



152 West Cedar Street Sequim, WA 98382  
City Hall (360) 683-4139 FAX (360) 681-3448  
Public Works (360) 683-4908 FAX (360) 681-0552

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**Notice of Decision  
CUP-22-001  
Swisher Hall Expansion**

Date: May 16, 2022

**To:** Steve Zenovic  
767 Black Diamond Rd  
Port Angeles, WA 98363

**From:** Travis Simmons, DCD Specialist

**REF: CUP-22-001 DECISION AND ORDER**

Dear Mr. Zenovic,

The City of Sequim Planning Commission unanimously approved Conditional Use permit (CUP-22-001). The decision followed a public hearing held April 19, 2022 and concluding on May 3, 2022.

In conformance with SMC 20.01.230, the date of issuance for this decision is effective on the date stated in the decision. Per SMC 20.01.240(G), the decision may be appealed to the Clallam County Superior Court by parties of record no later than 21 days after the beginning of the appeal period (June 6, 2022).

Appeals to Clallam County superior court must be filed within 21 calendar days of the date the decision or action became final, as defined in SMC 20.01.230, unless another time period or hearing body is established by state law or local ordinance. All judicial appeals of land use decisions must conform with procedures set forth in Chapter 36.70C RCW. The costs of transcribing and preparing all records ordered certified by the court or desired by the appellant for such appeal are borne by the appellant as set forth in Chapter 2.10 SMC.

Sincerely,  
**Travis Simmons**

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Travis Simmons  
DCD Specialist

Attachment: Decision and Order

c. Sequim City Band  
Parties of Record



152 West Cedar Street Sequim, WA 98382  
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**DECISION & ORDER**  
**City of Sequim Planning Commission**  
**Swisher Hall Expansion**

**PROPERTY OWNER:** City of Sequim, 152 W Cedar Street, Sequim, WA 98382

**PROJECT PROPONENT:** Sequim City Band, Sequim, WA 98382

**PLANNER:** Tim Woolett

**PROJECT 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.

**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.

**DATE OF HEARING:** April 19, 2022

**SUMMARY OF DECISION:** Approval, subject to conditions.

**FINDINGS, CONCLUSIONS AND DECISION:**

In consideration of the application, staff report, supporting materials ("Exhibit A", attached), and presentations, the following final Findings and Conclusions have been made:

**Findings:**

*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 generated 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 Swisher Hall Remodel and Community Rehearsal Hall Addition at James Performance Center Conditional Use Permit Application No. CUP 22-001, Staff Report to the Planning Commission 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.

### **DECISION & ORDER**

The Conditional Use Permit application for the Swisher Hall Expansion (CUP22-001) is **APPROVED**, subject to the following **CONDITIONS**:

- 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.
- Access roadway to the proposed, existing and improved structures within the City of Sequim, must be paved as a requirement of SMC 18.60.030 "Review criteria" for Conditional Uses
- Existing structures must be brought up to current City standards. The driveway and parking areas must be concrete or asphalt and connect to a public street. Parking stall requirements will be provided by the Department of Community Development.

*SMC12.08.080 Driveway standards.*

*All driveways on public property shall be cement concrete driveways as specified and approved by the city engineer as set forth in SMC 12.08.050. The width of driveways shall be a minimum of nine feet and a maximum of 30 feet. Existing curbs and sidewalks over which a driveway is to be placed shall be neatly cut and removed. Driveways on private property shall be constructed of concrete or asphalt. (Ord. 2005-019; Ord. 279 § 9, 1973)*

*SMC18.48.090 B. Commercial and Industrial Developments*

- 1. Limit width to 30 feet or one-half width of frontage, whichever is less.*
- 2. Use a four-foot-wide flare approach.*
- 3. Design approach for weight of trucks.*
- 4. Avoid cross traffic near entrance.*
- 5. Allow vehicles to fully enter site before potential obstruction from cross traffic or*

*backups.*

*6. Define location with landscaping.*

*7. Provide for safe pedestrian crossing of driveways.*

**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);

- o 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.**

**SO ORDERED**, this 11 day of May, 2022.



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Jeff Carter, Planning Commission Chair