



DEVELOPMENT SERVICES DEPARTMENT
ENVIRONMENTAL COORDINATOR
450 110th Avenue NE
BELLEVUE, WA 98009-9012

DETERMINATION OF NON-SIGNIFICANCE

PROPONENT: Eton School

LOCATION OF PROPOSAL: 2661 NE Bellevue-Redmond Road

DESCRIPTION OF PROPOSAL: Request for an Administrative Conditional Use Approval to increase school enrollment, construct a new playground, change of use from office to school (2661 Bellevue-Redmond Road only), and to consolidate existing conditional use approvals into a single approval.

FILE NUMBER: 14-143143-LA

The Environmental Coordinator of the City of Bellevue has determined that this proposal does not have a probable significant adverse impact upon the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(C). This decision was made after the Bellevue Environmental Coordinator reviewed the completed environmental checklist and information filed with the Land Use Division of the Development Services Department. This information is available to the public on request.

- There is no comment period for this DNS. There is a 14-day appeal period. Only persons who submitted written comments before the DNS was issued may appeal the decision. A written appeal must be filed in the City Clerk's office by 5:00 p.m. on _____.
- This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS. There is a 14-day appeal period. Only persons who submitted written comments before the DNS was issued may appeal the decision. A written appeal must be filed in the City Clerk's Office by 5 p.m. on **May 14, 2015**
- This DNS is issued under WAC 197-11-340(2) and is subject to a 14-day comment period from the date below. Comments must be submitted by 5 p.m. on _____. This DNS is also subject to appeal. A written appeal must be filed in the City Clerk's Office by 5:00 p.m. on _____.

This DNS may be withdrawn at any time if the proposal is modified so that it is likely to have significant adverse environmental impacts; if there is significant new information indicating, or on, a proposals probable significant adverse environmental impacts (unless a non-exempt license has been issued if the proposal is a private project); or if the DNS was procured by misrepresentation or lack of material disclosure.

Carole V. Heston April 30th, 2015
Environmental Coordinator Date

OTHERS TO RECEIVE THIS DOCUMENT:
State Department of Fish and Wildlife
State Department of Ecology, Shoreline Planner N.W. Region
Army Corps of Engineers
Attorney General
Muckleshoot Indian Tribe



**City of Bellevue
Development Services Department
Land Use Staff Report**

Proposal Name: Eton School

Proposal Address: 2661 NE Bellevue-Redmond Road

Proposal Description: Request for an Administrative Conditional Use Approval to increase school enrollment, construct a new playground, change of use from office to school (2661 Bellevue-Redmond Road only), and to consolidate existing conditional use approvals into a single approval

File Number: **14-143607-LA**

Applicant: Eton School
Russell Smith

Decisions Included: Administrative Conditional Use
Land Use Code 20.30E

Planner: Bradley Calvert, Associate Planner

State Environmental Policy Act
Threshold Determination: **Determination of Non-Significance (DNS)**
Carol V. Helland
Carol V. Helland
Environmental Coordinator

Director's Recommendation: **Approval with Conditions**
Michael A. Brennan, Director
Development Services Department
By: Carol V. Helland
Carol V. Helland, Land Use Director

Application Date: October 23rd, 2014
Notice of Application: April 2nd, 2015
Minimum Comment Period: April 16th, 2015
Decision Publication Date: April 30th, 2015
Appeal Deadline: May 14th, 2015

For information on how to appeal the project, visit the Permit Center at City Hall or call (425) 452-6864. Appeal of the decision must be received in the City Clerk's office by 5 p.m. on the date noted for the appeal deadline.

I. Request/Proposal Description

The Eton School is requesting an Administrative Conditional Use Approval and Threshold Determination under the State Environmental Policy Act (SEPA) to execute the following changes: change of use for 2661 Bellevue-Redmond Road from Office to School; increase enrollment at 15617 Bellevue-Redmond Road from 20 to 30; construct a new playground at 2661 Bellevue-Redmond Road; increase total enrollment of students 6 years of age and above from 170 students to 200; and consolidate existing Conditional Use Permits at 2663 and 15617 Bellevue-Redmond Road in a single permit including 2661 Bellevue-Redmond Road. No proposed changes will occur at the site located at 2701 Bellevue-Redmond Road.

The proposal does not seek to make physical changes to the buildings with the exception of upgrading fire protection systems per change of use requirements. The proposed playground at 2661 Bellevue-Redmond Road would constitute the only physical improvement to be made on site.

