

July 16, 2018

MEMORANDUM

To: Planning, Land Use and Zoning Committee (PLUZ)
From: Lish Whitson, Council Central Staff
Subject: Clerk File 314346: Application of the University of Washington to prepare a new Major Institution Master Plan for the University of Washington Seattle Campus at 4000 15th Avenue NE (SDCI Project No. 3023261, Type IV).

On July 18, the Planning, Land Use and Zoning Committee (PLUZ) will begin its review and deliberation on the 2018 University of Washington Seattle [Campus Master Plan](#) (CMP) ([Clerk File 314346](#)). The CMP is required under [Chapter 23.69](#) of the Seattle Municipal Code and the City-University Agreement (CU-A), [Ordinance 121688](#). The Council's review of the CMP is a Quasi-Judicial, Type IV, land use decision and is subject to the [Council's Rules for Quasi-Judicial Proceedings](#) (Q-J Rules) and special rules under the CU-A.

This memorandum (1) provides background on the CMP and review of the CMP to date, (2) describes the process the Committee will take to review the CMP, and (3) identifies decisions that PLUZ should make at its July 18 meeting.

Background

The first University of Washington Campus Master Plan was conditionally approved by the Council in 1985. The Council approved the [most recent version](#) of the CMP in 2003. A new plan is needed at this time because the University has completed most of the development allowed under that plan. In addition, the CU-A anticipates that CMP plan will cover a ten-year period (CU-A, § II.A.1., p. 3), which has been exceeded.

On April 4, 2016, the University filed its notice of intent to update the 2003 Master Plan. The University published a Draft Environmental Impact Statement (EIS) and Draft CMP in October 2016 and received public input on the draft plan. In July 2017, the University published its Final CMP and EIS. The City-University Community Advisory Committee (CUCAC) submitted a [Report and Recommendations](#) on the CMP and EIS on August 30, 2017. On November 16, 2017, the Seattle Department of Construction and Inspections (SDCI) issued the [Director's Analysis and Recommendation](#), including recommendations for conditions that the Council should apply to its approval of the CMP. The Seattle Hearing Examiner (SHE) held an open record public hearing in December 2017, and issued her [Findings and Recommendation](#) for conditional approval of the CMP on January 17, 2018.

Following the publication of the SHE's recommendation, there was an opportunity to file a "petition for further consideration" of the Hearing Examiner's recommendation¹ (CU-A, § II.B.10, p. 6). The Council received 29 timely petitions for further consideration. The Council received responses to those petitions from five parties and replies to those responses from three parties. In addition, the Council received requests to intervene from three parties that had not submitted a timely request for further consideration.

The University's development of the CMP and the Council's review of the CMP are bound by the CU-A. The CU-A specifies required elements for the CMP and identifies other areas, including housing, where the City and University have agreed-upon goals and objectives. These areas are discussed below.

Summary of the 2018-2028 Campus Master Plan

The CU-A identifies eleven elements that must be part of the CMP (CU-A, § II.A.1., p. 3):

- a. Boundaries of the University of Washington;
- b. Proposed non-institutional zone designations;
- c. A site plan with the height and location of existing facilities, existing and proposed open space, and general use and location of any proposed development and proposed alternatives;
- d. The institutional zone and development standards to be used by the University;
- e. A general description of existing and proposed parking, bicycle, pedestrian and traffic circulation facilities within the boundaries of the University;
- f. A transportation plan to reduce traffic impacts;
- g. A general description of future energy and utility needs and improvements;
- h. A description of alternative proposals for physical development;
- i. Proposed development phases and priorities;
- j. A description of any proposed street or alley vacations; and
- k. Information regarding off-site leasing.

