



City of Cheney Planning Department
Planning, Community Development, Historic Preservation
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STAFF REPORT & RECOMMENDATION to the HEARING EXAMINER

Date of Hearing: February 21, 2018

Staff Planner: Brett Lucas, 509-498-9221 or blucas@cityofcheney.org

Application: LUA2018-001 – Betz Elementary Expansion

SEPA: A SEPA review was required for this project, as the project is 7,200 square feet in size. SEPA was completed in December 2017.

Applicant: Jeff McClure, Cheney School District #360
12114 S Andrus Road
Cheney, WA 99004

Current Owner: Cheney School District #360
12114 S Andrus Road
Cheney, WA 99004

Location: 317 N 7th Street, Cheney, WA 99004
This space includes an addition to Betz Elementary School.

County Parcel #: 13123.0201; 13123.0105; 13123.1501; 13123.1604; 13123.0301

Comprehensive Plan Designation: Residential (Low Density)

Zoning Designation: R-1 (Single-Family)

Proposal: The applicant proposes to add a 7,200 square feet to an existing elementary school building. This includes seven classrooms connecting to the north wing.

PROCEDURAL HISTORY

Activity	Date
Pre-development Meeting	None
Application submitted	01/17/2018
Application deemed fully complete	01/17/2018
Date of vesting	01/17/2018
Notice of Application Letter	01/18/2018
SEPA determination: Exempt – Cheney Lead Agency	12/05/2017
Affidavit of Mailing	01/19/2018
Affidavit of Property Posting	01/23/2018
Public Hearing – Hearing Examiner	02/21/2018
Public Hearing – City Council	n/a
Deadline for issuing decision (120 days)	05/17/2018

CRITERIA/ANALYSIS

GENERAL SITE DATA	
Parcel Area	16.1 acres
Landscape Area	Minimum 15% of overall site
Building Area	Existing: 52,000 SF Addition: 7,200 SF
Parking provided	Approximately 90 spaces

Land Use Process: Chapter 23.030 of the Cheney Municipal Code outlines the applicability and the process for land use reviews within the City of Cheney.

Finding #1: According to the above chapter, Conditional Use Permits require a public hearing, with the Final Decision made by the Hearing Examiner. CMC 23.030.030(p).

Notice of Application/Hearing: Cheney Municipal Code Section 23.030.030 requires a notice of application/proposal. Applicant was required to give notice of application/proposal and notice of hearing to the record owner(s) of property, as shown by the records of the Spokane County Assessor, that are within three hundred feet (300) of the proposal site. The distance shall be measured as the shortest straight line distance from the property line of the proposal site to the property line of the other property

Finding #2: Notices of Application were sent to all property owners within 300 feet of the subject site.

Comprehensive Plan: The 2010-2030 Cheney Comprehensive Plan is the over-arching policy document that guides land use development within the City of Cheney.

Finding #3: The subject site has a land-use designation of Residential, as do the parcels to north, west, and south.

Finding #4: Staff identifies the following Comprehensive Plan goals as being related to the project proposal:

- Goal 1 – Grow and sustain a balanced, resilient economy for Cheney, providing community prosperity and fiscal health.
- Goal 5 – Keep Cheney’s neighborhoods safe, vital, and attractive.

Goal 13 – Grow and maintain Cheney as a self-reliant community, aiding the provision of necessary health, retail and service needs for citizens.

Goal 17 – Involve the community of Cheney in all local government planning and decision making.

Finding #5: Staff identifies the following Comprehensive Plan policies as being related to the project proposal:

Policy 2 – Expand the number of local living-wage jobs.

Policy 14 – Collaborate with key public institutions including Eastern Washington University, the library and the Cheney School District to increase public access to technology related training and education.

Policy 38 – Maintain land use strategies favoring growth within the existing urbanized area over the development on the perimeter, promoting infill, limiting sprawl and helping the City provide affordable services.

Finding #6: Based on the goals and policies listed above, this project meets the intent of the Comprehensive Plan.

Zoning: Title 21 of the Cheney Municipal Code outlines the zoning (i.e. setbacks, uses, building height, etc.) requirements for the various zoned areas throughout the City.

Finding #7: The subject site is zoned Residential (R-1). This zone allows single-family residential, parks, schools through a conditional use permit.

Development Standards: Section 21.20.040 and 20.20.050 (K) of the Cheney Municipal Code outlines the appropriate development standards, specifically non-residential buildings.

