

EXHIBIT A

STAFF REPORT COMMUNITY DEVELOPMENT DEPARTMENT



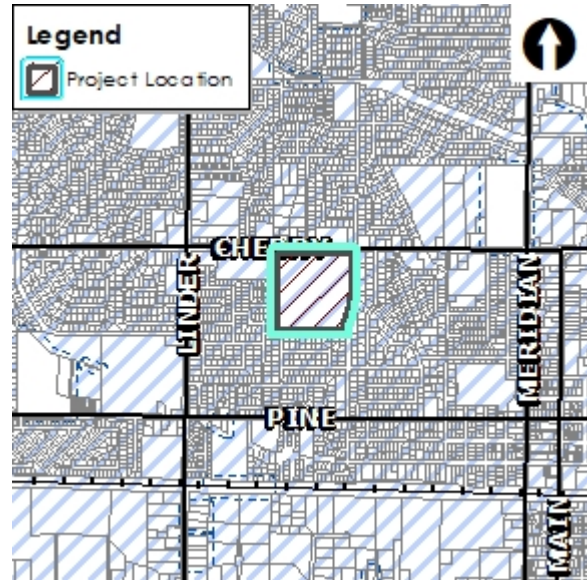
HEARING DATE: 6/3/2021

TO: Planning & Zoning Commission

FROM: Alan Tiefenbach
208-884-5533
Bruce Freckleton, Development Services Manager
208-887-2211

SUBJECT: CUP H-2021-0032
Meridian Middle School Cafeteria

LOCATION: The site is located at 1507 NW 8th St, in Section 12, Township 3N, Range 1W.



I. PROJECT DESCRIPTION

Conditional Use Permit to allow 7,525 sq. ft. addition expansion to the Meridian Middle School. The school is located near the southeast corner of N. Linder Rd and W. Cherry Lane, is on a 36.9-acre lot and is zoned R-4.

The Meridian Middle School campus consists of 7 existing building totaling 185,789 sq. ft with construction of the first building beginning in 1969. In February of this year, a representative of the school met with staff to discuss a 7,525 sq. ft. addition to the cafeteria building. The proposed addition would connect the cafeteria building to the auditorium and main classroom building by a new vestibule. Proposed improvements include additional cafeteria seating space, a new kitchen, an IT room, renovations to the choir room and restroom remodels. During the pre-application meeting, staff informed the applicant that public education institutions are allowed in the R-4 zone district by conditional use. Staff did not find any record of previous conditional uses approved for the property. Because of this, a conditional use is required to address the as-built conditions as well as any additional additions or expansions.

II. SUMMARY OF REPORT

A. Project Summary

Description	Details	Page
Acreage	36.91	
Future Land Use Designation	Civic	
Existing Land Use(s)	Civic (Educational Institution)	
Proposed Land Use(s)	Cafeteria expansion	
Lots (# and type; bldg./common)	1 Lot, 7 buildings	

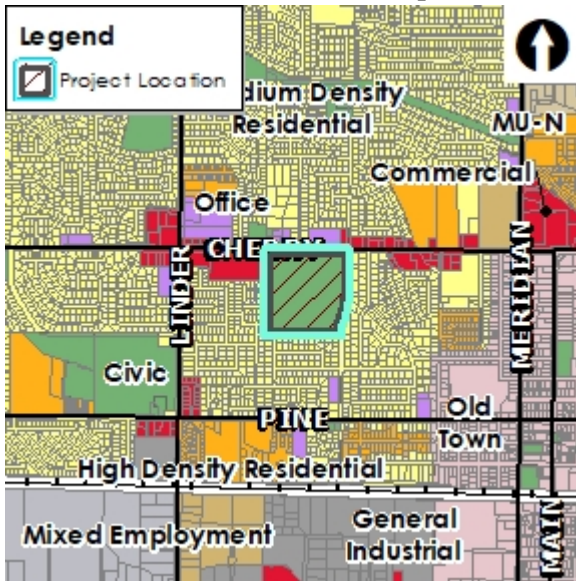
Description	Details	Page
Neighborhood meeting date; # of attendees:	April 13, 2021, 2 attendees	
Physical Features (waterways, hazards, flood plain, hillside)	No known physical features or floodplains	
History (previous approvals)	CZC (A-2017-0104) to allow new student drop off area at the southwest portion of the site.	

B. Community Metrics

Description	Details	Page
Ada County Highway District		
<ul style="list-style-type: none"> • Staff report (yes/no) • Requires ACHD Commission Action (yes/no) 	No	
Access (Arterial/Collectors/State Hwy/Local)(Existing and Proposed)	W. Cherry Lane (arterial) and NW 8 th St (Collector)	
Existing Road Network	W. Cherry Lane (arterial) and NW 8 th St (Collector)	
Existing Arterial Sidewalks / Buffers	There is at least a 50' wide buffer of turf along W. Cherry Lane. There is no landscape buffer along NW 8 th St; it is all parking.	
Proposed Road Improvements	There is existing sidewalk along both property frontages. No improvements are required.	
Distance to nearest City Park (+ size)	The school contains a large outdoor recreation field, and is also within a mile from 8 th St Park, Generations Park, and Centennial Park.	
Fire Service	No comments	
Police Service	No comments	
Wastewater	Public Works commented that it appears there is an existing light pole in a sewer easement. Public Works requests the applicant move the manhole in the parking lot to the east and rededicate an easement which moves the light pole out of the easement. PW added the applicant should ensure 20' easements for water and 30' easements for sewer.	
<ul style="list-style-type: none"> • Distance to Sewer Services 	There is existing sewer service and no changes are required as a result of this request.	
Water	There is existing water service and no changes are required as a result of this request.	

