

STAFF REPORT
CONDITIONAL USE PERMIT FOR JOYFUL SCHOLARS MONTESSORI
(CUP-21-01)

TO: City of Wenatchee Hearing Examiner
FROM: City of Wenatchee Community Development Department
RE: Public hearing for CUP-21-01
DATE: April 27, 2021

1. REQUESTED ACTION

Requested Action: Conduct a public hearing on an application for a Conditional Use Permit to allow a new school and child day care center, Joyful Scholars Montessori to operate in an existing building located at 1407 Walla Walla Avenue and identified by APN 23-20-34-857-035.

2. SITE INFORMATION

Applicant: Joyful Scholars Montessori
Owner: Braden Dragoo
Location: 1407 Walla Walla Avenue and identified by APN 23-20-34-857-035
Zoning District: Waterfront Mixed Use (WMU)
Comp. Plan Designation: WMU

Project Description: The City of Wenatchee received a Conditional Use Permit (CUP) application for a new private child daycare center and K-12 school, Joyful Scholars Montessori, to operate in an existing building located at 1407 Walla Walla Avenue.

The proposed school and day care center will require a remodel of the interior of the building, and the applicants intend to submit a building permit upon approval of the CUP. The interior remodel will include some structural changes to support the existing structure, drywall repair, electrical work, addition of two bathrooms and three additional handwashing sinks, plumbing and construction for ADA compliance, and installation of fire sprinkler system. An outdoor fenced in play area will be installed.

The child daycare (infant/toddler) will run year-round, with some closures on holidays, and planned hours are 8:00am – 4:00pm, Monday – Friday. The school-aged programs run 8:30am – 3:30pm Monday – Friday on a modified year-round schedule. There are dedicated drop-off spaces for the day care that are located in the back parking area. Parking spaces for the daycare staff and school are also located to the rear of the building. Visitor parking and additional parking for the school is located in the front parking lot. The school does not provide bussing services.

The proposed uses and related activities meet the definition of a “child day care center” and “school” as described in WCC Chapter 10.08, Definitions. Both schools and child day care facilities require a CUP in the Waterfront Mixed Use (WMU) zoning district.



Figure 2. Site plan with fenced play area identified and parking spaces numbered.

Site Permitting History:

A selective demolition permit was issued on 3/1/2021 for interior demolition work in preparation for remodeling.

3. APPLICABLE POLICIES AND DEVELOPMENT REGULATIONS

The proposed action is subject to land use policies and provisions of the City of Wenatchee Urban Area Comprehensive Plan and zoning and development regulations of the Wenatchee City Code.

Wenatchee Urban Area Comprehensive Plan

In addition to the general goals and policies of the Growth Management Act and Wenatchee Urban Area Comprehensive Plan which state growth shall take place where adequate public facilities exist and are able to serve existing and future growth, the following goals and policies are relevant to this application:

Land Use Element Implementation Table:

Waterfront	<p>Primary Uses:</p> <ul style="list-style-type: none"> ▪ Development varies by node ▪ Ground floor retail, food and beverage, entertainment ▪ Residential <p>Secondary Uses:</p> <ul style="list-style-type: none"> ▪ Limit industrial activity to active areas ▪ Upper floor offices ▪ Upper floor residential 	<ul style="list-style-type: none"> ▪ Land use controls applicable to land along Columbia Riverfront ▪ Architectural design controls ▪ Emphasis on connection with waterfront ▪ Height: 90ft
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Economic Development Element

Goal ED 1: Expand and improve education facilities and opportunities to increase skilled labor, research, basic and higher education

Policy 1: Implement key strategies 1 through 13 identified at the beginning of this plan.
 Key Strategies # 1 is to improve K-12 education: A high-quality K-12 education system that is adapted for a future economy while providing all children the opportunity to learn in a manner with the greatest opportunity to succeed.

Goal ED 2: Expand and improve educational facilities and opportunities to increase skilled labor, research, basic and higher education.

Policy 2: Work with local K-12 schools, Wenatchee Valley College, job training programs and other organizations to expand and strengthen career and technical education opportunities.

Cultural and Historic Resources Element

Goal 1: Regional center – promote Wenatchee as the urban hub for cultural and historic resources in the North Central Washington region.

Policy 5: Support educational facilities and arts and cultural organizations that foster an innovative environment in the city.

Goal 4: Facilities and Infrastructure: Support the development of facilities and infrastructure that further enhance Wenatchee’s innovative and creative climate.

Policy 2: Strengthen and enhance Wenatchee’s places for educational experiences, broadening education for all sectors of the community.

Wenatchee Waterfront Sub-Area Plan

The following goals from the Wenatchee Waterfront Sub-Area Plan are relevant to this application:

Land Use and Community Design

Goal: Encourage positive redevelopment that enhances the community’s most precious resource – its waterfront.

Policy: Encourage office uses on the waterfront as a secondary use to complement residential, recreational, and festival retail use, to increase jobs, and to add day-time activity to the waterfront.

Wenatchee City Code

Wenatchee City Code sections which apply to this project are described below.

Definitions and District Use Chart

Wenatchee City Code (WCC) Section 10.08.130, “S,” defines “school” to mean:

An institution of learning, whether public or private, which offers instruction recognized by the Washington State Office of Superintendent of Public Instruction. This definition includes kindergarten, elementary school, junior high school, senior high school, or any special institution of education.

Wenatchee City Code (WCC) Section 10.08.050, “C” defines “child day care center” to mean:

“Child day care center” means an agency that regularly provides child day care and early learning services for a group of children for periods of less than 24 hours.

WCC Section 10.10.020, District Use Chart, requires a Conditional Use Permit for both schools and child day care center in the WMU zoning district.