Table 21.20.050-1 Nonresidential Development Standards		
Standard	Nonresidential	Proposed
Building Coverage Ratio	Up to 50%	Less than 50%
Minimum Lot Size	10,000 sf	16.1 acres
Minimum Lot Width	100'	Over 100'
Minimum Lot Depth	100'	Over 100'
Minimum Setbacks		
— Front	30'	40'
— Rear and through	20'	Over 20'
— Side	10'	60'
— Street Side	20'	n/a
Maximum Height	36' ¹	Less than 36'
Landscaping	Minimum landscape buffering between an institutional use and a residential development is 15'.	Grass landscaping remains

¹ Utility infrastructure and wireless communication facilities are exempted from the height requirement.

Finding #8: This project includes the construction of 7,200 square feet of new classroom space, so the non-residential development standards apply. As proposed, appropriate height and setback requirements are met.

Minimum required parking: Per 21.40.020 of the Cheney Municipal Code, the following off-street parking requirements are required:

Table 21.40.020-1 Minimum Off-Street Vehicle Parking Requirements	
Use	Minimum
Elementary/Middle School	1.0 space/4 seats or 8 feet of bench length in auditorium or assembly room, whichever is greater

Finding #9: There are no changes to the auditorium. Approximately 90 parking spaces are provided on this site which is more than adequate for the number of staff members that would be working at this facility. As proposed, parking requirements are met.

Landscaping: Per 21.42.020 and 21.42.040 of the Cheney Municipal Code, perimeter landscaping is required.

Table 21.42.040-1 Minimum Landscaping Width and Type		
Location	R-1	Proposed
Lot line abutting street	6 ft. of Type III	Maintain existing grass
Lot line abutting CALR, R-1, R2	None	Maintain existing grass
Lot line abutting R3, R3H	5 ft. of Type III	n/a
Lot line abutting C-1/MX	5 ft. of Type II	n/a
Lot line abutting C-2	5 ft. of Type II	n/a
Lot line abutting I-1, BP	5 ft. of Type I	n/a
*Where buildings are constructed to the front or corner side property line, deciduous street trees in sidewalk planting wells or between the curbs and sidewalks are required in lieu of the six foot planting strip.		

Finding #10: Consideration is the Type III open area landscaping (150 feet of frontage or 5 trees) requirement will be addressed as part of the Cheney High School Additions, Modifications, Improvements and Off-Site Work project, which is currently in the design phase in preparation for construction to begin in the Summer of 2018.

Type III open area landscaping. Type III landscaping shall consist of canopy type deciduous trees or spreading evergreen trees, planted in landscape strips approximately 30 feet on center, with a mix of living evergreen and deciduous ground covers and low shrubs. Shrubs shall be of a type that does not exceed a height at maturity of approximately three feet. Deciduous trees shall have a minimum trunk diameter of 1 3/4 inches measured at three feet above finished grade at the time of planting. Evergreen trees shall be a minimum of four feet tall at the time of planting. Existing vegetation may be incorporated into the landscaping design, provided it contributes to achieving the intent of this section.

SEPA Determination: The City of Cheney is SEPA lead agency on this project, as allowed under WAC 197-11-800.

Finding #11: A SEPA review was required for this project, as the project is 7,200 square feet in size. A SEPA review was completed in December 2017.

DEPARTMENT, AGENCY & PUBLIC COMMENTS**Fire Department**

To receive fire code approval, the proposal must meet the minimum fire apparatus access standards set forth in the International Fire Code and Title 18.

Finding #12: A complete fire code review of individual building plans was not performed during the conditional use permit application process.

Finding #13: Interior and exterior fire code requirements will be reviewed at the time of building permit application.

Light Department

To receive a building permit, requirements of Title 14 shall be met, and will be reviewed during the building permit process.

Finding #14: The Light Department has reviewed this application. There are no additional comments at this time; however, a more thorough review may be performed at the time of building permit application.

Public Works Department – Building Inspection

To receive a building permit, the proposal must meet minimum standards of the technical codes as outlined in Title 19 with applicable State and local amendments.

Finding #15: A complete building code review of building plans was not performed during the conditional use permit application process.

Public Works Department – Concurrency/Traffic

A trip distribution letter is required for traffic analysis where more than 1,000 vehicle trips would be generated per day.

Finding #16: According to the Director of Public Works, a trip distribution letter for this project would not be required. A trip generation/distribution was provided by the applicant's traffic engineer. The existing nearby roads have adequate capacity to handle the minimal increase in traffic demand.

Public Works Department – Water/Sewer/Stormwater/Solid Waste

Finding #17: Currently, the site is served with appropriate water and sewer service. Private utilities include natural gas, telecommunications, and cable TV.

Finding #18: Public utilities are available at the site.

Finding #19: The site is currently provided with solid waste service. Additional pickup service if needed can be arranged with the City.

Local, Regional & State Agencies

A notice of application was sent to all local, regional, and state agencies on December 5, 2017.