II. History

Originally established in 1978, the Eton School moved to 2701 Bellevue-Redmond Road with 150 students and a pre-elementary program. During the 1980's the school expanded into properties located at 2663 and 2661 Bellevue-Redmond Road as well as accepting the transfer of an existing Conditional Use Permit from a previous school at 15617 Bellevue-Redmond Road. The school currently occupies space within each of the four properties.

In 1983 the Bellevue City Council approved a Conditional Use Permit to convert an existing single story office building and a 5,000 square foot future addition to a private school at 2701 Bellevue-Redmond Road. Zoning for these two properties is currently split between R-3.5 and Professional Office (PO). No changes are proposed to these properties. The current use of a school is conforming to the 1983 approval, file number 82-000114-LB.

In 1984 a Conditional Use Permit for Cascadia Montessori was transferred to the Eton School that permitted the enrollment of 20 elementary school students at 15617 Bellevue-Redmond Road. The original Conditional Use Permit was issued in 1982. The current use of a school is conforming to the Conditional Use approval, file number PC-D82-2, King County recording number 84082304739.

In 1990 the City of Bellevue approved the location of a daycare facility at 2661 Bellevue-Redmond Road. The use was permitted outright per the existing 1990 zoning and required no Conditional Use Permit. Its current use as a school is now non-conforming and the applicant is pursuing a change of use from office to school.

In 1992 the school received an Administrative Amendment approval file number PC-D82-19) authorizing the expansion and transfer of some students to the 2663 Bellevue-Redmond Road property from 2661 Bellevue-Redmond Road. The Conditional Use Approval was amended to allow the attendance of children over the age of six (6) and enrollment to be increased in 1992 (file no. CUAA-91-9569). The

current use is for pre-kindergarten students through 12th grade, and daycare, and is conforming at this location.

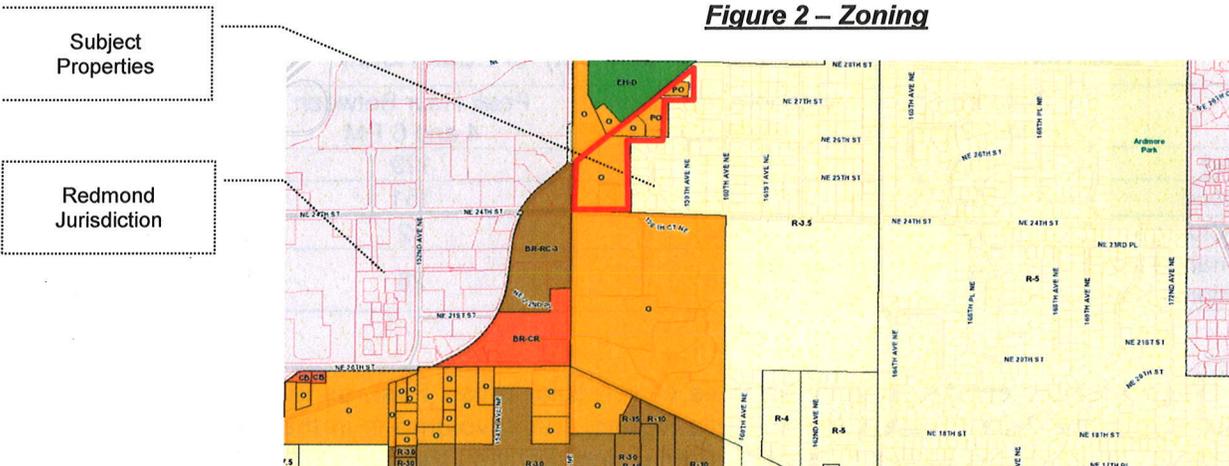
III. Site Description and Context

The subject properties are located on Bellevue-Redmond Road. The properties located at 15617 and 2661 Bellevue-Redmond Road are zoned Office (O). The property located at 2663 Bellevue-Redmond Road is zoned Professional Office (PO). The property located at 2701 Bellevue-Redmond Road is split zoned between Professional Office (PO) and R-3.5, with R-3.5 taking precedent for development and use standards. To the east the properties are predominately residential and zoned R-3.5. To the north and west the properties are a mix of office (O) and Evergreen Highlands Performance Area D (EH-D) before transitioning to the Redmond jurisdiction. To the south the properties are predominately zoned office (O) before transitioning to higher density residential zoned R-10, R-15, and R-30. All properties are within the Crossroads sub-area plan.