Development Standards

The proposed development is subject to the development standards of the WMU zoning district, as described in WCC Section 10.46.030, Mixed use development chart. The application is also subject to WCC Chapter 10.60, Off-Street Parking, and Chapter 10.62, Landscaping Standards. Table 2, in Section 5 of this staff report, provides a detailed summary of the proposed project’s consistency with the applicable development standards.

Conditional Use Permit Requirements and Criteria

All conditional use permit applications must meet the general requirements in WCC 10.65.050 and be evaluated by WCC 10.65.060 “General Criteria.” Additionally, there are specific provisions of WCC Section 10.65.280, Schools and WCC Section 10.65.110, Child day care center, which are applicable and further described in Section 5.

Shoreline, Resource Lands, and Critical Areas

The subject site is outside of the 200’ shoreline jurisdiction and is not identified within the current critical area maps used by the City.

4. PUBLIC NOTICE AND ENVIRONMENTAL REVIEW

Table 1. Procedural steps and dates

Application Submitted:	March 11, 2021, and amended on April 16, 2021
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Determination of Completeness:	March 17, 2021
Notice of Application:	Notice was mailed to property owners/taxpayers within 350 feet of the subject property, posted on the subject property, and referred to relevant agencies on March 19, 2021.
Notice of Public Hearing:	Notice was mailed to property owners/taxpayers within 350 feet of the subject property on March 19, 2021 and published in the Wenatchee World newspaper on Thursday, April 15.
Public Hearing:	The public hearing is scheduled for April 27, 2021 at 3:00p.m. by video conference.

The public and relevant agencies have been given an opportunity to comment on the proposal. The comment letters received are included as Attachment B and summarized below:

Agency comments:

- An agency comment was received from City of Wenatchee Building and Fire on March 23, 2021 listing suggested Conditions of Approval.
- A report detailing suggested Conditions of Approval was received from City of Wenatchee Public Works on April 5, 2021.

Suggested Conditions of Approval from both City of Wenatchee Building and Fire and City of Wenatchee Public Works are included in the recommended Conditions of Approval.

Public comments:

- No public comments were received

Environmental Review includes State Environmental Policy Act (SEPA): The application is categorically exempt from the State Environmental Policy Act (SEPA), pursuant to WAC 197-11-800(6)(b)(i), which exempts land use decisions for activities conducted within an existing building.

5. PROJECT ANALYSIS

In review of this proposal it is important to consider the goals and policies of the Comprehensive Plan, applicable codes, public and agency comments, any identified environmental concerns, and state and federal requirements. Identified below is planning staff’s analysis and consistency review for the subject application.

Comprehensive Plan consistency analysis:

This application proposes to renovate an existing building into a new school and child day care center, Joyful Scholars Montessori. The existing building is located in the Waterfront Mixed Use land use designation, which allows for a variety of educational, professional, service, and residential uses. The waterfront mixed use sub-area plan encourages a variety of uses in the WMU district, and specifically encourages secondary uses that add jobs and day-time activity to

the waterfront. The school and day care center, as proposed, is considered to be a change of use of the property and requires additional review for compatibility with the surrounding area, through the Conditional Use Permit process. Where a use may be found to be compatible, conditions may be imposed to protect neighborhood interests from any potential adverse impacts.

The Comprehensive Plan generally supports K-12 educational opportunities, and encourages expansion and support of educational facilities in both the Economic Development Element and the Cultural and Historic Resources Element. Joyful Scholars provides both child day care and K-12 education. The child day care center provides a needed service for working families in a mixed-use zoning district where more housing units are being built. The Waterfront Sub-Area Plan encourages uses that add day-time activity to the waterfront, and increase jobs, both of which the school will do.

The application narrative states that the mission of Joyful Scholars School is to provide education in the Montessori tradition, empowering students to use sound judgment, evaluate and understand the world around them, and be well-informed, contributing citizens. Their areas of emphasis include Spanish-language acquisition, high-level literacy and language development, natural studies and mathematics, global awareness and environmental appreciation, civic engagement, and social responsibility. The Comprehensive Plan Cultural and Historic Resources Element supports educational facilities that foster an innovate environment in the city.

This use, as proposed in the application and as conditioned, is compatible with surrounding properties and does not create any adverse impacts on adjacent properties.

Wenatchee City Code consistency analysis:

Development Standards

Table 2, below, provides a detailed summary of the applicable development standards and consistency of the proposed project.

Table 2. Consistency with applicable development standards

WCC Chapter 10.60, Off-Street Parking			
Applicable Standard	Required	Proposed	Complies?
Parking spaces	Child day care - 1 space per staff plus 3 drop-off spaces per 12 children (WCC 10.60.080)	6 (3 staff spaces + 3 drop off)	Yes
	School - Elementary and middle school: 2 spaces per classroom; High school, vocational and college: 1 space per 3 students and FTE	16 (3 elementary and middle school classrooms at 2 spaces per classroom, plus 10 spaces for the 7 th - 12 th grade classroom)	Yes

The total number of parking spaces required for both uses in 22 (including 3 drop off spaces), and the total number of spaces provided is 26 with 13 spaces in the back and 13 spaces out front. Parking spaces for the daycare and school are located to the rear of the building, and the 10 parking spaces for the high school are located out front. There are three extra spaces out front for visitor parking.

Conditional Use Permit Requirements and Criteria

The general criteria for conditional use permits in WCC Section 10.65.060 requires that the proposal is compatible with adjacent uses and will protect the character of the surrounding area, will not result in the creation of nuisances to the public and/or nearby properties and existing uses, and will not result in undue adverse impacts affecting the public health, safety, and welfare. The proposed use, a school and child day care center, in an existing building with a minor addition and limited site improvements, may be permitted by Conditional Use Permit in the WMU zoning district. This application and subsequent building permit are subject to all provisions of the Wenatchee City Code, including development standards specific to the referenced zoning district.

