proposed wheel stops in stalls 1-14, as depicted in Drawing 2 - Exhibit 1- wheel stops shall be placed in stalls 25-40, and 62-66 to protect landscape areas.
4. Along the site entry driveway, a physical barrier (curb or landscaping) shall be placed, separating vehicular and pedestrian use. Pedestrian access entering the site shall be repaired where tree roots have protruded upward, buckling the asphalt walkway.
5. Pedestrian access shall be improved, providing continuity between site and building entrances via a new walkway, adding painted crosswalks where pedestrian access crosses driveways.
6. Per MICC 19.15 MICC 19.15.040(F)(1)(d)(iii), if the applicant has not submitted a complete application for a building permit within two years from the date of the notice of the final design review decision, or within two years from the decision on appeal from the final design review decision, design review approval shall expire. The design commission or code official may grant an extension for no longer than 12 months, for good cause shown, if a written request is submitted at least 30 days prior to the expiration date. The applicant is responsible for knowledge of the expiration date.



This decision incorporates the findings of the Staff Report and is in accordance with MICC Section 19.12.

**NOTICE OF DECISION**  
**French American School of Puget Sound Second Story Addition**



**DSR07-023**

**Final Design Review for the construction of a 13,886 square foot second story addition to an existing school facility, located at 3795 East Mercer Way.**

**Project:**

The applicant, Kirsten Wild of Weinstein A/U Architects for the French American School of Puget Sound, tenant of the Stroum Jewish Community Center has received final design review and approval for the construction of a 13,886 square foot second story addition to an existing school facility, located at 3795 East Mercer Way.

**Criteria for Review:**

This application has been reviewed under the standards contained in Mercer Island City Code 19.12 Design Standards for Zones Outside Town Center. The building design must be consistent with the criteria contained in that section:

- 19.12.010 General.
- 19.12.020 Site features and context.
- 19.12.030 Building design and visual interest.
- 19.12.040 Landscape design and outdoor spaces.
- 19.12.050 Vehicular and pedestrian circulation.
- 19.12.060 Screening of service and mechanical areas.
- 19.12.070 Lighting.
- 19.12.080 Signs.

**Findings of Fact:**

1. The site is zoned R-9.6 per MICC 19.01.040(G)(2). The current use of the property is a school facility.
2. A State Environmental Policy Act (SEPA) Threshold of Mitigated Determination of Non-Significance was issued by the City of Mercer Island on October 15, 2007, file SEP07-024.
3. The application for the addition went before the Design Commission for preliminary approval on January 9, 2008.
4. The Design Commission voted unanimously to preliminarily approve the project with six conditions:
  - a. Additional plantings shall be placed along the western property boundary abutting 9725 SE 36<sup>th</sup> Street, (The Globe Building), consistent with MICC 19.12.040(B)(8)(b).
  - b. In addition to the proposed wheel stops in stalls 1-14, as depicted in Drawing 2 - Exhibit 1- wheel stops shall be placed in stalls 25-40, and 62-66 to protect landscape areas.
  - c. Along the site entry driveway, a physical barrier (curb or landscaping) shall be placed, separating vehicular and pedestrian use. Pedestrian access entering the site shall be repaired where tree roots have protruded upward, buckling the asphalt walkway.

- d. Pedestrian access shall be improved, providing continuity between site and building entrances via a new walkway, adding painted crosswalks where pedestrian access crosses driveways.
  - e. Per MICC 19.15 MICC 19.15.040(F)(1)(d)(iii), if the applicant has not submitted a complete application for a building permit within two years from the date of the notice of the final design review decision, or within two years from the decision on appeal from the final design review decision, design review approval shall expire. The design commission or code official may grant an extension for no longer than 12 months, for good cause shown, if a written request is submitted at least 30 days prior to the expiration date. The applicant is responsible for knowledge of the expiration date.
  - f. The proposal's south elevation insets shall be treated with heavier vertical vegetation and the electrical box be painted the same as the insets. Applicant to further study the north elevation to ensure roofline variation is consistent with code.
5. An open record public hearing was held on February 27, 2008 to review the project for Final Design Commission Approval. The project was approved unanimously by the Design Commission at this meeting.

**Conclusions of Law:**

1. The Design Commission is authorized to review this proposal under MICC 19.15.040(D).
2. The proposed project complies with the applicable design objectives and principles of Chapter 19.12, Design Standards for Zones Outside the Town Center.
3. The project, as proposed and approved, is an allowed use in the R-9.6 zone.

**Decision:**

Based upon the design review criteria in MICC Section 19.12 and the findings and conclusions listed above, this application for a formal design review (DSR07-023) to construct a 13,886 square foot second story addition to an existing school facility, located at 3795 East Mercer Way, as presented in the submittal packet marked Exhibit 1, is hereby **APPROVED**. This decision is final, unless appealed in writing consistent with adopted appeal procedures. This approval is subject to the following conditions:

1. Option A of Exhibit 1 shall be the approved elevations.
2. The lattice on the north elevation shall be raised to the first horizontal mullion of the second story.
3. Fastigiata hornbeam shall be the tree type used in the building insets.

**Approved this 17th day of March 2008.**

  
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**Bryan Gadtz**  
**Design Commission Chair**

Under State law and Mercer Island City Code, you have the right to appeal this decision to the Mercer Island City Council. If you desire to file an appeal, you must submit the appropriate form, available from the Development Services Group, and file it with the City Clerk with fourteen (14) days from the date this decision is signed. Upon receipt of a complete appeal application and fee, a public hearing will be scheduled.



**Notice of Decision for  
Conditional Use Permit - CUP07-001**

These matters came before the Mercer Island Planning Commission on November 7, 2007 for a public hearing on a Conditional Use Permit to increase the French-American School of Puget Sound student enrollment from 300 to 425 students. Lesley Bain of Weinstein A|U represented the applicant. City staff members Travis Saunders, Planner; Steve Lancaster, Director of Development Services; Matt Torpey, Planner; and Katie Knight, Assistant City Attorney, appeared on behalf of the City. After review of the staff report, supplemental material, and considering the oral testimony presented during the course of the public hearing, the Planning Commission makes the following Findings of Facts and Conclusions of Law in these matters.

**I. PROCEDURE SUMMARY**

1. On July 18, 2007, the applicant submitted a Conditional Use Permit application and State Environmental Policy Act Environmental Checklist, along with proposed site plans, impervious surface calculations, and a written narrative of the proposed project. Additional information was submitted on August 22, 2007 and August 28, 2007. The application was determined complete on September 11, 2007.
2. A public notice of the application was mailed to all property owners within 300 feet of the subject property, posted on the subject site, and published in the City's Weekly Permit Information Bulletin on September 24, 2007. Included was a notice of a public hearing by the Planning Commission. No comments were received during the fourteen day comment period, which ran from September 24, 2007 through October 8, 2007.
3. A State Environmental Policy Act (SEPA) Threshold of Mitigated Determination of Non-Significance was issued by the City of Mercer Island on October 15, 2007, file SEP07-024.
4. On November 7, 2007, the Planning Commission, after reviewing the staff report and hearing testimony from the applicant, approved with conditions the request for a Conditional Use Permit for the French American School of Puget Sound.

**II. RECORD**

1. The Planning Commission considered the following in making its decision:

*Notice of Decision for  
Application # CUP07-001  
Page 1 of 3*

- A. Staff Report, (Travis Saunders, Development Services Group), dated November 7, 2007, with the following Exhibits:
1. Vicinity Map
  2. Applicable Criteria: MICC 19.02.010 and MICC 19.15.020
  3. Application Material Submitted by the applicant
  4. TSI, Inc. Traffic Study, dated July 11, 2007 plus supplemental
  5. October 15, 2007 SEPA MDNS (SEP07-024)
- B. The Planning Commission considered the testimony of the following individuals:
- Lesley Bain of Weinstein A|U, 121 Stewart Street, Suite 200, Seattle, representing The French American School of Puget Sound.

### III. FINDINGS OF FACT

1. The existing zoning of the property described in the application is Single Family Residential R-9.6, per MICC .01.040(G)(2).
2. The subject property is located at 3795 East Mercer Way.
3. The subject property is currently the site of the French American School of Puget Sound. The request is for a Conditional Use Permit to increase the French-American School's student enrollment from 300 to 425 students. A 13,886 square foot second story addition is proposed to the existing facility.
4. The proposal will utilize 66 existing on-site parking spaces with an additional 30 off-site spaces provided at 3700 East Mercer Way, the Herzl-Ner Tamid Conservative Congregation.
5. The subject property is bounded by SE 36<sup>th</sup> Street to the north; by the Stroum Jewish Community Center to the south (zone R-8.4); to the east by East Mercer Way; and to the west by the Globe Building (zone C-O)
6. The 123,898 square foot site contains 61,752 square feet of impervious surfaces. No increase in impervious surfaces is proposed.
7. All required time limits for public noticing and posting were met prior to the November 7, 2007 Planning Commission hearing on the request for a Conditional Use Permit.
8. The Planning Commission found that the proposed project is consistent with the goals and policies contained in the City's regulations and the Comprehensive Plan.