Figure 1 - Context



Figure 2 – Zoning



IV. Environmental Impacts of the Proposal

A. The environmental review (refer to project file, City Hall Records Office) indicates no probability of significant adverse environmental impacts occurring as a result of the proposal. The Environmental Checklist submitted with the application adequately discloses expected environmental impacts associated with the project. The City codes and requirements, including the Clear and Grade Code, Utility Code, Land Use Code, Noise Ordinance, Building Code and other construction codes adequately mitigate expected environmental impacts. Therefore, issuance of a Determination of Non-Significance is the appropriate threshold determination under the State Environmental Policy Act requirements.

B. Transportation

The applicant submitted a traffic and parking analysis dated March 12, 2015, prepared by Heffron Transportation, Inc., as well as a follow up memo dated April 10, 2015, and related emails. Copies are on file with the city. The analysis examined several SEPA-related transportation issues, including trip generation, parking demand, site access points, and vehicle queuing.

The Eton School has classes for elementary and middle school students as well as a preschool. The school occupies four separate buildings. One of those buildings, at 2701 BelRed Road, is under different ownership and is not included in this Administrative Conditional Use application. It is also important to note that the preschool function is not included in this Administrative Conditional Use application as the use is permitted outright.

The school presently has approximately 140 elementary and middle school students, plus 132 preschoolers. Under this Administrative Conditional Use application, elementary and middle school enrollment could increase to 200 students. At the same time, the preschool (not covered by this application) is expected to increase to 140 preschoolers.

Heffron Transportation, Inc. obtained counts of existing traffic at the site, and used those counts to predict future traffic, as summarized in the table below.

Eton School Total Vehicular Trips (in plus out) for Peak Hours

	School's AM Peak Hour	School's Afternoon Peak Hour	Peak Hour Between 4 and 6 PM
Existing	403	218	129
Proposed	502	272	161
Total Change	99	54	32
Net Change for Conditional Use	87	48	28

Two significant factors can be seen in the table of vehicular trips. First, as is typical of other schools in the Bellevue area, the school's highest traffic volume is in the morning peak period. Second, due to the amount of after school activity, the Eton School's trip

generation in the highest hour between 4 and 6 PM is greater than typical. Each of these factors is discussed below.

Heffron Transportation, Inc, observed traffic operations and queuing on the adjacent street (Bellevue Redmond Road), at the site's driveways, and within the site's parking and waiting areas. All of the site's driveways were observed to operate at acceptable levels, with no vehicular queuing backed into the street. The site has approximately 725 feet of internal queuing space, which is only about half used during existing operations. Given the large amount of unused queuing space within the site, the increase in traffic predicted in the table above can be easily accommodated within the site, with no traffic spill back expected into Bellevue Redmond Road. Even in the morning peak period, when the school's traffic is significantly higher than at other times, the predicated growth in traffic associated with this Administrative Conditional Use application can be accommodated on-site, with no problems predicted for Bellevue Redmond Road.

One issue was observed regarding BelRed Road: Some drivers were seen waiting in a signed "No Parking" area along the side of the road, even though nothing prevented them from entering the site. It is recommended that the school should advise parents that stopping in that location is prohibited.

The proposed changes would generate a total of 28 net new trips associated with the Administrative Conditional Use application. As such concurrency testing and formal traffic impact analysis are not triggered.

V. Public Comment and Response

The City initially notified the public of this proposal on April 2nd, 2015 with mailed notice and publication in the Weekly Permit Bulletin. One double-sided public information sign was installed on the same day. As of the date of this staff report, April 30th, 2015, no comments have been received.

VI. Applicable Decision Criteria / Findings and Conclusions

Compliance with the decision criteria of the Land Use Code Section 20.30E.140 (Administrative Conditional Use) is discussed below.

