

CITY OF SEQUIM PLANNING COMMISSION STAFF REPORT
SWISHER HALL REMODEL AND COMMUNITY REHEARSAL HALL ADDITION AT JAMES PERFORMANCE CENTER
PLANNING FILE NO. CUP 22-001
PUBLIC HEARING DATE: APRIL 19, 2022

<p>Owner: City of Sequim, 152 W. Cedar Street, Sequim, WA 98382</p> <p>Applicant: Sequim City Band, Debbi Soderstrom, President. P.O. Box 1745 Sequim, WA 98382.</p> <p>Project Lead: Steve Zenovic, 767 Black Diamond Road, Port Angeles, WA 98363.</p> <p>Staff Contact: Tim Woolett, Senior Planner twoolett@sequimwa.gov 360-582-2476.</p>	<p>Property Location: Project is located on the City of Sequim's Water Reuse Facility property just north of Carrie Blake Park between North Blake Avenue and Rhodefer Road in Sequim. The Existing Swisher Hall building address is at 506 North Blake Avenue, identified as Clallam County Assessor's Parcel No. 033020-140010, being within the NE ¼ of Section 20, Township 30N, Range 3W, W.M., Clallam County Washington.</p> <p>Public Comment: The project was noticed per Title 20 of the SMC. As of the published date of this report, no public comments have been received.</p>	<p>Staff's Recommendation: Approval as conditioned.</p> <p>Action: The Planning Commission hereby: Approves; Approves with Modifications; or Denys the proposed Swisher Hall Remodel and Community Rehearsal Hall Addition at James Performance Center Conditional Use Permit application (file No. CUP 22-001).</p>
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Application Description:

Construction of a 2,457 square foot, single story Rehearsal Hall facility and remodel of existing adjacent multi-use building, including add/remodel restrooms and maintenance/utility closet. The project will also include the addition of four accessible (ADA) parking spaces. The site is served by City water & sewer. The proposed Swisher Hall expansion and remodel is an expansion of a park facility located within an established public park in the single-family residential zone (R 4-8 zone). Parks are listed in the Sequim Municipal Code as a conditional use in the R 4-8 zone, which would include the expansion of the park or its existing structures/facilities.

Project Process & Procedures:

- Type C-1 process (Quasi-judicial).
- Planning Commission public hearing with final decision.
- Motion to approve, approve with modifications or deny.
- Appeal to City Council.

Application Context:

The subject property is identified in the Comprehensive Plan as the Water “Reuse Park” and is situated adjacent to the north boundary of Carrie Blake Park and the east boundary of the N Blake Avenue right-of-way. This location is within the Comprehensive Plan’s “Community/Regional Park” Future Land Use Map designation and the Zoning Pap’s “Single Family Residential” (R 4-8) zoning designation. Uses in the vicinity of the site include single family residential and undeveloped open spaces. South of Carrie Blake Park is the Trinity Methodist Church, Blake Tile and Stone, and the Bell Creek Plaza shopping center.

Existing Site Conditions

The Water Reuse Park consists of a single Assessor’s Parcel that is approximately 29 acres in area situated adjacent to the 22-acre Carrie Blake Park property. Although each of these two parks have separate vehicular access points, functionally and visually there is no distinction due to the appearance and non-motorized/pedestrian linkage between the two parks.

FIGURE 1
AERIAL PHOTO



The Water Reuse Park and Carrie Blake Park provide facilities for field and court games, softball and baseball diamonds, playground equipment, tennis courts, basketball courts and other athletic facilities.

The applicant hosted a public meeting on April 7, 2022. Invitations were delivered to neighboring property owners within 300 feet of the property. According to the sign-in sheet submitted by the applicants, 5 people attended. Questions raised were related to building design features such as solar exposure to musicians, capability of the roof to support future solar panels (ref. neighborhood meeting minutes in Exhibit 6).

As of the date of this staff report, no written public comments have been received.