C. Project Area Maps

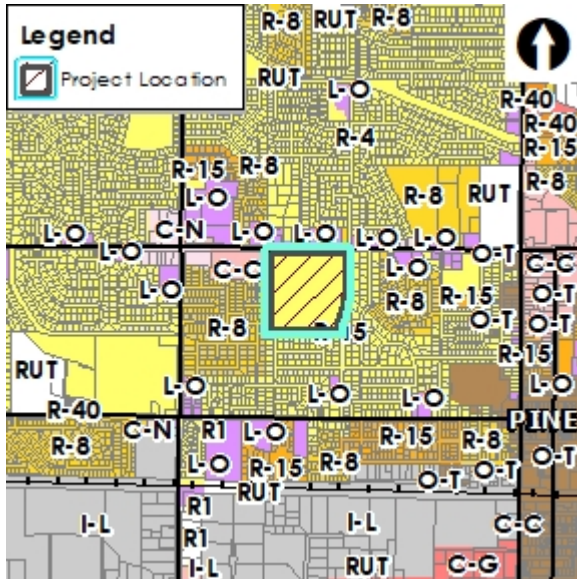
Future Land Use Map



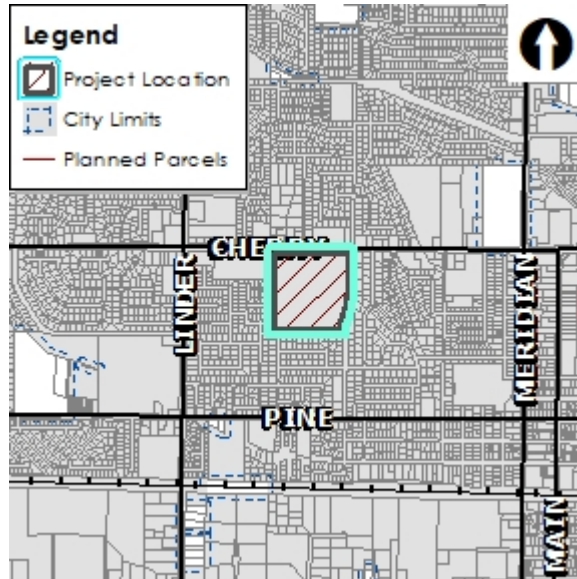
Aerial Map



Zoning Map



Planned Development Map



III. APPLICANT INFORMATION

A. Applicant / Representative:

Priya Raman, Lombard Conrad Architects – 472 W. Washington St, Boise, ID 83702

B. Owner:

Joe Yochum, West Ada School District – 1303 E. Central Dr, Meridian, ID 83642

IV. NOTICING

	Planning & Zoning Posting Date	City Council Posting Date
Newspaper Notification	5/14/2021	
Radius notification mailed to properties within 500 feet	5/11/2021	
Sign Posting	5/11/2021	
Nextdoor posting	5/12/2021	

V. STAFF ANALYSIS

A. Future Land Use Map Designation (<https://www.meridiancity.org/compplan>)

The Future Land Use Map recommends this area for civic uses. The purpose of this designation is to preserve and protect existing and planned municipal, state, and federal lands for area residents and visitors. This category includes public lands, law enforcement facilities, post offices, fire stations, cemeteries, public utility sites, public parks, **public schools**, and other government owned sites within the Area of City Impact. The proposal to expand the existing school is consistent with the goals of the Plan.

B. Comprehensive Plan Policies (<https://www.meridiancity.org/compplan>):

- 2.03.01B Support construction of multi-use facilities that can be used by both schools and the community.

The existing campus contains two gymnasiums, an auditorium, numerous classrooms, a cafeteria, and a large sports field which includes a football field, baseball diamond, tennis courts and a running track. The school has been integrated into and used by the community for decades.

- Ensure the location and design of schools are compatible with existing and planned neighborhoods and land uses. (2.03.01D)

In general, a school is a community use that can be very compatible with a residential neighborhood. The more the school is integrated into the neighborhood, the more of a benefit to the community and the safer for the students. The existing school campus has been in this neighborhood for 50 years, is established in the community, provides a community benefit and this proposal would result in a very small addition to the campus.

- Continue to explore partnerships with alternative providers, such as schools, to increase level of service. (4.01.01C).

The City has been working with West Ada School District regarding improvements to the school to increase level of service for the school and the community.

C. Existing Structures/Site Improvements:

There are seven existing buildings comprising a total of 185,789 sq. ft. This includes two gymnasiums, a cafeteria building, an auditorium and main class room building, 2 more classroom buildings to the south and a shop building. This proposal would allow a 7,525 sq. ft. expansion to connect the cafeteria building to the main class room building (reducing the number of separate buildings to six).

D. Proposed Use Analysis:

This proposal includes an existing 185,789 middle school campus. This is considered an educational use and is allowed by conditional use in the R-4 zone district, subject to the specific use standards below.

E. Specific Use Standards (*UDC 11-4-3*):

UDC 11-4-3-14. (Education Institutions) requires schools to be located within the center of neighborhoods with access encouraged from local streets. Middle and high schools may take access off a designated arterial or collector street. At least thirty percent (30%) of the perimeter of an elementary school site should be open to streets or open space areas.

Meridian Middle School is located in the center of an established neighborhood and has been in this location since 1969. There is one existing point of access from W. Cherry Lane (an arterial) and four existing points of access from NW 8th St. No changes to access are proposed with this very small expansion. More than 50% of the northern frontage of the property along W. Cherry Lane is a playfield being open to the street, with the remainder of the frontages along W. Cherry Lane and W. 8th Street is parking and access.

