

**Notice of the Department of Neighborhoods  
Director's Decision on Reuse of  
McDonald Elementary School  
January 2004**

The following criteria for permitted uses in single family zones, and additional uses were recommended the School Use Advisory Committee (SUAC), and approved by the Director of the Department of Neighborhoods (DON). The criteria and uses are intended for the reuse of the school buildings and grounds located at 144 NE 54<sup>th</sup> Street in the Wallingford and Green Lake neighborhoods. During the course of the process for developing criteria The SUAC held four public meetings in the fall of 2003.

The only modification in criteria, "G", is the hours of operation, and a clarification has been added to "O" regarding parking on the west play area. The modification and explanations are in bold.

**I. CRITERIA**

The committee recommends the following criteria for the buildings and school grounds:

- A. That the school buildings may be used for a mixture of uses including educational, community, recreational, cultural and human service activities (excluding treatment programs which dispense medications and/or exchange needles).
- B. That uses for the buildings that serve the immediate neighborhood shall be encouraged and be given priority.
- C. That the children's play area on the school's east lot be maintained only as a play area, and that there shall be no parking or driving on the east lot at any time, in accordance with the permit conditions for the driveway, other than (1) parking for vehicles displaying a handicapped placard for ADA access, (2) short-term access for garbage pickup, and (3) short-term occasional loading (recognizing the building's elevator is at the east entry).
- D. That the east playground, twice refurbished through neighborhood efforts, remain open to the neighborhood at no cost with the exception that if an elementary or secondary school occupies the building(s) and needs to restrict public access to the playground for the safety of its own students, it may restrict playground access within its own normal hours of operation only.
- E. That the playground area not be rented or otherwise committed to organized or league sports groups or teams.

- F. That the master tenant ensures that some spaces in the building and the gymnasium shall be available for community use (e.g. community meetings) at times and fees mutually agreeable to the community and master tenant.
- G. The benefits of prospective tenants must be evaluated against potential negative effects with the goal of minimizing traffic, parking, lighting, noise impacts, and safety risks to the immediate neighborhood. The days and hours for tenant and public use for programs and services operating in the building(s) are the following:

Days: Monday through Saturday  
Hours: 6:00 AM to 9:00 PM

**The Director has extended the hours of operation from 8:00 PM to 9:00 PM year round, rather than the recommended hours of 6:00 AM to 8:00 PM (October 1 to May 31) and 6:00 AM to 9:00 PM (June 1 to September 30). This change of condition would be consistent with the hours specified for the summer months. The consistency would provide less confusion on the part of tenants and users of programs and activities offered at McDonald School.**

Tenant occupancy and program activities in the buildings shall be prohibited outside of these operating hours, with the exception that on occasional Sundays neighborhood meetings may take place.

- H. That the covered play courts and grounds shall not be used for storage.
- I. That on-site housing be prohibited except for caretaker housing, if necessary, limited to two individuals.
- J. That retail sales be prohibited in the buildings and on the grounds, with the exception of fund-raising activities directly associated with tenant uses (such as school festivals) and not designed to draw the general public at-large to the site.
- K. That the master tenant shall keep the buildings and grounds well maintained, clean and litter free. Graffiti on the property, whether on signs, the buildings or elsewhere, shall be promptly removed.
- L. That the master tenant be required to publish and make available to nearby residents a monthly schedule of activities and uses, and a list of new tenants at McDonald School. The master tenant shall schedule quarterly meetings with the community to review the level of activities and programs, as well as traffic, parking, lighting and noise associated with all uses of the facility.

Nearby residents are defined as those living on:

54<sup>th</sup> Street between Latona and Kensington;  
55<sup>th</sup> Street between Latona and Kensington;  
Latona Avenue between 53<sup>rd</sup> and 56<sup>th</sup>  
First Avenue between 54<sup>th</sup> and 56<sup>th</sup>

- M. In addition, the name and non-building telephone number of a contact person authorized to act on behalf of the master tenant shall be posted in a conspicuous place, and that contact person shall, within reason, be generally available to residents seeking resolution of issues that may arise on a day-to-day basis.
- N. That no amplified music (or other noise) be audible outside of the buildings, including the gym; tenants shall comply with the Seattle Noise Ordinance (Chapter 25.08 of the Seattle Municipal Code).
- O. That the area currently used for parking on the west side of the site continues for parking and no other features or structures should be added that reduces parking spaces. Tenants shall be encouraged to use the west parking lot to minimize spillover parking into the neighborhood. Tenants shall be encouraged as much as possible to use alternative modes of transportation to lessen the impact of traffic and parking on the surrounding neighborhood.