CONDITIONAL USE PERMIT CRITERIA (SMC 18.60.030):

The Sequim Municipal Code (SMC) requires a Conditional Use Permit for this proposal, which is identified as a “Type C-1 process” in Chapter 20.01.030, Table 1. This process also requires a public hearing before the Planning Commission, who will make the final decision on the application.

CHAPTER 18.60.30 REVIEW CRITERIA FINDINGS

In addition to the requirements prescribed herein below, conditional uses shall not be recommended or granted unless all of the following findings are made in the affirmative:

- A. *The proposal will not materially endanger the public health, safety, or general welfare, or generate undesirable impacts beyond the boundaries.*

Staff Comment: The proposal is an expansion and remodel of an existing structure located within a city park that is well removed from surrounding properties and buffered by existing vegetation and trees. The structure and its use are a part of the park setting and character and this proposal will not result in a change of use or generate any additional impacts. As such the proposal will not materially endanger the public health, safety, or general welfare, or generate undesirable impacts beyond the boundaries.

- B. *The proposal will not substantially impact the reasonable use and enjoyment of surrounding properties.*

Staff Comment: This purpose of this proposed addition and remodel is to enhance the current use of the structure. The building will continue to function as a rehearsal facility for community performance groups and will be designed with property acoustics. Therefore, the proposal will not impact the reasonable use and enjoyment of the surrounding properties.

- C. *The proposal is consistent with the overall goals and objectives of the comprehensive plan and any applicable subarea plans.*

Staff Comment: Swisher Hall and the James Center for Performing Arts are identified in the 2022 *Sequim Parks & Open Space Plan* recreational facilities inventory. The Plan notes the James Center as “...a core venue for many performances by the Sequim City Band and other local and regional performance groups.” Swisher Hall is noted as “...the primary practice room for the Sequim City Band.”

The proposal is consistent with the goals and policies of the Comprehensive Plan because it constitutes an improvement to a facility that will serve the greater Sequim-Dungeness Valley as a regional draw for recreation and park activities [PR 7.1.1 COMMUNITY PARKS]. The proposal will

also further the goal of encouraging participation in parks and recreation programs and special events to build social capital and serve as the backbone of a strong, engaged community [PR 7.2.2 PARTICIPATION AND PARTNERSHIP]. This proposal also furthers Comprehensive Plan policies in fostering a sense of community and improve the quality of life through a parks and recreation system that connects and engages the citizens [PR 7.3.1 CONNECT CITIZENS THROUGH PARKS & RECREATION], and to recognize the significance of parks and recreation programs in Sequim as an “engine” that drives tourism through access to unique features, programs, and experiences such as special events and festivals [PR 7.6.1 PARKS & TOURISM].

- D. *The cumulative effect of approving this and similar proposals will not cause an erosion of the purpose and intent of the comprehensive plan.*

Staff Comment: The use of this facility is unique to the community in that it is a facility that is part of a city owned and operated regional park and approval of this conditional use will not lead to a proliferation of similar uses of this type in the future. Because this proposal will further the goals and policies of the Comprehensive Plan as provided above, it will not cause an erosion of the purpose and intent of the Comprehensive Plan.

- E. *The character of the use is in harmony with the surrounding area, the applicant has demonstrated that the conditional use, with any proposed mitigations, will have no more impacts off-site than other uses which are permitted within the zoning district.*

Staff Comment: The existing structure and use is a part of the character of the park and the surrounding area. With conditions to maintain the visual characteristics of the existing facility the proposed remodel and expansion will not introduce impacts to the surrounding permitted uses.

- F. *The proposed development meets all applicable noise, odor, lighting and buffer standards for the zone in which it is proposing to locate.*

Staff Comment: No additional noise or odors will occur as a result of this proposed project, lighting will be subject to current city standards and must be consistent with existing lighting, and the park’s existing vegetation serving as buffer will not be altered as a result of this project.

CONCLUSIONS, BASED ON FINDINGS:

TITLE 20 – ADMINISTRATIVE PROCEDURES:

This conditional use permit application has been processed consistent with the procedures required by Title 20, SMC. The Planning Commission will hear the proposal as scheduled on May 15, 2018.

