



JEFFERSON PARK SITE PLANNING

(WC483, 569, 570 & 3131)

Design Program

June 18, 2001

I. INTRODUCTION

A. General Project Description

This project will develop a thorough site plan for rehabilitation of nearly 100-year old Jefferson Park, the sixth largest park in Seattle. Development of such a plan was the highest priority identified in North Beacon Hill's 1999 neighborhood plan and one of the "highest priority" items identified in the 1994 neighborhood plan. The plan will address the policies, issues, and project elements listed in this design program, and other related things. The site planning is to incorporate extensive public involvement. It is to build upon past planning work, not repeat it. As directed by the City Council through Resolution 29995, the location of the 9-hole course, driving range and 18-hole course are not to be reconsidered during this planning. Improvements to the perimeters of the golf facilities (walkways and landscaping) may, however, be considered.

This design program expresses the Parks Department's and community groups' expectations and objectives in seeking to complete the site plan in accordance with the CIP descriptions and City Council direction. Park Project Steering Committee must approve any modification of the design program in writing. (Project Steering is composed of senior staff including the Division Directors, and the Deputy Superintendent.)

B. CIP Statement

This project encompasses four currently established Parks Department CIP projects. The CIP descriptions for these projects is:

CIP K72654/K73483 (WC483) Jefferson Park Community Center Gym

This project will construct a new 7,000 square foot gym at the existing Jefferson Park Community Center. It also provides for parking and landscaping. Planning will be coordinated with the Master Plan effort should funds become available. Siting options will consider Seattle Public Utilities infrastructure and the planned abandonment of the Beacon Hill reservoir to the north. This project is contingent upon the passage of the Seattle Center and Community Centers Levy in November 1999. (Funding is 2,463,000+/-.)

CIP K72445/K73569 (WC569) Jefferson Park Play Area ADA Renovation

This project will provide ADA-accessible paved pathways, safety surfacing, and play equipment at the play area, as well as a drinking fountain and site furnishings. A community process, currently underway, will aid planning of site improvements to enhance the play area and renovate it to ADA standards. (Funding is \$74,000.)

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CIP K72445/K73570 (WC570) Jefferson Park Play Area Renovation

This project will reconstruct the play area at or near the existing site. The new play area will include swing sets. Reconstruction will be in conjunction with the neighborhood planning process and projects related to improving the community center, the park, pathways, trail system, athletic fields and boulevard. (Funding is \$317,000.)

CIP K723003/K733093 (WC3093) Jefferson Park Pathway Development

Design and construct new walking/jogging paths around 9 hole golf course. (Funding is \$516,000)

CIP K723003/K733094 (WC3094) Jefferson Park Tennis Courts

Site and construct two new tennis courts to replace the two courts that will be impacted by community center expansion. (Funding is \$499,000)

CIP K723004/K733131 (WC3131) Beacon Reservoir Park Acquisition/Development

Develop master plan for SPU property in NW portion of Jefferson Park and develop park amenities on these properties. Includes possible acquisition of Seattle Public Utilities properties. (Funding is \$7,100,000.)

II. PROJECT BACKGROUND

A. Project Planning History

1. Narrative

While a plan for development of Jefferson Park was produced by the Olmsted Brothers in 1912, not much of the plan seems to have been implemented. Instead the park grew in an unplanned fashion. Many significant changes were made during and shortly after World War II. The recent round of planning efforts started in 1991 when the North Beacon Hill Community Council began development of a neighborhood plan, finally completed in 1994. Among other things, the 1994 "North Beacon Hill Action Plan" identified development of a detailed site plan for Jefferson Park as one of the neighborhood's highest priorities. Under the auspices of citywide neighborhood planning, a second neighborhood plan was developed between 1997 and 1999. This plan included alternative concept plans for improvements to Jefferson Park. The 1999 North Beacon Hill Neighborhood Plan was recognized by the City through Resolution 29995 (11/1/99), which also approved the City's work program in response to the Plan. The 1999 Plan identified development of a detailed site plan for Jefferson Park as the highest priority of the neighborhood and the City's work program called for development of a site plan, with some restrictions. In fall 2000 the Parks Department began development of a site plan for Jefferson Park.

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2. Southeast Sector Implementation Plan, 2000
The park master plan has also been incorporated into neighborhood planning efforts. The Southeast Sector Implementation Plan, developed by the Department of Neighborhoods (DON) in conjunction with Parks and other City departments in 2000, is part of the City's Work Plan for 2000 and beyond. It may be updated in 2001. In regard to Jefferson Park, the 2000 Sector Implementation Plan calls for the following actions:

Matrix # Target Sub-Activity

- | | |
|-----|--|
| JP2 | Present proposed legislation to Council that adds Jefferson Park to the view protection list (for some or all views) for Council consideration. |
| A3 | Move and replace fencing along Spokane Street. Meet with community members in spring and summer 2000 regarding placement and fencing design. |
| A3 | Incorporate lower-height cyclone-type material into the design of the new fences on the north and west perimeters of the driving range. Move the north perimeter fence south 28 yards to open more space for general park use. |
| A5 | Conduct siting process with regard to a new or refurbished golf crew/maintenance facility. |
| JP1 | Report to Council with a proposed scope, timeline and funding options for the site planning and site planning efforts. |
| JP1 | Conduct expedited planning process and prepare a site plan for the area around the community center (including the play area, basketball and tennis courts). |
| PE1 | West Side of Beacon Avenue: Design and construct the east-west path connecting the community center to the 15 th Avenue side of Jefferson Park. |
| T2 | Present a draft plan to shorten and improve pedestrian crossings at 15 th Avenue S. and Beacon Avenue S. |
| T2 | Re-stripe S. Spokane Street at Beacon Avenue S. |
| T8 | Complete construction of Beacon Avenue median between Spokane St. and Cheasty Blvd. (Complete) |
| T8 | Complete final re-striping at S. Spokane St. and Beacon Avenue S. (Complete) |

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- WR1 Finalize maintenance, access and timeframe agreements for relocation of reservoir fencing. (Complete)
- WR1 Coordinate fence movement and east/west path construction between SPU and DPR so that construction can proceed on schedule.
- WR1 Collaborate with Jefferson Park advocates, SPU, and DPR on informational signage related to reservoir fence relocation.

3. View Protection

Protection of scenic views was identified as a priority in the 1999 Neighborhood Plan and was included in the City's work program. In 2000 DCLU and City Council Staff began to research possible approaches.

4. Prior Jefferson Park Planning

1912 Olmsted Plan

1999 Jefferson Park Concept Plan, prepared by Murase Associates and Dennis Tate Associates for Jefferson Park Planning Committee and North Beacon Hill Planning Association.

1999 North Beacon Hill Neighborhood Plan: North Beacon Hill Urban Village Plan and Jefferson Park Concept Plan

1999 North Beacon Hill Approval & Adoption Matrix, Compiled by the Strategic Planning Office and revised by the City Council and Council Central Staff.

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B. Jefferson Park Chronology

Sources: Mira Latoszyk, Don Sherwood files, Parks Department Property Management section files, miscellaneous planning reports, and other documents.

- 1848 Oregon Territory established by Congress.
- 1853 Congress passed an act establishing the Territorial Government of Washington, separating it from the Oregon Territory.
- 1889 Congress passed an act enabling the people to form a government as the basis for admission to the Union of States and specifically made grants in each township to the forthcoming state for the support of the common schools. Later that year the State of Washington was proclaimed. One of the State School Land sites was on the top of what later became known as Beacon Hill.
- 1895 Beacon Hill name given, by a developer, in honor of his birthplace in Boston.
- 1897 Ordinance granted authority to acquire 235-acre State school land site for reservoir & cemetery.
- 1898 Ordinance granted authority for contracting with the State to acquire the 235-acre site. Proceeds were used by the State to help fund the new University of Washington campus.
- 1900 Pest House (city hospital) constructed in vicinity of present-day Mercer School, for persons with contagious diseases.. [Verify date. It is mentioned in the Omsted 5/8/03 field notes so it existed prior to 1903.]
- 1901 Cedar River water supply system Pipeway #1 began service. Connection from Cedar River headwater to Lincoln Reservoir and Volunteer Park Reservoir (both on Capitol Hill), via Beacon Hill.
- 1902 Board of Park Commissioners requested that Olmsted Brothers make a preliminary visit and prepare a report for a “general system of parks and parkways” intended to beautify the city. Olmsted Brothers was the preeminent landscape firm in the US at that time. Eventually the firm would complete 37 designs for City of Seattle parks and numerous boulevards. They also undertook projects for more than 70 private clients in Seattle.
- 1903 Ordinance appropriating funds for purchase of the 235-acre site.
- 1903 J.C. Olmsted field notes for May 8, 1903 includes a brief description of the site that became Jefferson Park. The notes for May 12, 1903 includes further description of the property.