According to the SHE's analysis, as conditioned, all of these elements are present in the proposed CMP (SHE Findings and Recommendation, Conclusion #24, p. 23). The boundaries and the underlying zoning of the campus are not proposed to change. The plan includes a site plan for the entire campus, including new open spaces and protection of existing open spaces and historic structures. The plan does include changes to the permitted institutional heights and development standards under the CMP but makes no changes to the non-institutional zone designations. The plan maintains existing caps on off-street parking, and updates plans for circulation on the campus. The plan includes a new transportation management program. The plan includes an energy and utility section. It includes alternatives for physical development. It

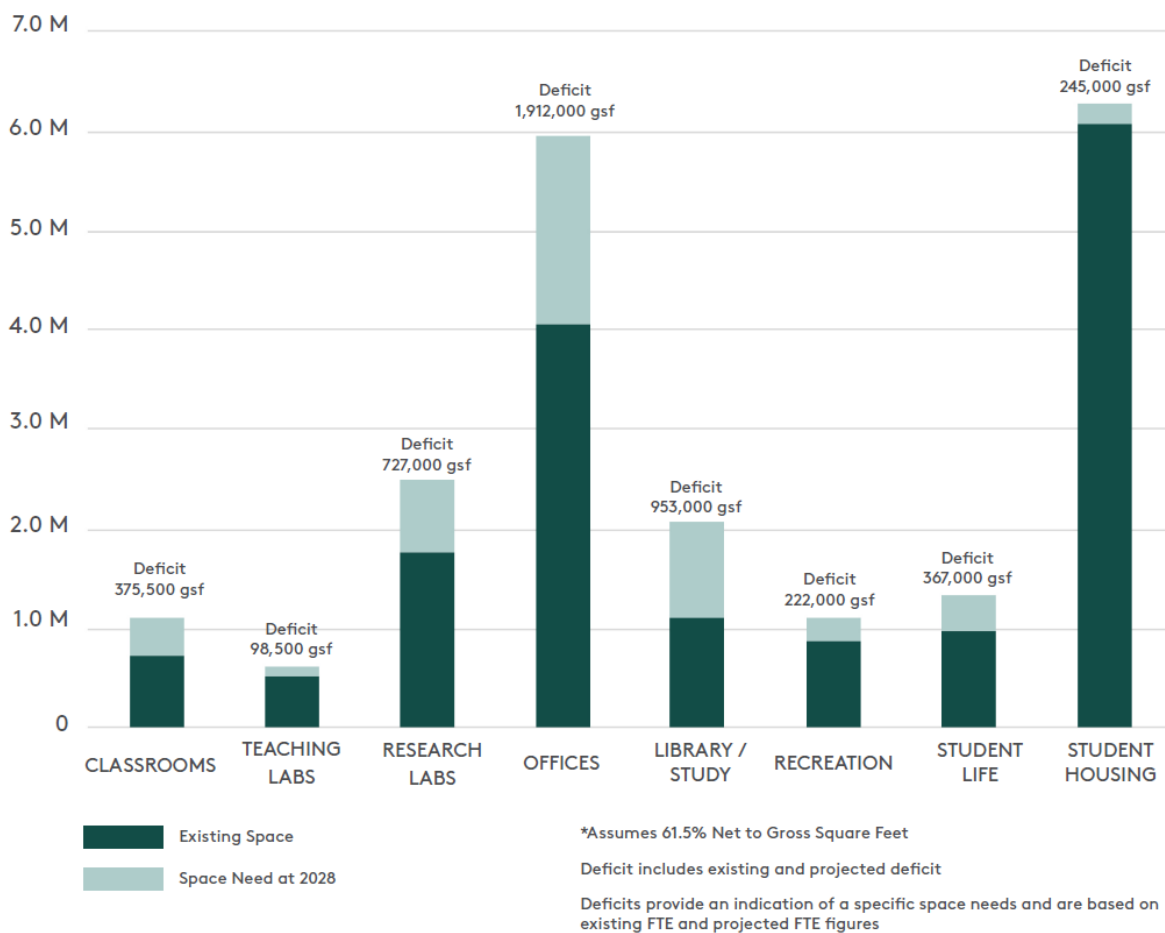
¹ The Q-J Rules have been updated more recently than the City-University Agreement. In recent amendments to the Q-J Rules the term "Petition for Further Consideration" was changed to "Appeal." Q-J Rules related to appeals of the Hearing Examiner's decision are being applied to the petitions for further consideration.

identifies one street that the University may seek to vacate pursuant to the plan. Finally, it contains information regarding off-site leasing. The off-site leasing policy remains unchanged from 2003 (CMP, p. 20).

