BEFORE THE HEARING EXAMINER
FOR THE CITY OF SEQUIM

In the Matter of the Application of	)	No. CUP-23-001
	)	
Jordan Inman, SHKS Architects, on behalf of the North Olympic Library System (NOLS)	)	**Sequim Library Addition and Remodel CUP**
	)	
	)	
	)	FINDINGS, CONCLUSIONS,
For Approval of a Conditional Use Permit	)	AND DECISION

SUMMARY OF DECISION

The request for a conditional use permit to renovate an existing 6,255 square foot public library and construct a 3,800 square foot addition, on an approximately 1.9-acre property located at 630 N. Sequim Avenue, is **APPROVED**. Conditions are necessary to address specific impacts of the proposal.

SUMMARY OF RECORD

Hearing Date:
The Hearing Examiner held an open record hearing on the request on August 24, 2023.

Testimony:
The following individual presented testimony under oath at the open record hearing:

Charisse Deschenes, Deputy City Manager/Director of Community and Economic Development
Jordan Inman, Applicant Representative

Exhibits:
The following exhibits were admitted into the record:

1. Conditional Use Permit Application, dated May 3, 2023
2. Special Warranty Deed, dated March 19, 1982
3. Project Narrative, dated May 3, 2023
4. Community Meeting Presentation, dated April 26, 2023
5. Site Plan and Drawings, dated May 3, 2023
6. Stormwater Site Plan, LPD Engineering, PLLC, dated May 3, 2023
7. SEPA Environmental Checklist with City Staff Comments, dated June 23, 2023
8. Subsurface Exploration, Geologic Hazard, and Geotechnical Engineering Report, Associated Earth Sciences, Inc., dated August 25, 2022
9. Notice of Complete Application, dated June 9, 2023

10. Notice of Application, dated June 23, 2023
11. Statement of Mailing (Notice of Application), dated June 23, 2023
12. Affidavit of Posting (Notice of Application), dated June 22, 2023
13. Classified Proof (Notice of Application) for publication in the *Peninsula Daily News* on June 23, 2023
14. Determination of Nonsignificance, dated July 20, 2023
15. Agency Comments:
    a. Comment from Jamestown S'Klallam Tribe, dated May 31, 2022
    b. Comment from Olympic Region Clean Air Agency (ORCAA), dated July 24, 2023
16. Project Narrative, dated May 3, 2023
17. Applicant Approval Criteria Responses, dated July 24, 2023
18. Notice of Public Hearing, undated
19. Statement of Mailing (Notice of Public Hearing), dated August 11, 2023
20. Classified Proof (Notice of Public Hearing) for publication in the *Peninsula Daily News* on August 11, 2023
21. Staff Report, undated
22. Staff Presentation, received August 24, 2023

The Hearing Examiner enters the following findings and conclusions based upon the testimony and exhibits admitted at the open record hearing:

FINDINGS

Application and Notice

1. Jordan Inman, SHKS Architects, on behalf of the North Olympic Library System ("NOLS") (Applicant) requests a conditional use permit (CUP) to renovate an existing one-story 6,255 square foot public library and construct a 3,800 square foot addition on an approximately 1.9-acre property. Renovations would include installation of a new roof on the existing structure, new HVAC, electrical systems, and sprinkler systems. Site improvements would include revised vehicle access and parking, pedestrian pathways, plantings, and on-site stormwater management features. The new addition would include ADA-accessible bathrooms, increased space for collections, improved community access to broadband internet and computers, new study and conference rooms, and increased space for educational, cultural, and civic events. Access to the property is provided by N Sequim Avenue, a major arterial. The property is located at 630 N Sequim Avenue.[1] *Exhibits 1 through 5; Exhibit 16; Exhibit 17; Exhibit 21, Staff Report, pages 1 and 2.*

2. The City of Sequim (City) determined that the application was complete on June 9, 2023. On June 23, 2023, the City provided notice of the application by mailing or emailing notice to property owners within 300 feet of the subject property and to reviewing

