

August 18, 2025

Sent via Email

Kate McLean

NAC Architecture

Phone: 206-441-4522

Email: kmclean@nacarchitecture.com

RE: College Place Elementary and Middle School Replacement (PDR-25-0005) – First Review Comments

Dear Ms. McLean,

The purpose of this letter is to notify you that City staff received comments on the application for College Place Elementary and Middle School Replacement. This letter requires corrections to be submitted to the city, **along with a correction response letter which should address each item below, including what change was made and the location where the change was made.**

Items below are marked as corrections, comments, or conditions.

If you have questions about any of the conditions or comments below, please contact the reviewer directly.

Planning Division:

Reviewers: Catherine Kato & Zack Spencer – ckato@lynnwoodwa.gov – (425)670.5045

PDR Plan Set Part 2 Site Plan Sheets L1.00-L1.07:

- ☐ CORRECTION: Please include material sample pictures for proposed fencing.
- ☐ CORRECTION: Please clarify height to be installed of “4-6 ft height Black Vinyl Chain Link Fencing” throughout plan set.
- ☐ CORRECTION: Provide clarification of 10 ft fence next to 6 ft gate near entrance of ES. Please clarify if this was on purpose, or if fencing and gate were meant to be the same height.
- ☐ CORRECTION: Per LMC 8.40.0400.B.2.a, all refuse and recycling collection areas must be enclosed on 3 sides by a 6 foot high vision obscuring fence and gate. Please clarify how the proposed refuse and recycling area meets or exceeds this enclosure requirement.
- ☐ CORRECTION: Bicycle Parking must meet LMC 8.40.0620.A requirements, and space size should meet LMC 8.40.0620.B for outdoor spaces.
- ☐ CORRECTION: Please show parking stall dimensions. Refer to Table 8.40.72 for standard and compact car stall required minimums.

PDR Plan Set Part 2 Landscape Plan Sheets L2.00-L2.07:

- ☐ CORRECTION: Per LMC 8.40.0310.C.3, landscaping between fencing and streets should contain a mix of low and high plantings. Plan shows trees and lawn, please revise to add low plantings along streets. Plantings should be a mixture of evergreen and deciduous shrubs.
- ☐ CORRECTION: Per LMC 8.40.0310.C.5, trees along streets shall be spaced a maximum of 25 feet on center for those trees along 76th Street SW.
 - Where larger trees exist, the spacing is not required to be 25' on center. High and low plantings are required between the sports field and the ROW.
 - Please add plantings specifically in the area of what looks to be a long jump at the SW corner of the sports field along 76th Ave.
- ☐ CORRECTION: Please provide specific information on number of shrub / groundcover species and locations. Currently, the plan only shows general areas of plantings rather than species and specific locations. Per LMC 8.40.0310.C.6, provide plantings as described in the code section to achieve 50% ground cover within 2 years. Lawn is not sufficient.
- ☐ CORRECTION: Per LMC 8.40.0220.F.1, trees must be selected from the City's Tree Preservation and Protection Guidelines list. The following trees listed in the plant schedule are not part of the list. Please consider substituting tree species with trees from the list.
 - Acer Rubrum 'October Glory' October Glory Maple
 - Pinus Contorta Shore Pine
 - Acer Circinatum (multi-stem) Vine Maple
- ☐ CORRECTION: LMC 8.40.0770 details landscape requirements for parking lot areas. Please show the following:
 - Calculation and outline for parking areas visible from the street have 10% of the total parking lot area landscaped. (LMC 8.40.0770.A.1)
 - Calculation and outline for parking areas not visible from the street have 5% of the total parking lot area landscaped. (LMC 8.40.0770.A.2)
 - Show parking bumpers or similar for parking stalls that front a landscape area. (LMC 8.40.0770.A.5)
- ☐ CORRECTION: Please provide sf for parking lot landscaping to show compliance with Table 8.40.23.

Lighting Narrative:

- ☐ CORRECTION: Project is located in Lynnwood. Please correct opening paragraph.
- ☐ CORRECTION: Please change reference to Title 21 to appropriate section in Title 8 (8.40.0530 in this case)

Lighting Plan Sheets:

- ☐ NOTE: All lighting within 50' of a residential zone must be no greater than 15 feet in height per LMC 8.400510.D.1. With base, a 15' pole has the potential to be taller. Please ensure that pole bases will be installed correctly.
- ☐ CORRECTION: Per LMC 8.400510.D.2, light poles must be shielded to not spill onto adjacent properties. Please note that light shields will be required for the ZO1A poles along the north and South property lines (7 in total) to shield lighting from adjacent properties.