The project is also subject to specific conditional use permit criteria for child day care centers, provided in WCC Section 10.65.110:

- (1) *Compliance with applicable state and local regulations relating to child day care homes and centers;*

Project compliance: Joyful Scholars Montessori will obtain all required licenses through the Washington State Department of Children, Youth, and Families to operate at the subject property (condition of approval #11).

- (2) *In residential zones, one unlighted wall sign not exceeding 12 square feet in area shall be permitted;*

Project compliance: Site is not located within a residential zone and this standard is not applicable. Any new signs will require a separate sign permit application.

- (3) *Off-street parking shall be provided as required by Chapter 10.60 WCC, as amended, including off-street loading/unloading space;*

Project compliance: The project has adequate parking available to meet the off-street parking requirements. 22 spaces are required for the school and child day care center, and 26 spaces are available on site.

- (4) *All off-street parking required for child day care centers shall be improved with a durable, dustless surface of asphalt, grass-crete or concrete, and shall be so graded and drained as to dispose of all surface water on site in a manner acceptable to the city engineer;*

Project compliance: The parking areas are already improved with asphalt. The City's Engineering Division has provided comment on the stormwater and noted that while the parking area along Walla Walla Street has a stormwater collection system, the easterly parking area does not have a stormwater collection system, and instead stormwater flows across the parking area towards the proposed day care play area. Condition of approval

#5 requests an engineered report with building permit submittal detailing draining of the site and a downstream analysis for the 25-year, 24-hour stormwater event.

- (5) *Any outdoor play area shall be completely enclosed by a fence meeting the height limitations for fences;*

Project compliance: the project proposes a fenced play area enclosed by a five-foot fence. This standard requires fences to be the maximum height for fences in that zoning district, which in the WMU is six feet for fences outside the required street and side setbacks (WCC 10.48.130). Condition of approval #10 addresses the fence height requirement.

- (6) *Architectural Scale. New child day care center buildings in the RS, RL, RM, and RH zoning districts shall meet WCC 10.48.080(4).*

Project compliance: This is an existing building and not within the RS, RL, RM, or RH zoning districts and this requirement is not applicable.

The project is also subject to specific conditional use permit criteria for schools, provided in WCC Section 10.65.280:

- (1) *All playground areas shall be enclosed by a fence or equivalent containment structure built to the maximum height allowed in the underlying zoning district for fences;*

Project compliance: the project proposes a fenced play area enclosed by a five-foot fence. This standard requires fences to be the maximum height for fences in that zoning district, which in the WMU is six feet for fences outside the required street and side setbacks (WCC 10.48.130). Condition of approval #10 addresses the fence height requirement.

- (2) *Minimum Setback Distance.*

(a) *Street: same as required in the underlying zoning district;*

(b) *Rear and side: same as required in the underlying zoning district, plus one-half foot for each foot by which the building height exceeds 20 feet where a rear or side yard adjoins an RF, RS, RL or RM district;*

Project compliance: Setbacks exceed the minimum street setback in the WMU zoning district. The property does not adjoin an RF, RS, RL, or RM district.

- (3) *Maximum building height, RS, RL and RM: 40 feet. Other districts: same as the height limitation of the zoning district for other buildings;*

Project compliance: The maximum height in the WMU district is 90 feet. The existing buildings comply with the height requirements and are less than 60 feet in height.

- (4) *All bus loading and unloading areas shall be located off the public right-of-way;*

Project compliance: Joyful Scholars Montessori does not propose to make use of school buses. A loading and unloading zone is identified in the parking narrative, which provides capacity for on site student drop during arrival and departure.

(5) *Landscaping and Screening. The development shall comply with Chapter 10.62 WCC, Landscaping Standards, as amended;*

Project compliance: The site has existing landscaping. The building permit remodel costs are estimated to come in under 50% of assessed building valuation, and therefore WCC 10.62.020(1) does not require compliance with landscaping standards of the WMU zoning district.

(6) *Any proposed reader boards/electronic message centers shall be reviewed as part of the conditional use permit; and*

Project compliance: No reader board or electronic message is proposed and this requirement is not applicable.

(7) *Architectural Scale. New nonresidential buildings in the RS, RL, RM, and RH zoning districts shall meet WCC 10.48.270.*

Project compliance: The property is located in the WMU zoning district and this requirement is not applicable.

6. RECOMMENDATION

As conditioned below, this application does not appear to be detrimental to the general public health, safety or welfare and meets the basic intent and criteria associated with Title 10 of the Wenatchee City Code. Staff recommends **approval** of CUP-21-01 subject to the following findings of fact, conclusions of law, and suggested conditions:

This recommendation is based on the following findings of fact:

1. An application was submitted on March 11, 2021 amended on April 16 in Attachment A, for a Conditional Use Permit to allow a new public charter school, Joyful Scholars Montessori, to operate in an existing building located at 1407 Walla Walla Avenue and identified by APN 23-20-34-857-035.
2. The applicant is Saddlerock Education Association (Joyful Scholars Montessori).
3. The property owner is Braden Dragoo.
4. The Wenatchee Urban Area Comprehensive Plan land use designation is Waterfront Mixed Use (WMU).
5. The subject property is located within the Waterfront Mixed Use (WMU) zoning district.
6. The subject use meets the definition of “school” as defined in WCC Chapter 10.08 and is permitted as a Conditional Use in the Waterfront Mixed Use zoning district as allowed by WCC Section 10.10.020.
7. The subject use also meets the definition of “child day care center” as defined in WCC Chapter 10.08 and is permitted as a Conditional Use in the Waterfront Mixed Use zoning district as allowed by WCC Section 10.10.020.