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- 1903 Olmsted Brothers' "Comprehensive System of Parks and Parkways" for Seattle presented. It included proposed Jefferson Park (then called Beacon Hill Park) and proposed Beacon Hill Parkway along the Pipeway #1 [verify] alignment "the pipe line road". [verify whether this was in the 1903 or 1908 proposal – there are contradictions in some documents.]
- 1903 Seattle City Council formally adopted the Olmsted report on 10/19/03.
- 1906 Ordinance to establish Beacon Reservoir.
- 1906 Large Park bond issue passed by voters.
- ??? Workingmens' Home ("Lazy Husbands Ranch") constructed in vicinity of present-day Mercer School.
- 1907 Annexations to City of Seattle, including the 235-acre area that eventually became Jefferson Park and Beacon Reservoir. [verify date]
- 1908 Olmsted Brothers supplement to their 1903 plan.
- 1908 The City authorized construction of the two Beacon Hill reservoirs and Cedar River Pipeline #2.
- 1908 Large Park bond issue passed by voters.
- 1909 Transfer of 125 acres of the original 235 acre site, lying east of Beacon Avenue, to Parks Department jurisdiction. Named "Jefferson Park".
- 1909 Park Commission Report addressed Jefferson Park and Mount Baker Blvd. It alludes to Cheasty Blvd.
- 1909 Cedar River Pipeline #2 began operation.
- 1909 Alaska-Yukon-Pacific Exposition
- ??? Greenhouse and nursery established by Parks just east of Dakota and 16th.
- 1910 Land for 1.3 mile long, 16.1 acre, Jefferson Blvd (later renamed Cheasty Blvd.) condemned.
- 1911 Northern Beacon Hill Reservoir, 61,000,000 gallon capacity, went into service.
- 1911 Southern Beacon Hill Reservoir, 49,000,000 gallon capacity, went into service.

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- 1911 Transfer of part of site west of Beacon to Parks Department jurisdiction.
- 1911 Cedar River water supply system Pipeline #2 completed.
- 1911 Minutes of Park Board meeting on 10/6/11 included a motion directing Olmsted Brothers to prepare a preliminary plan for Jefferson Park, east of Beacon.
- 1911 Notes by J.C. Olmsted:
 - * Regarding the 10/6/11 Park Board meeting. At this meeting the Park Board authorized the Olmsted firm to prepare a plan for the portion of the site east of Beacon (Pipe Line Ave.). The superintendent afterward told J.C. to include the area west of Beacon and that he would get the vote changed.
 - * Regarding a visit to the site on 10/7/11. The notes include site observations and thoughts about how a park might be designed.
- 1911 Topographic drawings of Jefferson Park site and Beacon Reservoir site, from Park Commission, received by Olmsted Brothers, 10/24/11.
- 1911 J.C. Olmsted prepared a study of the park on 11/16/11.
- 1911 Letter from Park Board to Olmsted Brothers, dated 11/29/11, regarding authorization to proceed with development of plans for Jefferson Park. The letter includes property ownership information and comments on factors that may affect the design.
- 1911 Preliminary study prepared by Olmsted Brothers, 12/13/11.
- 1912 Transfer of part of 235-acre site to Parks Department jurisdiction for park/golf course.
- 1912 Letter from Dawson (Olmsted employee who was in Seattle) to J.C. Olmsted, dated 11/11/12. Letter indicates that grading was proceeding without preparation of grading design by Olmsted Brothers being prepared. This letter refers to a drawing which is missing, so it is hard to follow some points. It may be stating that the road between Beacon and 16th was being graded already - prior to design by Olmsted Brothers.
- 1912 Olmsted Brothers Preliminary (Site) Plan 2725-5, 2/5/12, prepared and sent to Seattle Parks with cover letter to Parks Superintendent, dated November 22, 1912, which focuses primarily on grading issues. Evidently some grading was underway and the Olmsted Brothers gave detailed directions for future grading. So far as is currently known, the plan was never developed beyond this

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“preliminary” drawing. While some parts were implemented more-or-less as shown on the plan (notably upper Cheasty Blvd, the golf course east of Beacon, and perhaps some of the street system in and near the park), many other elements of the plan appear to have never been implemented. Nor does the plan appear to have been formally adopted by the City nor implementation of the plan expressly funded.

- 1912 Ordinance establishing Beacon Avenue S.
- 1912 Ordinance establishing Columbian Way.
- 1912 Drawings of ballfield and vicinity map showing grades, from Park Commission, received by Olmsted Brothers on 11/25/12.
- 1912 Blueprint of Beacon Avenue, from Park Commission, received by Olmsted Brothers on 11/25/12.
- 1912 Drawing of golf course, from Park Commission, received by Olmsted Brothers on 11/25/12.
- 1912 Grading plan for ballfield and vicinity prepared by Olmsted Brothers, 11/29/12.
- 1912 Enlargement of topographic plan (the one received 10/24/11) and portions of preliminary site plan (2/5/12) prepared by Olmsted Brothers, December, 1912. (Anne Knight & Jerry Arbes have a slide of this. It is document 2725-10)
- 1912 Letter from Olmsted Brothers to Parks Superintendent, dated 12/24/12 regarding the grading plan, which was sent to the Superintendent the previous day.
- 1913 Earth removal. At least some of the grubbing and earthwork was done by prisoners incarcerated in a workhouse located at the south end of the site.
- 1914 Tool house left over from reservoir construction relocated outside the SE corner of the reservoir complex and used briefly as a caddy house.
- 1914 Jefferson Blvd renamed Cheasty Blvd after E. C. Cheasty, Park Board member who promoted development of Seattle’s boulevard system and “father of Jefferson Park Golf Course”.
- 1914 City Hospital (“Pest House”) was relocated to the State TB Sanitarium at 15th Avenue S. & 150th.

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- 1915 Golf course east of Beacon opened – as 9-hole course. Designed by prolific pioneer golf course designer, Thomas M. Bendelow, evidently working in coordination with the Olmsted Brothers.
- 1915 Clay tennis courts constructed.
- 1915 City Hospital (“Pest House”) and Workingmens’ Home (“Lazy Husbands Ranch”) were closed and burned down.
- 1916 Tool house/caddy house became the golf pros home. At some point it was expanded and remodeled, probably several times. It was occupied from 1916 to 1944.
- 1917 Letter from Olmsted Firm to Board of Park Commissioners dated December 15, 1917 that describes inspection of Jefferson Park by Olmsted employee Dawson on October 27, 1917. The letter includes horticultural advice related to the golf course east of Beacon.
- 1918 Construction of an emergency hospital for World War I veterans with venereal disease was begun in the same location where the previous hospital had been and where the VA Hospital would eventually be built. Community members opposed it and were successful in getting construction halted.
- 1918 Stockade removed.
- 1918 Maple trees along upper Cheasty (the southern end near the southeast corner of the 18-hole course) were planted in honor of the area’s World War I veterans.
- 1919 Original golf clubhouse burned and totally destroyed.
- 1920 New, larger, golf clubhouse built.
- 1920 Buildings moved. (No indication which buildings.)
- 1923 Original 9-hole course opened. It was located in the area bounded by Beacon, 16th, Alaska and Nevada.
- ??? Japanese language school annual picnics at Jefferson Park, apparently in the area south of the reservoir facility, began. Ended in about 1941. [Date the picnics began is not known.]
- 1923 Cedar River water supply system Pipeline #3 completed.
- 1927 Fire Station 13 constructed per King County Assessor records (4,329 square feet).

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- 1928 Greenhouse & nursery demolished.
- 1929 Shelterhouse (oldest part of present-day community center) constructed, replacing an old comfort station. It consisted of an activity room with a fireplace and a tiny kitchen.
- 1929 Trolley service on Beacon Avenue extended to Graham Street.
- 1930 Golf maintenance storage building constructed per King County Assessor records (2,592 square feet).
- 1932 Moved comfort station.
- 1934 Clay tennis courts abandoned.
- 1936 Aerial photograph, Walker & Associates
- 1936 Golf clubhouse remodeled and enlarged by WPA. (appears to be rebuilt to west in aerial photo.)
- 1940 New children's play equipment installed.
- 1941 Trolley car service ended.
- 1941 Tennis Courts constructed by WPA.
- 1941 Armed Forces Command created a recreation camp (the "Army Recreation Camp") with beds for 1000 military. It was located between 16th, Nevada, the reservoir facility and the golf clubhouse. Structures built quickly and cheaply. Did not meet codes. Don Sherwood's narrative, page 8, includes a description of the buildings and their locations. Apparently there were over 90 buildings placed on about 50 acres of park land.
- 1942 Internment of Japanese residents.
- 1942 Started construction of original "small, crude" bowling green located just south of present-day golf clubhouse.
- 1943 Original 9-hole course closed for an anti-aircraft emplacement and related facilities. It was located just north of the intersection of Columbian Way and Snoqualmie.

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- 1943 Water Department acquired the land between 15th Avenue S, 16th Avenue S, S. Spokane St. and S Dakota St. in a series of purchases between 1943 and 1945.
- 1944 Opened original "small, crude" bowling green on 5/14/44.
- 1945 Ordinance granting authority to convey 45 acres from City to USA for Veterans Hospital.
- 1945 Jefferson Park Lawn Bowling Club established.
- 1946 Aerial photograph, Walker & Associates
- 1946 Army declared the camp officially closed. Buildings and equipment declared surplus.
- 1947 Army's roller rink building converted to material storage.
- 1947 Roadway entrance constructed.
- 1947 Permit from Water Department to parks to use property adjacent to reservoirs. (New agreement done in 1988.)
- 1948 Pro's House (old tool house/caddy house) became the lawn bowling clubhouse.
- 1948 Shop building constructed.
- 1948 Original driving range, 230 yards, constructed south of the golf clubhouse. South boundary was Nevada St.
- 1948 Ballfield located south of shelterhouse (community center) and north of the golf clubhouse.
- 1948 Bowling green relocated to present location.
- 1948 Banquet room addition to golf clubhouse.
- 1949 New 9-hole "pitch & putt" course built south of golf maintenance yard, west of new driving range, north of Nevada, east of 16th.
- 1949 City sold land between Nevada, Snoqualmie and Beacon for the VA Hospital.
- 1949 Field house (community center) addition (first addition) constructed. It consisted primarily of a large social room.