[1] The property is identified by Clallam County Assessor's Tax Account No. 033020-220047. *Exhibit 1, Staff Report, page 1.*

departments and agencies, publishing notice in the City's publishing newspaper of record, and posting notice on-site and on the City website, with a comment deadline of July 13, 2023. On August 11, 2023, the City provided notice of the open record hearing associated with the application by mailing or emailing notice to interested parties and property owners within 300 feet of the subject property, publishing notice in the City's publishing newspaper of record, and posting notice on-site and on the City website. The City did not receive any comments from members of the public in response to its notice materials. *Exhibits 9 through 13; Exhibits 18 through 20; Exhibit 21, Staff Report, pages 2 and 3.*

3. The City received one comment on the proposal from reviewing agencies in response to its notice materials. The Jamestown S'Klallam Tribe commented that the Tribe does not have any information regarding cultural resources that would be impacted by this project and concurs with the Washington State Department of Archaeology and Historic Preservation's (DAHP) determination that no cultural resources would be impacted, with the stipulation for an Unanticipated Discovery Plan during project ground-disturbing activities. *Exhibit 15; Exhibit 21, Staff Report, page 2.*

State Environmental Policy Act

4. The City acted as lead agency and analyzed the environmental impacts of the project as required by the State Environmental Policy Act (SEPA), Chapter 43.21C Revised Code of Washington (RCW). The City consolidated notice of the SEPA review and application comment periods under the optional process provided for by Washington Administrative Code (WAC) 197-11-355. The City reviewed the Applicant's environmental checklist and other information on file and determined that the proposal would not have a probable significant adverse impact on the environment. Accordingly, the City issued a Determination of Nonsignificance (DNS) on July 20, 2023, with a 14-day appeal deadline. The City received one comment on the proposal specific to SEPA review. Olympic Region Clean Air Agency (ORCAA) provided guidelines for addressing asbestos during any demolition projects. The DNS was not appealed. *Exhibit 7; Exhibit 9; Exhibit 14; Exhibit 15; Exhibit 21, Staff Report, pages 2, 11, and 12.*

Comprehensive Plan and Zoning

5. The property is designated "Low Density Residential" under the City Comprehensive Plan. The Low Density Residential land use designation is intended to "[m]aintain Sequim's 'friendly, small-town' qualities by fostering the growth of low-density neighborhoods consisting of single and small multi-family neighborhoods that are social, walkable, and safe and provide a variety of housing types." *City Comprehensive Plan - Land Use, page 8*.

City staff reviewed the proposal and determined that it would be consistent with the Comprehensive Plan, identifying the following Comprehensive Plan goals and policies as

relevant to the proposed development:

- Utilize the Future Land Use Map to direct growth and development consistent with the Growth Framework and Vision and to provide a basis for land use regulation, transportation planning, and capital programming. [LU policy 3.1.1]
- Provide for various public and semi-public uses within neighborhoods to meet specific neighborhood or community service needs while ensuring that building appearance and scale, traffic, noise, lighting, and other potential impacts to neighborhoods are mitigated. [LU Policy 3.2.8]
- Meet community quality-of-life expectations by institutionalizing the connections among citizens' desires, adopted levels of service, and city capital budgeting. [CFG Goal 5.1]

Exhibit 21, Staff Report, pages 2, 3, 5, and 6.

6. The property is within the "Single-Family Residence" (R4-8) zoning district. Property to the west is also zoned R4-8. Properties to the north, east, and south are under the jurisdiction of Clallam County. The intent of the R4-8 zone is to "provide land for residential development within the city. The R4-8 zone provides for consistency and predictability in the character of single-family neighborhoods." *SMC 18.20.050.* Public facilities and services mean "government facilities and services that meet the communities' needs for health, safety, and welfare, including water systems, wastewater systems, transportation, parks, lighting, community centers, civic centers, fire stations, police stations, libraries, sanitation facilities, and schools." *SMC 18.20.020.* Public facilities and services are permitted within the R4-8 zone with approval of a conditional use permit. *SMC 18.20.050. Exhibits 1 through 5; Exhibit 21, Staff Report, pages 2, 3, 6, and 7.*