F. Dimensional Standards (*UDC 11-2*):

Dimensional standards in the R-4 Zone District include a minimum property size of 8,000 sq. ft. setbacks of 25' from the street, 15' from the rear, and 5' from the side. Building height is limited to 35'.

The property is approximately 37 acres. The existing and proposed buildings meet all required setbacks. The 50' high existing gymnasium exceeds the maximum height, but the proposed addition is shown at a maximum height of 26', well within the height maximum.

G. Access (*UDC 11-3A-3, 11-3H-4*):

As mentioned above, there is one existing point of access from W. Cherry Lane (an arterial) and four existing points of access from NW 8th St. No changes to access are proposed with this small expansion. ACHD responded that a traffic impact study was not required as there were no additional students proposed with this application.

H. Parking (*UDC 11-3C*):

UDC 11-4-3-14 requires one (1) space for every four hundred (400) square feet of gross floor area in all residential or commercial districts. There are seven existing buildings to a total of 185,789 sq. ft. This proposal would connect the cafeteria building to the existing main classroom building with an approximately 7,525 sq. ft. addition, bringing the total gross floor area to 193,314 sq. ft. Based on the parking requirements, 483 parking spaces are required whereas 318 parking spaces are indicated. Staff understands the largest majority of users of this facility are students who would not be driving to the school; they would either walk or bike, be dropped off, or arrive via bus. Staff also understands the purpose of this conditional use is to allow an addition

to connect two buildings with additional cafeteria seating space, new restrooms, new kitchen, and IT room; it is not intended to facilitate the enrollment of additional students.

However, being community-serving uses, educational facilities are used for a range of purposes including events in the auditorium or sports activities. There is a large parking area at the north side of the property (approximately 122,000 sq. ft. +/-). Based on the site plans submitted by the applicant, only 1/3 of this parking area (on the south side) is striped. With the upgrade and additions being undertaken, staff believes this is an opportunity to stripe the parking lot accordingly. Staff recommends as a condition of approval that the parking lot be restriped to provide the required parking for this facility.

UDC 11-3C-6-G requires 1 bicycle parking space for every 25 vehicle spaces. 15 bicycle spaces are required, 50 are provided.

I. Pathways (*UDC 11-3A-8*):

There are numerous pathways existing throughout the campus, this proposal does not include nor require any additional pathways.

J. Sidewalks (*UDC 11-3A-17*):

There are existing sidewalks of at least 6' wide along both frontages of the property. There are existing pedestrian connections throughout the campus.

K. Landscaping (*UDC 11-3B*):

A landscape plan was submitted that indicates 2 trees with a total of 18" caliper inches will be removed. The landscape plan shows 7 trees will be planted to a total of 19 caliper inches, satisfying the tree mitigation requirements of UDC 11-3B-10. Per UDC 11-3B-2, because this proposal is for an addition of less than 25%, no additional landscaping is required.

A 25' landscape buffer would be required along W. Cherry Lane and a 20' buffer would be required along NW 8th St. There is at least a 50' wide buffer of turf along W. Cherry Lane although it does not meet the tree requirements. There is no landscape buffer along NW 8th St; it is all parking. As mentioned above, due to the small scale of this addition, no additional landscaping is required. However, expansions could be cumulative over time, thus future expansions may trigger compliance with current landscape standards even if each expansion is less than 25%.

L. Waterways (*UDC 11-3A-6*):

There are no waterways indicated on site.

M. Fencing (*UDC 11-3A-6, 11-3A-7*):

There is existing chain link fencing along the majority of the property boundary. No additional fencing has been proposed with this small addition.

N. Utilities (*UDC 11-3A-21*):

All utilities are presently installed. Public Works commented that it appears there is an existing light pole in a sewer easement. Public Works requested the applicant move a manhole in the parking lot to the east and rededicate the easement to move the light pole out of the easement.

O. Building Elevations (*UDC 11-3A-19 | Architectural Standards Manual*):

The existing school is comprised of two different shades of grey CMU, fiber cement, blue metal paneling and blue standing seam roofs. The building form of the addition matches and ties in with

the existing buildings by mimicking the roof canopies, parapet styles, columns and storefront glazed windows of the existing buildings.

The eastern elevation of the new addition includes the blue standing seam roof incorporated by the majority of the campus buildings, blue painted steel columns, and more than half of the building face of the addition is storefront windows. The northern elevation of the addition is 40 feet long, which is only 10% of entire northern frontage, and is more than 300 feet from W. Cherry Ln. According to the applicant, windows were not included at this portion of the addition because this is where the IT room will be and security is paramount. The first elevation submitted of the northern addition was a blank wall. After discussions with staff, the applicant agreed to add pilasters on this side to mimic the pilasters along the remaining northern building frontages. Given the very small scale of the addition, that it is consistent with the rest of the northern elevation, and the distance from the right-of-way, staff agrees with the applicant that requiring additional architectural features does not justify the expense and may not be consistent with what is existing.

The applicant has submitted for a certificate of zoning compliance and design review concurrently with this conditional use permit.