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- 1949 Reservoir fencing moved further away from edge of the water. One tennis court and some children's play equipment lost due to the fence relocation. Tennis court walls, curbs & fencing constructed
- 1949 VA Hospital, Old Main Hospital Building constructed per King County Assessor records (205,255 square feet)
- 1949 Driving range construction.
- 1949 Bowling green lighting installed.
- 1950 Ordinance granting authority to lease part of VA property from USA to extend golf course.
- 1950 VA Hospital, Research Building constructed per King County Assessor records (8,892 square feet)
- 1950 VA Hospital, Animal Building constructed per King County Assessor records (3,335 square feet)
- 1950 Golf maintenance storage building constructed per King County Assessor records (1,016 square feet).
- 1950 Golf clubhouse constructed per King County Assessor records (8,110 square feet).
- 1950 Reservoir storage building (?) constructed per King County Assessor records (4,000 square feet).
- 1950 VA Hospital, Administration Building constructed per King County Assessor records (21,076 square feet)
- 1950 VA Hospital, Animal research Building constructed per King County Assessor records (7,604 square feet)
- 1950 VA Hospital, Medical Research Building constructed per King County Assessor records (19,428 square feet)
- 1951 Driving range fencing addition done.
- 1951 Golf clubhouse remodeled.
- 1951 Grading & paving done.

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- 1952 Compost shed constructed.
- 1952 Hardball and softball backstops constructed.
- 1953 Radio relay station built by State Department of Highways, using a pole left over by the Army. It was located at the south end of the 18-hole golf course [verify location – some indication that it was south of the golf clubhouse. Is it still there?]
- 1953 2-1/2 acres of Veteran's Hospital property deeded back to Parks for part of the 9-hole course.
- 1954 Planning for Mercer School initiated.
- 1954 8 (or 8-1/2?) acres of VA Hospital property deeded back to City for construction of Mercer School.
- 1955 6 Acres of Park deeded to Seattle School District for construction of Mercer School.
- 1955 Agreement between Parks and School District for joint development and use of Jefferson Field, and joint use of Mercer School gym, June 23, 1955.
- 1956 Putting greens moved to present-day location, east of the golf clubhouse.
- 1956 9-Hole Course relocated to present-day location.
- 1956 Jefferson Field relocated to present-day location.
- 1956 “Long” half-mile path between Mercer School gym and Jefferson Community Center constructed.
- 1956 Grading & drainage work performed.
- 1956 Driving range moved to present-day location, north of the golf clubhouse. Driving range retaining wall, shelter & fence constructed.
- 1956 Sprinkler system installation.
- 1956 Asphalt paving of drives and walks.
- 1957 Asa Mercer Middle School constructed per King County Assessor records (2 buildings – 60,570 & 60,066 square feet. John Maloney, architect.) Opened 9/4/57, dedicated 12/4/57.

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- 1957 Sprinkler system installation.
- 1957 SPU's water quality laboratory building constructed (addition made in 1974).
- 1958 Asphalt paving of paths and service yards.
- 1958 Portion of 16th Avenue S. vacated for Water Department under Ordinance 86853.
- 1959 Asphalt paving of sidewalk.
- 1959 Fencing installation.
- 1961 Topsoil, seeding & sprinkler work.
- 1965 Golf cart storage shed constructed per King County Assessor records (300 square feet).
- 1965 Reservoir Water Quality laboratory constructed per King County Assessor records and Metroscan (5,696 square feet)
- 1967 Storage building constructed per King County Assessor records (304 square feet).
- 1967 Golf restrooms constructed per King County Assessor records (400 square feet).
- 1967 Clubhouse rehabilitated.
- 1970 Old lawn bowling clubhouse (Pro's House/old tool house/caddy house) demolished. New lawn bowling clubhouse constructed with Forward Thrust funds.
- 1970 Golf clubhouse constructed. Per King County Assessor records it is 1,872 square feet. Dedication was 9/24/70.
- 1970 VA Hospital, Office Building constructed per King County Assessor records (26,489 square feet)
- 1970 VA Hospital, M.R.I. Building constructed per King County Assessor records (2,952 square feet)
- 1970 VA Hospital, Retail Store constructed per King County Assessor records (4,997 square feet)

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- 1970 First bid for Jefferson Community Center renovation/addition. It exceeded available funds by about 15% and construction costs were rising rapidly, about 10% per year. Project was redesigned and rebid.
- 1971 Original lawn bowling clubhouse (refurbished tool house left over from reservoir construction) demolished and new one built.
- 1972 Jefferson Community Center addition (2nd renovation/addition) per King County Assessor records (9,736 total square feet).
- 1974 Golf clubhouse renovation.
- 1974 Addition made to SPU's water quality laboratory building.
- 1976 "South Beacon Reservoir Subsurface Investigation and Groundwater Study for the Seattle Water Department", A.C. Rice, Seattle Engineering Department Materials Laboratory, November 30, 1976.
- 1978 Beacon Avenue S. Urban Design Study, Richard Haag Associates.
- 1978 Golf course put under operation of a concessionaire.
- 1979 Tennis court resurfacing
- 1979 Southern Beacon Hill Reservoir taken out of service.
- 1980 VA Hospital, Main Hospital (8 stories) constructed per King County Assessor records (666,398 square feet)
- 1980 Tennis court lighting renovated.
- 1980 Test borings at 10 locations around perimeter of north reservoir conducted by Seattle Engineering Department Materials Laboratory. Apparently no report prepared. 1980
- 1983 VA Hospital, Lodging constructed per King County Assessor records (3,523 square feet)
- 1983 Contaminated soil (4,300+/- cy) from the Port of Seattle's Terminal 5 placed on 18-hole course as fill and buried by about 5 feet of clean soil. Some of the contaminated soil spilled in a second location. [Verify year placed.]

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- 1984 Soil sampling & analysis by Earth Consultants of fill soil (4,300+/- cy) from the Port of Seattle's Terminal 5 that was placed in two locations (23,000 +/- sf) on the 18-hole course. Analysis found that concentrations of potentially toxic chemical compounds were well below levels for designation as dangerous waste.
- 1985 Play area along Beacon, north of community center, constructed.
- 1985 Fire Station 13 remodeled.
- 1986 "Preliminary Design Program for Jefferson Park Maintenance Facilities Project" prepared. [Do not have copy]
- 1986 Four foot play area fence installed along Beacon at request of community.
- 1987 Test boring at 1 location west of north reservoir. Conducted by Seattle Engineering Department Materials Laboratory. Apparently no report prepared.
1987
- 1987 "Geotechnical Report for Citywide Horticultural Facility" prepared by CH2M Hill, Inc
- ??? Demolition of two baseball fields and a warehouse (old military roller rink) in preparation for Citywide Horticulture Facility construction. [verify date]
- 1988 Jefferson Park Municipal Golf Course Drainage Study, December, 1988 prepared by John Steidel.
- 1988 Reservoir Lab/Pump Building constructed per King County Assessor records (884 square feet)
- 1988 Agreement between Water Department and Parks regarding use of Water Department property. This agreement is in effect as of 6/01.
- 1989 Geotechnical investigation for installation of fence at Jefferson Field, conducted by Al Rice, Seattle Engineering Department Materials Laboratory, 3/24/89.
- 1990 Architectural Evaluation of Jefferson Golf Course Maintenance Facility prepared by Makers Architects. [Do not have copy]
- 1990 Citywide Horticulture Facility Constructed per King County Assessor records (11,244 SF) [verify date]

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House located between lawn bowling and Golf Maintenance Facility demolished. Are there any records about this demolition? Were footings/debris removed or buried? [About 1990 - verify date]

- 1991 “Municipal Golf Facilities Renovation Master Plan, Jefferson Park Golf Course” prepared by John Steidel for Seattle Department of Parks and Recreation, April, 1991.
- 1991 Resolution 28376, adopting renovation plans for Jefferson Park Golf Course, June 10, 1991.
- 1991 First round of neighborhood planning, lead by the North Beacon Hill Council, began. It extended to about 1994 and produced two reports: "Passport to a Better Beacon Hill" and "North Beacon Hill Action Plan".
- 1994 CRF funds allocated for construction of Jefferson Park Golf Course Maintenance Building, based on 1990 Maker's study.
- 1994 VA Hospital, Radiation Therapy Facility constructed per King County Assessor records (12,250 square feet)
- 1994 VA Hospital, Animal Research Building constructed per King County Assessor records (12,000 square feet)
- 1994 Ritch Study assessed alternative operating options for City of Seattle golf courses. [Do not have a copy.]
- 1994 City of Seattle Resolution 28995, approving a management structure of municipal golf, including operation by a not-for-profit corporation, August, 1994.
- 1994 “North Beacon Hill Action Plan” completed by North Beacon Hill Council..
- 1995 Bird wire installed by SPU over top of north reservoir.
- 1995 Golf Course Operation Agreement Finalized (12-1/2 years duration, expires 12/31/2007).
- 1995 MGS took over operation of the City golf courses 7/1/95.
- 1996 VA Hospital, Canteen Building constructed per King County Assessor records (10,959 square feet)
- 1997 North Beacon Hill Neighborhood Planning Association formed to develop the North Beacon Hill Neighborhood Plan