Planned Growth

The new CMP would guide the development of the University of Washington Campus between 2018 and 2028. Between 2018 and 2028, the CMP anticipates an 11% growth in the student, faculty and staff populations at the University (CMP, Table 1, p. 30). The University estimated the space needed to accommodate that growth in the student body and to address existing space deficits. The biggest need the University identifies is for office space, library/study space and research labs, as shown in Table 3 of the Plan (CMP, p. 34).

Table 3. 2028 Space Needs Determined by the Space Needs Model by Category (gross square feet*)



In addition to University’s space needs as shown in Table 3, the plan anticipates between 500,000 and 1,000,000 square feet to be used for partnership space. Within this space, “it is anticipated that one-quarter to one-half of the people in the buildings would be non-University employees” (CMP, p. 35). Based on that analysis of future needs, under the CMP, the University

would be allowed up to six million square feet of net new development, a 36% increase over its current 16.6 million square feet (CMP, p. 26).

The plan identifies 86 potential development sites on which this development could occur. Each of the 86 potential development sites is defined in terms of maximum height and maximum square foot limit (CMP pp. 234-237). These sites contain five million square feet of existing development that may be demolished. If all 86 sites are developed, they could accommodate approximately 12.0 million net new square feet, or 17.0 million gross square feet (CMP, p. 86). The CMP would allow 6 million net new square feet of development within that maximum capacity.

The plan divides the campus into four sectors:

1. Central campus: south of NE 45th Street, north of NE Pacific Street, east of 15th Avenue NE and west of Montlake Boulevard NE;
2. West campus: west of 15th Avenue NE and south of NE 40th/NE 41st streets;
3. South campus, south of NE Pacific Street, between 15th Avenue E and Montlake Boulevard NE; and
4. East campus: east of Mountlake Boulevard NE, and property north of NE 45th Street east of the Burke-Gilman Trail.

The plan proposes to allocate development across those four sectors as follows:

Table 6. Development Capacity and Permitted Development by Campus Sector

| | POTENTIAL NET NEW DEVELOPMENT (GROSS SQUARE FEET) | NET NEW MAXIMUM DEVELOPMENT (GROSS SQUARE FEET) | MAXIMUM DEVELOPMENT LIMIT (%) |
|--------------|---|---|-------------------------------|
| CENTRAL | 1,631,941 | 900,000 | 15% |
| WEST | 3,762,199 | 3,000,000 | 50% |
| SOUTH | 2,208,735 | 1,350,000 | 23% |
| EAST | 4,293,885 | 750,000 | 12% |
| TOTAL | 11,896,760 | 6,000,000 | 100% |

The CMP allows for transfers of unutilized gross square footage from one development to another within a sector, provided that the height limits and total maximum square footage limits are not exceeded. In addition, the CMP allows for an up to 20% increase above the net new maximum development limits in each sector. Development within a sector that exceeds 120% of the net new maximum development limit requires a minor plan amendment and analysis that the change would not result in greater impacts than those contemplated in the FEIS and is consistent with the CMP’s guiding principals. Any development above 6 million net new square feet requires a plan amendment or new plan (CMP, p. 233)

Development on Campus depends on adoption and approval of a six-year facilities plan by the Board of Regents, and approval of funding by the Governor and State Legislature. Prioritization of projects and development sites is driven by academic need and funding for capital projects. Capital project funding depends on many sources, including Legislative funds, grants and gifts, and debt financing (CMP, p. 151).