VI. DECISION

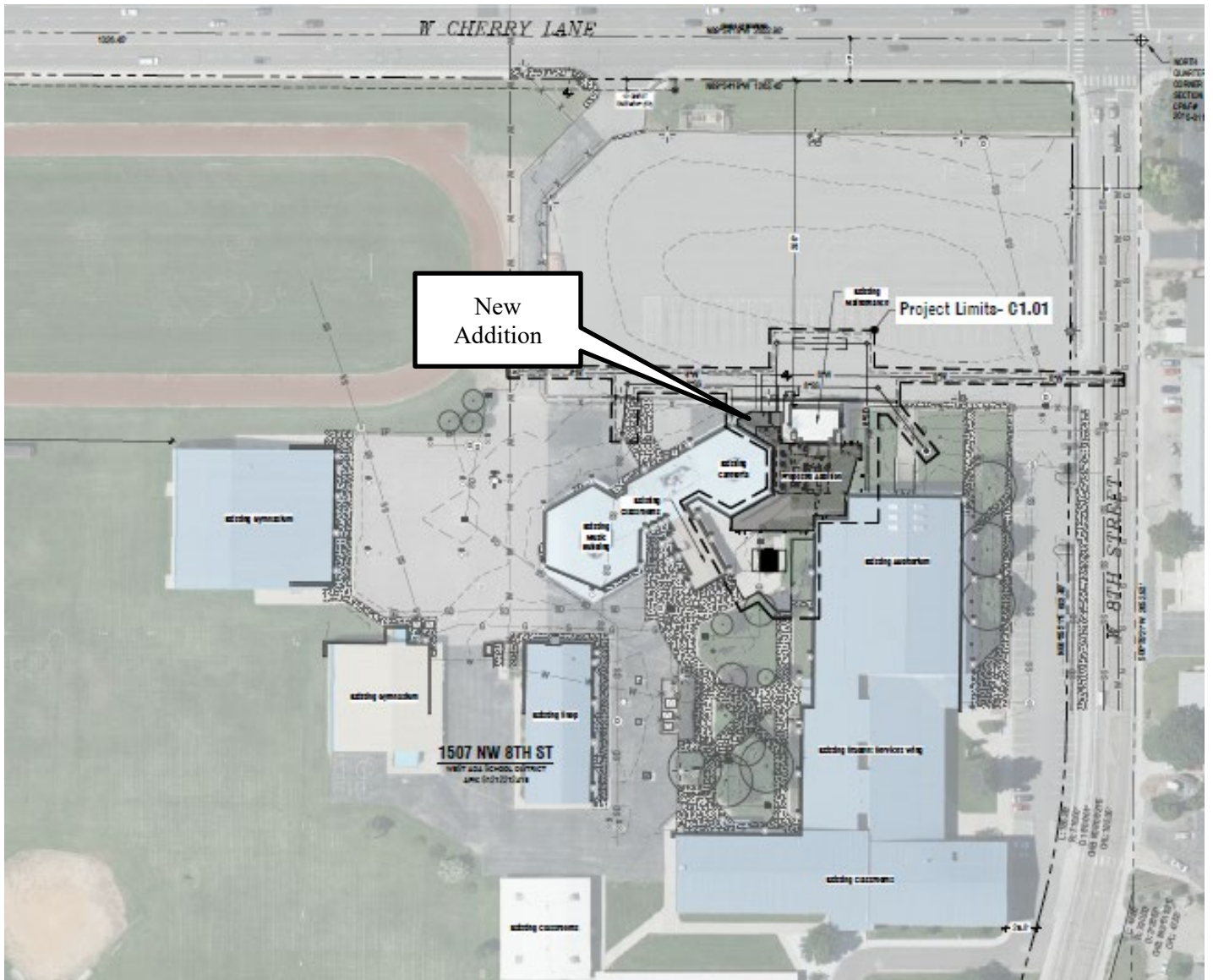
- A. Staff: Staff recommends approval of the proposed conditional use permit with the conditions in Section VIII per the Findings in Section IX.
- B. The Meridian Planning & Zoning Commission heard this item on June 3, 2021. At the public hearing, the Commission moved to approve the subject conditional use request.
 1. Summary of the Commission public hearing:
 - a. In favor: Priya Raman
 - b. In opposition: None
 - c. Commenting: Priya Raman
 - d. Written testimony: None
 - e. Staff presenting application: Alan Tiefenbach
 - f. Other Staff commenting on application: Bill Parsons
 2. Key issue(s) of public testimony:
 - a. None
 3. Key issue(s) of discussion by Commission:
 - a. Discussion regarding whether the parking was adequate, and how much re-striping could be done and still preserve areas for bus drop off, and motorcycle driver's education.
 4. Commission change(s) to Staff recommendation:
 - a. That the applicant work with staff to stripe the parking lot with as many parking spaces as possible without inhibiting its use for bus, pickup, drop-off and Star class training, et cetera, or they can apply for alternative compliance to meet the requirement.