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- 1997 North Beacon Hill Urban Village Committee formed, as a committee of the North Beacon Hill Neighborhood Planning Association, to assist with neighborhood planing.
- 1997 Jefferson Park Planning Committee formed, as a committee of the North Beacon Hill Neighborhood Planning Association, to assist with neighborhood planning.
- 1998 Superintendent placed a moratorium on all improvements at Jefferson Park (except the driving range) to give the North Beacon Hill Planning Association time to complete the neighborhood plan, March 1997.
- 1998 Ivory & Associates Architects, hired by MGS to develop golf maintenance facility design and provide project management oversight, June 1998.
- 1998 Fence installed at Golf Maintenance Yard.
- 1998 “Performance Review of Seattle’s Municipal Golf Courses” prepared for City of Seattle and Municipal Golf of Seattle by Economics Research Associates, November, 1998.
- 1998 Master Use Permit Application #9804411 for future construction to replace and increase the height of an existing perimeter fence around the Jefferson Park Driving Range. Variance required to allow fence to exceed the established base height limit in SF5000 zone.
- 1999 Jefferson Park Alliance (JPA) founded to advocate for implementation of elements of the North Beacon Hill Neighborhood Plan that are related to Jefferson Park.
- 1999 SEPA Checklist prepared & DNS issued (7/8/99) for the North Beacon Hill Plan.
- 1999 A Site Analysis for A New Maintenance Facility at Jefferson Park Golf Course, Seattle, Washington. Prepared for Municipal Golf of Seattle by Ivory and Associates, October 1, 1999.
- 1999 Beacon Avenue Median, Phase V, constructed by Seattle Transportation. This project realigned the roadway and created a series of parking areas parallel to the driving lanes, separated with landscaping. This project also built a gravel path and landscaping along the east side of Beacon Avenue by Seattle Transportation.
- 1999 Community Center Levy passed by voters, providing funding to build a gym at the community center.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- 1999 Funding for redevelopment of the children's play area included in the 1999-2000 Parks Capitol Improvement Program.
- 1999 Jefferson Park Concept Plan, prepared by Murase Associates and Dennis Tate Associates for Jefferson Park Planning Committee and North Beacon Hill Planning Association, 2/99.
- 1999 Final North Beacon Hill Neighborhood Plan: North Beacon Hill Urban Village Plan and Jefferson Park Concept Plan, Dennis Tate Associates and Murase Associates, published 3/4/99.
- 1999 North Beacon Hill Approval & Adoption Matrix, compiled by the Strategic Planning Office, 6/29/99 and revised by the City Council and Council Central Staff 10/28/99.
- 1999 Ordinance 119713 relating to the North Beacon Hill Neighborhood Plan, 10/29/99.
- 1999 Resolution 29995 recognizing the North Beacon Hill Neighborhood Plan and approving the City's work program (the North Beacon Hill Approval & Adoption Matrix) in response to the Plan, 11/1/99.
- 1999 Ordinance 119724 relating to implementation of the North Beacon Hill Neighborhood Plan, 11/4/99.
- 1999 Moratorium on development at Jefferson Park lifted 11/17/99.
- 1999 SPU's water quality lab relocated.
- 2000 East-west path design completed. Murase Landscape Architects was designer.
- 2000 Pacific Rim Resources hired by Parks to assist in conducting public meetings to select a site for the golf maintenance facility, April 2000.
- 2000 "Jefferson Park Golf Course – A Review of Maintenance Facility Expansion Alternatives" by Tom Wolken, Wolken Architects. Version 2 dated 5/22/2000.
- 2000 Park Board approved locating golf maintenance facility at current location, 8/14/00.
- 2000 Letter from the Superintendent to the Beacon Hill residents explaining the decision on siting the golf maintenance facility and indicating a number of design criteria meant to minimize negative impacts, 8/23/00. [Do not have copy]

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- 2000 Reservoir fences relocated by SPU opening many acres (about 4 to 5) of land to public park use.
- 2000 East-west path construction started.
- 2000 Relocation of the Spokane St. fence at the north end of the 18-hole course, in anticipation of future path construction, was designed and bid.
- 2000 ProParks Levy Passed, providing substantial funding for various improvements to Jefferson Park.
- 2000 Conceptual design for the golf maintenance facility was developed and the location approved by the Parks Board.
- 2000 Schematic design for reconstruction of the golf driving range was developed.
- 2000 Lawn bowling east green reconstruction begun, completed 2001.
- 2000 Historic property survey completed by Cathy Wickwire, consultant to the Seattle Landmarks Board, for both reservoirs, the reservoir gatehouse, Fire Station 13 and Jefferson Golf Clubhouse
- 2001 Design Commission briefing, 2/15/01
- 2001 Earth Day planting along East-West Path
- 2001 Spokane Street fence replaced

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C. Neighborhood Description

[locate 2000 census tract information - population, income, ethnicity]

1. Demographic Information

- * Population living within 5-mile radius is about 300,000 and has a median age of 37. The 5-mile radius population has the following age distribution (1990 Census):

| | |
|--------------|-----|
| Less than 14 | 17% |
| 14-24 | 12 |
| 25-34 | 16 |
| 35-54 | 32 |
| 55-64 | 8 |
| 65+ | 15 |

- * Household income distribution, within a 5-mile radius, is shown below. Median household income for the 5-mile radius, at \$34,000, is a little below the Seattle median. (1990 Census)

| | |
|--------------------|-----|
| Less than \$15,000 | 21% |
| \$15,000 – 24,999 | 16 |
| \$25,000 – 34,999 | 15 |
| \$35,000 – 49,999 | 18 |
| \$50,000 – 74,999 | 16 |
| \$75,000 – 99,999 | 6 |
| \$100,000+ | 8 |

- * North Beacon Neighborhood is characterized by ethnic diversity. For example Asa Mercer Middle School student body has the following distribution:

| | |
|------------------|-----|
| American Indian | 2% |
| Asian | 50% |
| African American | 26% |
| Latino | 8% |
| Caucasian | 12% |

The student body composition at nearby Kimball Elementary School is similar to Mercer. Bilingual instruction is given to 12% of Mercer students and 32% of Kimball students.

2. Major Nearby Businesses & Institutions

- * Asa Mercer Middle School
- * Kimbell Elementary School
- * Amazon

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D. Site Description

1. Addresses
 - * Jefferson Community Center: 3801 Beacon Ave S, Seattle, 98108-1520
 - * Jefferson Park Lawn Bowling: 4103 Beacon Ave South, Seattle, 98108
 - * Golf Clubhouse: 4104 Beacon Avenue South

2. Census Tract

Jefferson Park is located in Seattle Census Tract 100.

3. Neighborhood & Neighborhood Sector

Jefferson Park is located in the North Beacon Hill Neighborhood, which is a part of the Southeast Neighborhood Sector, as delineated by the City of Seattle.

4. Zoning

Jefferson Park is zoned Residential Single Family 5000 (SF5000), except the strip of property lying between 15th Avenue W and 16th Avenue W. is zoned Residential Lowrise 1 (L-1).

5. Comprehensive Plan Designation

As shown on the 1994 Seattle's Comprehensive Plan Future Land Use Map, March 1994, Jefferson Park has the following designations:

 - * 18-hole Course, Cheasty Blvd, Children's play area, community center area, driving range, 9-hole course, golf maintenance area, Citywide Horticulture, & Jefferson Field: Public Open Space.
 - * Reservoirs: High Density Single Family Residential
 - * SPU-owned area west of reservoirs, between 15th & 16th: Low Density Single Family Residential.

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6. Site Size & Jurisdiction

Source: "Jefferson Park Concept Plan", Murase Associates, 2/99.

Note 1: Property is owned by Parks, unless indicated otherwise.

Note 2: Entity responsible for operation/management of each area is shown in bold.

Note 3: King County Assessor property ownership information for Jefferson Park appears to be very inaccurate.

| | Acres | Total Acres |
|---|-------|-------------------|
| Seattle Parks Department | | 14.03 |
| * Citywide Horticultural Facility/S. Division HQ | 4.09 | |
| * Jefferson Lawn Bowling Facility* | 1.74 | |
| * Jefferson Field** | 5.64 | |
| * Jefferson Community Center Area* | 2.56 | |
| * Cheasty Boulevard & Greenbelt (43.44 acres) | --- | |
| * Parks' Cheasty Blvd. Storage Yard (1.5 acres) | --- | |
| Seattle Golf | | 125.22 |
| * Clubhouse, Putting Greens & 9-Hole Course* | 21.17 | |
| * Driving Range* | 6.16 | |
| * Golf Maintenance Facility* | 2.53 | |
| * 18-Hole Course | 95.36 | |
| Seattle Public Utilities | | 39.15 |
| * Fenced Reservoir Area*** | 29.53 | |
| * North Reservoir, Water Surface | 7.4 | |
| * South Reservoir, Water Surface | 5.8 | |
| * South Res. 50 feet outside curb | 11.4 | |
| * Water Lab property (including vacated streets) | 9.62 | |
| Other Properties | | 43.27 |
| * Seattle Fire Station 13 (Facilities Department)* | | 0.44 |
| * Beacon Avenue Path & Landscaping | ? | |
| * Spokane St. Path & Landscaping N of 18-Hole | ? | |
| * Asa Mercer Middle School, Seattle School District | 9.08 | |
| * Veterans Medical Center, U.S. Government | 33.75 | |
| Total | | 221.67**** |

* All or partly SPU owned property, subject to a use agreement between SPU and Parks (except the fire station is subject to an agreement between SPU and the Seattle Facilities Department - previously Seattle Executive Services Department.)

** Jefferson Field is owned by Seattle Parks, but is subject to a joint development and use agreement with Seattle School District, dated June 23, 1955. This agreement gives Parks use of the Mercer gym

*** Fenced area calculation is prior to SPU's fence relocation in 2000. Relocation of the fence reportedly decreased the fenced area by 4 to 5 acres.