While the plan is based on an estimated ten years of growth, it will remain in effect until the University develops six million net new square feet, or a new Campus Master Plan is approved (CMP, p. 8). Development beyond the net new maximum development total would be considered an amendment to the CMP. All changes are reviewed by CUCAC and SDCI. If the amendment is deemed to be a major change, it would go through the same process as adoption of a new CMP (CU-A, II.C.).

The [2003 Campus Master Plan](#) allowed for three million net new square feet of development to accommodate an increase of up to 4,000 students and 5,000 faculty and staff (2003 CMP, p. 6). According to the CMP, all but 211,000 square feet of that three million square feet has been developed. (CMP, p. 6) The student body population has grown more than anticipated under the 2003 plan. The population figures for 2014 included in the 2018 CMP (CMP, p. 30) represent an increase of 6,000 students over the 2012 estimate included in the 2003 plan. (2003 CMP, p. 6 and CMP, p. 30)

Development Standards

The plan proposes development standards to guide this growth, including standards for:

- Ground-level setbacks along the boundary of the campus and City streets and alleys;
- Light and glare;
- Mid-block corridors;
- Odors;
- Open space, including two large new open spaces, one in the west campus and one in the south campus, and a continuous waterfront trail;
- Parking;
- Podium heights for towers;
- Public realm allowances between buildings and curbs on campus;
- Signs and banners;
- Height limits;
- Telecommunications equipment;
- Temporary facilities;
- Tower separation;
- Trees, including a goal of 22.5% canopy coverage by 2037;
- Upper-level setbacks; and
- View corridors.

The standards are discussed in Chapter 7 of the CMP (pp. 228-257). The applicability of the standards to specific sites is discussed in Chapter 6 of the CMP (pp. 148-227).

Capital Improvements

The CMP includes the development of new significant open spaces, adding 44 acres of primary open spaces, which would result in a total of 156-acres of open space on the campus (CMP, p.

96). Approximately 23% of the campus would be dedicated to open space (CMP, p. 96 and p. 9). The CMP includes the following new primary open spaces:

- West Campus Green and Plaza (4.9 acres, 7.5 acres including City of Seattle Portage Bay Park and segments of NE Pacific Street and Brooklyn Ave NE);
- South Campus Greens (3.9 acres);
- Connection between East and Central Campus (3 acres, not intended to be completed within the 10-year plan);
- Continuous Waterfront Trail (15,390 linear feet, CMP, p. 109);
- North Campus Housing landscape (improvements to existing open spaces).

The plan also includes a number of other improvements to the Campus landscape that could occur during the life of the CMP (CMP, pp. 98-106).

Transportation improvements in the plan beyond the waterfront trail include a plan to improve the Burke-Gilman Trail between Brooklyn Avenue NE and 15th Avenue NE (CMP, p. 107). Locations of other pedestrian circulation improvements are described on page 112 of the Campus Master Plan. Other bicycle improvements include “ongoing monitoring and adjustment of short-term [bicycle] supply to meet demand and improvements like covered parking and lighting (CMP, p. 114). The plan identifies a number of different improvements to support transit that may occur over time, including bus stop and shelter improvements (CMP, p. 116). Finally, changes to the vehicular circulation system include: (1) removing Cowlitz Road NE, which runs between NE Pacific Street and NE Campus Parkway in the West Campus; (2) limiting vehicular access to 11th and 12th Avenues NE south of NE Campus Parkway; (3) removal of NE San Juan Road in the south campus and a new road to connect NE Pacific Street and NE Columbia Street; (4) a new street south of the Whatcom Lane pedestrian overpass in the East Campus; and (5) the potential vacation of NE Northlake Place east of 8th Avenue NE (CMP, p. 118).

Transportation Management Program

The CMP includes a new Transportation Management Program (TMP) to reduce transportation impacts from the University (pp. 258-269). The goal of the TMP is to “limit the proportion of drive-alone trips of student, staff and faculty to 15% by 2028” (p. 260). If the 15% SOV rate is not met by 2028, and is still not met over the next two years, SDCI would be enjoined from issuing permits for new construction on campus (CMP, p. 261). Currently 17% of trips to the University are made by single-occupancy vehicles (SOVs). ([2017 Annual Report](#) on the CMP, p. 11). In 2016, 6% of students and 31% of employees drove alone to the University (CMP, p. 262).