### IV. CONCLUSIONS OF LAW

1. The Planning Commission finds that the request for a Conditional Use Permit to allow increase in enrollment of the French American School from 300 to 425 students meets the requirements of MICC 19.02.010 and the specific criteria in MICC 19.15.020(G)(3).
2. The Planning Commission hereby adopts the Criteria for Review, and Staff Findings and Analysis contained in the Staff Report for Project #CUP07-001, dated November 7, 2007.

### V. FINDINGS OF FACT/CONCLUSIONS OF LAW

Any finding of fact determined to be a conclusion of law is hereby adopted as such.

*Notice of Decision for  
Application # CUP07-001  
Page 2 of 3*

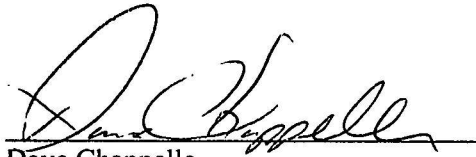
**VI. DECISION**

Based on the Findings of Fact contained in the staff report, testimony presented at the Planning Commission public hearing, and the Conclusions of Law listed above, the request by the French American School of Puget Sound for a Conditional Use Permit to allow for an expansion of use to increase student enrollment from 300 to 425 students, as shown in the plans submitted with the application, is approved. The conditions are as listed below:

1. A Building Permit from the City of Mercer Island is required.
2. Design review approval is required by the City of Mercer Island Design Commission.

**Under State law and Mercer Island Code, you have the right to appeal this decision to the Mercer Island City Council. If you desire to file an appeal you must submit the appropriate form and fee, available from the Development Services, and file it with the City Clerk within fourteen (14) days from the date this decision is signed. Upon receipt of a complete appeal application, an open record hearing will be scheduled.**

DATE: November 13, 2007



Dave Chappelle  
Planning Commission Vice-Chair  
City of Mercer Island



Travis Saunders  
Planner  
City of Mercer Island





**FRENCH AMERICAN SCHOOL CONDITIONAL USE  
SEPA THRESHOLD MITIGATED DETERMINATION  
OF NON-SIGNIFICANCE (MDNS)**

**October 15, 2007**

**Application No.:** SEP07-024 (CUP07-001)

**Applicant Name:** Kirsten Wild of Weinstein A/U Architects for French American School of Puget Sound (FASPS), tenant of the Stroum Jewish Community Center (JCC)

**Owner Name:** Stroum Jewish Community Center

**Description of proposal:** State Environmental Policy Act (SEPA) checklist review and threshold determination to increase the French-American School's student enrollment from 300 to 425 students. A 13,886 square foot second story addition is proposed to the existing facility.

**Location of proposal:** 3795 East Mercer Way (Identified by King County Assessor's tax parcel identification numbers 2655500115 and 2655500137).

**Lead agency:** City of Mercer Island

**Threshold Determination:** The lead agency for this proposal has determined that this proposal will not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) was not required under RCW 43.21C.030, yet mitigation was required under RCW 43.21C.060. This decision was made after review of a completed environmental checklist, traffic report and other information on file with the lead agency.

This information is available for public review at no charge between 8:00 a.m. and 5:00 p.m. at the City of Mercer Island, 9611 SE 36th Street, Mercer Island, WA.

This threshold determination does not constitute approval of the proposal, as a Conditional Use Permit and building permit must be issued. Permits and/or reviews may also be required by other agencies. The Optional DNS process was used under WAC 197-11-355 for this application.

**MITIGATION CONDITIONS – TRANSPORTATION, TRAFFIC AND OPERATIONAL**

1. The applicant shall meet the City's parking requirements, dimension and lot layout standards contained in Mercer Island City Code 19.12.050.
2. A minimum of 66 parking spaces shall be available on-site. An additional 30 spaces shall be available at the Hertzal Ner Tamid for school staff and faculty. The French American School will submit a copy of the lease agreement with the Hertzal Ner Tamid for the use of 30 parking spaces on the Hertzal Ner Tamid property. If it is determined that additional parking is necessary for staff and faculty, the FASPS shall procure additional off-site parking spaces. \*
3. The school shall not schedule overlapping events with the JCC that exceed the number of on-site parking spaces at this facility. If parking areas are to be unavailable during construction, a temporary parking plan must be submitted to the City for each phase of construction prior to issuance of a building permit. \*
4. If an event is expected to draw visitors in excess of the number of on-site parking spaces, the FASPS and/or JCC shall make arrangements to procure off-site parking and provide a shuttle or other means to transport visitors to/from the school/JCC site. \*
5. If the City receives complaints regarding parking associated with the school or JCC uses at this location and determines the parking is problematic, the City shall require that all vehicle parking be accommodated on-site and/or otherwise mitigated to the City's satisfaction. If this condition is implemented, overflow parking will not be allowed on public streets (weekdays, weeknights, and weekends). \*
6. The City reserves the right to require the French American School to hire an off-duty Mercer Island police officer if the City receives persistent complaints regarding school-generated traffic and parking. \*
7. The City reserves the right to restrict turning movements from driveways (e.g., "Right turn only) on East Mercer Way, if the City receives persistent complaints of traffic or observes increased accidents involving site driveways. If additional expansion is proposed for the JCC or French American School sites, such expansions may require the installation of a left turn pocket on East Mercer Way if warranted. \*
8. A stop sign and stop bar shall be installed and maintained at each driveway exit.

9. All driveways shall be located in a manner that provides proper sight distance for a driver to safely enter and exit the roadway. Proposed landscaping, signage and other impacts shall not hinder a driver's ability to see on-coming vehicles or pedestrians on the shoulder of the road.
10. French American School students, parents, and staff shall continue to implement the student "drop-off and pick-up" plan that requires parents to enter the school parking area and eliminates queuing and overflow onto City streets.
11. The French American School shall continue to maintain the vegetation north of the driveway to provide adequate sight distance for drivers exiting the property.
12. A community liaison/contact person shall be identified to address neighborhood concerns related to traffic and parking impacts on the neighborhood. Within one month from the date of this approval, the applicant shall notify, by letter or postcard, all neighbors living within 300 feet of the school, with the name and phone number of the individual they have identified as a community liaison/contact person who will address future neighborhood concerns related to traffic impacts on the neighborhood.
13. Prior to review of the Conditional Use Permit by the City of Mercer Island Planning Commission, the applicant shall have a Transportation Management and Parking Plan reviewed and approved by the Transportation Planner. This Plan shall identify strategies and implement programs and policies to encourage ridesharing (carpooling/vanpooling) by students and staff, identify student drop-off and pick-up zones and programs, off-site parking and shuttle program, student enrollment and any enrollment limits which may apply, any school bus activity (if applicable), and safe pedestrian walk areas. The applicant shall address how they will mitigate traffic associated with school activities and special events in the Plan. The applicant shall educate school students, parents, staff, and visitors to abide by the posted speed limits on the Island and practice safe driving practices as travel to and from French American School. All school traffic and parking policies and programs must be communicated to parents, faculty, staff, and visitors. Plan updates shall be submitted to the City by December 31<sup>st</sup> each year for review by the Transportation Planner.
14. If student drop-off and pick-up activities create congestion on any City streets, the City reserves the right to install "No Parking During School Days" signage to prevent vehicle parking on the roadway and its shoulders.

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**Appeal Information:**


This decision to issue a MDNS rather than to require an EIS may be appealed pursuant to MICC 19.15.020(J). Only those persons who submitted written comments within the designated fourteen (14) day period (September 24, 2007 – October 8, 2007) became parties of record and are eligible to file an appeal. Appeals shall be filed with the City Clerk **on or before Monday,**

**October 29, 2007 at 5:00 p.m.** either in person or mailed to the City of Mercer Island, 9611 SE 36<sup>th</sup> Street, Mercer Island, WA 98040-3732. The required appeal fee of \$583 must accompany the documents being filed for appeal. Any such appeal will be consolidated with an appeal on an underlying permit action completed by the City of Mercer Island.

The Planning Commission will hold a public hearing on the Conditional Use Permit decision on November 7, 2007. Administrative approvals include a building permit.

**Responsible Official:** Jeffrey B. Thomas  
City of Mercer Island  
Development Services Group  
9611 SE 36<sup>th</sup> Street  
Mercer Island, WA 98040-3732

Tel: (206) 236-5300  
Fax: (206) 236-3599  
Web: [www.mercergov.org](http://www.mercergov.org)



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**Jeffrey B. Thomas**  
Principal Planner

October 15, 2007

**Date**

RECEIVED

OCT 11 2007

CITY OF MERCER ISLAND  
DEVELOPMENT SERVICES

**French American School of Puget Sound**

**Transportation Demand Management Program and Parking Plan**

October 10, 2007

This Transportation Demand Management Program (TDM) and parking plan is submitted to the City of Mercer Island by the French American School of Puget Sound (FASPS) as required by the conditions of the Conditional Use Permit (CUP) dated \_\_\_\_\_. The TDM program elements listed below address each of the items listed as mitigation in the CUP.