**** Not including areas with a "?" in the acre column.

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7. Legal Description

| | Section/Township/Range |
|---|---|
| * Jefferson Park Golf Course | SW 16/24/4 |
| * Reservoir/Fire Station/Community Center | SW 16/24/4 |
| * Reservoir Water Laboratory | NE 17/24/4 |
| * Cheasty Blvd. | Portions of SW 16/24/4, SE 16/24/4, NE 16/24/4 and SE 9/24/4. |
| * VA Hospital | SW 16/24/4 |
| * Asa Mercer Middle School | SW 16/24/4 |
| [complete legal descriptions] | |

8. Tax Parcel Numbers

King County Assessor records show property ownership incorrectly. The following parcel numbers are assigned, however they do not correctly reflect ownership:

| | |
|---|------------|
| * Jefferson Park Golf Course | 1624049080 |
| * Reservoir/Fire Station/Community Center | 1624049270 |
| * Reservoir Water Laboratory | 3679400155 |
| * Cheasty Blvd. | [???] |
| * VA Hospital | 1624049193 |
| * Asa Mercer Middle School | 1624049214 |

9. Landmark Status

In 2000 the Seattle Landmarks Board had a preliminary historic survey conducted of City-owned buildings older than 50 years. A "Historic Property Inventory Form" was filled out for both reservoirs, the reservoir gatehouse, Fire Station 13, and Jefferson Golf Clubhouse. At this time no survey of non-building features has been done. While a park design was prepared by the Olmsted Brothers in 1912 it appears that little of that plan was actually implemented. In any event, major construction projects during World War II and the decade after obliterated most earlier site features. Examination of an aerial photographs from 1936 and 1946 shows the following parallels between the Olmsted Plan and features existing in 2001:

| | Status |
|---------------------------|--|
| * 18-hole Golf Course | Existing (Apparently not Olmsted-designed) |
| * Trees lining Beacon | Existing. Many added in recent years. |
| * E-W Road S of Reservoir | Built. Now most or entirely removed. |
| * Reservoirs | Existing. Predated Olmsted design. |
| * Street System | Built. Predated Olmsted design. |

Further consideration needs to be given to the landmark issue. The key question is whether the site, or any improvements at the site, merits nomination as a Seattle Historic Landmark. Frederica Merrell, Jefferson Park Alliance, is planning to do

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a study of the history of the park, funded by a grant from King County and Seattle Department of Neighborhoods.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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10. Geotechnical Information

The following geotechnical investigations are available:

- A. US Department of Agriculture, Natural Resources Conservation Service, Soil Survey for King County, 1952 and 1973 (out of print).
- B. "South Beacon Reservoir Subsurface Investigation and Groundwater Study for the Seattle Water Department", A.C. Rice, Seattle Engineering Department Materials Laboratory, November 30, 1976.
- C. Test borings at 10 locations around perimeter of north reservoir conducted by Seattle Engineering Department Materials Laboratory. Apparently no report prepared. 1980
- D. Test boring at 1 location west of north reservoir. Conducted by Seattle Engineering Department Materials Laboratory. Apparently no report prepared. 1987
- E. "Geotechnical Report for Citywide Horticultural Facility" prepared by CH2M Hill, Inc, November 1987.
- F. Geotechnical investigation for installation of fence at Jefferson Field, conducted by Al Rice, Seattle Engineering Department Materials Laboratory, 3/24/89.

11. Reservoir-Related Underground Structures

There are a great number of underground structures related to the reservoirs. These structures are indicated on Seattle Water Distribution Maps. Known structures include:

- * Water lines in Beacon Avenue S. median
- * Water line running east to west from Beacon to the reservoirs, south of the community center.
- * Electrical to reservoirs
- * Lines on west side of reservoir in vicinity of the water quality building

12. Domestic Water Service

Water mains are located in the following locations:

- * East side of Beacon Avenue S. (6 or 8" main - verify)
- * West side of Beacon Avenue S. (8" main)
- * West to east from Beacon Avenue S to 24th Place S in the vicinity of the 10th and 13th greens (6" main).

13. Sanitary Sewer Lines

The following sanitary mains are known to exist:

- * East side of Beacon Avenue S. (8" main)
[Have Jim Deymonaz pull sewer cards.]

14. Storm Sewer Lines

- * East side of Beacon Avenue S.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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15. Combined Sanitary/Storm Lines
The following combined sanitary/storm lines are known to exist:
 - * 24th Avenue South (8" main)

16. Electrical Power Lines
According to the 1999 Ivory report, City Light will provide no more than electrical service to a property. This needs to be investigated. The following points of electrical service are known to exist:
 - * S. Andover Pl. & 24th Place S. to pump house near 10th green (underground)
 - * Overhead service between the Golf clubhouse and Citywide Horticulture.

17. Natural Gas Lines
The following gas lines are known to exist:
 - * In 24th Place S. north of Cheasty Blvd.
 - * Service to Citywide Horticulture (see survey for location)

18. Phone Service & Cable
 - * Numerous existing lines.
 - * 24th Place South
 - * [others???]

19. Public Transportation
 - * Beacon Avenue S: Metro Route 36 Local.
 - * 15th Avenue S: Metro Route 36 Express & Route 60.
 - * Sound Transit Light Rail: In planning stage. Nearby stations are anticipated to be located at McClellan St./Rainier Ave. S. and McClellan St./Beacon Ave. S.

20. Landscaping
Existing landscaping can be characterized as follows:
 - * 18-Hole Course: Mature deciduous and evergreen trees, turf, and shrubs especially at perimeter.
 - * 9-Hole Course: Similar to 18-hole course.
 - * Vicinity of Community Center: Turf, small to medium size trees.
 - * Citywide Horticulture: Turf, shrubs, flowerbeds, small to medium size trees.
 - * Jefferson Field Vicinity: Turf field surrounded on 3 sides by small to medium-size trees.

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21. Demolished Structures Once Located in Jefferson Park

Note: There appear to be a great number of demolished structures once located in Jefferson Park. The Army Recreation Camp apparently consisted of about 90 buildings spread over 50 acres of the park. The Camp is partly shown on one 1946 aerial photograph and one partial site drawing, apparently from about 1947, that has surfaced. The following list should not be considered to be complete.

- A. Brick building located on Citywide Horticulture access road (extension of S. Dakota Street) east of 16th Avenue S, west of the parking lot. See 1987 geotechnical report.
- B. Army Recreation Camp, consisting of about 90 buildings located where present-day Citywide Horticulture and Jefferson Field are located.
- C. Aerial photographs from 1936 and 1946 show a great number of now-vanished buildings. Most of them associated with the Army Recreation Camp.

22. Parking Inventory

| | | Public | Staff |
|----|-----------------------------------|--------|-------|
| A. | Beacon Avenue S | ? | 0 |
| B. | Citywide Horticulture - North Lot | 0 | ? |
| C. | Veteran's Hospital | ?* | ? |
| D. | Fire Station 13 | 0 | ? |
| E. | Lawn Bowling Facility | ? | 0 |
| F. | Golf Maintenance Facility | 0 | ? |
| G. | Community Center | 0 | ? |
| H. | Mercer Elementary School | 0 | ? |

* The Veteran's Hospital may be willing to make parking available to the public evenings and weekends.

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23. Activities/Land Uses Surrounding the Park:
- A. East:
 - * Single family homes.
 - * Zoning is Residential Single Family 5000 (SF5000).
 - B. North:
 - * Single family homes, a few apartment buildings, commercial.
 - * Zoning is Residential Single Family 5000 (SF5000) except it is Residential Lowrise 2 (L-2) at the corner of S. Spokane St. & Beacon Ave S.
 - C. West
 - * Single family homes & apartments
 - * Zoning is Residential Lowrise 1, 2 and 3 (L-1, L-2 & L-3) on the west side of 15th Avenue S, north of S. Dakota St - across the street from the Reservoir Water Quality Building field.
 - * Zoning is Residential Single Family 5000 (SF5000) adjacent to the west side of Jefferson Field.
 - D. South
 - * Veterans' Hospital:
 - * Zoning is Residential Multifamily Midrise (MR), Residential Lowrise 3 and Residential Lowrise 2 with Major Institutions Overlay (MIO). MIO heights vary from 240 feet (at north) to 37 feet (at south).
 - * Asa Mercer Middle School
 - * Zoning is Residential Single Family 5000 (SF5000).
 - * Grades 6, 7 & 8
 - * About 830 students
 - * About 50 certified staff and 15 classified staff
24. Proposed Improvements Related to/in Vicinity of Jefferson Park:
- A. Improvements to Mercer School gym, summer 2001.
 - B. United States Geographic Survey Seismic Instrumentation (Contacts: Richard Frith, Parks & Tom Yellin, USGS)
25. Site Survey & Construction Drawings
- Parks survey crew is developing a survey of the portions of the site included in the site planning scope. This work is almost complete as of 6/00. There will be gaps in the survey for areas not included in the planning area. The following other surveys and construction drawings are known to exist:
- * Reservoir as-built drawings located in Vault, 8th floor Municipal Building.
 - * Field notes for layout of east-west roadway, August, 1912. Located in Parks' Survey Office files.
 - * Jefferson Park Golf Course (1930 on)
 - * Jefferson Bowl Clubhouse (1934 on)