The TMP uses relies upon long-standing measures to limit vehicular trips. Those measures (1) maintain the total number of SOV trips to the University below 1990 levels and (2) cap the total number of parking spaces on campus at 12,300. The City-University Agreement places a cap on “...University-generated AM peak period vehicle trips to campus, PM peak period trips from campus and 24 hour total campus trips...” (C-UA, III.D.1.) The cap does not appear in the CMP. The parking cap has remained the same since 1984 (CMP, p. 260). There are currently 10,667

spaces on campus that count toward the cap (CMP, p. 68). Service and load zones, parking for student housing, and accessory off-campus leased or owned spaces are not counted toward the parking cap (CMP, p. 240). The plan includes minimum requirements for student housing (CMP, p. 241). Including student housing there are 12,545 spaces on campus (Transportation Discipline Report, p. 135). There is a wide range of utilization of parking on campus (Transportation Discipline Report, p. 138).

**Table 3.31
EXISTING SUPPLY AND WEEKDAY PEAK PARKING DEMAND BY SECTOR**

| Sector | Campus Parking Supply | | Existing Parking Demand ¹ | |
|--------------|-----------------------|---------------|--------------------------------------|---------------|
| | No. Lots | Cap Supply | Demand (vehicles) | % Utilization |
| West | 26 | 1,524 | 1,428 | 94% |
| South | 12 | 1,161 | 1,139 | 98% |
| Central | 42 | 3,129 | 2,689 | 86% |
| East | 21 | 4,853 | 1,464 | 30% |
| Total | 101 | 10,667 | 6,720 | 63% |

Source: Transpo Group, 2016

1. Based on 2015 parking counts conducted by University of Washington Transportation Services, which includes visitor parking. Peak parking demand occurs during the weekday midday period.

Strategies to reduce SOV use identified in the TMP are:

- U-Pass transit pass program;
- Transit improvements;
- Shared-use transportation strategies;
- Parking management strategies;
- Restricted parking zones;
- Bicycle improvements;
- Pedestrian improvements;
- Marking and education; and
- Institutional policies.

The TMP also requires monitoring and reporting, and the University submits annual reports on progress on the Transportation Management Program, as part of the University’s annual report on the Master Plan.

Housing

Since 1978, the University has a policy that the primary source of student housing will be off-campus. Approximately 20% of students live on-campus. Under the CMP, that would increase to 22% (CMP, p. 274). According to the CMP, student housing facilities are at full capacity (CMP, p. 274). Faculty and staff are expected to rely on the private market for housing. However, the University provides a home loan discount program that has been used by 3,192 employees. In addition, the University has partnered with Seattle Children’s to build a housing project with 37 units affordable to University employees at 65%-85% of area median income (CMP, p. 276).

The University is also partnering with the Seattle Housing Authority to build a 150-unit affordable housing project ([Exhibit D-14](#)). But that project is not discussed in the CMP.

Review of the Campus Master Plan by Council and Public Input

Council’s review of the CMP is informed by recommendations from CUCAC and SDCI. Unlike other Major Institution Master Plan processes, the CU-A requires a report from CUCAC and CUCAC is provided the opportunity to give direct testimony to the Council.

CUCAC and SDCI Recommendations

Under the City-University Agreement, the City-University Community Advisory Committee has a special role in reviewing and commenting on the CMP. On August 30, 2017, they issued a [report](#) on the final CMP. In that report, they make 33 recommendations for changes to the plan. A number of those changes were incorporated into SDCI’s [recommendation](#) as described in that document on pages 10-17. Among key recommendations that SDCI did not support were the following requirements that CUCAC recommends imposing on the CMP:

- Provide more affordable childcare,
- Increase production of affordable housing;
- Count above-grade parking as developable square footage;
- Integrate small businesses into the campus;
- Reduce the 2028 SOV goal to 12%, with interim targets set every two years;
- Maintain current height limit of 105’ for the property north of NE Campus Parkway at 11th Avenue NE (site W22), rather than increasing them to 240’;
- Increase the view corridor or lower the height for the property on the west side of the University Bridge (site W37); and
- Increase tower spacing requirements.