Program Element	Action to be Taken
Ridesharing	FASPS will continue to encourage ridesharing in its announcements for events and communications to parents and staff. The student directory lists families by zip code to facilitate ride matching and the "Carpooling" section on page 12 of the <i>Parent Handbook</i> encourages families to make carpool arrangements.
Site circulation and safety plan	<p>FASPS will continue to manage on-site student drop-offs and pick-ups as described in the "Transportation" section beginning on page 10 of the <i>Parent Handbook</i>. The <i>Parent Handbook</i> details the established program, identifies loading areas, drop-off and pick-up procedures, and staggered schedules for student arrivals, departures, and after school activities that reduce peak traffic volumes on-campus. The <i>Parent Handbook</i> also addresses safety issues for parents operating vehicles on-campus. A traffic control officer will continue to be retained during drop off and pick up periods to direct on-site traffic.</p> <p>The next update of the <i>Parent Handbook</i> will include an expanded discussion of safety issues that addresses off campus driver safety, adherence to Mercer Island speed limits, and importance of safe driving practices. In addition, it will document a class and activity schedule that will further stagger arrival and departure patterns.</p>
Parking	Off-site parking for faculty and staff is provided at Herzl-Ner Tamid (Herzl) to reduce on-site parking demand, enhance site safety, and reduce circulation conflicts. FASPS will continue to maintain an agreement with Herzl to provide 30 spaces for faculty and staff.
Special Events	FASPS coordinates the scheduling of special events with the Stroum Jewish Community Center (SJCC) for events that are large enough to require parking in excess of the FASPS parking supply. Event announcements will include statements to encourage ridesharing. If FASPS events require parking in excess of the combined SJCC and FASPS supplies, off-site parking will be procured and a shuttle service provided.
Student Enrollment	The student enrollment as of 9/01/07 is 276 students.
Communication	Traffic and parking policies will continue to be communicated through the <i>Parent Handbook</i> , <i>Staff Handbook</i> , event announcements, the FASPS web site, and email messages sent to parents and staff.
Community liaison/contact person	Ken Foster, Business Manager Phone 206-275-3533
Program Review	A letter summarizing TDM program activity and recommendations to add new elements or refine current plan elements will be submitted to the city by December 31 <sup>st</sup> of each year.

Submitted on 10/11/07 by Andrée McGiffin, Head of School

## I. *The School*

### **Mission Statement**

The French American School of Puget Sound, a non-profit bilingual immersion school, empowers our diverse community of children to succeed in both the French and American systems and builds the foundation for each child to fully realize their potential in a multicultural world.

### **Core Values**

The following core values, adopted by the Faculty and Board of Trustees, guide our work at The French American School of Puget Sound, and reflect what we desire that all children develop in their own lives and their work with others:

- Integrity
- Respect
- Honesty
- Compassion
- Cultural Diversity
- Excellence
- Community

### **Non-Discrimination**

The French American School of Puget Sound - FASPS - admits students without regard to race, religion, color, creed, gender, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, religion, color, creed, gender, national or ethnic origin in administration of its educational policies, admissions policies, and other school administration programs.

### **Accreditation**

The French American School of Puget Sound is ...

- Accredited by the French Ministry of Education
- A candidate member of the Pacific Northwest Association of Independent Schools (PNAIS)
- An approved private school by the State of Washington

## **Governance**

FASPS is a 501(c)(3) non-profit organization governed by a Board of Trustees. The voting members of the Board, all volunteers, bring a diversity of talent and broad practical and professional experience to the work of assuring the school's present stability, its development, and its perpetuation.

## **Board of Trustees**

The Board of Trustees oversee the financial management of the School, engages in long-range planning and sets school policy. It hires, evaluates, and makes decisions about the tenure of the Head of School. The daily management and operation of the School is the sole responsibility of the Head of School.

## **Enrollment and Withdrawal**

Enrollment agreements are sent during the month of February only to those families who have met their financial obligations for the current academic year. The completed agreement and a non-refundable registration fee in the amount of one month tuition will reserve a space for the coming year. Re-enrollment is distinct from placement and does not determine promotion. Families who know that their child(ren) will not be returning the following year are asked to notify the school in writing as soon as possible.

## **Tuition and Fees**

The terms and conditions for tuition and fees, Early Withdrawal policy, and volunteer obligations are printed in detail on the Enrollment Agreement. If there are questions regarding these procedures, please contact the Business Office.

Regular and timely payments according to the Enrollment Agreement signed are expected.

## II. School Hours and Attendance

### Arrival

The YPK and PK classrooms are ready to receive students at 8:30AM, with classes beginning at 8:45AM. The parents of YPK and PK students need to sign the sign-in sheet posted next to each classroom in the hallway, before leaving.

The Kindergarten through 5<sup>th</sup> grade students may arrive at their classrooms at 8:15AM. Classes begin at 8:30AM. Please refer to the Drop off and Pick-Up procedures for details on how this is done.

**Students need to be at school on time. Late arrivals not only disrupt the class but also prevent the child from fully benefiting from our program. Students who are late to school will have to go to the office first before being accepted in class.**

### Morning Care

For the convenience of the parents, children can start the day at **8:00 AM** and are supervised before classes start.

### Dismissal

Dismissal time for YPK and PK students is at **3:00 PM**. These children must be signed out in their classrooms by their parent/guardian.

Dismissal time for Kindergarten through 5<sup>th</sup> grade is at **3:15 PM**. Please refer to the Drop off and Pick-up procedures for details on how this is done.

Written notice is required when someone other than an authorized person is to pick up your child and the office needs to be notified.

Children who are not picked up after school, will be enrolled in the after school program. Please make every effort to call if you anticipate being late. The drop-in fee of \$6/hour will be charged after 3:30 PM.

**NOTE: CHILDREN MAY NOT REMAIN ON SCHOOL PREMISES UNATTENDED! THEY MAY NOT BE DROPPED OFF AND STAY UNATTENDED OUTSIDE BEFORE THE DOORS OPEN AT 8:00 AM.**



## Parent Authorization For Release

Children will only be released to those listed on your release form. If there are any changes in the adults listed on that form, it is the parent's responsibility to inform the office as soon as possible. In no case will the children be allowed to leave with anybody not authorized on that form unless the office has a written and signed note from the parent beforehand. The person authorized to pick up your child will be asked to show proof of identity. Failing to do so, your child will NOT be released.

## Daycare/ "Garderie"

After school care from 3:30 PM to 6:00 PM is available for a fee. If you are late after 6:00PM, you will be charged an additional \$1 per minute.

Garderie is available on all school days (full and half days), and also on Parent/Teacher Conference Day, Faculty In-Service Days, and during the weeks of Fall Break, Winter Break, and Spring Break. There is no extended care available on Holidays. For the exact dates of opening and closings, refer to the school calendar. On these special days, prior sign-up will be required.

## Study Hall

In order to help students with homework, teachers will supervise a study hall program from 3:30-4:30pm for students of the 1<sup>st</sup> through 5<sup>th</sup> grades. First through Fifth graders that are registered in Garderie will automatically attend Study Hall.

A teacher is available to supervise students and offer assistance with homework and/or other projects (either in French or in English).

After study hall, students remaining on campus are escorted to the Garderie monitors until their pick-up time.

## Program of After School Classes

A variety of enrichment classes are offered for a fee as part of the extended day program for the students of the school. Activities are voluntary and are designed for the enrichment of the student's experience at the French American School of Puget Sound. Sign-ups are on a first-come, first-serve basis. Details about the program will be communicated to parents at the beginning of each trimester.

## **Absences**

If a child is to be absent from school because of illness, parents should inform the school office by 8:45 the same day.

The school strongly discourages absences during the regular school year for any reason other than illness since they disrupt the student's academic program. Parents are urged to schedule medical and dental appointments outside the school's hours, and to not schedule vacation trips during school time. It is extremely difficult to reconstruct the classroom learning situation once a lesson has been missed.

## **Student Release**

When it is necessary for your child to leave school early or temporarily, parents are required to stop in the office and fill out a pass before your child can be released.