8. The proposal is consistent with the goals and policies of the Wenatchee Urban Area Comprehensive Plan. This use is compatible with surrounding properties and promotes an educational opportunity and child care.
9. The proposal is consistent with the provisions of Wenatchee City Code Title 10, Zoning. The proposal meets the general conditional use permit criteria in WCC Section 10.65.060 and specific conditional use criteria for WCC Section 10.65.280, Schools, and WCC Section 10.65.110 Child day care center. The school is in a mixed-use area adjacent to existing commercial, recreational, and residential uses.
10. Wenatchee City Code Section 10.65.110(4) requires that proposed projects demonstrate that the off-street parking area is graded and drained as to dispose of all surface on site. The applicant presented a site narrative that states that the front parking area along Walla Walla Street has a stormwater collection system, but that the easterly parking area does not have a stormwater collection system, instead stormwater flows across the parking area towards the proposed day care play area. The applicant shall provide an engineered report detailing draining of the site and a downstream analysis for the 25-year, 24-hour stormwater event.
11. The application is categorically exempt from the State Environmental Policy Act (SEPA), pursuant to WAC 197-11-800(6)(b)(i), which exempts land use decisions for activities conducted within an existing building.
12. The application has been processed as a Type III quasi-judicial review.
13. Appropriate notice of the application and public hearing was mailed to surrounding property owners, sent to agencies with jurisdiction, and posted on the property on March 19, 2021.
14. The agency and public comment period for this application concluded on April 2, 2021.
15. Comments were received from the City of Wenatchee Building and Fire Code Official, Cliff Burdick, and City of Wenatchee and from the City of Wenatchee Development Review Engineer, Donald Nelson.
16. The Wenatchee Hearing Examiner will conduct a public hearing on April 27, 2021.
17. Any Conclusion of Law that is more correctly a Finding of Fact is hereby incorporated as such by this reference.

This recommendation is based upon the following suggested conclusions:

1. The City of Wenatchee Hearing Examiner has been granted the authority to render this decision pursuant to WCC 1.09.070.
2. As conditioned, this proposal is consistent with applicable federal and state laws and regulations.
3. As conditioned, the proposal is consistent with the intent, purposes, and regulations of the Wenatchee Urban Area Comprehensive Plan and Wenatchee City Code.
4. As conditioned, this proposal meets the general conditional use permit criteria in WCC Section 10.65.060 and specific conditional use criteria for WCC Section 10.65.280, Schools and WCC Section 10.65.110, Child Day Care Center.

5. The conditional use permit will run with the land.
6. Comments from the reviewing agencies have been considered and addressed where appropriate.
7. As conditioned, the proposal will not be significantly detrimental to the public health, safety and welfare; diminish the value of nearby property or improvements; or disturb persons in the use of property unless the conditional use is a public necessity.
8. As conditioned, the proposal has been designed to minimize adverse effects on neighboring properties, to include at minimum the effects of lighting, transportation, noise, odor, dust, and appearance.
9. The conditions of approval are the minimum necessary to ensure the proposal will comply with all applicable laws and regulations.
10. All conditions place upon the proposed use are conditions that are measurable and can be enforced and monitored.
11. Public use and interests will be served by approval of this proposal.
12. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.

This recommendation is based upon the following suggested Conditions of Approval:

1. The project shall proceed in substantial conformance with the plans and application materials provided in Attachment A, except as amended by the conditions herein. Any future phases of development that may increase the site capacity will require an amendment to this Conditional Use Permit.
2. Changes or alterations to the approved plan are not authorized. All changes or alterations to the approved project shall be reviewed and approved by the City of Wenatchee and all agencies with jurisdiction prior to commencement of any related work.
3. Pursuant to WCC 10.65.050(2), the conditional use permit must be acted upon within three years from the date of approval or the permit shall expire. The holder of the permit may request an extension of time before the expiration date and the director may grant one extension of time of up to one year past the original expiration date.
4. The permit shall run with the land and is only applicable to the property described in the application materials and Finding of Fact #1.
5. The applicant shall submit an engineered report with the building permit submittal detailing draining of the site and a downstream analysis for the 25-year, 24-hour stormwater event in accordance with WCC 10.65.110 acceptable to the City Engineer.
6. The project shall be designed by a Washington State Licensed Architect.
7. The project shall comply with all applicable building, plumbing, mechanical, accessibility, fire, and energy codes.
8. The building shall be protected throughout with a NFPA 13 sprinkler system.
9. The required permits for the project include, but are not limited to: building, plumbing, mechanical, and fire permits.

10. The play area shall be enclosed by a six-foot fence.
11. The applicant is responsible for compliance with all applicable local, state and federal rules and regulations, and must obtain all appropriate permits and approvals.
12. The property owner shall maintain compliance with the standards of WCC Title 10, Zoning and conditions of the conditional use permit at all times. Violation of the terms of the permit and/or requirements of the WCC not expressly modified by the permit shall be processed as a violation pursuant to WCC Chapter 13.13, Enforcement and Penalties.

Attachments:

- A. Application materials, submitted March 11, 2021 and amended April 16, 2021
- B. Agency comment letters

Attachment A. Application materials



CONDITIONAL USE PERMIT APPLICATION CHECKLIST

The following information must be submitted at the time of application in order for it to be accepted at the counter. This includes items identified during the pre-application meeting. While a pre-application meeting is not required it can help identify required studies that if deferred will result in a longer processing time.

Applicant Verified	Required Items	Missing	Counter Complete	Deferred	N/A
	Pre-application meeting date and file no.				
	Completed master application (signed and all parcel #'s included)				
	SEPA checklist (signed)				
	Scaled site plan – 4 copies (at least one copy 11" x 17") depicting at least the following items: (a) the boundaries of the parcel(s); (b) the names of all streets bounding the site; (c) dimensions, locations and elevations of all buildings to be built or used; (d) the location, dimensions and design of off-street parking facilities, showing points of ingress and egress; (e) the surrounding property uses; and (f) pedestrian and vehicular circulation patterns.				
	Stormwater report – 2 copies				
	Project narrative including description and code consistency				
	Geotechnical, Flood Hazard, and/or Wildland-Urban Interface Analysis				
	Copy of all application materials in a digital PDF format				
	Traffic Impact Analysis				
	Parking Plan				
	Landscape Plan				
	Exterior Elevations				
	Application Fees Paid				

Date Accepted:

Accepted By:

File No.