7. Development standards for public facilities and services within the R4-8 zoning district generally require a maximum height of 25 feet or as determined by an approved CUP; a minimum front yard setback of 15 feet; a minimum side/rear yard setback as determined by an approved CUP; and a maximum lot coverage as required to meet stormwater management, parking, and landscaping requirements. *SMC 18.20.050.* The proposed development would have 15-foot front setbacks, 20-foot side setbacks, 20-foot rear setbacks, and a maximum building height of 25 feet. City staff determined that there is adequate space on the lot for stormwater facilities that could allow impervious surface to reach 46 percent. Eight-foot buffers are required along any property line adjacent to residentially zoned land. *SMC 18.22.020.* The project site requires buffers along the southern and eastern property lines, which are adjacent to undeveloped urban growth area (UGA) land. City staff indicate that the site plan depicts landscaping in the buffer areas which may be sufficient but that the buffer areas are not delineated on the plans. Libraries require one parking space for every 300 square feet. *SMC 18.48.050.4.e.* Under this requirement, the Applicant would be required to provide 28 parking spaces.

The proposed development would have 32 parking spaces, in excess of this requirement. *Exhibit 5; Exhibit 21, Staff Report, page 7.*

Existing Property, Critical Areas, and Surrounding Uses

8. The 1.9-acre property is currently developed with the existing library building, which is located near the center of the parcel. The western half of the parcel contains an asphalt parking lot. The eastern half of the property is occupied by a gravel parking lot and two small accessory buildings. A paved drive lane runs along the southern border of the property. The proposed addition would involve expansion of the library building to the south and east. The parking area would be expanded to the northeast. Property to the north is developed with a church. Properties to the east and south are currently undeveloped. Property to the west is owned by the Sequim School District and is developed with a high school, administration and other facilities, various fields, and other open spaces. *Exhibit 8; Exhibit 21, Staff Report, page 3.*

9. Associated Earth Sciences, Inc., prepared a report on behalf of the Applicant, entitled "Subsurface Exploration, Geologic Hazard, and Geotechnical Engineering Report" ("Geotechnical Report" or "GR"), dated August 25, 2022. The Geotechnical Report determined that, from a geotechnical standpoint, the subject site is feasible for the proposed development provided the Applicant follow the recommendations contained in the GR. The Geotechnical Report provided recommendations related to site preparation, structural fill, foundations, floor support, lateral earth pressures for below-grade walls, drainage, pavement, project design, and erosion and sedimentation control. The GR also states that the project site would be feasible for shallow infiltration facilities provided there is adequate vertical separation from seasonal high groundwater.

   LPD Engineer, PLLC, prepared a report addressing stormwater management on the property. The Stormwater Report determined that stormwater runoff would generally be collected with swale or catch basins and disbursed via a piped conveyance system to the proposed infiltrating bioretention cells to be located east of the new addition. The bioretention cells would have an emergency overflow spillway that would disperse onto the open grass area east of the project area. *Exhibit 6; Exhibit 8.*

Conditional Use Permit

10. As noted above, the proposal requires a conditional use permit to operate in the R4-8 zoning district. The Applicant provided a response that details how the proposed development would comply with a conditional use permit under SMC 18.60.070. The Applicant contends:
    - The library is a community asset and has been located on this site for 40 years. The proposed renovation and addition would cause no harm to surrounding properties and would allow the library to address Sequim's evolving needs.

- The proposal complies with all development codes of this zone including yard setbacks, building height, and building areas. The design implements a simple extruded gable roof form that is compatible with local vernacular architecture, including historic barns and wood-framed residences. The proposed site development would add improved plantings and paths around the library to existing open space on the east side.
- Access to the site via automobile, bike, or walking is on N. Sequim Avenue. The south existing curb cut is being removed and the north curb cut is being adjusted slightly to better accommodate automobile access for off-street parking. An IFC 503-compliant fire lane and dead-end turnaround are located at the north side of the site. Utilities remain at their existing location on the west side of the site along N. Sequim Avenue.
- Vehicular circulation and the fire lane are proposed north of the building, allowing the south to be people-focused spaces with direct relationship to the library interior through south-facing windows. An accessible pedestrian path from N. Sequim Avenue safely directs patrons visiting by car, foot, or bike to the main building entry, then continues south along a planted meadow to connect to the east plaza, performance stage, and additional parking stalls. The proposal accommodates Clallam County public transit vehicles, delivery trucks, and other large vehicles typical to the community. There is 56-foot clear turn-around space allowing for easy maneuvering by public transit and paratransit vehicles, large pickup trucks, NOLS book vans, and other delivery vehicles even with other patrons using the curbless drop-off area.
- The parking lot design complies with the standards of Chapter 18.48 SMC. The vehicle access driveway allows for adequate stacking of vehicles and for adequate sight clearances per chapter 1340 of the WSDOT Design Manual. The library typically receives packages and book deliveries through the front entrance and intends to continue this after the renovation. No specific loading spaces required for this proposal.
- There are no noise, glare, or odor effects to surrounding properties due to this design proposal. Construction noise would only occur within allowed construction hours.
- The refuse area is located at the far east end of the drive aisle away from public view; the area would be screened with a wood fence and a storage shed.
- The proposal adds a wood enclosure around the existing utilities along N. Sequim Avenue. This enclosure decreases visual noise along the road and provides a surface for locating library signage easily visible from the street. The enclosure varies in height based on the heights of existing utility boxes. At its highest point, it is five feet and ten inches above ground level; at its lowest point it is three feet and ten inches above ground level. The entirety of the utility enclosure is outside of the required sight clearance triangle as designated in the WSDOT Design Manual. There is also a proposed wood enclosure around the refuse service area