- ☐ CORRECTION: Please add a section to the narrative that addresses LMC 8.400510.B.3, explaining how the system will meet this requirement.

General:

- ☐ CORRECTION: Lynnwood adopted a new set of Land Use Regulations prior to the submittal of this application. Please correct all references to LMC Title 21 with their corrected references in the new Title 8, viewable at www.lynnwoodwa.gov/citycodes.
- ☐ COMMENT: Signage is not reviewed or regulated as part of PDR. All signage must be submitted separately under a sign permit application. If signage dimensions and information are provided, staff can provide a preliminary review.
- ☐ COMMENT: PDR decision cannot be issued until a SEPA determination is issued.
- ☐ CONDITION: A Boundary Line Adjustment or Lot Combination must be completed and recorded for a Building permit to be issued.

Development Engineering Division:

Reviewer: Charlie Palmer – cpalmer@lynnwoodwa.gov – (425)670.5219

General:

- ☐ CONDITION: Project will need to apply for a Development Engineering permit. Please only include drawings and documents related to the civil work. Break out the civil plans for review of only those plans. More information can be found at the following website under "Development Engineering": <https://www.lynnwoodwa.gov/Services/Apply-for-a-Permit/Applications-Checklists> Final Approval of PDR will be condition on completion of the DE Permit.)

Traffic Division:

Reviewer: Maisha Mahmud – mmahmud@lynnwoodwa.gov – (425)670.5223

Regarding Interface at 204th Street SW-

- ☐ COMMENT: The MS pick up/drop off loop is smaller than the ES, whereas the traffic expected is 1000 higher students. This may create more queuing on 204th and encourage cut through along 73rd and 202nd.
- ☐ CORRECTION: Please provide LoS before and traffic study information on 196th/76th with added green time on 204th. Please provide westbound queuing analysis (for cars and buses) to show whether 204th westbound can clear each cycle.
- ☐ COMMENT: Consider creating a double lane queue system or extending the queueing lane for the queue for the MS.
- ☐ COMMENT: Please consider installing a left turn only sign at the exit of the middle school.
- ☐ CORRECTION: Hash queue area at corner going into middle school drop off area/parking lot. Verify sight distance triangle is compatible.
- ☐ COMMENT: Consider including "No parking during school hours" or similar signs along queueing lane on 204th.

Regarding Interface at 208th Street SW-

- ☐ CORRECTION: Please provide crossing management plan for 208th. Please clarify where all crosswalks will be.
- ☐ CORRECTION: Crosswalk shown does not exist anymore. There is a mid-block crossing currently existing not shown. Please update.

General:

- ☐ COMMENT: Please clarify if the 50% to and from the south along 76th Ave W trip distribution consider swapping the school locations for the MS and ES.

The comments on the next page are from external review groups, as well as community members who have provided comment on the proposed project. Please either acknowledge the comment in your response letter or provide a response.

External Review Agency Comments:

Community Transit – Kathryn Boris – Kathryn.Boris@commtrans.org - (425) 359-6530

I am submitting the following request for a bus stop at the College Place Elementary and Middle School. The redevelopment will impact an existing Community Transit bus stop that is along the frontage of 76th Ave W. Community Transit requests the following, and the approximate location shown on the image below.

CT recommends relocating the bus stop approximately 145 ft south of the shown pedestrian crossing, which is approximately 100 feet north of the pedestrian path onto school grounds (highlighted below). This will improve overall access for students, faculty, and staff accessing the school by relocating the stop to a direct access pathway to the school.

A question for the City, would we be able to co-locate a bus stop pad in the extended sidewalk area (shown as the red box below)? This would maintain an approximately 6.5 ft wide pedestrian access route while allowing for bus stop infrastructure, such as a shelter and bench, to be located at the stop without asking for an additional bus stop pad.

If this is not possible, then CT requests a bus stop pad to be located in the same location at back of sidewalk.

Please let me know which option the City would prefer, CT is amenable to either.