Department of Community Development
 Planning Division
 1350 McKittrick Street, Suite A
 Wenatchee, WA 98801
 (509) 888-3200

LAND DEVELOPMENT PERMIT APPLICATION

Date Stamp: _____

Accepted By: Receipt No. File No.

TYPE OF PERMIT YOU ARE APPLYING FOR:

- Major Subdivision Short Plat Binding Site Plan Variance
 Final Plat Final Short Plat Final Binding Site Plan Conditional Use
 Plat/Binding Site Plan Alteration Plat/Binding Site Plan Vacation Planned Development

In addition to this form, submit all applicable items on the corresponding checklist for a complete application.

GENERAL INFORMATION

Applicant: Saddlerock Education Association, a nonprofit organization dba Joyful Scholars Montessori

Mailing Address: 249 N Mission St. Wenatchee WA 98801

Contact No.: 2069192959 E-mail Address: info@joyfulscholars.org

Property Owner(s): Braden Dragoo

*If different than applicant

Mailing Address: 1301 Walla Walla Ave Ste A, Wenatchee, WA 98801

Contact No.: (509) 888-4345 E-mail Address: _____

If there is more than one property owner, submit the supplemental additional owner(s) and authorization form.

Complete section if an agent is acting for the applicant or owner during the permit process:

Authorized Agent: _____

Mailing Address: _____

Contact No.: _____ E-mail Address: _____

Surveyor: _____ Washington Registration #: _____

Contact No.: _____ E-mail Address: _____

Engineer: _____ Washington Registration #: _____

Contact No.: _____ E-mail Address: _____

Please indicate who should receive correspondence and notices:

Applicant

Owner

Authorized Agent

Surveyor

Engineer

PROPERTY INFORMATION

Street Address(es): 1407 Walla Walla Ave Wenatchee WA 98801

Parcel No(s): 232034857035

Abbreviated Legal Description: SMITH PARK BLOCK 6 LOT 1 PTN LOTS 1 & 2 0.5700 ACRES

Total site size in acres: 1.15

Zoning District Designation: Waterfront Mixed Use (WMU)

Overlay District: N/A

Comprehensive Plan Designation: Waterfront Mixed Use (WMU)

Shoreline Environmental Designation: N/A

Wildland-Urban Interface: Secondary

Critical Areas: Geologically hazardous area

ACKNOWLEDGEMENTS AND SIGNATURES

I (We) acknowledge that:

1. The information, plans, maps and other materials submitted on and with this application are, to the best of my/our knowledge, a true and accurate representation of this proposal;
2. This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to Chapter 13.07 Wenatchee City Code;
3. City of Wenatchee does not guarantee success of this permit application, and/or the issuance of an affirmative notice of action. The City's assistance to the applicant(s)/owner(s) does not preclude the need to address impacts raised by the public or by other federal, state or local agencies;
4. In the event of any legal proceeding to challenge this application, any environmental determination or any other aspect of the proposed development, the Applicant(s)/Owner(s) shall be solely responsible to defend such challenge and pay all court costs and attorney's fees necessary for such defense;
5. If the Applicant is not the owner of the real property which is the subject of the permit application, this application and acknowledgment shall also be executed by each owner;
6. All persons executing this acknowledgment in a representative capacity shall be personally liable and hereby personally guarantee payment of all fees, expenses and costs required by this application.
7. If the applicant(s), representative(s) and/or owner(s) fail to respond to a request by the Department to submit necessary application materials identified in a Notice of Incomplete Application within 60 days will result in a null and void application, with no refund of the filing fees.
8. This application does not constitute approval of the proposed development activity and it is acknowledged that additional permit applications and approvals may be necessary to conduct specific activities.
10. During the review of this application, it may be necessary for staff to make one or more site visits. By signing this application form, you are giving permission for these visits. If it is rental property, the owner hereby agrees to notify tenants of possible site visits.

Date: 03/10/2021

Applicant Signature: 

Date: _____

Agent Signature: _____

Date: _____

Owner Signature: _____

**Saddlerock Education Association, a nonprofit corporation; DBA Joyful Scholars
Montessori School**

CUP Application for 1407 Walla Walla Ave. Wenatchee, WA 98801

Parking Analysis (please also see site plan:)

Daycare: 3 spaces/staff + 3 spaces/drop-offs

We have identified 6 total parking spaces at the rear of the building for daycare staff and drop-off on the site plan and on location via stencil and paint. Staff parking is designated as sites 2-4 and drop off is designated as sites 11-13.

School: 2 spaces/classroom Grades Pre-K- 6th Grade

At this location, we will have 3 classrooms, thus needing a minimum of 6 parking spaces dedicated to the "school." These are located at the rear of the building designated as sites 5-10 on the site plan, and on location via stencil and paint.

We are required to have 12 total parking spaces for the daycare and elementary school. These spaces will all be marked on the asphalt at the back of the building (please see site plan and stated above.) Approximate total square footage of the back parking lot is 6820. We will be using a portion of the east portion of the back of the building area for fence-in daycare playspace (per DCYF.) This is outlined in red on the site plan and does not change the parking spaces.

Our High School class will need 10 spaces according to the calculations provided. We have identified those spaces as 14-17 and 20-25 on our site plan. These spaces are located at the front of the building and are striped.