- The application was submitted on February 8, 2022, after a (pre-application conference) and determined complete on March 1, 2022.
- All methods of public notification as identified in Chapter 20.01.140(C), SMC were performed.
- All comments received have been included in the staff report for consideration by the Planning Commission.

TITLE 18 – ZONING:

As conditioned, the proposal is consistent with the Conditional Use Permit review criteria (SMC 18.60.030). This CUP request is located in the Water Reuse Park which is a conditional use as a public park facility in the single-family residential zone (R 4-8) zoning district, as per City of Sequim Official Zoning Map (May 22, 2017).

- As defined in Section 18.20.050, SMC, the purpose of the R4-8 zoning district is to provide land for districts of detached, single-family homes within the city. The R4-8 zone provides for consistency and predictability in the character of single-family neighborhoods.
- The proposal is an expansion and remodel of city regional park facility known the Swisher Hall at James Center. Listed as conditional uses in the R4-8 zone are parks other than mini-parks; public schools; libraries; community centers; police and fire stations; power substations; cemeteries, mini-parks; and minor public facilities.
- Approval of this project serves to implement the Growth Management Act by encouraging the enhancement of recreational opportunities for the enjoyment of Washington citizens. It calls for the development of parks and recreation facilities, which adds to the quality of life in communities throughout the state.

STAFF RECOMMENDATION:

Staff has reviewed this Application for conformance with the requirements for Conditional Uses and is of the opinion that this request is consistent with the City's Comprehensive Plan and Zoning Code. BASED ON THE ABOVE FINDINGS AND CONCLUSIONS, STAFF RECOMMENDS APPROVAL TO THE PLANNING COMMISSION, SUBJECT TO THE FOLLOWING CONDITIONS:

RECOMMENDED CONDITIONS OF APPROVAL:

- 1) All development must be in substantial conformance with the submitted plans as modified through the conditional use permit approval process.
- 2) Unless otherwise waived or modified by the Building Official, the applicant must satisfy the following Building Department requirements:
 - A Building Permit is required, and the structure shall meet the requirements of the Washington State Building Code and Sequim Municipal Code Title 15.
 - New rehearsal space to be a separate fire area or the building will need to be sprinklered.
 - Double doors will need to be fire rated and remain closed.
 - Bathroom will need to be part of fire area or doors to be fire rated.
 - Bathrooms to meet accessibility standards.
 - Men's bathroom requires a urinal per code.
 - Accessible parking space(s) and access aisle required.
 - Existing fire hydrant is sufficient for building addition per CCFD#3.
 - Fire Apparatus Access requires sufficient turn-around per CCFD#3.
- 3) Prior to installation of any new outdoor lighting, the applicant shall submit fixture information to the Community Development Department for review and approval. The information shall include all mounting locations and photometric data. Any new outdoor lighting shall be downward facing and shielded to prevent glare / spillover onto adjacent properties and streets.

- 4) All activities associated with the proposed project will avoid impacts to existing vegetation on the park property. Any inadvertent disturbance or harm to park vegetation will be restored prior to final inspection, and a bond to guarantee restored vegetation survival for a period of two years must be submitted to the city.
- 5) Unless otherwise waived or modified by the City Engineer, the applicant must satisfy the conditions of the Public Works Department in their memo dated April 5, 2022, as follows:

Public Works Conditions

1. Internal driveway and parking area Improvements

Per SMC18.60.030, the access to the proposed facility shall have safe vehicular and pedestrian access. This will be achieved through improvements to the driveway, parking and pedestrian access. Pedestrian access must be provided from the end of the Albert Haller Play Fields to the facility. Sidewalks shall extend around the perimeter building from the parking to the new double doors on the north side of the building for safe pedestrian access. The new parking area must be paved, with curb gutter and sidewalk.

SMC 18.60.030 Review criteria for Conditional Uses

In addition to the requirements prescribed herein below, conditional uses shall not be recommended or granted unless all of the following findings are made in the affirmative:

A. The proposal will not materially endanger the public health, safety, or general welfare, or generate undesirable impacts beyond the property boundaries.