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- * Jefferson Park U.S. Army Recreation Camp Site Plot Plan, 12/20/44. Located in Parks' Survey Office files.
 - * Jefferson Park Shop Building - eastern building in the golf maintenance yard (1947)
 - * Jefferson Community Center (1949 on)
 - * Jefferson Park Playfield (1957 on)
 - * Jefferson Ballfield Irrigation Plan, 7/17/61. Located in Parks' Survey Office files.
 - * Jefferson Park Horticulture Facility (1988 on)
 - * Beacon Avenue S. reconstruction project drawings, 1999 (?) are available from Seattle Transportation in hard and electronic format.
 - * Jefferson Park Bowling Greens Site Master Plan, Woodbay Consulting Group, 10/24/00.
 - * Survey of lawn bowling greens and surrounding areas, 2000. Performed by Parks' survey crew.
 - * Seattle Water Distribution Map – Seattle Public Utilities Standard Map, 2000. These drawings show reservoir-related waterlines in a diagrammatic fashion.
 - * Cheasty Blvd & Greenbelt survey, 2000-01. Performed by Parks Survey Crew
26. Inventory of Existing Wildlife
- * Mammals: Only a few mammals typical of urban locations (mice, rats, raccoons, feral cats, etc.) are thought to be present.
 - * Reptiles: None.
 - * Birds: A list of birds sighted at Jefferson Park in 1998 is located at the Jefferson Park Alliance Web Site: <http://www.ci.seattle.wa.us/beaconhill/birds.htm>. The column on the left appears to be the Jefferson count, the column on the right a count in nearly Cheasty Greenbelt.
27. Habitat
- The same Jefferson Park Alliance Web site that contains a bird count has some interesting observations about Jefferson Park habitat issues: <http://www.ci.seattle.wa.us/beaconhill/birds.htm>
27. Slopes
- Most of the site is flat to gently rolling. Some portions are very steep. The steepest areas are the embankments around three reservoirs and south of the south reservoir.
28. Solar Exposure
- Nearly the entire site has excellent solar exposure, with the exception of small areas where sun is blocked by structures or trees.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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E. Activities/Facilities Located in the Park

1. Citywide Horticultural Facility (Approximately 3.5 acres)
 - * Description:
 - * Greenhouse
 - * Lath House
 - * Cold Frames
 - * Administration & Equipment Building
 - * Diesel and Gasoline Tanks & Dispenser Pumps
 - * Passenger Vehicle Parking
 - * Maintenance Yard/Truck Parking
 - * Bulk Storage
 - * Construction Drawings: In Parks' drawing files.
 - * Key Contacts: [???]
 - * Key Issues: [???]
 - * Operation & Maintenance Responsibilities: Parks Citywide Division

2. Jefferson Park Golf Course (Approx. 123 acres)
 - * Description:
 - * 18 Hole Course (approx. 97 acres)
 - * Pump house near 10th Green. [what is this? Where is it?]
 - * 9 Hole Course (approx. 21 acres)
 - * Sanican
 - * Weather Station [what is that structure?]
 - * Two Practice Putting Greens
 - * Driving Range
 - * Driving Range Shelter
 - * Driving Range Field with Netting & Night Lighting
 - * Golf Club House
 - * Pro Shop
 - * Restaurant
 - * Administrative Offices
 - * Men's & Women's Locker Rooms
 - * Common Area
 - * Living Quarters on Second Floor
 - * Basement used for Storage
 - * Cart Storage Shed
 - * Golf Maintenance Facility
 - * Crew/Shop Building (approx. 2,520 square feet)
 - * Material/Equipment Storage Building (approx. 4,000 SF)
 - * Proposed New Building (approx. 4,100 - verify square feet)
 - * Yard (approx. 60,000 square feet existing, additional [???] in proposed expansion.
 - * Diesel & Gasoline Above Ground Storage

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Material Storage Bins
 - * Wash Island
 - * Staff Parking
 - * Construction Drawings: Drawings for many Golf features are located in Parks' drawings files.
 - * Key Contacts: Ron Gibbs, Seattle Golf
Pete Guzzo, Seattle Golf
 - * Key Issues: [???]
 - * Operation & Maintenance Responsibilities: Seattle Golf has primary responsibility. Consistent with its 6/30/95 agreement with the City, Seattle Golf has a contract with Seattle Parks for maintenance of the golf course. The maintenance work is performed by Parks staff who work in Parks Citywide Division. The work is done according to written maintenance standards which were attached to the 6/30/95 Golf Course Operation Agreement and the 6/30/95 agreement itself.
3. Lawn Bowling Facility
- * Description:
 - * Two Greens
 - * Lawn Bowling Club House. The clubhouse is used occasionally for banquets, meetings, etc.
 - * Construction Drawings: Available in Parks' drawing files.
 - * Key Contacts: Chuck Caddy, President, Jefferson Lawn Bowling Club
 - * Key Issues:
 - * Club requests a dumpster for trash
 - * Club requests a place to dispose of grass clippings
 - * Club would like to install a large electronic reader board/sign to draw attention to the facility & publicize events.
 - * Club has concerns about parking - need more when there are competitions.
 - * Operation & Maintenance Responsibilities: At present Parks Citywide is responsible for the greens, the landscaping immediately surrounding the Lawn Bowling Facility, and clubhouse major repairs and maintenance. The Bowling Club is responsible for minor repairs and maintenance of the clubhouse. The concession agreement between Parks and the Lawn Bowling Club is currently being revised and maintenance responsibilities are being reconsidered. Parks Contracts & Business Resources Section would like the Club to assume all responsibility for maintenance of the greens and immediately adjacent landscaping. The Club does not believe it has the resources to maintain the greens properly.
 - * There are some logistical problems associated with non-lawn bowling use of the clubhouse.
4. Jefferson Community Center

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Description:
 - * A 7,273 square foot multi-use building
 - * Two Tennis Courts
 - * Outdoor Basketball Court
 - * Children's Playground (see separate description)
- * Construction Drawings: Available in Parks' drawing files.
- * Key Contacts: Randy Smith, Coordinator
- * Key Issues:
 - * Tennis Courts
 - * Heavily used.
 - * Four courts, not two, are standard at community centers.
 - * Courts are standard size.
 - * Courts were refinished in 1998, and are in good condition.
 - * Fencing is deteriorated and needs replacing.
 - * New lamps were installed in 1999.
 - * Basketball Court
 - * Heavily used.
 - * Not standard size (60'x36' = 1/2 court).
 - * Two hoops/backboards donated by McDonalds. The backboards and standards are of a very solid construction and in good shape.
 - * The area is not normally supervised. It is somewhat isolated. There have been problems in the past related to gangs and drugs.
 - * The courts are not formally lighted. The main source of lighting is spillover from the driving range lights. Some light also comes from a security light on the community center. As isolated courts, it is better to leave them unlighted.
 - * An ideal location would have better visibility to the street, public, and community center staff, include lighting, and perhaps include a rain cover.
 - * Community Center
 - * Building is smaller than Parks standard (standard is 20,000 square feet, including 7,000 square foot gym) and bursting with activities.
 - * Noise in CC is a concern
 - * Number of program rooms and size
 - * Many areas of the CC are not ADA accessible.
- * Operation & Maintenance Responsibilities: Parks South Division

5. Jefferson Children's Play Area

- * Description:

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Four defined play equipment areas, one containing a 4-seat swing set, a second with a climber, a third with spring toys, and a fourth with a whirl.
 - * A few benches and a picnic table.
 - * Construction Drawings: In Parks' drawing files.
 - * Key Contacts: Christopher Williams, Parks SE Division Manager.
 - * Key Issues:
 - * Located on opposite side of community center from the entrance.
 - * Smaller than current standards (5-1,000 square feet) for a play area located adjacent to a community center.
 - * Most equipment removed 11/2000 because of deterioration, being replaced 1/01 with fewer pieces of equipment due to increased safety setback requirements, consequently reduced play value.
 - * Close to traffic (noise, dust & danger).
 - * No nearby picnic tables.
 - * Lack of natural landscaping.
 - * Lack of nearby play areas for older children.
 - * Operation & Maintenance Responsibilities: Parks South Division
6. Fire Station 13
- * Description: [???]
 - * Construction Drawings: [???]
 - * Key Contacts: [???]
 - * Key Issues:
 - * Privacy at rear of building
 - * Parking lot security
 - * Operation & Maintenance Responsibilities: Major repairs and major maintenance are the responsibility of the City's Facilities Department (previously known as the Executive Services Department). Minor repairs and routine maintenance are the responsibility of the fire station.

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7. Beacon Water Reservoirs
 - * Description:
 - * North Reservoir @ 7.4 acres
 - * South Reservoir @ 5.8 acres
 - * Water Quality Building @ [??? SF]
 - * Chemical Treatment Facility [??? SF]
 - * Gate House [??? SF]
 - * Air Quality Monitoring Station [??? SF]
 - * Construction Drawings: [checking with John Curtin whether any are available]
 - * Key Contacts: John Curtin, Seattle Public Utilities
 - * Key Issues:
 - * Security
 - * Water quality
 - * Operation & Maintenance Responsibilities: Seattle Public Utilities

8. Cheasty Boulevard
 - * Description:
 - * Approximately 43.4 acres of open space
 - * Parks Storage Yard (approx. 64,000 square feet)
 - * Construction Drawings: [Roger Dane: are any available?]
 - * Key Contacts: [???]
 - * Key Issues: [???]
 - * Operation & Maintenance Responsibilities: Cheasty Blvd. is covered under the Boulevard Memorandum of Agreement between Seattle Engineering Department and Parks relating to maintenance of boulevards, pursuant to Ordinance 111551, dated 2/24/84. The effect of this agreement is that Parks (South Division) is responsible for maintaining Cheasty Blvd. landscaping and Seattle Transportation is responsible for maintaining the road surface. In addition, Parks South Division is responsible for maintaining all Parks-owned Cheasty property parcels that are adjacent to the street right-of-way, except for the Parks' Cheasty Maintenance Yard that is maintained by Parks Citywide Division.

