

**CITY OF KIRKLAND**

123 FIFTH AVENUE ● KIRKLAND, WASHINGTON 98033-6189 ● (425) 587-3000

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**DEPARTMENT OF PUBLIC WORKS  
MEMORANDUM**

**To:** Jon Regala, Planning Department

**From:** Thang Nguyen, Transportation Engineer

**Date:** May 25 2010

**Subject:** Holy Family Kirkland Preschool Center Review, ZON99-00034

This memo summarizes staff review parking utilization study and road impact fee the proposed relocation of the Holy Family Kirkland Preschool Center.

**Project Description**

The applicant is proposing to relocate the existing preschool at an existing single building into a larger multi-use building across the street. In the church master plan, the existing parking lot that serves the multi-use building where the preschool is to be located will be revised to provide 18 parking spaces and be accessible via 119<sup>th</sup> Avenue NE rather than NE 75<sup>th</sup> Street. However, the new parking lot will not be completed as part of the permit for the preschool. There are no current plans to occupy the existing preschool building after the relocation. Based on information from the applicant, the maximum enrollment would increase to 28 students (an additional 8 students from current enrollment).

**Parking**

Parents generally park their car and walk their children into the school. Thus, a parking demand survey was completed to determine the parking needs as parents drop off and pickup their children. Based on the survey the parking demand rate is 0.57 per student enrolled. For a maximum of 28 students, the parking need is 16 plus parking for four staffs for a total of 20 stalls.

According to the site plan (sheet A1.1 dated 4/1/10) of the church master plan, there are 23 parking spaces proposed on site with the future expansion of the elementary school. No new parking is proposed with the relocation of the preschool. The current on-street parking adjacent to the proposed preschool along 120<sup>th</sup> Avenue NE is restricted between 7AM to 9AM. Those parking will be converted from 90 degree parking to provide eight parallel parking spaces.

The applicant plans to use the existing parking lot adjacent to the proposed preschool building for preschool staff and visitor parking. While this parking lot has eight parking spaces, the parking stall located in the northeast corner should be removed in order to provide safe vehicle circulation. In addition, the applicant indicated children drop-off in the morning will be done from the interior campus parking lot behind the gym where there are more than 30 spaces available; and the afternoon children pickup is

planned to be done along 120<sup>th</sup> Avenue NE where twenty on-street parallel parking spaces will be provided. Staff agrees there will be adequate parking for parents in the back of the gym when they drop off their children. However, on-street parking is public parking and cannot be reserved for any single private use. Therefore, parents should be instructed to use the same parking behind the gym to pick up their children.

Currently, the on-street parking in Area 6 and 7a is not allowed between 7 AM and 9 AM along 120<sup>th</sup> Avenue NE adjacent to the proposed pre-school building. To help with load and unloading, those on-street parking spaces may be re-signed to allow 30 minute load/unload parking.

### **Road Impact Fee**

The expansion would also require assessment of road impact fee. The applicant indicates that the preschool does not and will not provide preschool service or activities of any kind after 3PM and based on the parking study, parents pickup their children and leave before 4PM. Since there would be no impact in the PM peak period, the applicant will not be required to pay road impact fee unless the preschool provide services after 3PM. Furthermore, the current preschool will not receive road impact fee credit when it redevelops for the same reason that no activity occurs after 4PM and the use has been day care since 2006.

### **Staff Recommendation**

Staff recommends approval of the preschool relocation with the following conditions:

- Onsite parking behind the gymnasium shall be used for picking up children
- Existing on-street angle parking on 120<sup>th</sup> Avenue NE shall be reconfigured as parallel parking
- The single parking space on the northeast corner of the existing parking lot shall be removed and that area shall be striped as shown in Figure 1 to keep it clear at all times.
- Re-sign the on-street parking stalls along 120<sup>th</sup> Avenue NE in parking area 6 and 7a to allow for 30 minute load/unload between 7AM and 9AM.
- Preschool staff shall park in parking area #4 and/or #5 as shown on the site plan attachment of the Transpo Group memo dated May 20, 2010
- The preschool shall not provide services or activities after 3PM
- The current preschool will not receive road impact fee credit

If you have any questions or need clarification, call me at x3869.

cc: file, Advantage

**Figure 1. Required Parking Modification**