Finding #20: A comment letter from the Department of Ecology was received regarding potential hazardous waste/toxins and water quality. All standard requirements of Spokane Regional Clean Air Agency regarding dust control and asbestos abatement will need to be followed.

Citizen Comments

A notice of application was sent to property owners and residents within 300 feet of the subject site on January 19, 2018. The site was posted on January 23, 2018.

Finding #21: At the time of the writing of the staff report, staff has not received any written comment from community members regarding the project.

APPROVAL CRITERIA

Conditional Use Approval Criteria (CMC 21.58.025):

1. *The use is not detrimental to the health, safety, or general welfare of the surrounding area.*

Finding #22: The proposed addition to Betz Elementary would be located within the schools site. It will add seven (7) new classrooms, storage and restrooms which will help the Cheney School District meets its enrollment needs. An additional entrance will be added for the safety of the students, faculty and visitors. This criteria is met.

2. *The use is consistent with the intent of the Cheney Comprehensive Plan.*

Finding #23: Schools are allowed in all zones via a conditional use permit. The proposed Betz Elementary expansion is consistent with the above-identified elements of the Cheney Comprehensive Plan.

3. *The use is compatible with neighboring properties with respect to noise, odors, air pollution, light and glare, wastes, vibration, traffic, physical hazards, and similar matters.*

Finding #24: An expansion to Betz Elementary is compatible with the single-family (R-1) zone. With the current school location already in place, it would not increase odors, wastes, traffic or any physical hazards for the surrounding neighborhoods after it's built.

Finding #25: The facility will be used primarily during regular school hours.

Conclusion

The proposal is consistent with the Comprehensive Plan and existing Zoning and Development Standards. Based on the proposal's location, there are no substantial negative impacts on the health, safety, and general welfare of the surrounding area. No additional off-site impacts are, at this point, anticipated that would require additional study and mitigation.

RECOMMENDATION

If the Hearings Examiner recommends in favor of the Conditional Use Permit, the conditions of approval outlined below should be considered in conformance with Exhibit B-1.

(The above may be revised upon receipt of new information at any time prior to the public hearing.)

CONDITIONS OF APPROVAL

1. The site plan that is included with building permit plans and construction drawings shall be in substantial conformance with the standards, regulations, findings and conditions that are set forth herein. No occupancy or construction shall occur on the property until the City has reviewed and accepted plans and information sufficient for the issuance of a Building Permit.
2. Type III Landscaping (6 feet wide) along Oakland Street to be deferred, and completed as part of the Cheney High School expansion project.
3. Fire apparatus access shall be maintained.
4. Prior to demolition, alteration or renovation of a structure, a thorough AHERA survey must be conducted by certified personnel to ascertain the presence of Asbestos-Containing Material (ACM) in all affected areas per Spokane Regional Clean Air Agency
5. The following note shall be placed on the site plan and grading plan: *If any cultural resources are discovered in the course of undertaking the development activity, the Washington State Department of Archaeology and Historic Preservation in Olympia and City of Cheney Community Development Department shall be notified. Failure to comply with these State requirements may constitute a Class C felony, punishable by imprisonment and/or fines (<http://www.dahp.wa.gov/>).*
6. Prior to the issuance of any building permits, all applicable fees shall be paid to the City of Cheney.
7. The applicant shall ensure sediment does not impact adjacent properties or the surrounding public roads during construction.
8. Appropriate erosion control measures shall be in place during construction.
9. The applicant shall minimize the tracking of dirt onto roadways during construction.
10. The applicant shall repair any damage to public streets, sidewalks, and alleys due to construction activity.
11. Sidewalk access and public safety shall be maintained at all times during construction.

EXHIBITS (attached unless indicated)

- A. Applications:
 - 1. Application for a Conditional Use Permit, dated January 17, 2018
 - 2. Letter from applicant addressing the approval criteria
- B. Letters, Plans and Drawings:
 - 1. Site Plan, Landscape Plan, Floor Plan, dated January 8, 2018
 - 2. SEPA Checklist & Trip Generation, dated November 28, 2017
 - 3. SEPA DNS, dated December 5, 2017
- C. Notifications:
 - 1. Notice of Application, dated January 18, 2018
 - 2. Affidavit of Mailing (including mailing list), dated January 19, 2018
 - 3. Affidavit of Posting, dated January 23, 2018
 - 4. Affidavit of Publication, Legal Notice, published in the Cheney Free Press on February 1, 2018.
- D. Correspondence:
 - 1. Letter of Completeness, dated January 17, 2018
 - 2. Letter for Notice of Application, dated January 18, 2018
 - 3. Letter from the Department of Ecology, dated December 18, 2017
 - 4. E-mail from Todd Ableman regarding Trip Generation, dated February 13, 2018

[End of Report]

By: _____
Brett Lucas, Senior Planner

Date: _____