We have dedicated the front parking lot (see site plan) for drop-off, drive-through only during before and after school hours and handicap parking. Visitor parking will be available in the front parking lot during school hours (approximate square footage: 4200.) There are currently 13 striped parking spots in the front parking lot. We will have three staff dedicated to management of the front parking lot during before and after school hours to ensure safety of our students and to prevent any possible traffic concerns on Walla Walla Ave.

Project Narrative:

Saddlerock Education Association, a nonprofit organization, dba Joyful Scholars Montessori, school was founded in 2015 as a not-for-profit Washington State approved private school serving students 12 months to 18 years (infant-graduation) in the Montessori tradition. Currently Joyful Scholars operates in two locations: 249 N Mission St. in Wenatchee and 125 Cottage

Ave in Cashmere. Due to currently operating in the Central Business District in the City of Wenatchee, we have been looking for a location in a zoning district that welcomes schools.

The mission statement of our organization is as follows:

Joyful Scholars Montessori provides a holistic year-round preK-12th grade education in the Montessori tradition, empowering students to use sound judgment, evaluate and understand the world around them, and be well-informed, contributing citizens.

Our areas of emphasis include Spanish-language acquisition, high-level literacy and language development, natural studies and mathematics, global awareness and environmental appreciation, civic engagement, social responsibility, and peace education. We also offer music and art instruction, as well as a focus on physical education and healthy living.

Our daycare (infant/toddler) will run year-round, with some closures due to holidays (see sample calendar below,) and currently planned hours are 8:00am-4:00pm Monday-Friday.

2020/2021 Toddler Program Calendar						
August 2020						
Su	Mo	Tu	We	Th	Fr	Sa
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October 2020						
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November 2020						
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22	23	24	25	26	27	28
29	30					
December 2020						
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January 2021						
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February 2021						
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March 2021						
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April 2021						
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May 2021						
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30	31					
June 2021						
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July 2021						
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Our school-age programs run 8:30am-3:30pm Monday-Friday on a modified year-round schedule (see calendar below.) In addition, we have historically held “summer camps” for both enrolled students and general public and plan to in the future.

2020/2021 JSM School Calendar						
August 2020						
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30	31					
September 2020						
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October 2020						
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November 2020						
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29	30					
December 2020						
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27	28	29	30	31		
January 2021						
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February 2021						
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March 2021						
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April 2021						
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May 2021						
Su	Mo	Tu	We	Th	Fr	Sa
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30	31					
June 2021						
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27	28	29	30			
July 2021						
Su	Mo	Tu	We	Th	Fr	Sa
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18	19	20	21	22	23	24
25	26	27	28	29	30	31
Respite & Holidays						
Aug. 19	First Day of School	Dec. 21-Jan. 1	Respite	March 29-April 9	Respite	
Sept. 7	No School	Jan. 18	No School	May 17-31	Respite	
Sept. 28-Oct. 9	Respite	Feb. 8-19	Respite	June 25	Last Day of School	
Nov. 23-27	Respite					

We are applying for a conditional use permit at 1407 Walla Walla Avenue Wenatchee, where we are proposing to expand our current programs (preschool-high school) to include infants and toddlers, which triggers a daycare use permit and licensing for the childcare center through the State of Washington. Additionally, we will be moving our preschool-elementary school from our current location to the proposed location (1407 Walla Walla Ave.)

Our infant/toddler program will serve a maximum of 8 children, ranging in age from 0mo-36mo. Children may attend parttime or fulltime for this program. This program will have its own entrance (separate from the school,) and adhere to all fire/life/safety regulations set forth by the State of Washington Daycare Licensing Department (DCYF.) Additionally, we will establish a fenced (5 foot height) yard/play area on the property, behind the building (see site plan.) At any one time, this program will have 3 staff on site to meet the needs of the children.

Our preschool-Kindergarten program operates in one classroom (#1) and is staffed by two Montessori-trained guides (teachers.) The maximum number of children in this class (per our model, subject to occupancy expectations) is 20 students. Our 1st-3rd grade program operates in one classroom (#2) and is staffed by two Montessori-trained guides (teachers.) The maximum number of children in this class (per our model, subject to occupancy expectations) is 25 students. Our third classroom (#3) houses grades 4-6 and is staffed by two Montessori-trained guides (teachers.) The maximum number of children in this class (per our model, subject to occupancy expectations) is 20 students. Our final classroom, grades 7-12, is staffed by two Montessori-trained guides (teachers.) The maximum number of children in this class (per our model, subject to occupancy expectations) is 25 students.

Upon approval of our Conditional Use Permit, we will be applying for a building permit for the following (but may not be limited to:)

- structural changes needed to support existing structure only
- drywall repair as needed
- electrical work needed to meet code
- addition of two bathrooms, and three additional handwashing sinks
- plumbing and construction necessary for ADA compliance
- cosmetic (flooring, paint)
- installation of fire sprinkler system/suppression including backflow, valve room, etc.

Regarding outdoor improvements, we will be installing a fence on the property line between the parcel to the south, and a fenced-in area (minimum of 600 feet) to meet Washington State Daycare Requirements. There are existing trees in front of the parking lot and current landscaping (see photo.) Otherwise, all landscaping will remain as is (with the expectation that we will not be triggering the remodel ICC table value landscaping requirement.)