A. The administrative conditional use is consistent with the Comprehensive Plan.

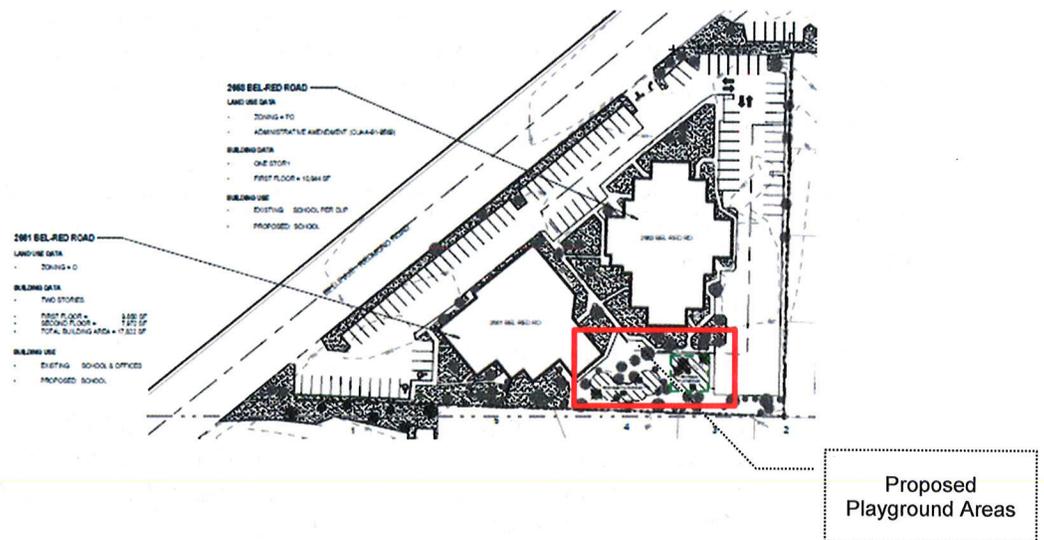
Finding:

As conditioned, the proposal is consistent with the City of Bellevue's Comprehensive Plan. The proposal does not detrimentally impact the planning goals of the Crossroads sub-area plan. The increase in enrollment, change of use, and playground additions do not negatively impact design, planning, use, and transportation goals outlined in Volume 2 of the City of Bellevue Comprehensive Plan.

- B. The design is compatible with and responds to the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity.**

Finding: The proposed physical changes to the site are limited to the installation of a playground at 2661 Bellevue-Redmond Road. The playground will be located southeast of the existing building. Otherwise no physical changes will be made to any of the subject properties that would result in a substantial change or addition to facilities or programs.

Figure 3 – Playground Location



- C. The administrative conditional use will be served by adequate public facilities including streets, fire protection, and utilities.**

Finding: The proposed changes are located on a site that is already served by adequate public facilities, including streets, fire protection and utilities. Utilities Department concurs, provided that any future modifications that may result in an increased enrollment over the proposed be 200 require further water and sewer capacity analysis. The Transportation Department determined that the project will be served by adequate streets, provided that on-site traffic circulation is managed to prevent traffic from queuing back into Bellevue-Redmond Road. See Section IX for a related condition of approval.

- D. The administrative conditional use will not be materially detrimental to uses or property in the immediate vicinity of the subject property.**

Finding: The proposed changes will not substantially modify the existing properties or the surrounding properties. The increase in student enrollment is from 170 students to 200, representing an increase of less than 20 percent. Approval of the application will allow for a consolidated Conditional Use Permit

for the three subject properties (2663, 2661, 1617 Bellevue-Redmond Road). Furthermore, it will bring 2661 Bellevue-Redmond Road into conformance for the existing school use. As such, the proposed improvements will not detrimentally impact the existing properties or those in the immediate vicinity.

E. The administrative conditional use complies with the applicable requirements of this Code.

Finding: Approval of the Administrative Conditional Use Permit would bring the 2661 Bellevue-Redmond Road property into conformance with its current use as a school. The proposal does not seek to change the existing age group of students that occupy the school nor any significant increases to the facility that would result in a change of programs or facilities that would adversely affect the surrounding properties. By bringing 2661 Bellevue-Redmond Road into conformance with a change of use from Office to School the properties shall be within conformance of 20.20.740 of the Land Use Code.