to provide visual screening from the library and the public right-of-way. The trash enclosure is five feet and ten inches above ground level. Both enclosures use a vertical cedar board which relates to the proposed vertical cedar siding at the library facade.

- There is building signage proposed at the utility enclosure. The signage would read "Sequim Branch Library" with solid metal nine-inch letters, with smaller solid metal letters below reading "North Olympic Library System." The sign would be lit with surface-mounted downlights for minimum light pollution. There are pole-mounted fixtures located in the central planted island and at the east side parking area; the fixtures would be a maximum 18-feet high and are downlit.
- All yard setbacks are observed in this proposal.
- There are no known special requirements for this use set forth in the SMC.

Exhibit 17.

11. City staff also analyzed the proposal and determined that it would comply with the criteria for a conditional use permit under SMC 18.60.070. Specifically, City staff noted the following:
    - This is an existing use that is being modified through a remodel and addition. The Sequim Library is important as a necessary service provided to the public that is required in the City's Comprehensive Plan. Located across Sequim Avenue from the Sequim School District property and neighboring a large church, the site would not cause materially detrimental to the surrounding properties. The use brings traffic into and out of the site in a manner that is different than a traditional low density residential site but like the Sequim School District property. Moreover, the School District already brings increased noise and traffic for extracurricular events, many of which are held in the evenings. NOLS current hours of operation are 10:00 AM to 7:00 PM. NOLS opens after the school is in session, which does create less activity in the 7:00 AM to 9:00 AM time frame. Buffers are being added to the east and to the south between the undeveloped land and NOLS to offset any potential conflicts between a residential use and a public facility. Lighting that would be added to the site would only be what is necessary for safety. The final plan set for building permit and site construction review would include a photometric plan. The photometric plan must show that the lighting would not spillover the property, per Chapter 18.24.170.B.5. Additional noise is not anticipated with this use.
    - While this project was not subject to the City's Design Review requirements (due to it being an existing structure), City staff have reviewed the proposed design and the project is consistent with the surrounding physical characteristics. The low-profile scale, modern barn style fits with the character of the neighborhood, the rural character, and the greater Sequim Prairie area. It continues the small-town, friendly attractiveness described in the Comprehensive Plan.