Seattle Hearing Examiner Findings and Recommendation

After holding a series of hearings, the SHE published a [recommendation](#) to approve the CMP with 59 conditions. SDCI’s recommendations were generally supported by the SHE, including recommendations related to provision of affordable housing and transit infrastructure that had been opposed by the University. Many of the Hearing Examiner’s add specific commitments for the University to make improvements. For example, condition 5 would amend a statement under “Open Space Commitment” on page 104 of the plan as follows:

~~Construction~~ Completion of the East Campus section of the continuous waterfront trail shall align with the earlier of: completion of construction of the 750,000 gross square feet of net new development allowed in East campus under the CMP; or exhaustion of

the 6 million square foot growth allowance. (SHE Findings and Recommendation, Recommendation #5, p. 25)

Condition 20 would change the TMP's SOV goals, adding specific time requirements and measures as follows:

The University's TMP SOV rate goal is 20% as of the date of this Plan. The goal shall decrease to 17% one year after the opening of the Northgate Link Extension. The goal shall decrease further to 15% one year after the opening of the Lynnwood Link Extension. If the University fails to timely achieve the applicable SOV rate goal, the University shall take steps to enhance the TMP to increase the likelihood that the goal shall be achieved. Additional measures will be set by the University and may include, but are not limited to:

- Providing a transit pass that covers all transit trips with a minimum University subsidy of 50% for faculty, staff, and students, pursuant to SDCI Director's Rule 27-2015 and SMC 23.54.016
- Replicating the student U-Pass "opt-out" program with faculty and staff to encourage participation among campus populations less likely to use transit
- Expanding the U-Pass to integrate payment for other transportation options, such as car-share or bike-share
- Implementing performance-based parking strategies, including charging more for high-demand parking lots
- Replacing monthly parking permits with a pay-by-use parking payment model

~~In 2028, if the University has not failed to timely reached its SOV rate goal of 20%, 17%, or 15% for a period of 24 months, the Director of Seattle Department of Construction and Inspections (SDCI) or its successor agency shall not issue master use permits and building permits shall not be issued for development (other than maintenance, emergency repair, or other minor projects) within the MIO. if the University exceeds the 15% SOV goal over two consecutive years beginning in 2029. The Director of Seattle Department of Construction and Inspections (SDCI)(Or its successor agency) The SDCI Director shall withhold permits until the University has it has been reasonably demonstrated to the satisfaction of the Director that it the University will implement additional mitigation measures shall be implemented that shall meet or restore the University student, faculty, and staff to the required SOV rate to 15%. This measure shall not be applied to maintenance, emergency repair, or other minor projects proposed by the University.~~ (SHE Findings and Recommendation, Recommendation #20, p. 28).

The SHE also recommends conditions that would reflect the current understanding of the University's obligations to comply with City development regulations.¹ Most of the proposed conditions have not been the subject of requests for further consideration.

¹ See *University of Washington v. City of Seattle*, 188 Wn. 2d 823, 837-839, 399 P.3d 519 (2017).

Petitions for further consideration

After the publication of the SHE’s recommendation, 29 [petitions for further consideration](#) were timely filed with the City Clerk. Under the Q-J Rules, these petitions are considered “appeals” of the Hearing Examiner’s decision.