VII. EXHIBITS

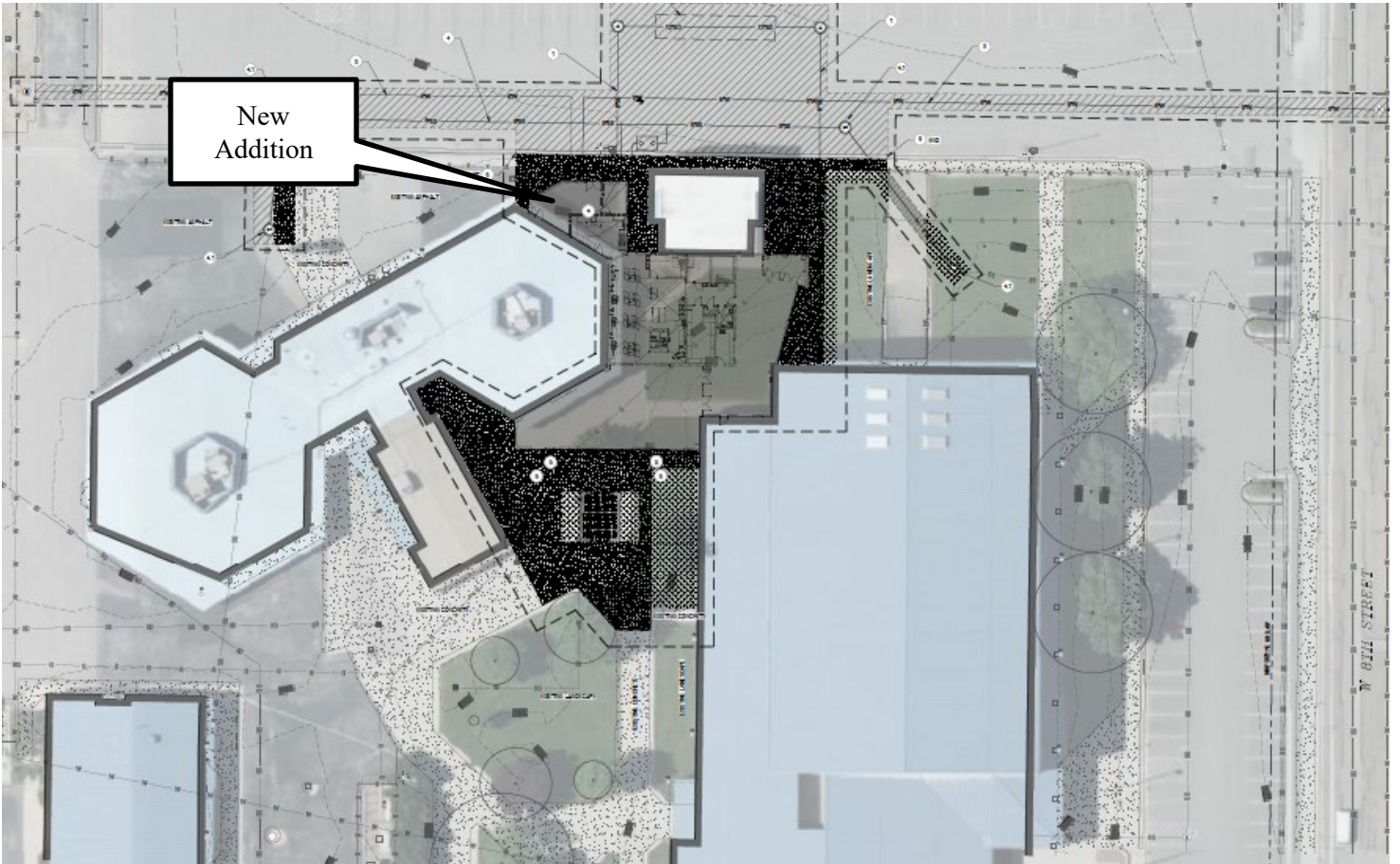
A. Building Site Plan (date: 3/22/21)



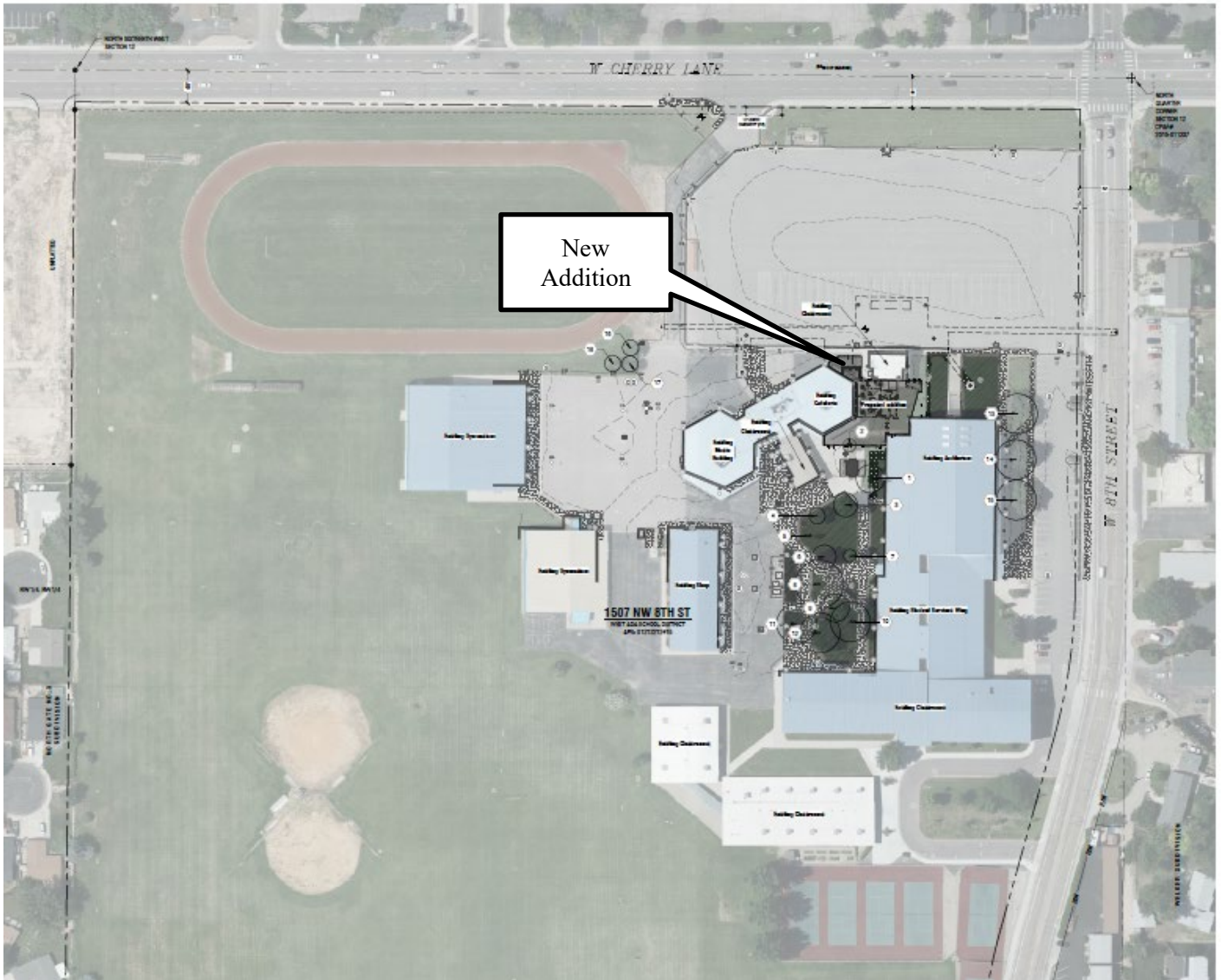
B. Overall Site Plan (date: 4/22/2021)