- The site is currently served by one of Sequim's two major arterials, N. Sequim Avenue. The streets are currently developed with pre-existing frontage improvements in place but would need to be modified to meet current City of Sequim Engineering standards. Utilities and fire protection are accounted for on their plans and would be reviewed for compliance during individual construction permits. The types of services are expected to be improved but not necessarily bring a significant amount of new traffic to the site. Public Works evaluated and determined that a new traffic study was not needed as part of the CUP requirements.
- Current plans do not meet the parking lot requirements outlined in SMC 18.48.080(4), which specifically relates to pedestrian access to the building. Parking lots currently do not have direct access to internal walkways. City staff reviewed the existing plan set and there is room for the Applicant to address the concerns without major changes to the site plan at this planning stage. As a condition of approval for this CUP, staff recommend additional review of the internal walkways, striping, and other potentially adequate pedestrian flows to allow for direct connection to the building for pedestrians accessing the building from the parking lot at the time of construction permits.
- The proposed parking lot design and loading areas are sufficient to satisfy the requirements for this subsection.
- Some impacts regarding noise, glare or odors would occur at the time of construction. Construction hours would be a condition of approval during the site construction permit review determined after a preconstruction meeting is held. Any other noise, glare, or odor impacts are appropriately conditioned to offset those impacts.
- Applicant's proposal meets the requirements for screening of this area. Trash trucks would need to drive down the aisle on the north side of the building, turn south and back up approximately 75 feet to the east to access the dumpster area. NOLS and the trash service provider would work through the details regarding the site access.
- Coordination with the Clallam County Public Utility District (PUD) would be required for any "screening" around their utilities. Additionally, sight distance review will be necessary at the time of site construction to ensure adequate visibility is provided. This requirement came up through the CUP based on the proposal to screen PUD infrastructure and use the screening as signage for the building as well. Additional screening along the southern and eastern property lines will be provided in an eight-foot landscape buffer. The purpose of this buffer is to provide visual relief from adjacent properties, specifically properties that allow for residential development. Properties to the south and east are residentially zoned properties in the Sequim UGA.
- Current plans do not show lighting along northside of building drive aisle, nor do any appear in central planted island as described in Applicant's response.

Lighting and glare will be reviewed for compliance with City of Sequim Engineering Standards during site construction. Signage would be reviewed as a separate sign permit at the time of submittal. Coordination with the PUD would need to be had prior to any screening/signage is installed on or around their utilities.

- The Applicant's current plans show setbacks at their highest level listed for Administrative Conditional Use Permits (ACUP) in SMC 18.20.050, the Public Facilities and Services portion of the zoning table. Setbacks for CUPs are established through the review process. City staff reviewed and considered the impacts on the neighborhood; because of the benign impact on the neighboring properties, City did not find the need to modify setbacks from what the Applicant has proposed.
- There are no special requirements for this use.

Exhibit 21, Staff Report, pages 8 through 11.

Testimony

12. Deputy City Manager/Director of Community and Economic Development Charisse Deschenes testified generally about the proposal and how, with conditions, it would comply with the Comprehensive plan, applicable zoning provisions, and the criteria for a conditional use permit. She explained that the proposed improvements on the site would include a new roof, HVAC, sprinkler system, pedestrian walkways, and additional vegetation. She noted that an existing crosswalk is located south of the site between the subject property and the school across the street. She explained that the City does not anticipate an increased level of traffic to the site. *Testimony of Ms. Deschenes.*

13. Applicant Representative Jordan Inman, SHKS Architects, explained that the proposed design strives to meet all development standards within the zoning district and be compatible with surrounding uses. He explained the proposed development would include improvements to public meeting rooms and reductions to the environmental footprint of the facility. *Testimony of Mr. Inman.*

Staff Recommendation

14. Ms. Deschenes testified that City staff recommends approval of the conditional use permit application, with conditions. Mr. Inman testified that he understands and would comply with City staff's recommended conditions. *Exhibit 1, Staff Report, pages 13 through 16; Testimony of Ms. Deschenes; Testimony of Mr. Inman.*

CONCLUSIONS

Jurisdiction

The Hearing Examiner has jurisdiction to hear and decide requests for a conditional use permit. *SMC 2.10.070.B; 18.60.020; 20.01.100.*

Criteria for Review

The Hearing Examiner may approve, approve with conditions, or deny a conditional use permit. Approval or approval with conditions may be granted by the Hearing Examiner only when all the following criteria are met:

A. The use will not be materially detrimental to uses or property in the immediate vicinity of the subject property; and
B. The design is compatible with the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity; and
C. The use will be served by adequate public facilities including streets, fire protection and utilities; and
D. Satisfactory provisions and conditions have been made concerning the following matters, where applicable:
    1. Ingress and egress to the property and proposed structures thereon with particular reference to automotive, bicycle, and pedestrian safety and convenience, traffic flow;
    2. Off-street parking and loading areas where required, with particular attention to subsection (D)(1) of this section;
    3. The noise, glare, or odor effects of the special use permit on surrounding properties;
    4. Refuse and service areas, with particular reference to location and screening;
    5. Screening and buffering with reference to type, dimensions and character;
    6. Signs, if any, and proposed exterior lighting with reference to glare, traffic safety and compatibility with surrounding properties;
    7. Required yards and other common space;
    8. Any special requirements set forth in this SMC for the particular use involved.