The University, in its petition for further consideration, objected to five conditions and argues that they should be deleted or revised: conditions 51, 52 and 55, related to transit improvements; and conditions 1 and 2, related to affordable housing. For the transportation conditions, which would require funding for bus routes and capital improvements to facilitate transit, the University argues that the required improvements fail to account for mitigation provided by other conditions, lack clarity, lack measurement standards, lack cost/revenue parameters, and lack clear triggers to determine when they need to be made. For the affordable housing conditions, which would commit the University to providing the 150-unit project described above, the University objects to the City’s authority to require the project, but states: “The University’s Administration, without waiving any of the University’s rights, can recommend to the Regents that they agree to incorporate the language of Conditions 1 and 2 in recognition of that commitment.” (Letter from the University of Washington the PLUZ Committee, dated January 29, 2018)

The Council received petitions for further consideration of the SHE’s recommendation from 28 other individuals and organizations. Many of the petitioners included similar language in their petition. The petitions cover the following issues:

- Affordable housing requirements;
- Transportation and parking, including SOV goals and parking caps;
- Affordable child care programs;
- Racial justice in hiring and contracting;
- Open space commitments;
- Workplace justice and economic security;
- Space for small businesses in new development;
- Changes to development standards to address light, air, views, and transitions to adjacent neighborhoods; and
- Calls to update the City-University Agreement.

Petitioners generally request that the Council add conditions to the SHE’s recommendation, or strengthen the conditions. For example, 21 petitioners request that the University provide “sufficient housing affordable for all new employees earning less than 80 percent AMI and less than 50% AMI on an annual basis as new employees are hired...”. Twenty-three petitioners request that the CMP be amended to require that the City should delay successive building and occupancy permits should the University not reach the following milestones: 17% SOV rate by end of 2018, 15% SOV rate by end of 2020, 13% SOV rate by end of 2022, and 12% SOV rate by end of 2024.” (Petition from the U District Alliance for Equity and Livability, dated January 30, 2018)

The University, the University Alliance for Equity and Livability, the Seattle Department of Construction and Inspections, the Sierra Club, and the Cascade Bicycle Club all filed [responses to the requests for further consideration](#). The University, the University District Alliance for Equity and Livability, and the Cascade Bicycle Club filed timely [replies](#) to those responses. Responses and replies are focused on the merits of the petitioner's arguments based on the record the SHE has compiled. Many responses and replies discuss whether the Council has authority to impose proposed conditions. The requests for further consideration, responses and replies, will be discussed in more depth at the hearing scheduled on July 31 and the PLUZ Committee meeting on August 1.

Proposed process for committee review of the CMP

The City-University Agreement requires the City Council to:

1. Hold a hearing to receive comments on the CMP "from representatives of the University, CUCAC, and all other persons who filed a written petition for further consideration within fourteen (14) days of the Hearing Examiner's recommendation" (CU-A, § II.B.10., p. 6);
2. Prepare a preliminary decision, which will be sent to the University of Washington Board of Regents, CUCAC, and all other parties of record (CU-A, § II.B.11., p. 6);
3. Consider and act on the University's final Master Plan (CU-A, § II.B.12., p. 6).

The initial briefing on the plan and decisions on the public hearing will occur on July 18, 2018. The required hearing has been scheduled for July 31, at 9:00 AM in Council Chambers. On August 1, the Committee will discuss issues related to the plan and testimony heard at the hearing.

In September, the Committee could consider a resolution describing a preliminary decision on the plan. This would allow the parties of record to provide feedback on the preliminary decision during the Council's review of the budget with a final decision in December or January.

Decisions for the July 2018 Meeting

At the July meeting PLUZ should decide two procedural matters: (1) whether to allow three parties to intervene and (2) the schedule and process for the required public hearing.

Intervenors

The Q-J Rules allow a person to file a motion to intervene to participate in a quasi-judicial action as a party of record. The Council received three timely [motions to intervene](#) from the following people and organizations:

1. Bereket Kiros, Coalition of Immigrants, Refugees and Communities of Color (CIRCC)
2. Paula Lukaszek, WFSE Local 1488
3. Shawn Williams, University of Washington Employee

In considering motions to intervene, the Q-J Rules, in section § V.C.1. starting on page 11, state that the committee shall consider:

- i. whether the motion to intervene shows a substantial or significant interest in the quasi-judicial action that is not otherwise adequately represented by a party of record;
- ii. whether intervention can be accomplished without unduly delaying the proceeding or prejudicing the rights of any party of record; and
- iii. whether the person filing the motion either participated in the Hearing Examiner proceeding or failed to do so because he or she was unable to do so.