9. Jefferson Field
 - * Description: Multi-use field with Samoan Cricket pitch, 2 softball backstops, a deteriorated high jump pit and a deteriorated long jump pit. [field size?] Field is used for Ultimate Frisbee and Lacrosse. There is an asphalt area between the gym and classrooms that include [number?] basketball courts installed by Parks [when?]. The paving is striped for games. The asphalt is deteriorated.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Construction Drawings: Drawings are available in Parks' drawing files.
- * Key Contacts: Patti Petesch & Bev Ross
- * Key Issues:
 - * Programming - Jefferson Field is used for Soaman cricket and softball. Mercer School uses the field under a joint use agreement with Parks. The field is lightly used by other groups.
 - * Field is in poor condition - soggy - poor drainage.
 - * Field is isolated from the rest of the park
- * Operation & Maintenance Responsibilities: Parks Citywide Division

10. Beacon Avenue S.

- * Description: [???]
- * Construction Drawings: [checking whether any are available]
- * Key Contacts: [???]
- * Key Issues:
 - * Safety of crossings for golf carts and pedestrians
 - * Competition for parking (including use by VA employees)
 - * Speeding within the parking drive aisle.
- * Operation & Maintenance Responsibilities: Seattle Transportation is responsible for maintaining the roadway from east curb to west curb. Normally the property owner adjacent to a street, in this case Parks and Seattle Golf, is responsible for maintaining the landscaping between curbs and property lines. Seattle Transportation would also like Parks or Seattle Golf to maintain the landscaped median. Seattle Transportation has a 3-year landscaping maintenance agreement with the contractor who reconstructed Beacon Avenue. This agreement expires on [date?]. [Get copy of agreement – Shane DeWald] Upon expiration of the maintenance agreement Parks Citywide, Parks South Division and/or Seattle Golf will be responsible for maintenance of the edges of the street and perhaps the median. These responsibilities need to be clarified. [verify]

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11. S. Spokane Street – East of Beacon
 - * Description: [???]
 - * Construction Drawings: [checking whether any are available]
 - * Key Contacts: [???]
 - * Key Issues: [???]
 - * Operation & Maintenance Responsibilities: Seattle Transportation is responsible for maintaining the roadway from north curb to south curb. Normally the property owner adjacent to a street, in this case Seattle Golf (on the south side) is responsible for maintaining the landscaping between curbs and property lines. In recent years maintenance has apparently been minimal. With relocation of the fence and construction of a walking path the maintenance responsibility will shift to Parks South Division. [verify]

12. Significant underground piping related to the reservoir & public utilities
 - * Description: [???]
 - * Construction Drawings: SPU has drawings, need to get copies.
 - * Key Contacts: John Curtin
 - * Key Issues: [???]
 - * Operation & Maintenance Responsibilities: [???]

13. Park Grounds Owned by Parks
 - * Description:
 - * 18-hole Golf Course
 - * Portion of site west of Beacon and south of projected north edge of Dakota St.
 - * Construction Drawings: Drawings for portions of this area are in Parks' drawings files.
 - * Key Contacts: [???]
 - * Key Issues: [???]
 - * Operation & Maintenance Responsibilities: Parks South Division

14. Park Grounds Owned by Seattle Public Utilities
 - * Description: Park areas located north of the projected north margin of S. Dakota St., west of Beacon, are owned by SPU.
 - * Construction Drawings: Drawings for portions of this area are in Parks drawings files. SPU probably has additional drawings.
 - * Key Contacts: Stephanie Jones, Parks SE Division Manager.
 - * Key Issues: [???]
 - * Operation & Maintenance Responsibilities: Parks South Division is responsible for maintenance, except that under the SPU/Parks fence relocation agreement SPU will maintain the reservoir embankments.

14. Asa Mercer Middle School Gym
 - * Description: Parks uses the Mercer gym for youth and adult sports under

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a joint use agreement with the School District. (More than 27 youth, 8 older teen, and 8 adult basketball teams, and the Late Night Recreation program play at Mercer under sponsorship of Jefferson Community Center.) This use is expected to continue after construction of the new Jefferson Community Center gym.

- * Construction Drawings: Seattle School District would have drawings.
- * Key Contacts: Mercer principal.
- * Key Issues:
 - * The gym is physically separate and remote from the community center and central parts of the park.
 - * Separation of the gym from the community center requires extra staffing.
- * Operation & Maintenance Responsibilities: Parks South Division is responsible for operation of the gym when it is used under Parks' sponsorship. Maintenance is performed by Seattle School District.

III. SITE PLAN OBJECTIVES

A. Scope

Develop a thorough site plan for rehabilitation of nearly 100-year old Jefferson Park, the sixth largest park in Seattle, facilitating development of a park of great beauty. Ensure that the many projects planned for Jefferson Park are carried out in the best possible manner by addressing the policies, issues, and project elements listed in this design program, among other things. The site planning is to incorporate extensive public involvement. It is to build upon past planning work, not repeat it. The recently developed Jefferson Park Concept Plan, a component of the North Beacon Hill Neighborhood Plan, was "intended to provide the foundation for a more detailed park master plan". In fact, development of a site plan/master plan for Jefferson Park was the highest priority to come out of North Beacon Hill neighborhood planning.

The planning scope does not include modifications to the golf course facilities, except the development of pathways and landscaping along the edges. It also does not include the Cheasty Blvd. property and planning issues that are being addressed through a separate Parks Department coordinated effort.

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Site planning will include three basic tasks:

1. Site Analysis
2. Development of an organizing design concept and design vocabulary for park elements.
3. Proposal for physical improvements.

B. Parks Department Policy Objectives

1. Provide a safe, recreational environment for the community.
2. Configure spaces to minimize security concerns and heighten a sense of security.
3. To the maximum extent possible, all elements of the project shall meet ADA requirements.
4. Involve the community in the design of improvements.
5. Work with neighbors to minimize possible adverse impacts.
6. Consider operations and maintenance issues.
7. Landscape to enhance diversity, habitat and educational opportunities.
8. Landscape Management Plan [find out about this...]
8. Tree Policy: Address tree-related issues in conformance with Parks' Tree Policy.
9. Preserve, enhance, and commemorate historic elements.
10. Sustainable Building: Consistent with the City's Sustainable Building Policy, new construction or major renovation of over 5,000 square feet occupiable space shall achieve at least a Silver rating using the US Green Building Council's LEED Rating System. To the extent possible, smaller projects done at Jefferson Park shall also meet this standard, or at least be consistent with applicable criteria.
11. Integrated Pest Management
12. Support the neighborhood plan, as adopted by the City Council.
13. Placement and Maintenance of Visual Art Work on Seattle Parks and Recreation Property, in draft form as of 12/00. Contact Wendy Ceccherelli, Parks.
14. Seattle Parks Public Involvement Policy, 7/1/99.

IV. PLANNING ISSUES

A. Problem Statements for Jefferson Park included in the North Beacon Hill Plan

The North Beacon Hill Plan contains a useful section titled "Problem Statements for Jefferson Park" (pages 46-53). This section of the Plan identifies many issues that should be addressed during site planning. While most, if not all of those issues are restated below, it is worthwhile to review the language of the Plan itself.

B. Beauty

Perhaps the foremost planning issue is that the renewed park must be beautiful. As stated in the Neighborhood Plan, it must be a place that people can love. It must look like and function as an engaging public park. This statement can mean different things to different people. The issue needs to be explored through the site planning. Also, of course, Jefferson Park is very large and has opportunities for a number of very different experiences within it. So it can probably accommodate several different interpretations of "beauty".

C. Personal Safety

Personal safety is a paramount issue, and every effort needs to be made to ensure that the site and improvements function safely and are configured to minimize inappropriate activities.

1. Incorporate features to discourage inappropriate activities including drug use, drug sales, sexual activity, camping/sleeping, bathing, alcohol consumption, vandalism, graffiti, etc.
2. Security features must be handled in a manner that supports the overall design intent. While performing their function(s) they must in no way detract from the aesthetic quality of the park.
3. Seek Crime Prevention through Environmental Design (CETED) review by the Seattle Police Department.

D. Property Security

Security is an important issue, and every effort needs to be made to ensure that the site and improvements are secure:

1. Incorporate features to discourage theft, vandalism, graffiti, etc.
2. Security features must be handled in a manner that supports the overall design intent. While performing their function(s) they must in no way detract from the aesthetic quality of the building.
3. Seek Crime Prevention through Environmental Design (CETED) review by the Seattle Police Department.

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E. Character

Establish a very high level of design, materials and craftsmanship - reflecting the objectives of the Olmsted Brothers without slavishly imitating other Olmsted designs. See the attached Secretary of Interior's Standards for Rehabilitation (Attachment A). Incorporate design features that reflect the cultural history and physical characteristics of the park and site:

- * Park is named after the 3rd US President, Thomas Jefferson.
- * Beacon Hill is named after the Boston neighborhood.
- * Cheasty Blvd. is named in 1914 by Park Board after E. C. Cheasty, "father of Jefferson Golf Course", Park Board member with interest in boulevards.
- * Spokane Street is named after the Washington city and Indian tribe: "children of the sun".
- * Native American history/uses if any can be determined.
- * Rich mix of ethnic groups.
- * Reservoir and large water delivery pipes.
- * Views

F. ADA Accessibility

To the maximum extent possible, all park facilities should be handicapped accessible.

G. Visual and Physical Access for Maintenance & Policing

Provide visual and physical access into and around the site for Park Department, emergency, and police staff. Paths intended for vehicle use must be a minimum of 8 feet wide and designed to carry the weight of the vehicles. Irrigation heads along vehicle routes must be pulled back from the edge of pavement to reduce likelihood of damage. There must be at least one vehicle access route to activity spaces, toilets, maintenance storage, etc.