### *III. Policies and Procedures*

#### *Health*

#### **NO Peanut Policy and Allergies**

**Peanuts and peanut products, including peanut butter and foods containing traces of peanuts, are strictly banned from the school campus and from off-campus school events at all times. Peanut products are banned (to include products with the label "may contain trace of peanuts") because some students are severely and potentially fatally allergic to peanuts. A single peanut in a candy bar, or a small amount of peanut butter in a cookie, may trigger hives, swelling, coughing, stomach cramping, nausea, vomiting, anaphylactic shock, constriction of the breathing passages, and death within a short period of time. Our students are not sufficiently mature to know which foods are safe and which are unsafe. Some students have been accidentally exposed to peanut products and had serious reactions that required immediate medical attention. Some students are so sensitive that they have had allergic reactions only because people near them were eating peanut products. The ban applies regardless whether or not an allergic child is known to be present.**

#### **Responsibilities of School**

Any item brought to school that contains peanuts will be returned home without being opened. This applies to potluck and any other school sponsored function. This applies if children with allergies are present or not present.

All packaged items brought to school must have ingredient list. The teacher or person in charge of food for the function will review this list. Packaged foods without an ingredient label will be sent home unopened.

EpiPens will be with students at all times, including field trips, all time away from the classroom, recess, library and trips to the JCC.

The school provides a mandatory parent orientation for parents of children with severe allergies. The purpose of this orientation is the following:

- To inform parents of the peanut/tree nut policy (peanut products are banned but nuts are not);
- To discuss the limitations of the peanut ban (field trips and after school activities);
- To collect EpiPens and physician consent forms.
- To collect completed action plans (these action plans need to describe in detail how the parents would like teachers to handle events such as birthday parties, and other events where food might be served.)

- To discuss responsibilities of parents.

### **Responsibilities of All Parents**

- To ensure that all packaged food items taken to school by your children have an ingredient list and that no such items include peanuts. Packaged food items without an ingredient list will be returned with your child unopened.
- To inform the School if you believe your child has an allergy to Peanuts or Peanut products.

### **Responsibilities of Parents of Children with known Allergies**

- To provide EpiPens and Benadryl to the school. One of the EpiPens will be kept with the child in the classroom, one will to be kept at the office as a back up and one in the Garderie room if the child attends. The Benadryl will be kept with the child.
- If possible, drive and chaperone children on field trips.
- Provide EpiPens and food supervision of child at after school functions (concerts, BBQ).
- Attend mandatory orientation prior to the beginning of school.
- Provide all necessary medical consents and action plans for treatment of child.

### **Responsibilities of the Administration**

- Throughout the school year, communicate the peanut ban to parents, students, teachers, staff, and outside vendors (including hot lunch vendors). Communicate the ban during orientation activities and prior to all events at which food is served. Communicate the ban orally and in writing. Use posters and newsletters. Give a copy of this policy to every teacher and staff member at the beginning of each school year.
- At the beginning of each school year, determine which students are allergic to peanuts, then organize a meeting with the parents and teachers of each allergic child to agree upon a management plan. Make a record of the management plan for the main office, the teacher, and the parents. Give the parents a copy of this policy.
- At the beginning of each school year, require the parents of each allergic child to provide three sets of EpiPens or other medications such as Benadryl (one for the teacher, one for the garderie if needed and the other for the administrator) and appropriate medical release forms.

- At the beginning of each school year, organize training for staff and teachers in using EpiPens, reading food ingredient labels and administration of Benadryl in accordance with appropriate dosages or as may be directed by parents. (Parents of allergic children can provide the training.)

### **Teacher Responsibilities**

To communicate the peanut ban to students and their parents.

- To check the ingredients of all foods to be served to students.
- To not allow foods to be served for which the ingredients are unknown or uncertain, or foods whose ingredients include peanuts, peanut butter, or other peanut products, regardless whether or not allergic children are present or would partake in the foods.
- To keep student medications in the classroom when students are in class, but carry medications with you to all school events outside the classroom, including field trips, library visits, and trips to the JCC.

### **Treatment Policy**

Unless the parents of an allergic child request a different treatment policy, the school will employ the following policy if peanut exposure is certain or highly likely:

- Administer EpiPen immediately. The EpiPen is less effective with the passage of time; therefore it needs to be administered without delay. EpiPen treatment cannot hurt a child, but a delay could make it ineffective.
- Call 911. The EpiPen is effective for approximately 20 minutes. It is meant to give time to seek medical attention. All children treated with EpiPen must immediately be given emergency medical care, because the EpiPen is not a cure. Be prepared to use the second EpiPen if treatment is more than 20 minutes away. If not used, send second EpiPen in aid car with child.
- Administer Benadryl if prescribed.
- Notify the child's parents as soon as possible.

## **Required Forms**

The French American School of Puget Sound has adopted its official health care policy from guidelines published by the Washington State Department of Health. It is posted on the bulletin board in the main office. Please refer to it. A complete medical form must be returned to the school by the first day of school. A medical Emergency Form and Release Form along with a Certificate of Immunization Status form must also be filed in the child's folder at

all times. If the contact information on your child's Emergency or Release forms changes, please notify the office.

## Stay at Home

Children with any of the following symptoms will not be permitted to remain in school.

- 1) Fever of 100°F under arm (auxiliary) or higher **and** who also have one or more of the following: diarrhea, earache, sore throat, rash, show signs of irritability or confusion.
- 2) Vomiting on 2 or more occasions within the past 24 hours
- 3) Diarrhea: 3 or more watery stools within a 24 hour period
- 4) Draining rash or wound.
- 5) Eye discharge or pink eye
- 6) Fatigue that prevents participation in regular activities.
- 7) Open wounds, unless properly covered
- 8) Lice and scabies.

Children can be readmitted after medical diagnosis to rule out bacterial or viral infection or 24 hours on antibiotic treatment, or 24 hours have passed since starting antibiotic treatment.

If a child becomes ill while at school, he/she will be isolated from the rest of the children and the parents or those listed on your emergency contact will be called to pick him/her up.

**PLEASE DO NOT BRING YOUR SICK CHILD TO SCHOOL. HE/SHE CAN NOT BE KEPT AT SCHOOL AND YOU WILL BE REQUIRED TO COME AND PICK HIM/HER UP.**

## Medications at School

Medication will only be given with prior **written** consent of the child's parent/legal guardian. All medications must be in the original container labeled with: child's full name, name of medication, dosage, frequency and duration.

Prescription medications must have the original pharmacist label. Non-prescription medications must have the manufacturer's original label. Examples of non-prescription medication we may give include Antihistamines, non-aspirin fever reducers/pain relievers, non-narcotic cough suppressants, decongestants, anti-itching ointments/lotions and sunscreen. The dose and frequency must be stated on the label and the medication must be age and weight-appropriate for the child. "As-needed" medication may be given only when the physician lists specific parameters such as "give 1 tablet every 4 hours". All medication will be stored inaccessible to children. Unused medication will be returned to parents.

All medication and records of all medication will be maintained in the office.

**NEVER LEAVE MEDICINE IN YOUR CHILD'S CUBBY, LUNCH BOX, OR BACKPACKS.**

## Medical Emergencies

In the event of a life-threatening emergency, the procedures are:

1. First aid administered at school by a trained staff member (all are certified).
2. 911 will be called when warranted and the student taken to the nearest emergency room.
3. Parents (or alternate contact) listed on the Emergency Card will be called.
4. Report forms will be filled and a copy given to the parent.

## No Pets Policy

It is the policy of the school not to let pets inside the school or on the playground for safety and possible allergies..

## Inclement Weather Policy

French American School of Puget Sound will be closed in the event of icy or snowy weather that constitutes an unsafe condition. A decision to close the school prior to the beginning of the school day will be made as early as possible. As a rule, the school will follow the closures of the Mercer Island School District and the Bellevue School Districts. This also applies for late openings or early closings. Volunteers (room parents) will use a phone tree will try to reach all the families. Parents may also check the Friday Flash emails for current information. Other information on school closures are found on KING5, KONG TV6/16 and/or on their web site: king5.com.

## Transportation: Drop Off and Pick-Up

Drop off and pick up are a complicated process and require careful management. We need everyone's cooperation!  
**Please read carefully.**

### **DROP OFF AND PICK-UP FOR YPK AND PK**

8:30am to 8:45am for drop-off

3:00pm to 3:15pm for pick-up

State law requires that YPK and PK children be escorted to their classrooms and signed in by the responsible adult. The main parking lot (at the entrance) and 18 parking spaces on the playground side are reserved for parents of YPK and PK children for 15 minutes. **Overflow parking for these parents only** is available on the lower parking lot of the JCC (along East Mercer Way).

## **MORNING DROP OFF FOR KINDERGARTEN – 5<sup>TH</sup> GRADE**

8:00am to 8:25am

### **Drop off lane by car**

1. Drop off is conducted on the playground side of the building
2. Drop off will be done at the end of the building, on a drop off lane between cones
3. Please stop your car and drop off students in the area marked by cones.
4. Children must exit the car on the building side; do not let them exit on the traffic side of the vehicle.
5. There is a bell at 8:25am and children are in class at 8:30am

Parents are encouraged to vary their drop off time in order to help stagger the number of cars on campus at a time. This may mean coming to campus 15 minutes before class begins.

