



MEMORANDUM

DATE November 21, 2018
TO City of Beaverton Planning Staff
FROM Frank Angelo & Courtney Simms, Angelo Planning Group
RE **Timberland Middle School Major Adjustment – Additional Findings**
CC Steve Sparks, BSD
Scott Johnson, BSD

Angelo Planning Group (APG) would like to supplement the findings for Timberland Middle School's Parking Lot Expansion application and provide additional information for the Major Adjustment Application, specifically regarding Section 40.10.2.C.3 of the Approval Criteria. This memo provides more background on why additional parking is needed at Timberland.

3. What special conditions or circumstances exist on the site that are requiring the need for additional on-site parking, resulting in an excess to the maximum number of parking spaces?

Our original application included the following response to this criterion was:

Response: *As shown in the Parking Adjustment Memo (Exhibit 5), the current off-street parking for Timberland Middle School is well below the amount parking typically provided at similar Beaverton School District Middle Schools. In total, current parking (96 spaces) at Timberland is roughly two-thirds (67%) of the average available parking at other middle schools (144 spaces). In 2021, the Middle School will have 1,100 students, again similar enrollment at other BSD middle schools. The parking addition will bring parking closer to the similar standard the District has found necessary at other middle schools.*

While parking provided with the original approval in 2015 for Timberland Middle School met City of Beaverton parking standards, the number of parking spaces provided was known to be on the lower end of the allowed parking range. Additionally, the need for cost savings during the original construction caused the District to provide parking at the lower end of the allowed parking range. The District understood this and, now that the school has operated as a "Swing School" for three elementary schools, it is apparent that parking is constrained even as the building operates as an elementary school. Therefore, while the District encourages walking, biking, transit and carpooling at the school, it recognizes that when the school becomes a fully operational middle school, the parking provided will need to more closely reflect parking provided at other BSD middle schools.

In addition to the above statement, APG and Beaverton School District would like to add the following findings to the record:

Surrounding Street Parking

The surrounding neighborhood has very limited on-street parking. Polygon NW, the neighborhood developer, built the neighborhood at the minimum parking ratio for residential development. The on-street parking close to Timberland MS is consistently taken up by the residents of the condominiums and apartments, as their parking options for off-street parking are limited. At the Timberland Neighborhood Meeting, residents indicated that the neighborhood has complained to the City about the lack of street parking. We also heard at the Neighborhood Meeting that the existing Timberland parking lot is used by neighbors for overnight parking or for visitor parking as their only option. Since the District opened the school to use in SY 2015-16, a frequent complaint to the District has been the use of street parking by parents and visitors.

Site Specific Characteristic

While the school functions mainly as a school, there is a year-round use of the space which can exceed the normal parameters of a school. Given the improvements both within the facility (meeting space) and on-site (athletic fields and recreation), there is significant use of the site by the community when school is not in session. While the planned field will be reduced in size, BSD and THPRD sports programs will continue to use the existing and planned fields. The gyms inside the building are in use year-round by the community. The “theater” room has been constructed as a proper theater with a sprung floor, audio and lighting to support “black box” type of performances. Both the gym and theater are used by the community after school hours.

During these school and community events, the parking demand has exceeded supply. This has led to visitors parking in the surrounding neighborhood, much to the dismay of the residents. On certain days of the year when parents are required to attend school conferences or events, the parking has been insufficient. In addition to parent visitors, school vendors, maintenance vehicles, and delivery trucks can take a number of parking spaces throughout the day.

Staff and Faculty

The number of staff is dependent on the number of students and the programs in the building. Within Beaverton School District, the staff to general education student ratio is 1:12 for middle schools. Assuming 1,100 students once the school reaches full capacity, the staff load at Timberland will be around 90. Our original application assumed a staff load of 80. Based on a staff load of 90, the vehicle parking requirement at Timberland would increase to a minimum of 90 spaces and a maximum of 135 space and require a Major Adjustment to provide an additional 22 parking spaces to reach the proposed 157 vehicle parking spaces (see updated Response below).

The staff number could be higher or lower depending on programs, especially special education (SPED). Some SPED programs have 1:1 or even 2:1 staff/volunteers in classrooms. Typical SPED classrooms have 10 students. No SPED programming has been identified for Timberland, but it may be a possibility in the future. The school wishes not to disrupt the middle school once it reaches full capacity, thus preparing for the maximum need is preferable while the school is still in fluctuation.

Updated Vehicle Parking Requirement based on 90 staff:

2. Parking Categories.

A. Vehicle Categories.

Applicable Vehicle Parking Standards

<i>Land Use Category</i>	<i>Required Parking Spaces</i>		<i>Maximum Permitted Spaces</i>	
	<i>Multiple Use Zones</i>	<i>All Other Zones</i>	<i>Zone A</i>	<i>Zone B</i>
<i>Educational Institutions: Middle School, Elementary School (spaces / number of FTE staff)</i>	1.0	1.0	1.5	1.5

Response: As shown above, the site is required to have a minimum of 1 parking spaces and a maximum of 1.5 spaces per FTE staff. With a staff capacity of 90, that equates to a minimum of 90 and a maximum of 135 spaces. The site currently has 96 spaces, meeting the minimum standard. However, the District analysis estimates that around 157 parking spaces will be needed once the school is running at full capacity (see Exhibit 5), and the new parking area will bring the parking space total to 157. Therefore, the adjustment to the conditional use is requested to provide 22 vehicle parking spaces above the Maximum Permitted Spaces through this application.

Volunteers, Parents, and Visitors

While the needed parking is calculated by City standards for full-time staff and employees only, the school has a constant rotation of volunteers, parents, and visitors, who are not included in this calculation. All BSD Middle Schools have a large contingent of volunteers assisting in the schools. At any one time, there is an average of 8-10 volunteers on site. This number is from reviewing the sign in logs of several Middle Schools, which should be consistent with Timberland once it is operating as a full-time Middle School. Volunteer numbers can be much higher depending on activities at the school, but the general average is 8-10. This does not factor volunteer teachers and teachers on assignments doing specialized work in the school, technical district employees who go to the school to work with teachers/students, or maintenance staff for the district. In addition, the school will host specialized school meetings with district staff in its meeting spaces, including trainings specific to the school or region.

In addition to volunteers, each school needs at least 5 parent/visitor parking spaces. Parents are coming and going from the school sites all day. The front office logs show frequent churn on parent visiting to drop off/pick up students for a wide range of reasons. These are typically very short visits, 10 minutes or less. Other visitors include, but are not limited to, Central Office or other District staff that need to be on-site from time to time. For example, the administrator for middle schools visits each school every week. The Superintendent and other administrators visit schools frequently.