VII. TECHNICAL REVIEW

A. Utility Department

Future expansion above 200 student enrollment will require additional analysis by the Utilities Department

B. Fire Department

- a. Demolition and construction shall conform to the requirements of International Fire Code Chapter 33.
- b. Sprinkler system required in Group E buildings that exceed 50 occupants per IBC Table 1004.1.2 (Washington State Amended (WSA) IFC 903.2.3)
- c. A manual fire alarm system is no required in Group E occupancies with an occupant load of 50 or less. (WAC IFC 907.2.3 (1))
- d. Emergency-voice/alarm communication systems meeting the requirements of Section 907.5.2.2 and installed in accordance with Section 907.6 shall not be required in Group E occupancies with occupant loads of 100 or less, provided that activation of the manual fire alarm system initiates an approved occupant notification signal in accordance with Section 907.5 (WAC IFC 907.2.3 (2)).

C. Transportation Department

The Transportation Department has reviewed the site layout and traffic study submitted to date, and recommends approval of the Administrative Conditional Use, with certain conditions. See Section IX for related Conditions of Approval.

The Transportation Department may prohibit left turns in or out of any driveway at any time or impose additional conditions related to traffic operations, if safety or operational problems associated with the driveway develop in the adjacent street.

VIII. Decision

After conducting the various administrative reviews associated with this proposal, including applicable land use consistency, SEPA, and City Code and Standard compliance reviews,

the Development Services Department does hereby **APPROVE** the proposal subject to the following conditions:

IX. CONDITIONS OF APPROVAL:

The following conditions are imposed under authority referenced:

Compliance with Bellevue City Codes and Ordinances

The applicant shall comply with all applicable Bellevue City Codes, Standards, and Ordinances, including but not limited to:

Applicable Codes, Standards & Ordinances

Clearing and Grading Code – Bellevue City Code 23.76
Fire Code – Bellevue City Code Title 23
Land Use Code – Bellevue City Code Title 20
Environmental Procedures Code – Bellevue City Code Title 22.02
Transportation Code – Bellevue City Code 14.30
Utility Code – Bellevue City Code Title 24

Contact Person

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Bradley Calvert (425) 452-6930
Bradley Calvert (425) 452-6930
Carl Wilson (425) 452-4228
Don Rust (425) 452-4856

1. Noise & Construction Hours

The proposal will be subject to normal construction hours of 7 a.m. to 6 p.m., Monday through Friday and 9:00 a.m. to 6:00 p.m. on Saturdays, except for Federal Holidays and as further defined by the Bellevue City Code. Proximity to existing residential uses will be given special consideration. Upon written request to the Development Services Department (DSD), work hours may be extended to 10:00 p.m. if the criteria for extension of work hours as stated in BCC 9.18 can be met and the appropriate mitigation employed. The use of best available noise abatement technology consistent with feasibility is required during construction to mitigate construction noise impacts to surrounding uses.

REVIEWER: Bradley Calvert, Land Use
AUTHORITY: Bellevue City Code 9.18.020.C & 9.18.040
Land Use Code 20.25B.040

2. Right of Way Use Permit

The applicant is required to apply for a right-of-way use permit from the City of Bellevue Transportation Department, Right of Way Division, if the associated construction or remodeling work will require a total of 10 or more truck trips, in plus out. A right of way use permit regulates activity within the city right of way, including but not limited to the following:

Reviewer: Tim Stever, 425-452-4294
Authority: BCC 14.30 and 14.60.250

3. Monitor and Manage On-Site Parking and Circulation:

The applicant and future school administrators shall monitor and manage on-site parking and circulation, and pick-up and drop-off activity, as needed to ensure safe and smooth traffic flow and to prevent traffic queues from spilling back into any City street. The applicant shall provide information as needed to parents regarding proper traffic behavior and safety during pick-up and drop-off periods, including a recommendation not to stop in "No Parking" areas along Bellevue-Redmond Road. Future observance of traffic queues spilling back into any City street will be taken as

evidence that the school's administrators need to improve on-site traffic management, and additional conditions of approval may be imposed.

Reviewer: Carl Wilson, 425-452-4228
Authority: BCC 20.30E.140

4. Revocation of Administrative Conditional Use Permit/Approval

Approval of an Administrative Conditional Use permit may at any time be revoked if the uses of on-site facilities, traffic pattern/parking or transportation methods are changed from the submitted application.

Reviewer: Bradley Calvert, Land Use
Authority: Land Use Code 20.30E.175.B

5. Additional Approvals Required

Any changes made to the building exterior (including painting, installation of new windows or doors, etc.) or to the landscaping (other than cleaning up the existing planting areas) shall be approved via a Land Use Exemption.

Reviewer: Bradley Calvert, Land Use
Authority: Land Use Code 20.30F.175.C