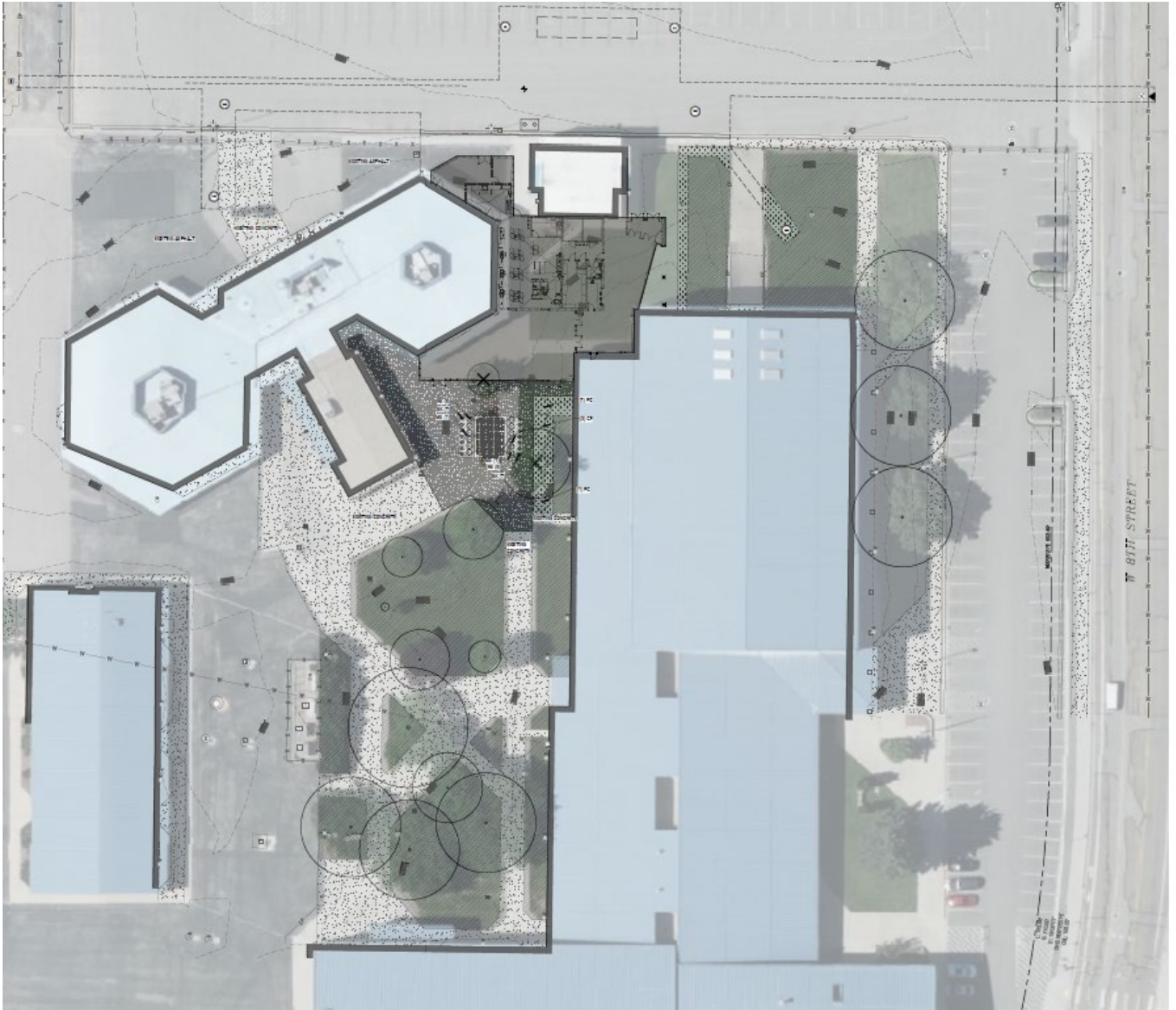
C. Site Plan Closeup (date: 4/22/2021)