If the committee grants a motion to intervene, the committee may limit the nature and scope of the participation, including the issues the intervenor may address.

Mr. Kiros and Ms. Williams participated directly in the Hearing Examiner’s proceeding. WFSE Local 1488 was a signatory to letters to the Hearing Examiner.

In their reply to the motions to intervene, the University stated:

In the interests of full public involvement, the University will not oppose the motions to intervene at this stage in the proceedings so long as the intervention does not cause undue delay or prejudice the University's rights. See [Q-J Rules] § V.C.1.b.ii.

Notwithstanding this, the University maintains that socio-economic issues pertaining to diversity, affirmative action, collective bargaining, the right to organize, and child care are beyond the scope of this Master Plan process. Accordingly, to avoid unnecessary delay and unfair prejudice, the intervenors' participation should remain within the following parameters:

- 1. Each intervenor should be limited to the subject matter identified in their respective motion to intervene.
- 2. The intervenors' involvement should be limited to an oral statement consistent with [Q-J Rules] §§ VI.6.C.3.c-d.
- 3. There should be no postponement of hearings and meetings to accommodate the schedules of the intervenors.

Should the Committee grant the motions to intervene?

| | | |
|----------------|-----------|----------|
| Bereket Kiros | Yes _____ | No _____ |
| Paula Lukaszek | Yes _____ | No _____ |
| Shawn Williams | Yes _____ | No _____ |

Hearing Schedule and Process

The City-University Agreement states that:

“The Council will hold a public hearing to receive comment on the University’s proposed final Master Plan from representatives of the University, CUCAC, and all other persons who filed a

written petition for further consideration within fourteen (14) days of the Hearing Examiner's recommendation." (CU-A, § II.B.10., p. 6)

The Q-J Rules provide some guidance regarding how this hearing may be structured. The rules allow the Committee to permit "oral argument or comment." Oral argument must be based on the record compiled by the SHE. The rules further state:

"If oral argument or comment is permitted, each person will generally be allowed 5 minutes, unless there are extraordinary circumstances, in which case the committee shall determine the amount of time to allow. The party who filed an appeal goes first and may reserve a portion of time for rebuttal. The committee may ask questions or extend the time for argument at the discretion of the chair." (Q-J Rules, § IV.C.d., p. 15)

Given the 29 different parties that filed motions for further consideration, plus CUCAC and the three intervenors, the Committee should consider the best means of receiving testimony at the hearing. CUCAC has requested 30 minutes to present its report and recommendations. The U District Alliance, representing a number of the parties of record, has requested equal time with the University. SDCI has offered to make itself available if there are any questions regarding their recommendation. The University would like sufficient time to address the comments and concerns of the many petitioners, CUCAC and SDCI.

In order to balance these competing interests and make sure that all parties have the ability to make their case to the Committee, I recommend a format similar to the following:

- | | |
|-----------------------------|---|
| 1. University of Washington | 50 minutes* |
| 2. Petitioners | 5 minutes each= 150 minutes (including intervenors) |
| 3. CUCAC | 25 minutes |
| 4. SDCI | 5 minutes |
| Total | 230 minutes |

* May choose to reserve time for rebuttals at the end of the hearing

If the Committee asks questions of a party at the hearing, the Chair should consider stopping the clock until the question can be answered.

Materials available

The online version of [Clerk File 314346](#) includes a number of key documents, but does not include everything in the record compiled by the Hearing Examiner. Included with the Clerk File is a [list of the exhibits](#) provided by the Hearing Examiner. All of these documents are available for review in my office and can be provided electronically upon request.

cc: Kirstan Arestad, Central Staff Director
Ketil Freeman, Supervising Analyst