SMC 18.60.070.

The criteria for review adopted by the Sequim City Council are designed to implement the requirement of Chapter 36.70B RCW to enact the Growth Management Act. In particular, RCW 36.70B.040 mandates that local jurisdictions review proposed development to ensure consistency with City development regulations, considering the type of land use, the level of development, infrastructure, and the characteristics of development. *RCW 36.70B.040*.

Conclusion Based on Findings

With conditions, the proposal would be consistent with the Comprehensive Plan. The property is designated "Low Density Residential" under the City Comprehensive Plan. The proposed development would be consistent with several goals and policies of the City Comprehensive Plan related to utilizing the Future Land Use Map to direct growth and

development consistent with the Growth Framework and Vision; providing for various public uses within neighborhoods to meet specific neighborhood or community service needs while ensuring that building appearance and scale, traffic, noise, lighting, and other potential impacts to neighborhoods are mitigated; and meeting community quality-of-life expectations by institutionalizing the connections among citizens' desires, adopted levels of service, and city capital budgeting.

The property is located in the R4-8 zoning district. Public facilities and services are permitted within the R4-8 zone with approval of a conditional use permit. The proposed remodel and addition would comply with development regulations applicable to uses permitted with a conditional use permit in the R4-8 zoning district. The Applicant proposes to renovate an existing one-story 6,255 square foot public library and construct a 3,800 square foot addition on the property. The property has been used for a public library for approximately 40 years. The proposed renovations and additions would continue this use while providing improvements including a new roof, new HVAC, updated electrical systems, and an updated sprinkler system. Site improvements would include revised vehicle access and parking, pedestrian pathways, and additional vegetation. Vehicular circulation and the fire lane would be located north of the building, allowing the area south of the building to be "people focused." The proposed vehicular access would provide adequate circulation for public transit and paratransit vehicles, delivery trucks, and other large vehicles typical to the community. A pedestrian path from North Sequim Avenue would provide safe, direct access for patrons visiting by car, foot, or bike to the main building entry. The pathway would continue south along a planted meadow to connect to the east plaza, performance stage, and additional parking stalls.

Adequate utilities are available to serve the proposed development. Utilities would remain at their existing location on the west side of the site along N Sequim Avenue. The proposed development would have 32 parking spaces, in excess to parking requirements specific to libraries. Stormwater would be infiltrated on-site. Runoff would be collected with swale or catch basins and outed via a piped conveyance system to infiltrating bioretention cells east of the new addition. The bioretention cell would have an emergency overflow spillway that would disperse onto the open grass area east of the project area.

The proposal would not be materially detrimental to uses or property in the immediate vicinity. The City provided reasonable notice and opportunity to comment on the proposal. The City did not receive any comments on the proposal from members of the public in response to its notice materials. The Jamestown S'Klallam Tribe commented that no cultural resources would be impacted by the proposed development. Olympic Region Clean Air Agency (ORCAA) provided guidelines for addressing asbestos during any demolition projects. The City issued a DNS for the proposal, which was not appealed. The proposed development would be compatible with surrounding uses, which include a church, vacant property under the jurisdiction of unincorporated Clallam County, and a high school. City staff do not anticipate any noise, glare, or odor effects to surrounding properties associated with the proposed development. The

proposed development includes wood enclosures around existing utilities along N. Sequim Avenue and around the refuse service area to provide visual screening from the library and public right-of-way.

The Applicant proposes to install building signage at the utility enclosure. The signage would read "Sequim Branch Library" with solid metal nine-inch letters, with smaller solid metal letters below reading "North Olympic Library System." The sign would be lit with surface-mounted downlights to minimize light pollution. Signage would be reviewed as a separate sign permit at the time of submittal. Pole-mounted fixtures would be located in the central planted island and at the east side parking area. These fixtures would be a maximum 18-feet high and downlit. Some impacts regarding noise, glare or odors would occur at the time of construction. Conditions of approval would assist in mitigating construction impacts.