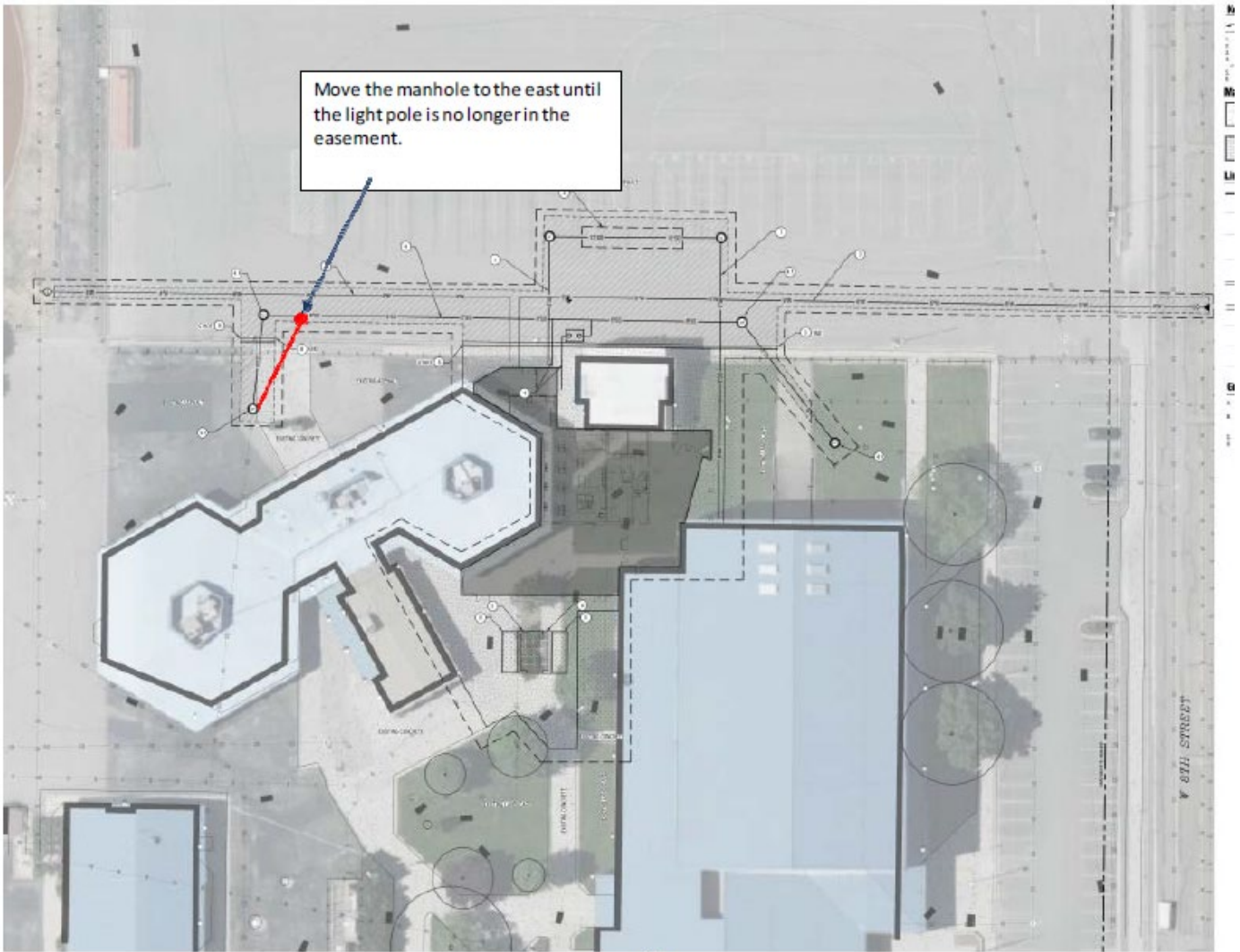
D. Proposed Landscape Plan (date 4/22/2021:)



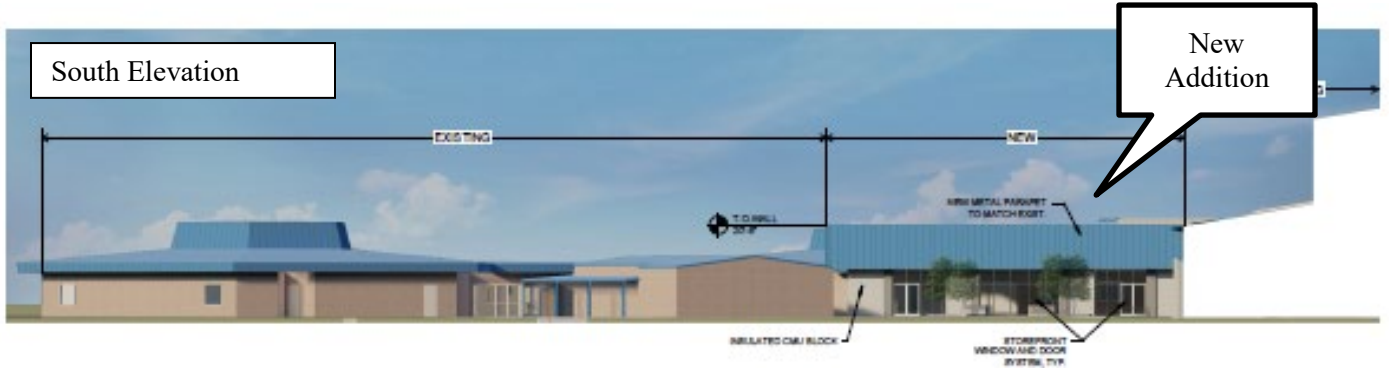
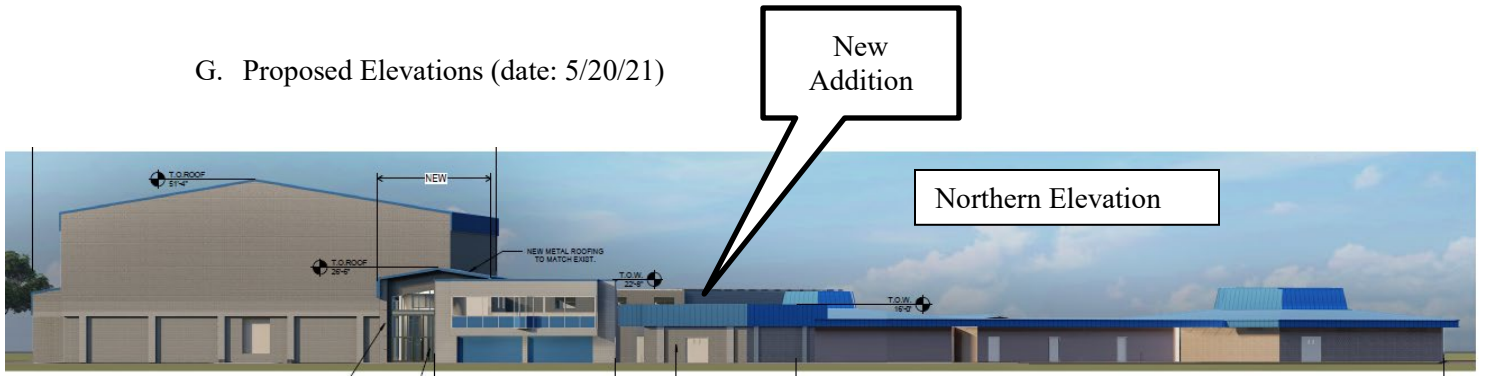
E. Enlarged Landscape Plan (date 4/22/2021:)