Storm Water Plan:

The property is served with some stormwater control facilities as noted below:

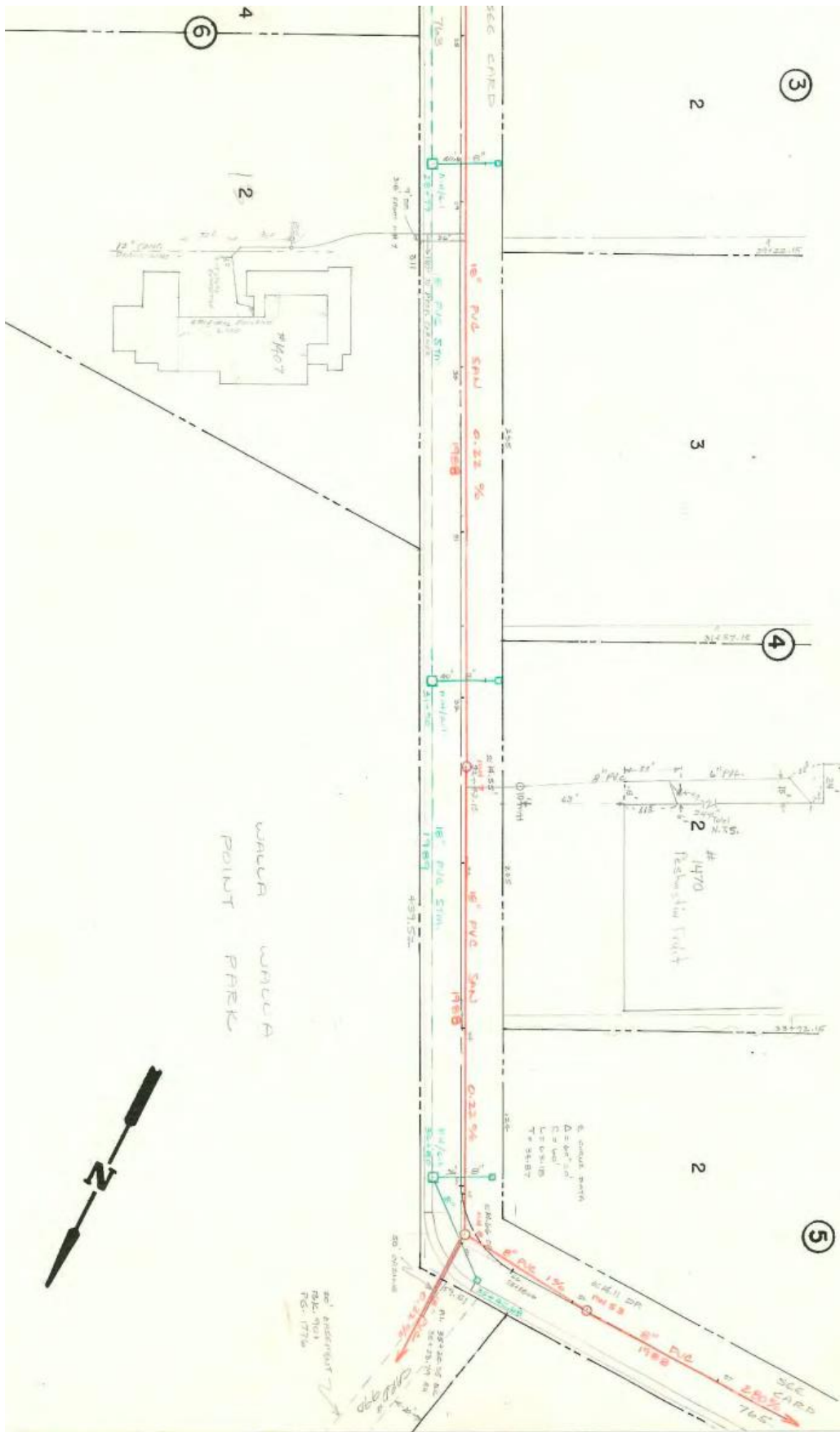
The front parking area is sloped to a storm water drain as seen in picture below. There is not a visible drain in the “rear” parking lot (behind the building.) However, the parking lot in the rear is sloped toward the old orchard, which is currently fill dirt/vegetation, as opposed to draining toward the building or toward Walla Walla Point Park. Please see sewer map (attached) for more information.





WALLA WALLA AVE.
SCALE 1"=60'

764
11 61 8



Code Consistency:

The development standards of this title shall be used by the applicant in preparing the conditional use permit application. The applicant has the burden of demonstrating that the proposed use is consistent with the following review criteria:

- (1) All requirements of a specified use can be satisfied;
- (2) The requirements of the zoning district within which the lot is located can be met; *Waterfront Mixed Use, Agreed*
- (3) All applicable requirements and regulations found within the WCC, as amended, can be satisfied; *Agreed*
- (4) The proposal is compatible with adjacent uses and will protect the character of the surrounding area; *Schools and daycare facilities are allowed in WMU zoning district*
- (5) The proposal will not result in the creation of nuisances to the public and/or nearby properties and existing uses; *The school and daycare activities, including parking and drop-off and pick-up, are limited to on property use, and shall not affect the surrounding businesses.*
- (6) The proposed use will not result in undue adverse impacts affecting the public health, safety, and welfare; *Agreed*
- (7) The proposed use is consistent and compatible with the comprehensive plan and any implementing regulation. *Agreed*

Specific criteria for child day care center CUPs is covered in WCC 10.65.110 Child day care center:

- (1) Compliance with applicable state and local regulations relating to child day care homes and centers; *Upon completion of proposed construction we can and will apply with the Department of Children, Youth and Families for a Washington State Daycare License at this location.*
- (2) In residential zones, one unlighted wall sign not exceeding 12 square feet in area shall be permitted; *City note: This criteria does not apply as the property is located in a mixed-use district.*
- (3) Off-street parking shall be provided as required by Chapter 10.60 WCC, as amended, including off-street loading/unloading space; *Please see site plan for parking details.*
- (4) All off-street parking required for child day care centers shall be improved with a durable, dustless surface of asphalt, grass-crete or concrete, and shall be so graded and drained as to

dispose of all surface water on site in a manner acceptable to the city engineer; *We are utilizing existing parking lot area; asphalt and will submit a storm water drainage report if necessary (please see storm water drainage information as included in this application.)*

(5) Any outdoor play area shall be completely enclosed by a fence meeting the height limitations for fences; *Our outdoor play area will be completely enclosed by a 5 foot fence*

(6) Architectural Scale. New child day care center buildings in the RS, RL, RM, and RH zoning districts shall meet WCC 10.48.270. *City note: This criteria does not apply as the property is located in a mixed-use district.*

Specific criteria for schools CUP's are covered in WCC 10.65.280 Schools.