B. The proposal will not substantially impact the reasonable use and enjoyment of surrounding properties.

C. The proposal is consistent with the overall goals and objectives of the comprehensive plan and any applicable subarea plans.

D. The cumulative effect of approving this and similar proposals will not cause an erosion of the purpose and intent of the comprehensive plan.

E. The character of the use is in harmony with the surrounding area, the applicant has demonstrated that the conditional use, with any proposed mitigations, will have no more impacts off-site than other uses which are permitted within the zoning district.

F. The proposed development meets all applicable noise, odor, lighting and buffer standards for the zone in which it is proposing to locate. (Ord. 97-019 § 4, Exh. B)

2. Parking/Driveway Requirements

- For circular driveway with planter in middle, please refer to Fire District 3 comments for minimum and maximum radiuses.
- The requirement for this project will be for the provision of the minimum ADA parking required adjacent the building and an ADA sidewalk connection of the new ADA parking to the facility.

3. Clallam Transit Considerations: Bus Stop, Bus Turnouts, Dial-A-Ride Service:

- Please coordinate with Transit services.

4. Utilities:

- Sewer and Water shall be brought up to current standards for the given usage, change in use, additional toilets, and proposed additions and new structures.

5. Water:

- Existing water meter and line may be used for additional bathroom fixtures.
- If fire sprinklers are required, a fire water line from the Guy Cole Center across Bell Creek to the proposed building shall be constructed.

6. Sewer:

- Proposal shows remodel of the existing bathroom and creation of an additional bathroom. The septic is served by a 2" lateral with a grinder pump. Provide a hydraulic analysis showing the 2" lateral and existing grinder pump can adequately support the expected load from the proposed addition.

7. Stormwater:

Improvements shall comply with the provisions of the 2012 Stormwater Management Manual for Western Washington, 2014 edition.

- Site redevelopment including roof area, driveway and parking, if over 5,000sf of new hard surface area triggers Minimum Requirements #1-9, including and Engineered Stormwater drainage plans, prepared consistent with the requirements of SMC Title 13; complying with the 2012 Stormwater Management Manual of Western Washington, updated 2014. SMC Table 17.12.020(A).

8. A Traffic Impact Analysis (TIA)

- A TIA will not be required for this project.

9. Third Party Review: Will not be required for this project.

10. General Facility Charges: Sewer and Water General Facilities charges will be assessed at the currently adopted rates and collected at the time the request for connection is made or, if a building permit is to be issued, at the time the building permit is issued for each unit per 13.72.030. For informational purpose, current fees for each unit are as follows per SMC 13.72.020(A2);

- Commercial Use GFC's: Determined by size of meter and use

11. Impact Fees: Transportation and Park Impacts fees must be paid at the currently adopted rates in accordance with SMC 22.04.030 before building permit issuance.

12. Performance Bond: will be required

6). All plans submitted for final approval shall be titled:

*CITY OF SEQUIM, Conditional Use Permit (CUP 22-001)
FOR:
Sequim City Band
IN SECTION 20, TOWNSHIP 30 NORTH, RANGE 3 WEST, W.M.
CITY OF SEQUIM, CLALLAM COUNTY*

The City maintains the authority to reasonably amend any conditions to ensure that all improvements serve to achieve consistency with the Sequim Capital Improvement Program.

Exhibits:

- 1 Application received February 8, 2022.
2. Notice of complete application issued effective March 1, 2022, in letter dated March 3, 2022.
3. Legal Notices/Affidavits; Notice of Application, SEPA Threshold Determination, Public Meeting and Public Hearing (affidavit of mailing and publication confirmation).
- 4 SEPA Threshold Determination & SEPA Environmental Checklist.
5. Agency Comments:
 - a. Sequim Building Department [Pre-Application] comments received November 23, 2021.
 - b. Sequim Public Works Department comments dated April 5, 2022.
6. Applicant's Neighborhood Meeting Agenda, Minutes, and Sign-in sheet.

Any documents, ordinance, statute, law or reference to case law, or other article referenced herein shall be incorporated by reference into this record.