## **AFTERNOON PICK UP FOR KINDERGARTEN – 5<sup>TH</sup> GRADE**

3:15-3:30pm

Students wait for pick up either in the Multi-Purpose Room inside. While awaiting their designated rides, they are supervised by teachers and monitors who also keep traffic flowing, assure that everyone is safe, and help load children into their cars.

This system should help avoid parking and traffic congestion at dismissal time. **Please do not arrive too early, because the children are not ready to be picked up until 3:15pm (Kindergarten – 5<sup>th</sup> grade).** The entire procedure should be completed in approximately 15 minutes. You need to be patient and organized.

### **PICK UP NUMBERS AND HELPFUL TIPS FOR PICK UP**

All families receive 2 copies of a family identification number. Please put these numbers in plastic protectors and keep one in each parent's car. Make extra copies to give to another person who picks up your child on a regular basis.

When you arrive by car on campus, please line up single-file, in order, and wait for traffic to move forward toward the pick up line.

- Make sure your number is visible on your dashboard. If someone else picks up your child, please make sure that they also have the number.
- Please make sure your child knows his or her number.
- Please do not leave your car unattended in the pick up line.



- As you are waiting, please pull all of the way forward to allow more cars to fit in the pick up lane.
- As you enter the playground side, an aide will call out your Pick up number and your children's names. Please do not get out of your car; an aide will assist all students in entering cars. Make sure that your car seats are securely fastened and in place. The aides (teachers or monitors) are allowed to help buckle in students, but are not responsible for securing car seats.
- As soon as your child is safely in the vehicle, please move forward to allow other parents to pick up their children.

Children left after the Pick up period, which ends at 3:30pm for Kindergarten – 5<sup>th</sup> grade will be directed to Garderie.

Please communicate with your children on a daily basis whether they are to be picked up, go to Garderie, go to Study Hall, or go to after school classes, and who will be picking them up.

## Campus Traffic Rules

- Please drive slowly on campus
- Cell phone use is not permitted while driving on campus
- Always yield to foot traffic and stop for all pedestrians
- All students should be dropped off at the appropriate lane or in the parking lot
- Students of all grades are not permitted to cross the parking lots unescorted during morning Drop off and afternoon Pick-up times.
- Please respect those with disabilities and do not park in the handicapped spaces.

## Parking

**RED ZONES: NO PARKING AT ANY TIME.**

## Carpooling

The City of Mercer Island requires the school to inform parents about carpooling and to encourage them to carpool. Families should make individual carpool arrangements with other families. The School Directory will list families by zip codes to facilitate the process.

## **Booster Seats**

Washington State has passed the most comprehensive child restraint law (The Anton Skeen Law) in the nation. It is the first state to require the use of booster seats for older children. The law will be effective July 1, 2002. The key provisions of the law are as follows:

Children under the age of 16 years must be restrained in a vehicle according to the following schedule:

1. 1 year of age or under 20 pounds: a rear facing infant seat.
2. Between 1 year of age or over 20 pounds and 4 years of age, or under 40 pounds: a forward facing child safety seat.
3. Between 4 years of age or over 40 pounds and 6 years of age or under 60 pounds: a booster seat
4. 6 years of age and older: a booster seat or seat belt

For more information on booster seats, please go to [www.boosterseat.org](http://www.boosterseat.org) or call the Safety Restraint Coalition of Washington at (425) 828-8975 or 1-800-BUCK-L-UP.

## **Playground Rules**

To ensure that our students are safe on the playground at all times, the following playground rules have been adopted. Please review these rules with your children.

1. All general rules of good behavior apply to the playground.
2. Children must:
  - Not climb fences
  - Not climb on top of play structures
  - Not throw sand or wood chips
3. Children must wait their turn to use play structures

# Code of Behavior

Rules to promote safety, to insure individual rights, and to make the school a pleasant orderly place for all, are outlined below. Teachers and parents should review these rules with their children periodically.

## **Respect for others:**

- Always respect other people and their property.
- Any adult who finds it necessary to correct a student's behavior carries as much authority as any other adult in charge.
- Solve problems by using words rather than aggressive behaviors such as hitting, kicking, and pushing
- Use appropriate language to communicate ideas and thoughts
- Take turns with playground equipment and games. Work out differences with words. If you cannot come to an agreement, seek the help of a teacher.

## **Respect for the school environment:**

- Use school equipment properly and put it away after use.
- Take care of your environment.
- In the hallways, be quiet and always walk.
- Line up quickly at the end of the lunch period or recess.
- Students are not allowed to play in the school building at any time.
- Eat snacks only in the play yard. When it rains, the students are allowed to take a snack in the classroom, but never in the hallways.
- Throw all garbage in garbage cans. Do not throw anything on the ground.

## **Respect for the classroom:**

- Make every effort to do your best work always.
- Never ridicule yourself or others for a mistake. Remember that mistake become an opportunity to learn and are as meaningful as successes.
- Follow the classroom rules set by each of your teachers..
- Students may only be in a classroom when an adult is present.
- At the end of the day pick up all litter, replace classroom supplies and books, clean and arrange your desk, and place your chair on top of your desk.

## **Behave respectfully with all members of the School community**

## Prohibited Items

Students may not bring the following items to school or on any educational field trip outside the campus:

- Toys (unless a teacher asks for items relating to an planned activity)
- Personal Electronic Devices (including gaming units, PDA's, portable music players , etc)
- Candy and Gum
- Weapons, fighting toys, knives and other items that could be used in a harmful way such as baseball bats.
- Money (any fundraising events will be announced in advance)

## Discipline Guidelines

The entire staff of the French American School of Puget Sound has the goal of establishing an atmosphere where children feel safe, secure, and happy, and have a maximum opportunity to learn. The classroom environment is set up to facilitate choices of different types of activities, to teach the children how to work cooperatively and to give them opportunities to learn social skills.

Clear expectations of behavior along with consistent limits will be presented very frequently to the children. The teachers will use positive reinforcement. Learning how to express feelings in an appropriate manner is part of the curriculum.

Physical aggressions are never accepted and the child will be redirected toward an individual activity. He/she will be encouraged to talk about what happened and to find another response to a similar situation. Occasionally, time-out will be used.

If additional consequences are necessary, disciplinary action may include, but are not limited to, the following:

- A behavior report is sent home. This report includes a description of the problem, the action taken, and is signed by the teacher and the Head of School
- The student is removed from the classroom or playground for an appropriate period of time.
- The student is sent to meet with the Head of School
- Suspension, which is always implemented by the Head of School

## Child abuse report law requirements

Under Washington law, the school is required to report by phone any instance when a teacher has reason to suspect the occurrence of physical, sexual, or emotional child abuse, child neglect, or child exploitation to Child Protective Services before contacting the parents.

## Other Policies

### Meals and Snacks

Parents provide lunches, snacks and drinks. We will monitor lunches and we ask parents to provide balanced and nutritious lunches. Please pack an ice pack or partially freeze your child's drink in hot weather.

As a convenience to our families, "No Junk Inc" (formerly Bente Catering Company) will deliver lunches to the school. To order, you will need to contact them directly either through their web site at [www.nojunk-goodfood.com](http://www.nojunk-goodfood.com) or by phone at 425-283-1218.

The school will provide an afternoon snack each day to all Garderie students. Weekly menus will be posted on the bulletin board. Please notify us if your child has any allergic reactions to some foods. We follow food guidelines from the Washington Department of Health to provide nutritious snacks.

**Please read carefully the NO peanut policy found in this handbook.**

### Dress Code

Students are expected to dress in clean and neat clothes. Clothes that attract negative attention or show disrespect for other people's values are not acceptable. Crop tops showing a bare midriff, very short skirts, and bathing suits are not appropriate school attire. Hats and caps are not allowed in the classroom. Teachers will see that these rules are respected.

All students need to bring to school appropriate attire for P.E. class and pool, which includes:

- Tennis shoes with non-marking soles
- Sport pants with a comfortable T-shirt or sweatshirt

Your child will be involved in messy activities, such as painting. We will protect your child's clothes as much as possible. Your child should be dressed to allow for freedom of movement, self help with toileting and wear clothes that are easily washable.

We will have outdoor activities and your child should have clothes appropriate for the weather.

All clothing is to be labeled with the child's full name.

**All clothing must be sent home on the same day. Dirty or wet clothes in cubbies or on hooks will not be tolerated.**

### Items to be brought from home for Preschool students

Each child should have a complete and labeled change of clothes. Children in the YPK and PK sections will have a rest time of 45 minutes. A blanket and a small napping toy are optional.

## Acceptable Use of Technology

Use of the school's computing resources are for education purposes only. Guidelines for acceptable use of technology will be presented to all students that will using the school's resources at the beginning of the school year.

## Field Trips

Several field trips are organized during the school year. They are carefully integrated into the curriculum. Parents sign a field trip permission slip for the full year. Field trips will be announced in advance so parents can know about the specifics and can volunteer to be drivers.