(1) All playground areas shall be enclosed by a fence or equivalent containment structure built to the maximum height allowed in the underlying zoning district for fences; *Our outdoor play area will be completely enclosed by a 5 foot fence.*

(2) Minimum Setback Distance. (a) Street: same as required in the underlying zoning district; (b) Rear and side: same as required in the underlying zoning district, plus one half foot for each foot by which the building height exceeds 20 feet where a rear or side yard adjoins an RF, RS, RL or RM district; *Existing setback*

(3) Maximum building height, RS, RL and RM: 40 feet. Other districts: same as the height limitation of the zoning district for other buildings; *Existing building*

(4) All bus loading and unloading areas shall be located off the public right-of-way; *We do not provide busing services.*

(5) Landscaping and Screening. The development shall comply with Chapter 10.62 WCC, Landscaping Standards, as amended; *Existing landscaping, as long as we do not exceed the remodel using ICC table value landscaping requirement.*

(6) Any proposed reader boards/electronic message centers shall be reviewed as part of the conditional use permit; *There will not be a reader board/electronic message center*

(7) Architectural Scale. New nonresidential buildings in the RS, RL, RM, and RH zoning districts shall meet WCC 10.48.270. Deviations to these standards may be considered where the applicant can demonstrate that the change or deviation in design is either necessary due to the inherent function of the facility, and/or the change provides for equal or greater compatibility with the character of the surrounding neighborhood. Consideration of such a deviation shall include an informal design review workshop recommendation of the planning commission, where input from the surrounding neighborhood shall be solicited, and incorporated in staff analysis before the hearing examiner. *City note: This criteria does not apply as the property is located in a mixed-use district and is not proposing a new structure.*

Landscaping (WCC 10.62): If the remodel exceeds 50% of the assessed value of the building then the landscaping chapter shall apply to the uses. Current assessed value of the structure per the Chelan County Assessor is \$548,086.

Updated per Cliff: School-ICC table value for new E-VB is \$135.23/sf for new construction, as a policy we use 25% of this value for alterations to existing buildings or \$33.8075/sf

7312sf x \$33.8075/sf= \$247,200.44 for value

Daycare-ICC table value for new I-4-VB is \$129.38/sf for new construction, as a policy we use 25% of this value for alterations to existing buildings or \$32.345/sf

7312sf x \$32.345/sf= \$236,506.64 for value

Attachment B. Agency comment letters

From: [Cliff Burdick](#)
To: [Lexine Long](#)
Subject: RE: City of Wenatchee Agency Comment Request for CUP-21-01 (Joyful Scholars Montessori)
Date: Tuesday, March 23, 2021 8:06:21 AM
Attachments: [image003.png](#)

Lexine,

Below are proposed conditions that should be required of the CUP related to this project from Building and Fire:

Project shall be designed by a Washington State Licensed Architect.

Project shall comply with all applicable building, plumbing, mechanical, accessibility, fire, energy and accessibility codes.

Building shall be protected throughout with an NFPA 13 sprinkler system.

The required permits for this project include, but are not limited to, Building, plumbing, mechanical, fire permits.

Sincerely,

Cliff



Cliff Burdick, C.B.O.
Building and Fire Code Official
1350 McKittrick Street, Suite A
Wenatchee, WA 98801
Telephone: (509) 888-3257
Web: www.wenatcheewa.gov

From: Lexine Long
Sent: Friday, March 19, 2021 2:35 PM
Subject: City of Wenatchee Agency Comment Request for CUP-21-01 (Joyful Scholars Montessori)

Notice of Application and Public Hearing

Project File No.: CUP-21-01 (Joyful Scholars Montessori)
Project Location: 1407 Walla Walla Avenue (APN 23-20-34-857-035)
Applicant: Saddlerock Education Association (Joyful Scholars Montessori)
Owner: Braden Dragoo

REQUEST FOR PUBLIC / AGENCY COMMENT

Date: April 5, 2021

Type of Permit or Action Applied For: Conditional Use Permit – Child day care center

Location: 1301 Walla Walla Ave

Application #: CUP 2021-01

Applicant: Joyful Scholars

PROJECT PLANNER: Lexine Long

PROJECT NAME: Operate a Childhood Education Center

Review per WCC Chapter 10.65 Conditional Uses
WCC 10.65.050 General Requirements
WCC 10.65.110 Child Day Care Center

COMMENTS (From City of Wenatchee Public Works, Engineering Division):

- Criteria in 10.65.110 (4) is to demonstrate that the off-street parking area is graded and drained as to dispose of all surface water on site. The applicant presented a site drainage narrative that says the front parking area along Walla Walla Street has a stormwater collection system, but the easterly parking area does not have a stormwater collection system, instead stormwater flows across the parking area toward the proposed day care play area.

The City Engineer establishes that the 25-year 24-hour City of Wenatchee Storm Event according to the Stormwater Management Manual for Eastern Washington as adopted for the City of Wenatchee is the minimum storm event for this site.

RECOMMENDED CONDITIONS:

To protect public health, safety and welfare:

1. Provide an engineered report detailing draining of the site and a downstream analysis for the 25-year, 24-hour stormwater event in accordance with WCC 10.65.110 acceptable to the City Engineer. Construct improvements identified in within the Engineer's report or according to the Professional Engineer's plans and specifications as approved by the City Engineer.



Donald M Nelson, Development Review Engineer
DNelson@WenatcheeWA.Gov, Office: 1 (509) 888-3255

4-5-2021

Date