The proposed development would be compatible with the existing or intended character, appearance, quality of development and physical characteristics of the subject property and immediate vicinity. City staff determined that the proposed development is not subject to the City's design review requirements, but that the proposed development would have a low-profile scale, modern barn style that fits with the character of the neighborhood, and the rural character of the greater Sequim Prairie area. City staff also determined that a significant amount of new traffic to the site is not anticipated. Library hours begin after the adjacent school is in session, limiting cumulative AM peak-hour trip impacts. City Public Works evaluated the proposal and determined that a new traffic study was not required. There are no special requirements for the proposed library use.

The Hearing Examiner is confident that the proposed renovation will benefit the community and concurs with the City's evaluation of the proposal. Conditions, as detailed below, are necessary to mitigate project impacts and to ensure compliance with relevant federal, state, and local statutes, ordinances, and regulations. *Findings 1 – 14.*

DECISION

Based on the preceding findings and conclusions, the request for a conditional use permit to renovate an existing 6,255 square foot public library and construct a 3,800 square foot addition on an approximately 1.9-acre property, located at 630 N. Sequim Avenue, is **APPROVED**, subject to the following conditions:

1. Per SMC 18.60.080(A), "[*A] CUP permit is valid for two years after approval, if within that time the required building construction, alteration or enlargement has been commenced and diligently pursued. In cases where there is no such construction, alteration or enlargement required, then the permitted use must be regularly conducted on the premises. The community development director may allow a one-year extension if the applicant can demonstrate that they were diligently pursuing development of the*

project and that the delay can be attributed to unforeseen circumstances outside of the applicant's control."

2. Per SMC 18.60.080(B), *"In a case where an application is denied by the review authority and specifically stated to be without prejudice, it may not be resubmitted for a one-year period from the date of said denial, unless, in the opinion of the review authority, new evidence is submitted, or conditions have changed to an extent that further consideration is warranted."*

3. Per SMC 18.60.080(C), *"If, within the original approval period or subsequent extensions granted in accordance with this chapter, the applicable infrastructure is constructed and completed and the use is regularly operated consistent with applicable permit conditions, the use may continue indefinitely regardless of ownership; provided, that the use or operation is consistent with the permit and any conditions."*

4. All dedications to the public or easements granted to the City and/or the lot owners shall be clearly and correctly indicated on the face of the final plan.

5. Landscaping materials will be those which best serve the intended function and will be appropriate for the soil and other environmental conditions of the site. Drought-tolerant, low water plant materials will be encouraged.

6. It is the responsibility of the property owner to maintain all landscape areas consistent with the provisions of SMC 18.22.020(A)(3).

7. Final lighting and photometric plan must be submitted and approved prior to issuance of any construction permits. Applicant must add lighting to western façade of building per SMC 18.24.170(B)(2) and must demonstrate that spillover glare beyond site boundaries is being avoided per SMC 18.24.170(B)(5).

8. Provide approval from PUD for any modifications to existing utility locations onsite, including but not limited to, relocation of lines and screening of infrastructure, etc.

9. Provide an 8-foot buffer along the east and south sides of the parcel per SMC 18.22.020.

10. Provide safe pedestrian walkways: Parking areas and pedestrian walkways shall be designed to conform with all applicable ADA (Americans with Disabilities Act) regulations. [SMC 18.22, SMC 18.48]

11. Parking lot perimeter: Parking areas must be constructed of asphalt concrete (AC) or Portland cement concrete (PCC) and have continuous curbs or sidewalk edges. [SMC 18.48.080(A)(1) SMC 18.48.080(A)(12)]

12. Five-foot buffer: Parking spaces/lots are required to have a 5-foot-wide planter or raised AC buffer separating parking spaces from on-site sidewalks and buildings. [SMC 18.48.080(C)(2), SMC 18.48.080(C)(7)]

13. Paving separation: All paving shall be separated from landscaping by a raised concrete curb, which will act as the wheel stop in parking stalls. Freestanding wheel stops are not permitted. [SMC 18.48.080(A)(12), SMC 18.48.080(C)(7)]

14. Any future signage will require separate review by the Department of Community Development, at which time it will be reviewed for compliance with the City's sign regulations.

15. Per ORCAA comments received, necessary asbestos removal permits must be submitted to the City prior to the issuance of any construction permits.

