

# PLN24-0032 “Evergreen School – South Campus Expansion” Conditional Use Permit (CUP) Frequently Asked Questions (FAQs)

## What is being proposed?

- Demolition of five (5) existing structures and construction of a two-story, school building approximately 24,000 square feet for classrooms, staff workrooms, restrooms, administrative offices, shared learning and storage space and multi-purpose classrooms, including outdoor learning and play areas and 40 parking spaces. The classrooms are planned to serve preschool, pre-kindergarten, and kindergarten students and the multi-purpose rooms will serve students from both the north and south campus. Depending on future school needs the classrooms may be utilized to serve other grade levels currently served by the school.
- Copies of all documents the applicant submitted for their Conditional Use Permit application are available here: [PLN24-0032 Shared](#). This link is only valid for 30 days from the time of creation, so if it does not work, contact Heather Maiefski, Associate Planner, at [hmaiefski@shorelinewa.gov](mailto:hmaiefski@shorelinewa.gov). These are draft plans submitted by the applicant for their permit.
- City staff are reviewing plans for compliance with the decision criteria outlined in Shoreline Municipal Code (SMC) [20.30.300\(C\)](#) and associated development codes. This proposal is currently in the review stage and has not been approved yet.

## What is a Conditional Use Permit?

- A conditional use permit is to locate a permitted use on a property, subject to conditions placed on the permitted use to ensure compatibility with nearby land uses. A conditional use permit shall be granted by the City, only if the applicant satisfies all decision criteria set forth in SMC [20.30.300\(B\)\(1\)](#) through (B)(8). Pursuant to Shoreline Municipal Code (SMC) Table [20.40.140](#), schools are allowed as conditional uses in the R-6 zone.
- Privately conducted kindergartens or pre-kindergartens affiliated with an independent private elementary school, middle/junior high school shall not qualify as a “daycare” but rather as an extension of the underlying school use which in this case is Elementary and Middle School requiring a Conditional Use Permit (CUP) as outlined in SMC [20.40.140](#).

## What is the SEPA public comment period?

- The SEPA (State Environmental Policy Act) comment period is from May 9, 2024 to May 23, 2024, or 14 days. This is the typical comment period for applications that are noticed to the public.
- SEPA is a way to address significant environmental impacts that are not addressed by existing plans and codes. This SEPA review is where staff looks to public comments and the applicant’s SEPA Environmental Checklist to see if there are potential significant, adverse environmental impacts, and if there are extra conditions the City might add to address those impacts, or require an Environmental Impact Study (EIS). A notice is sent at the time of application and again when a Threshold Determination has been made about whether an EIS is required or not. No Threshold Determination has been made at this time, nor have any permits been approved. Your comments are very valuable for staff to understand potential environmental impacts associated with the proposed development.

### What building and site design standards apply to the proposal?

- The conditional use criteria requires that the use be designed in a manner which is compatible with the character and appearance with the existing or proposed development in the vicinity of the subject property. Also, the location, size and height of buildings, structures, walls and fences, and screening vegetation for conditional uses shall not hinder neighborhood circulation or discourage the permitted development or use of neighboring properties.
- The dimensional standards such as setbacks, building coverage, hardscape and building heights for the R-6 are in Table [20.50.020\(1\)](#).
- Per Exception 9 of Table 20.50.020(1), base height for public and private K through 12 schools in all zoning districts except R-4 is 50 feet. Base height may be exceeded by gymnasiums to 55 feet and by theater fly spaces to 72 feet. The proposed height is 34'-3".
- Per Exception 19 of Table 20.50.020(1), the maximum hardscape for public and private kindergarten through grade 12 schools is 75 percent. The proposed hardscape is 71 percent.
- The property lines adjoining Burke Ave N, N 150<sup>th</sup> St and Meridian Ave N North requires a front yard building setback. The remaining property lines are considered sides and must comply with side yard building setbacks. Per SMC [20.50.040\(B\)](#) lots with two front yards may reduce one of the front yard setbacks by half the setback specified in Table 20.50.020(1). The reduced front yard setback is based on location of lot access. Access is proposed off of N 150<sup>th</sup> St and Meridian Ave N; therefore, a 20-foot front yard setback is required from Meridian Ave N and N 150<sup>th</sup> St and the reduced 10-foot front yard setback applies to Burke Ave N. All other building setbacks are required to be 5-feet.
- Per SMC [20.50.490\(C\)](#) for institutional uses adjacent to single-family residential uses a 20-foot wide full screen of Type I landscaping (full screen) is required.

### What construction standards apply to the proposal?

- Construction noise is permitted between the hours of 7:00 a.m. and 10:00 p.m. weekdays, and 9:00 a.m. and 10:00 p.m. weekends (SMC [9.05.060](#)).
- Construction plans are reviewed to ensure compliance with all building codes for safety.

### What surface water (drainage) requirements apply to the proposal?

- The 2023 City of Shoreline Engineering Development Manual (EDM) is in effect as of March 1, 2023. The 2019 Stormwater Management Manual for Western Washington (SWMMWW) applies to the proposal.

### What tree removal and replacement requirements apply to the proposal?

- The Tree regulations in SMC 20.50 [Subchapter 5](#) apply.
- The Landscaping regulations in SMC 20.50. [Subchapter 7](#) apply.
- Per SMC 20.50.350(B)(1) 25 percent of the significant trees on a given site shall be retained. A significant tree is any healthy tree six inches or greater in diameter at breast height (dbh) excluding those trees that qualify for complete exemptions from Chapter [20.50](#) SMC, Subchapter 5.
- Based on information currently provided there's a total of 7 significant trees on site with 5 proposed to be retained for a total tree retention of 71 percent with 6 replacement trees required.

### What vehicle parking requirements apply to the proposal?

- The Parking requirements in SMC 20.50 [Subchapter 6](#) apply.
- Privately conducted kindergartens or pre-kindergartens affiliated with an independent private elementary school, middle/junior high school shall not qualify as a “daycare” but rather as an extension of the underlying school use. SMC 20.50.390(D) establishes minimum parking requirements for schools. Since Evergreen is a mixed elementary and middle school 1.2 parking stalls per staff member are required.
- The existing north campus includes 60 parking stalls, and the south campus includes a total of 40 parking stalls for a total of 100 parking stalls provided overall.
- Per SMC [20.50.490](#)(D) parking lots shall be screened from single-family residential uses by a fence, wall, plants or combination to block vehicle headlights.

### What vehicle traffic requirements apply to the proposal?

- The City’s Public Works department will review traffic and transportation impacts of the proposal.
  - The project is expected to add 38 trips to the transportation network in the AM peak, 27 trips in the afternoon when school gets released, and 12 trips in the PM peak period.
  - The project is not expected to have a significant impact on nearby intersections.
- A raised crossing across N 150<sup>th</sup> St is proposed as a traffic calming measure at the east leg of Burke Ave N and N 150<sup>th</sup> St. The applicant is required to obtain a 60% consensus from neighbors for the proposed raised crossing on N 150<sup>th</sup> St is required.
- The project will be required to improve the frontage along the site.
  - Meridian Ave N:  
The existing curb line will be maintained, with a 5.5’ amenity zone and an 8’ sidewalk. Some flexibility will be allowed to reduce impacts to street trees, existing utilities, etc.
  - N 150<sup>th</sup> St:  
This area generally meets our standards, and no significant changes are expected.
  - Burke Ave N:  
8’ sidewalk will be installed.
- The bus stops along Meridian Ave N near N 150<sup>th</sup> St will be maintained.
- Roadway and sidewalk lighting will be evaluated to verify compliance with illumination standards.