All parents driving on field trips must be on the approved driving list in the office. Drivers must have a current Washington driver's license, and carry current liability of \$100,000.00 minimum as required by Washington State Law and medical insurance.

The teachers will group the students and assign chaperones to each group. In the event that you do not want your child driven by another parent, you may personally drive your child. We do however prefer that you volunteer as a chaperone in that case. Each field trip will have a designated number of chaperones that are included in the school field trip expense. Chaperoning parents are required to know where each child in their group is at all times. Children will be required to wear an official school identification vest.

We follow all Washington State guidelines for car seat and seat belt safety. A copy of this law is in the section titled "Booster Seats".

## Birthdays

Currently, the policy for the celebration of a student's birthday is under the direction of his or her teacher. Please check with your child's teacher. Parties will be planned to provide a minimal disruption to the classroom environment. In all cases: **Home baked or home prepared items are prohibited by health department requirements.** Please bring non-perishable refreshments that can be easily served, such as muffins, cookies, cup cakes, or fruit cups. Please read labels carefully and avoid any items containing peanuts (see our peanut policy).

If your child has a birthday party outside of school, he/she can only pass out invitations at school only if each child in his/her class gets one. Otherwise, please mail them.

## The Library

The mission of the library is to provide a multicultural and multilingual educational program and a selection of media resources such as books, magazines, books-on-tapes, CD-ROMs, and videotapes, for the benefit of the students, the staff, and the parents. The programs and resources will support the school curriculum, give students the skills they need to be efficient users of information and to encourage a joy of reading. Secondly, it is to provide the

teachers and staff with proper teaching resources and reference materials. Thirdly, the purpose of the library is to encourage families to enjoy French and English materials together.

The library is open to parents according to a schedule written by the librarian at the beginning of the school year.

Each class is scheduled to visit the library once a week. The librarian reads stories and teaches library, research and information skills during scheduled class visit. Books are checked out according guidelines established by the librarian each year.

## *IV. Academic Program*

### Homework

An effective partnership between home and school affects the academic achievement and personal success of your child. We believe that homework should be designed to reinforce the lessons learned in school and to teach responsible study habits and the ability to work independently. Teachers in each grade often give parents suggestions on how to help with math concepts and computation. Because the task of becoming literate (especially in two languages) is complex, about twice as much time is spent in language acquisition as in mathematics. The following will give you some important considerations to help your child become an independent reader, perhaps the most powerful intellectual skill of all.

#### **1. The Parent's Role: Creating the Environment**

Children are primarily learning how to read, understand and analyze the content for classroom assignments, or for their own pleasure. We cannot emphasize enough the importance of providing your young child (even after fifth grade), with a language-rich environment. A few suggestions follow:

**a) Spend 20 to 30 minutes daily with your child and an open book—a picture book for preliterare children, and more complex books with older children.**

b) Discuss what you are reading with your child in a natural way. Encourage him/her to guess the meaning of new words, to predict what might happen next, to recall what happened the day before, to express the feelings touched by the story.

c) Write notes to your child: notes in lunch boxes, on a pillow, notes of appreciation for successes.

d) Model reading to your child by reading: books, magazines, newspapers, etc.

e) Know precisely what the teachers expect on a daily basis.

f) Provide your child with good space, "protected time" and lots of encouragement.

g) Resist the urge to correct or worse yet, to do your child's homework.

h) Review and verify that daily assignments are completed and placed in the proper folder or exercise book in your child's backpack. For third through fifth grades, this should be the responsibility of the student.

Homework is meant to reinforce the day's lesson and to expand learning. Children love to excel and homework is another opportunity to do just that! Keep your child's spirits up by voicing the school's belief that success comes from the



combination of natural ability plus the appropriate effort in a context of high expectations and confidence.

## **2. The Child's Role: Accomplish the Assigned Task**

Beginning in first grade, children are given tasks to do for homework. Teachers use different methods of assigning homework which include:

- a) A routine plan outlined at the beginning of the term.
- b) Daily assignments written in a special notebook (cahier de texts) starting in third grade.
- c) Assignment sheets issued on a regular basis.
- d) Some special project assignments might be communicated via classroom newsletters.

Normally a child will need to spend the following amounts of time on homework:

- |          |                                   |
|----------|-----------------------------------|
| Grade 1: | no more than 15 minutes           |
| Grade 2: | 10 to 15 minutes in each language |
| Grade 3: | up to 20 minutes in each language |
| Grade 4: | up to 30 minutes in each language |
| Grade 5: | up to 45 minutes in each language |

Because French is usually more challenging, we urge children to complete all French homework before beginning English. Homework is usually not given on the weekends, although in grades three through five, long-term projects may need to be completed at home on the weekends.

If you believe that homework assignments are becoming too lengthy or unreasonable, do not hesitate to schedule a conference with the teachers immediately to determine where the problem lies and to find a different approach. Children with two homes during the school week often need special help from each parent to ensure that they have all the school supplies they need, and have completed each task. Both parents must share the responsibility for creating the best environment for homework.

After School Study Hall is offered through the After School Program for a fee and provides support for many children who need structured help in doing their homework. This program takes place Monday through Thursday, from 3:40 to 5:10 p.m., in 30 minutes increments. Study Hall takes place in a classroom setting where students may complete their homework under the supervision of a bilingual teacher. We ask that students work diligently, as they have limited time to complete their assignments. Repeated misbehavior will necessitate immediate removal from study hall so as not to disturb others.

## **Bilingual Education**

The French American School of Puget Sound strives to teach a comprehensive academic program of reading, writing, language, math, history and science in two languages. By learning in both French and English, the students come to appreciate the French and American cultures as a basis for understanding other cultures in the world. Within our caring, nurturing atmosphere, our students develop self-esteem as well as respect for others in a sound scholastic environment. They are part of a school which is constantly striving for ways to provide international awareness and social values through its teaching and curriculum. The school aims to prepare young people for independence and survival in a society that demands increasingly complex skills.

The teachers at all grade levels work closely together to develop program content, curriculum themes and ideas, and determine student needs. This means French teachers planning together; English teachers planning together; and all teachers planning together at a single level or at several levels during vertical meetings. Our faculty works diligently to coordinate in such a manner as to complement and reinforce each other's teaching content and style.

Our Program Overview is available in its entirety in the school office. This document describes in detail all the objectives for each subject matter taught at each level

Beginning with pre-kindergarten, the school offers children a program intended to enable them to read, write, understand and speak both French and English. Reaching this goal is a long-term process, usually taking at least through the eighth grade before children are truly comfortable in all three forms of expression. The acquisition of two languages supports a commitment to developing life-long skills in communication, critical thinking and analysis. All children are taught the core curriculum prescribed by the French Ministry of Education, as well as a challenging American Independent School curriculum. The program of Language, Mathematics, Social Studies and Science are supported by Music, Art, P.E. and Information Technology

## **Technology**

Technology is used at The French American School of Puget Sound to reinforce, expand, and enrich all areas of the curriculum. Students will be taught applicable technology skills as a component of this process.

## **ESL**

**English as a Second Language class (ESL)** are offered in our school starting at Kindergarten level for students who have not had previous English language instruction. These children are taken out of their French or English class several times a week for these lessons at no additional cost to the parents.

## *V. Communication with Families*

Communication between home and school needs to be predictable and as thorough as possible. Because young children are especially sensitive to and affected by change, it is very important for teachers to know about any changes in the child's living situation. This might include a move, a new baby, a change in work or basic schedule of parents, divorce or separation, or the death of a close relative. **It is also essential that the school be informed in writing of any change or restriction in child custody arrangements.**

It might be difficult to reach a teacher during the day but you might like to leave a message on his/her e-mail address: teacher [\[firstname\]@fasps.org](mailto:teacher [firstname]@fasps.org) (small letters).

### Friday Flash

Notices containing information for school families are sent via email every Friday. These "Friday Flashes" are an important means of keeping parents informed of school news and activities, special events, and other matters of interest.

**In case of a change of address (e-mail, telephones etc.) please inform the office by e-mail or in writing immediately so we can update our database as soon as possible.**

If parents wish to send an e-mail to the different school committees, they can do so using the different e-mail addresses published in the school directory.

All documents sent to you have prior approval from the Head of School. If there is any information you would like to send to FASPS families, please contact the office.

### Website

Please check our website [www.fasps.org](http://www.fasps.org) under "Bulletin Board" to access any new development, events or emergencies.

### Parent/Teacher Conferences

Parent/teacher conferences are scheduled for all students in November. At that time, teachers will give a detailed assessment of each student's progress, successes and problems. Parents will be reminded through the bulletin board

and the Gazette to make appointments for these conferences. In March, there will be another opportunity for conference per parent request.