16. Prior to construction permit approval, the Applicant must comply with the Public Works (engineering) Conditions of Approval, as may be modified through the commercial building permit and site construction plan process, as follows:

    1. **Right-of-Way Improvements**: Provide the following details to meet City standard Figures for improvements in the right-of-way including:
        a. Figure 4-00 and 4-03, Collector Street
        b. Figure 4-18 Pavement Patch
        c. Figure 4-19 Sidewalk
        d. Figure 4-22B Driveway Entrance
        e. Figure 4-28A/B Lighting
        f. Figure 4-29 Driveway entrance

    2. **Sight Clearance:** Demonstrate adequate sight clearance and sight triangle visibility. The sight triangle should not be moved closer to the road by 4 feet when assessing visibility to the left (south). Please note, nothing over 36 inches should be in the sight triangle at the entrance/exit. [SMC 18.48.080(C)(8), SMC 18.44.030]

    3. **North Sequim Avenue:** Frontage shall be improved to "Arterial" street standards by providing a 6-foot ADA compliant sidewalk, a 6-foot planter strip with irrigation, landscaping and street lighting following standard Figures 4-01, 4-04, 4-22B, 4-28A/B, 4-29. A public easement approximately 5 feet in width will be required as these improvements will be located within the property boundaries. Provide a transition to the existing sidewalk at the north side of the site.

[SMC18.60.070(D)(1), SMC18.22.030]

4. **Driveway Approach:** Demonstrate the driveway approach has a four-foot flare at approach, is designed for the weight of trucks and meets Engineering Standard Figure 4-22B. [SMC18.48.090(B)]

5. **Provide domestic water supply pipe size, material and meter size.** Currently, the parcel is serviced by a ¾-inch meter. If the addition requires an upsize of the meter, the difference in cost of the two meter sizes will need to be paid to the City.

6. **Provide a separate water main tap for the fire water service to the building.** The fire hydrant and fire water service to the building cannot be on the same service line. Provide a separate tap from the water main to service each of these two fire water needs.
   a) The fire water for the hydrant and the building sprinklers shall each be wet tapped separately from the existing eight-inch AC water main on the west side of North Sequim Avenue.
   b) City inspection is required before, during and after the wet tap.
   c) Show locations of all required fire hydrants.
   d) Road closure required due to trenching across street. Road closure plans will be needed.
   e) Patching of trench required per City Engineering Standard Figure 4-18.

7. **Add a backwater valve on the sewer lateral.** The building is currently served by a 6-inch sewer main traversing the southern property boundary with a backwater valve installed at the south side of the building. Please note the elevation of the building is at 159.9 and the elevation of the manhole being connected to has a rim elevation of 162.0.

8. **Provide Stormwater Drainage Plans** prepared consistent with the requirements of the 2019 Stormwater Management Manual for Western Washington, as adopted by SMC 13.108. The proposed site redevelopment plan shows an addition of over 11,000 sf of impervious surface; therefore, all Minimum Requirements will apply to the development per 13.104. The Stormwater Site Plan states that some of the existing parking areas are not considered part of the new plus replaced hard surface because they are not being taken down to base course or native soils. The supplied memo titled "Results of Pavement Coring and Recommendations for Pavement Resurfacing" dated 12-06-2022 by Associated Earth Sciences Incorporated recommends full depth reconstruction for the parking areas, and NOT using a grind and overlay approach, as it is not practical or feasible. Update the Stormwater Report to reflect this and to follow the 2019 Manual. [SMC 13.64, SMC13.104, SMC Table 17.12.020(A), SMC

18.24.130(B)(2)(f), SMC 18.48.080(A)(2/13), SMC 18.48.080(A)(13), 2019 SWMMWW I-3.3 and Figure I-3.1].

9. **Test pits, Infiltration Testing and Average High Groundwater must be performed in the location of the infiltration facility:** Test pits, Infiltration test and average high groundwater levels will be required in conjunction with the Stormwater and Geotechnical Report due to proposing to infiltrate stormwater. Perform tests in the location of the proposed stormwater infiltration pond. [SMC 13.104, SMC Table 17.12.020(A)].

DECIDED this 28th day of September 2023.



ANDREW M. REEVES
Hearing Examiner
City of Sequim