F. Site Plan Showing Public Works Comments (date: 5/11/2021)



G. Proposed Elevations (date: 5/20/21)



VIII. CITY/AGENCY COMMENTS & CONDITIONS

A. PLANNING

1. The Applicant shall have a maximum of two (2) years to commence the use as permitted in accord with the conditions of approval. If the use has not begun within two (2) years of approval, a new conditional use permit must be obtained prior to operation or a time extension must be requested in accord with UDC 11-5B-6F.
2. A Certificate of Zoning Compliance and Design Review application shall be submitted and approved for the proposed use prior to submittal of a building permit application. The design of the site and structure shall comply with the standards listed in UDC 11-3A-19 and the design standards listed in the Architectural Standards Manual.
3. The applicant shall relocate the manhole in the parking lot to the east in order to rededicate and easement which moves the existing light pole out of the easement.
4. ~~The applicant shall re-stripe the northern parking lot to meet parking requirements. That the applicant work with staff to stripe the parking lot with as many parking spaces as possible without inhibiting its use for bus, pickup, drop-off and Star class training, et cetera, or they can apply for alternative compliance to meet the requirement.~~
5. Applicant shall comply with all specific use standards required Educational Institution, UDC 11-4-3-14.
6. All existing landscaping on-site shall be protected during construction; if any is damaged or removed, it must be replaced prior to obtaining certificate of occupancy.
7. Upon completion of the landscape installation, a written Certificate of Completion shall be submitted to the Planning Division verifying all landscape improvements are in substantial compliance with the approved landscape plan as set forth in UDC 11-3B-14.

B. PUBLIC WORKS

1. Move the proposed manhole at the northwest side of the site east until the easement does not interfere with the existing streetlight. No permanent structures can be within a City utility easement.

IX. FINDINGS

A. Conditional Use Permit

The Commission shall base its determination on the conditional use permit request upon the following:

1. That the site is large enough to accommodate the proposed use and meet all the dimensional and development regulations in the district in which the use is located.

The site meets all dimensional and development regulations of the R-4 zoning district. The campus is already existing, and the site already contains landscaping. As this proposal is only to allow a 7,525 sq. ft. addition, staff finds the site is large enough to accommodate the proposed use. However, the Commission believes the existing parking area is large enough that it is possible to stripe the required parking.

2. That the proposed use will be harmonious with the Meridian Comprehensive Plan and in accord with the requirements of this title.

The Commission finds that the proposed education institution in the R-4 zoning district is a desired use and has been established in this location for nearly 50 years. The Comprehensive Plan recommends this property for civic uses.

3. That the design, construction, operation and maintenance will be compatible with other uses in the general neighborhood and with the existing or intended character of the general vicinity and that such use will not adversely change the essential character of the same area.

The Meridian Middle School has been in this location since the early 1970's, is surrounded by an established single-family neighborhood and this proposal is for a very small addition. The subject property is compatible with other uses in the general neighborhood and with the existing or intended character of the general vicinity.

4. That the proposed use, if it complies with all conditions of the approval imposed, will not adversely affect other property in the vicinity.

Any potential impacts associated with Meridian Middle School have long been established, the current proposal would have negligible additional impacts.

5. That the proposed use will be served adequately by essential public facilities and services such as highways, streets, schools, parks, police and fire protection, drainage structures, refuse disposal, water, and sewer.

The proposed use will be served adequately by all public facilities and services.

6. That the proposed use will not create excessive additional costs for public facilities and services and will not be detrimental to the economic welfare of the community.

The Commission finds the proposed use should not create any additional costs for public facilities and services and will not be detrimental to the economic welfare of the community.

7. That the proposed use will not involve activities or processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

The Commission finds that the proposed development does not involve activities that will create nuisances that would be detrimental to the general welfare of the surrounding area as any potential impacts have already been established and this is a very small addition to an existing campus.

8. That the proposed use will not result in the destruction, loss or damage of a natural, scenic or historic feature considered to be of major importance. (Ord. 05-1170, 8-30-2005, eff. 9-15-2005)

The Commission is unaware of any natural, scenic, or historic features on this site; thus, Staff finds the proposed use should not result in damage of any such features.