Individual conferences maybe set up at any time, if the need is felt, either at the parent's, teacher's or head of school's request. A brief summary of the conference shall be kept in the child's files. Although it may be more convenient for a parent to talk to the teacher at pick-up times, these are times wholly inopportune for the teacher whose attention must be focused on the other students in her/his charge. A scheduled conference is available.

## Progress Reports

Progress reports with evaluation and comments will be sent home three times during the school year.

## Curriculum Nights

Curriculum nights at the beginning of the year provide parents with a clear understanding of their child's program of studies. Teachers will cover the curriculum, their objectives and methods, and their expectations.

Dates for the curriculum nights will be announced at the beginning of the year.

## *VI. Parent Involvement*

### Supporting the School

Education is a critical element in today's world, providing our children with the foundation for a lifetime of learning and success. In many ways, the early learning years are the most crucial- where basic skills are learned and honed, imaginations are stimulated and children are introduced to the broader world.

The French American School of Puget Sound provides our children with a very special and unique educational option. The academically rigorous curriculum and language immersion program allows students to graduate with a deep understanding of diverse culture and the life-skills needed in our increasingly international society.

Providing this quality educational experience is not easy – we rely on revenue from tuition and on the generous support from parents. Supporting the school above and beyond tuition allows us to provide our children with the best teachers, technology and resources; creating the rich learning environment in which our students thrive.

The primary means of support include the Annual Fund, The Gala, and the Capital Campaign. We ask that all families participate in these fundraisers, since they provide the important resources of our school and the education of our children. All gifts to the school are tax-deductible and can be matched if donors are employees of a business with a corporate matching gift program. Please contact the Development office for additional information.

### Annual Fund

The Annual Fund begins in October and is the primary fundraising vehicle for the school's *current year* operating budget. Each family is asked to participate at a level within their means. Participation in the Annual Fund by all parents is important as it demonstrates confidence in the school and has an impact on gifts from outside sources. Most foundations consider parent participation rates before agreeing to donate funds to a school. No matter the size of the gift- it is philanthropy – and it's a great example for your children. The Annual Fund is coordinated by the Director of Development and the Development Committee.

## The Gala

The Gala is a special event which includes an auction and raffle. This spring event, which not only raises a substantial amount for the school, also provides a social evening where parents, staff, faculty alumni families, and community supporters can celebrate and support our school. Silent and live auctions are held along with a raffle. Each family is asked to help procure items for this event. The Gala is held in March and is coordinated by the PPA.

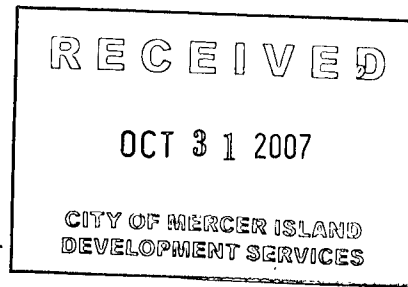
**RECEIVED**  
OCT 11 2007  
CITY OF MERCER ISLAND  
DEVELOPMENT SERVICES



French American School of Puget Sound  
Ecole Franco-Américaine du Puget Sound

3795 East Mercer Way  
Mercer Island, WA 98040

TEL: 206.275.3533  
FAX: 206.812.0231  
www.fasps.org



October 30, 2007

Travis Saunders, Planner  
Development Services Group  
City of Mercer Island  
9611 SE 36<sup>th</sup> Street  
Mercer Island, WA 98040

Subject: French American School of Puget Sound – CUP Application  
File number: CUP07-001/SEP07-024

Dear Mr. Saunders:


This letter responds to an issue raised by Nancy Fairchild (City of Mercer Island Transportation Planner) regarding a statement in the *FASPS Parent Handbook* that directs some of our parents to park in the lower SJCC parking area when visiting the school. It is her interpretation that the statement at the bottom of page 10 of the *Handbook* conflicts with draft CUP condition #4. Specifically, her interpretation is that FASPS parking cannot spillover into JCC parking lots.

In order to resolve this issue, the next update of the *Handbook* will remove the following sentence on page 10, regarding drop off and pick up of preschoolers (YPK and PK children) "Overflow parking for these parents only is available on the lower parking lot of the JCC (along East Mercer Way)."

The parents of YPK and PK children will be informed through e-mail of the following parking instruction that will be incorporated into the next update of the *Handbook*. The revised paragraph will read: "The FASPS parking lot on both sides of the school is reserved for YPK and PK parents at drop off and pick up time."

It is our understanding that this interpretation of the draft condition does not apply to special events. I trust this change resolves the remaining issue related to the CUP application.

Thank you for your help.

  
Andree McGiffin  
Head of School



**Travis Saunders**

---

**From:** Kirsten Wild [Kirstenw@weinsteinau.com]  
**Sent:** Friday, August 31, 2007 8:15 AM  
**To:** Travis Saunders  
**Cc:** LesleyB@WeinsteinAU.com; skjr12@msn.com  
**Subject:** Re: checking in re. FASPS

I understand. Thanks, Kirsten

---

Kirsten Wild

**Weinstein A|U**  
Architects + Urban Designers LLC  
T 206.443.8606 ext 116  
F 206.443.1218  
<http://www.WeinsteinAU.com>

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On Aug 30, 2007, at 3:45 PM, Travis Saunders wrote:

Kirsten,

For the record; the turning lane issue must be worked out prior to moving forward with noticing. The 8/22/07 submittal was not considered complete, per MICC 19.15.020(B)(1). The 2-week clock restarted on 8/28/07 when the City received from you, the authorized applicant, TSI's 8/24/07 supplemental traffic analysis #2, which analyzes the need for a turning lane.

In order for this project to maintain a clear and consistent file, to avoid any future confusion, and to maintain clear communication, I am requesting that all submittals and communication are between you, the authorized applicant, and me, the City staff point-of-contact for this project. I will route submittal items to the appropriate City staff for their review. Thank you for your understanding in this matter.

Best,

---

**Travis Saunders**

Planner

Development Services Group

Tel (206) 236-3272

**Travis Saunders**

---

**From:** Travis Saunders  
**Sent:** Thursday, August 30, 2007 3:45 PM  
**To:** 'Kirsten Wild'  
**Subject:** RE: checking in re. FASPS

Kirsten,

For the record; the turning lane issue must be worked out prior to moving forward with noticing. The 8/22/07 submittal was not considered complete, per MICC 19.15.020(B)(1). The 2-week clock restarted on 8/28/07 when the City received from you, the authorized applicant, TSI's 8/24/07 supplemental traffic analysis #2, which analyzes the need for a turning lane.

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Best,

---

**Travis Saunders**  
 Planner  
 Development Services Group  
 Tel (206) 236-3272  
 Fax (203)236-3599  
 Email [travis.saunders@mercergov.org](mailto:travis.saunders@mercergov.org)  
 Web [www.mercergov.org](http://www.mercergov.org)

---

**From:** Kirsten Wild [<mailto:Kirstenw@weinsteinau.com>]  
**Sent:** Thursday, August 30, 2007 11:37 AM  
**To:** Travis Saunders  
**Subject:** Re: checking in re. FASPS

Thanks, Travis. I had understood that the 2-week clock was started with the response submitted at the City on 8/22/07. In that response I noted that City Staff (aka Nancy Fairchild) had indicated that negotiations regarding the off-site improvement should not impede the review of the CUP submittal and SEPA checklist, and I requested that review continue while the turn lane issue is worked out. I hope you can meet this request?

Thank you,

-Kirsten

---

Kirsten Wild

**Weinstein A|U**  
 Architects + Urban Designers LLC  
 T 206.443.8606 ext 116  
 F 206.443.1218  
<http://www.WeinsteinAU.com>

On Aug 30, 2007, at 9:21 AM, Travis Saunders wrote:

Thanks, I am feeling better. I caught the pre-school illness from my daughter.

If all items have been met and no additional information is needed, a letter of complete application is sent w/in 14 days of your 8/28/07 email submittal to me (re: Item 7 from the City's 8/15/07 letter of incomplete application.) The City has 14 days to issue a notice of application following a letter of complete application, per MICC 19.15.020(D)(1).

---

Travis Saunders  
 Planner  
 Development Services Group  
 Tel (206) 236-3272  
 Fax (203)236-3599  
 Email [travis.saunders@mercergov.org](mailto:travis.saunders@mercergov.org)  
 Web [www.mercergov.org](http://www.mercergov.org)

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**From:** Kirsten Wild [<mailto:Kirstenw@weinsteinau.com>]  
**Sent:** Thursday, August 30, 2007 8:39 AM  
**To:** Travis Saunders  
**Subject:** Re: checking in re. FASPS

I hope you're feeling better. I know you are unable to give me firm dates at this point, but do you have an estimated time for Notice of Complete Application? Thanks, Kirsten

On Aug 30, 2007, at 8:33 AM, Travis Saunders wrote:

Sorry for the slow response; I was out of the office ill. The City is in review of your recently submitted items. I will contact you if additional items are needed. I will add the items you attached in your 8/28/07 email to the file for review.