**For parking to be allowed, the Seattle Public Schools, or its authorized agent, should obtain the appropriate permit from the Department of Planning and Development (DPD) to establish the use of parking on the west playground of the school.**

- P. That the east and west covered play courts are used only by tenants and are not available to the general public at any time.
- Q. That all exterior and interior lighting be extinguished at the building closing time and remain off throughout the night.
- R. That the drive-through gate leading to the east lot be kept closed during normal building operating hours and remains locked outside of normal operating hours.
- S. That signage be minimized and well constructed with a professional appearance. Signs that are hand-lettered, flashing, neon, rotating, backlit, or have changing images are prohibited.
- T. That the master tenant shall make all reasonable efforts to prevent illegal activity within the buildings or on its grounds at any time.

## **II. PERMITTED USES**

The School Use Advisory Committee has determined that the following uses are permitted outright in single family zones. Uses not listed may be permitted if they meet the criteria and conditions identified in this report, but also must comply with the underlying zoning and development standards of a single-family zone.

#### Educational Uses

Public or private elementary or secondary school (must comply with Seattle School District policies); pre-school or co-op children's programs; educational programs or vocational training for the handicapped or disabled; technical school classes; arts and crafts school; trade or business school classes; public or private college classes; continuing education classes.

#### Community Uses

Public or private child or adult day care; programs for the elderly; community cultural programs; theater, dance, etc.; non-profit agencies providing community services (excluding treatment programs which dispense medications and/or needle exchanges); fund-raising activities directly associated with tenant uses (such as school festivals) and not designed to draw the general public at-large to the site; community center; polling location for voting; general recreational programs; museum; library; home-improvement programs (tool bank, home repair clinics); neighborhood playground.

### **III. ADDITIONAL PERMITTED USES**

Artist studio and display space (no live-in space and no off-hours building use); food preparation such as a small catering operation, but no on-site food service (e.g., banquets); greenhouse facility and/or garden as an educational and demonstration center; records (data) storage; on-site caretaker housing limited to two individuals; research and development facilities (of a non-hazardous nature and not involving live animals); offices/administrative as defined in SMC 23.84.028 Definitions, and excluding offices/customer service as defined in SMC 23.84.028 Definitions.

**NOTICE OF  
THE DEPARTMENT OF NEIGHBORHOODS  
DIRECTOR'S DECISION**

**Project Number:** NA  
**Address:** McDonald Elementary School, 144 NE 54<sup>th</sup> Street  
**Zone:** Single Family 5000

The Director of the Department of Neighborhoods (DON) has issued a decision to approve with conditions the reuse and additional uses for McDonald Elementary School pursuant to the School Use Advisory Committee (SUAC) recommendations as authorized in the Land Use Code (Chapter 23.78). McDonald Elementary School is located in adjacent neighborhoods of Wallingford and Green Lake. With the exception for hours of operation, the Director concurs with the School Use Advisory Committee Recommendations for Criteria for permitted uses that are allowed in single family zones and additional uses. Some of the conditions for use are the following:

- The school buildings may be used for a mixture of uses including educational, community, recreational, cultural and human service activities
- The children's play area on the east lot be maintained only as a play area; and parking in this area not be allowed with the exception for the handicapped..
- The master tenant ensures that some spaces in the building and the gymnasium shall be available for community use at times with fees mutually agreeable to the community and master tenant.
- The days and hours of operation shall be Monday through Saturday from 6:00 AM to 9:00 PM
- Retail sales shall be prohibited with the exception of fund raising activities associated with uses
- Tenants shall comply with the Seattle Noise Ordinance
- The west play area shall be used by tenants for parking (with the condition that Seattle Public Schools obtain a permit from the Department of Planning and Development) to lessen the impact of parking in the surrounding neighborhood.

The following uses are permitted outright in single family zones: public or private elementary schools; pre-school programs; vocational training for the handicapped or disabled; technical school classes; arts and crafts school; adult day care; senior programs; cultural programs: theatre, dance, yoga, etc.; community center; and polling location.

Additional permitted uses are the following: artist studio and display space (no live-in space); food preparation for small catering business; greenhouse and/or garden education center; records (data) storage; on-site caretaker housing limited to two people; administrative office space.

**For specific details on all the conditions for reuse and additional uses for McDonald School in the Director's Decision, please refer to Information Available section below.**

## **ENVIRONMENTAL DETERMINATION**

The Director of DON has reviewed the application described above and has issued a Determination of Non-Significance (no environmental impact statement required).

## **INFORMATION AVAILABLE**

Copies of the Director's Decision are available at the Department of Neighborhoods, 700 Third Avenue (Arctic Building), Fourth Floor, Seattle, Washington 98104. Questions about the Decision may be directed to Cliff Louie at 684-0209 or [cliff.louie@seattle.gov](mailto:cliff.louie@seattle.gov)

## HOW TO APPEAL THE DIRECTOR'S DECISION

The appeal of the Director's Report on School Use Criteria shall be in writing and shall state specifically why the appellant finds the criteria inappropriate or incorrect. Appeals of the Director's Decision may be submitted through **February 13, 2004**. Appeals may be sent to:

Office of the Hearing Examiner  
618 Second Avenue, Room 1320  
Seattle, Washington 98104  
Telephone: 684-0521