If there are any questions from City staff, please feel free to reach out to myself or Huijun Tan, Huijun.Tan@commtrans.org. I also request that Huijun's contact information be forwarded to

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Ana and Jackson Taylor - jacksonbtaylor@gmail.com

Page 5 | City of Lynnwood | 20816 44th Ave W, Suite 230 | Lynnwood, WA 98036 | Phone: 425-670-5410 | www.lynnwoodwa.gov

provide comment on this project (PDR-25-0005). Please provide written acknowledgment that this communication has been received and entered into the public record.

On balance, we are excited about the upcoming development, as the school is in dire need of replacement. This will be a win for students of the Edmonds School District. To ensure that it is also a win for the surrounding community, we make the following requests:

1. Please ensure that the lighting plan follows DarkSky principles to minimize the impact of light pollution on the surrounding community: Lighting should heavily restrict the amount of upward-directed light, avoid glare, minimize bluish light in the nighttime environment, and care should be taken not to over-light the school. This portion of Lynnwood enjoys the occasional starry night, and as neighbors to the project, we'd prefer to keep it that way. Ideally, the campus would obtain third-party certification as a DarkSky approved campus:

<https://darksky.org/what-we-do/darksky-approved/>

2. As promised during the community engagement sessions held on April 23rd and July 23rd, we would like the school district to commit in writing that the campus will be opened to the community outside of hours where school is in session. Fences should be electronically unlocked outside of school hours, reasonable campus pickup and drop-off times, and one-off events. Currently, the campus is protected by a chain link fence with minimal gating, meaning neighbors to the north need to walk to the south end of the campus on 208th to access the school amenities. We understand that the paramount responsibility of the school district is to ensure that students are safe—however, this objective can be accomplished without closing off the campus 24/7.

3. Renderings at the community engagement session on July 23rd show that the “Primary Construction Entrance” is to be located on 204th Street. Among the 3 roadways abutting the College Place campus, 204th Street is far and away the most residential. To the extent practicable, please leverage 76th Ave W and 208th St SW, which are thoroughfares better capable of absorbing industrial traffic with reduced impact to neighborhoods.

4. Please reconsider whether an additional lane on 204th is truly necessary to accommodate pickup and drop-off activity. We are concerned about the following impacts of this lane:

- Idling cars in the lane will create air pollution for the surrounding homes.
- Building the lanes will require destruction of several mature trees along the south end of 204th St, which runs counter to the City of Lynnwood’s stated desire to “encourage the preservation, protection, and planting of trees and woodland vegetation in both public and private lands.”
- During the engagement session on July 23rd, project representatives admitted that the campus expects the new lane to accommodate roughly double the number of cars recommended within well-recognized industry best practices. This was particularly painful to hear when knowing that the doubling of capacity also means

the destruction of trees. A smaller allocation of space that is located on the campus itself may be more suitable.

- A site plan devoting ample space to single-occupancy, privately-owned cars is inequitable and runs counter to the City's sustainability goals.
- This lane will introduce conflicts with surrounding pedestrian activity. Residents of the neighborhood to the north will cross this lane frequently to obtain their mail or to access the nearby walking trail. It is a well-accepted best practice for school traffic design that car circulation should not cross pedestrian and bicycle access routes. As currently designed, this traffic plan flouts those best practices.

With rework of the traffic design plan, and with care for the surrounding residents imbued into the construction and ongoing operation of the facility, the College Place redevelopment project can be a win-win both for students of the Edmonds School District and for the community we're proud to call home.

City ordinance and state law requires the City to make a final decision on your application and to notify you of that decision within 100 calendar days of active application processing. Since staff has determined that additional information is needed, the 100-day clock for processing the application has stopped until all of the above information is submitted.

When you are ready to resubmit, please email me all materials at one time. When the additional information is submitted, staff will review to ensure that it responds fully to the request. When the request has been satisfied, the 100-day clock will begin again. You may reach me at (425)670-5045 or by email at ckato@lynnwoodwa.gov.

Sincerely,

Catherine Kato

CC: Laura Bowers bowersl@edmonds.wednet.edu
David Kleitsch dkleitsch@lynnwoodwa.gov
Ben Wolters bwolters@lynnwoodwa.gov
Karl Almgren kalmgren@lynnwoodwa.gov
Zack Spencer zspencer@lynnwoodwa.gov