Best,

---

Travis Saunders  
 Planner  
 Development Services Group  
 Tel (206) 236-3272  
 Fax (203)236-3599  
 Email [travis.saunders@mercergov.org](mailto:travis.saunders@mercergov.org)  
 Web [www.mercergov.org](http://www.mercergov.org)

size=2 width="100%" align=center tabindex=-1>

**From:** Kirsten Wild [<mailto:Kirstenw@weinsteinau.com>]  
**Sent:** Tuesday, August 28, 2007 2:42 PM  
**To:** Travis Saunders

**Subject:** checking in re. FASPS

Travis - just checking in to see if you have a sense of when a Notice of Complete Application might be issued? If there's anything else you need from us please let me know.

Nancy has been in communication with David Johnson of TSI regarding the turn lane issue. Attached please find a letter sent to Nancy on 8/27.

**Travis Saunders**

---

**From:** Kirsten Wild [Kirstenw@weinsteinau.com]  
**Sent:** Tuesday, August 28, 2007 2:42 PM  
**To:** Travis Saunders  
**Subject:** checking in re. FASPS  
**Attachments:** JCC\_FASPS CUP Application-Trafic SUP 070824.pdf; FASOS SimTraffic 070822.pdf; ATT3068719.htm

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**Transmittal**

---

**To** City of Mercer Island  
Development Services Group  
9611 SE 36<sup>th</sup> Street  
Mercer Island, WA

**Attn** Travis Saunders

**Project** FASPS2

**Project No.** 07005

**Sender** Kirsten Wild

**Date** 8/22/07

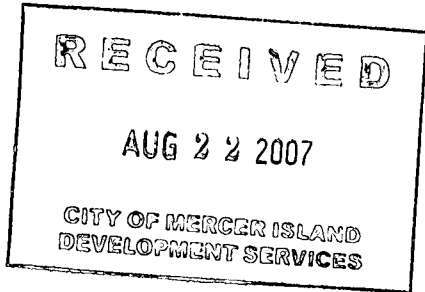
**Via** hand

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**Remarks** Travis, please see responses to your letter re. *Determination of Incomplete Application for CUP07-001/SEP07-024 French American School*, dated 8/15/07.

*2 copies*

*+ 1 copy SEPA checklist, 2 extra signature sheets*



**Copies** File

**Signature** *Kirsten Wild*

Kirsten Wild

RECEIVED

AUG 22 2007

**Memorandum**

<b>Project</b>	French American School of Puget Sound	<b>Project No.</b>	070057 OF MERCER ISLAND
		<b>Date</b>	Aug. 22, 2007
<b>Subject</b>	Response to Determination of Incomplete Application for CUP07-001/SEP07-024 French American School		
<b>To</b>	Travis Saunders, Planner	City of Mercer Island	
<b>From</b>	Kirsten Wild	Weinstein A U	
<b>Copies to</b>	Ken Foster	French American School	
	Sid Kitchings	WC Kitchings Construction Management Services	
	David Johnson	Transportation Solutions, Inc.	
	file		

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**DRAFT**

Please see the following in response to your letter re. "Determination of Incomplete Application for CUP07-001/SEP07-024 French American School" dated 8/15/07:

1. The provided SEPA checklist did not contain a signature. *Please provide copies of a signed and dated checklist.*

See attached signed and dated checklist.

2. The provided Traffic Impact Analysis states that the French American School (FAS) has 30 leased spaces for staff parking at the Herzl-Ner Tamid (across the street); however, the application also states that FAS will have 43 staff/teachers/employees. *Please provide information that verifies that all staff/teachers/employees will park at the Herzl, due to the discrepancies.*

The intention of the 30 leased parking spaces at Herzl-Ner Tamid is to take pressure off the FAS parking spaces, not to provide parking for all FAS staff/teachers/employees. At times of peak demand (including the SJCC campus), as outlined in the Traffic Impact Analysis, the total peak parking demand is 172 vehicles. This is substantially below the maximum parking capacity of 251, including the Herzl spaces. Additionally, the total of 43 FAS employees is a total number, including part-time employees. The actual number of FAS employees parking at any single time will rarely exceed 30. Note that presently only 22 of the 30 spaces at Herzl are used regularly.

3. The application states that a police officer will direct traffic each day. *Please provide details on how this aspect of the plan will be implemented, including hours of police duty, party to provide police service, etc.*

**Memorandum**

Project	Project Name	Date	Page 2 of 3
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See attached Certificate from FASPS dated 8/21/2007. This plan is currently implemented with the police officer directing traffic during the periods of 8:15 AM to 8:45 AM and 3:00 PM to 3:30 PM, Monday – Friday during the school year.

4. Per MICC 19.02.010(4), school use in single family zones must be accredited or approved by the state for compulsory school attendance. *For the file, please provide proof of accreditation or approval from the state.*

See attached documentation:

- Certificate of Existence/Authorization of French American School of Puget Sound 10/24/2000
- Certificate of Incorporation 3/7/1995
- Certificate of Private School Approval 2006-07

5. Per MICC 19.02.010(4)(c), a one-fourth acre or larger play field shall be provided in one usable unit abutting or adjacent to the site. *Please demonstrate how this code section is or will be met.*

An abutting play area is provided at the north side of the school with an area of 24,010 SF. See attached annotated survey.

6. The submitted Traffic Impact Analysis states that it is not clear if condition 5 of SEPA MDNS, SEPO3-024, under which the current use was approved, has been met. ("The SJCC and the FAS shall submit a coordinated Transportation Management Plan (TMP) annually no later than December 31 of each year...") *Please demonstrate how this condition has or will be met.*

See attached letter from SJCC.

7. The submitted Traffic Impact Analysis states that condition 4 of CUP03-003, under which the current use was approved, has not been met. (Center turn lane on East Mercer Way) *Please demonstrate how this condition was met.*

SvR Design Company and Weinstein A|U pursued the "short northbound center lane along East Mercer Way to provide increased safety for JCC motorists and visitors making the eastbound to northbound turning movement out of the main access drive" (CUP03-003 VI.4) in 2003, but it was found that a full center lane could not be accommodated due to restricted width at the location of the access drive. Per direction from Nancy Fairchild prior to issuance of Building Permit in Spring of 2004, a double buttoned center lane was provided. A permit was received and final Certificate of Occupancy was provided based on the double button solution.



**Memorandum**

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Weinstein A|U will continue to investigate this issue and will discuss findings with City staff. City staff has expressed understanding that negotiations regarding this off-site improvement should not impede the review of the CUP submittal and SEPA Checklist. We thus request that review continue while this issue is worked out.

# **FRENCH AMERICAN SCHOOL OF PUGET SOUND**

## **CONDITIONAL USE PERMIT SUBMITTAL**

### **SECOND STORY ADDITION AND ENROLLMENT INCREASE**

#### **PERMIT APPLICATIONS**

Signed Permit Application Form  
Property Owner Letter of Consent  
Legal Description

#### **SUMMARY**

Proposed Development Summary  
Figure 1: Location Plan

#### **CONDITIONAL USE PERMIT**

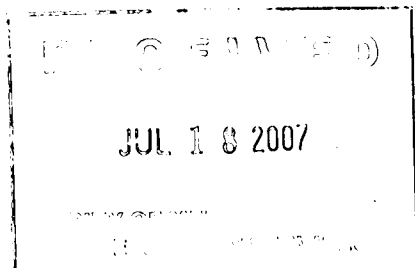
Criteria for Approval Response  
Figure 2: Site Plan/Parking Layout  
Figure 3: Landscape Plan  
Figure 4: Building Height Calculations  
Figure 5: Building Massing Diagram  
Figure 6: Survey – Impervious Surface

#### **TRANSPORTATION ANALYSIS**

Transportation Analysis 2007

#### **APPENDIX**

Real Property Lease  
Second Amendment to Real Property Lease, dated May 23, 2007  
Parking Agreement between Herzl-Ner Tamid and the French American School of Puget Sound  
Impervious Surfaces Survey, PACE, dated October 19, 2005  
ALTA/ACSM Land Title Survey, Barghausen, dated February 22, 2002



**FRENCH AMERICAN SCHOOL OF PUGET SOUND**

**SEPA CHECKLIST SUBMITTAL**

**SECOND STORY ADDITION AND ENROLLMENT INCREASE**

**PERMIT APPLICATIONS**

Signed Permit Application Form

**SEPA CHECKLIST**

Environmental Checklist

**APPENDIX**

Legal Description

Figure 1: Location Plan

Figure 2: Site Plan/Parking Layout

Figure 6: Survey – Impervious Surface

Transportation Analysis 2007

Impervious Surfaces Survey, PACE, dated October 19, 2005

ALTA/ACSM Land Title Survey, Barghausen, dated February 22, 2002