H. Scenic Views

Locate landscaping and structures to enhance scenic views and minimize view blockage. The City Council is considering placing formal view protection on some views within Jefferson Park. Designers should assume that the better views will be designated for protection under SEPA and develop the site plan in a manner that features territorial views. (NBH Approval & Adoption Matrix Activities JP2)

I. Light Pollution

Artificial light reportedly can have some deleterious environmental impacts. Research the potential impacts and determine whether the type and quantity of existing light at Jefferson Park is likely to cause any problems. Identify criteria for new lighting that will minimize the likelihood of future problems.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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J. Historic Features

Designers should develop the site plan in a manner that protects and enhances existing historic features of the site, regardless of whether they have been formally listed for protection by the Seattle Landmarks Preservation Board. See Olmsted firm history included in Lincoln Reservoir landmark nomination. Coordinate with Frederica Merrell's history project.

K. Design Standards

Design to City and Parks standards. Propose modifications if any standards are inappropriate given the historic context of this park. Any modifications would require specific approval by Parks. Among other things, existing standards address:

- * Storm & Sanitary Drainage
- * Irrigation
- * Soil Preparation & Turf standards.
- * Planting
- * Toilet/Comfort Stations
- * Site Furnishings
- * Signage
- * Gym floor striping
- * Standard Guidelines for Community Centers
- * Placement of art in parks

Designers should request an updated list of standards prior to proceeding.

L. Parks Department Design Objectives

In addition to the objectives expressed in this design program, Parks Department objectives for design of new facilities have been expressed in the following documents:

- * Facility Program for 1991 Community Center Levy Program, October 16, 1992
- * Project elements description for Ballard and South Park prepared by Rick Nishi, 4/28/00. [locate a copy of this.]
- * Parks Instructions to Design Consultants

Designers should request copies of these documents prior to proceeding.

M. Durability & Maintenance

Select materials and configure designs to maximize durability and minimize maintenance. Any materials that are likely to wear out over time should be designed for easy replacement.

N. Recycled Materials

To the greatest extent possible, utilize materials with recycled content.

O. Environmental Review & Permits

1. Environmentally Critical Areas Ordinance: [Check whether the site is in an ECA.]
2. Landmark Certificate of Approval: Will be required for the site plan if the Seattle Landmarks Preservation Board places controls on the site.
3. SEPA Checklist & DNS: A SEPA Checklist & DNS will need to be done toward conclusion of the site planning process.
4. Master Use Permit (MUP): [investigate whether MUP would be required.]
5. Seattle Stormwater, Grading & Drainage Control Code: Investigate to determine whether permits are required at the planning, design or construction phases. Parks is exempt from grading permits, at least under some circumstances, however DCLU sometimes requires Parks to get them.
6. Reservoir-related Permits: Investigate whether permits related to the reservoir structure (earthen dams/retaining walls) or water quality are required at the planning or construction design stage. The following permits are considerations when projects move toward construction:
7. Construction Permit: Required for any structures.
8. Street Use Permit(s): Required if work (paving, staging, sidewalk closure, utility work, etc.) is done within non-vacated street rights-of-way. Usually the contractor is responsible for obtaining street use permits, however any design issues must be resolved as part of the construction permit review.
9. Electrical, Plumbing, Side Sewer Permits: Required if scope of work includes work on these items. The contractor will be responsible for obtaining these permits.

P. Identification, Evaluation & Protection of Existing Structures

Identify existing structures, including buildings and utilities. Evaluate each existing structure to determine whether it should be retained and kept in its current use, retained and used for a different purpose, or demolished. Evaluation should include the following considerations: function, structural integrity (notably seismic), hazardous materials, integrity of building envelope, ADA, cosmetics. Identify any special requirements related to protection of existing facilities. Extend particular care to historic elements, SPU reservoir utility lines and structures, and public utilities. Develop a concept-level budget for proposed modifications to existing structures.

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Q. Storm Water Drainage

Incorporate features to prevent storm water from flowing across paths and onto sports fields and other undesirable locations. Provide on-site water detention if required by regulations.

R. Public Inconvenience

Ensure disruption to public use of park is kept to a minimum.

S. Budget

Ensure that cost-effective decisions are reached. In general life cycle cost should be the guiding principal, rather than initial cost. The following construction cost estimates have been previously prepared:

* Neighborhood Project Scoping Plan – Jefferson Park Project, Prepared by Brennan Associates, October, 1999. Construction cost estimate based on improving 34 acres, per a very sketchy concept plan.

T. Flexibility/Expansion

In order to accommodate unanticipated needs and opportunities, the site plan should have a degree of flexibility. Structures should be sited and designed to accommodate possible future expansion and uses that may be impossible to anticipate at this time. Similarly, the park and its structures should be able to gracefully accommodate a wide variety of activities. In general, try to avoid creating highly specialized exterior spaces and structures.

U. Transportation

Take measures to encourage visitors to walk, bus or bike to the park. Provide enough parking to accommodate most park visitors during normal (non-event) periods. In evaluating parking requirements consider parking demand related to other nearby public facilities which may depend on the same supply of parking.

V. Maintenance Responsibilities

Clarify maintenance responsibilities. Where necessary Parks Property Management should work with other parties (i.e. SPU Property Management, Seattle Golf, etc) to revise existing agreements.

W. Fencing

Community members have measured about 5 miles of fencing at Jefferson Park. The excessive amount of fencing contributes to the balkanized feeling that the park has. To the extent possible, strictly minimize fencing. Where fencing is required, minimize height. Do not use barbed wire except at critical security locations. Where chain-link fencing is used, fabric and framework shall be black to minimize visual presence. (NBH Approval & Adoption Matrix Activities A2 & A3)

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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X. Neighborhood Plan

Use the North Beacon Hill Neighborhood Plan and the North Beacon Hill Approval and Adoption Matrix (as respectively adopted/approved by the City Council via Resolution 29995) as guidelines for development of the site plan.

Y. Noise

Airplane and vehicle traffic noise, on adjacent arterials and the nearby freeway, is a problem. Unfortunately addressing the generation of this noise is outside the scope of this project. On the other hand, there are things that can be done through site planning and facility design to lessen the impact and perception of objectionable noise. For example, quieter activities may be shielded by noise absorbing/deflecting structures. Objectionable noise may be camouflaged with pleasant sounds like fountains, landscaping moving in the breeze, sound generating art work (NOAA's Sound Garden), etc. It may be determined that some quieter activities would be inappropriate in Jefferson Park because of the noise level. These issues need to be explored through site planning.

Z. Community Stewardship

In the long term, success of the park depends on the active enthusiastic engagement of community members. Identify opportunities for community stewardship of the park. Opportunities may relate to planning, design, fundraising, construction, operation, or maintenance.

AA. Utilities

According to the 1999 Ivary report, City Light will provide no more than electrical service to a property. This needs to be investigated. Determine how utilities will be extended to any new structures.

BB. Site Circulation

Interconnect existing and proposed park elements to create an harmonious system of paths for pedestrians within the park.

V. SITE PLAN ELEMENTS

The site plan is to include the following elements:

A. Record of Planning Process

As a final product, produce a section in the site plan report that documents the key planning process steps, including public engagement, Parks Department decisionmaking, Seattle Design Commission decisionmaking, Parks Board decisionmaking and City Council action.

B. Site Analysis

As a final product, produce a section in the site plan report that documents the

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steps followed in the site analysis, the issues considered, and the conclusions reached. In addition, the final product will include addition of key site features to an electronic survey provided by the Parks Department, and furnishing of a Mylar and electronic copy of that drawing.

Using graphic and nongraphic techniques, develop a thorough understanding of salient existing features of the site. Explore how these features relate to each other and create limitations or opportunities. Consider the site plan objectives described in Section III of the Design Program and the planning issues described in Section IV of the Design Program. Parks will provide various drawings (GIS, as-builts, rudimentary survey, etc.) useful for the site analysis work. Among other things, consider the following site features:

1. Existing above and below ground structures
 - * Buildings
 - * Fences
 - * Below ground public utilities, including assessment of existing lines if provided by Parks.
 - * Above ground power lines
 - * Reservoir piping
 - * Potentially landmark structures
2. Circulation
 - * Streets & sidewalks
 - * Crosswalks
 - * Public transit
 - * Park paths
 - * Maintenance access for Parks, SPU, Golf, etc.
 - * Water quality building access
 - * Traffic accident history
3. Parking
 - * Existing spaces
 - * Travel distances
4. Site lighting
5. Landscaping, including trees
6. Views
 - * Key vista points
 - * Opportunities to visually extend park
7. Solar access
8. Noise
9. Safety & Security
10. Zoning & land use
11. Known or suspected buried debris
12. Soils information provided by Parks

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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13. Property ownership, use agreements, & easements
14. Topography

C. Design Concept and Design Vocabulary

As a final product, produce a section in the site plan report that documents the design concept and design vocabulary as described below:

1. Design Concept
Develop a design concept for Jefferson Park. The design concept is intended to be an organizing principal that will be used to give meaning and coherence to the park. The concept should respect & reflect the physical setting/characteristics of the park and its historical and cultural legacy, and characteristics of the surrounding neighborhood. Consider the site plan objectives described in Section III of the Design Program and the planning issues described in Section IV of the Design Program.
2. Design Vocabulary
Develop a design vocabulary for the most significant elements of the park. The design vocabulary is intended to be a collection of images that express/support the design concept which will be used as design standards for future improvements in Jefferson Park. Consider the site plan objectives described in Section III of the Design Program and the planning issues described in Section IV of the Design Program. Each of these design standards should be sufficiently developed to clearly indicate the function and construction of the element. The vocabulary will include design standards for the following park elements, as well as others:
 - * Paths
 - * Landscaping
 - * Furniture (benches, drinking fountains, phones, trash receptacles, signs, etc.)
 - * Lighting
 - * Fencing
 - * Park Entries
 - * Structures

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D. Proposal for Physical Improvements

As a final product, produce a section in the site plan report that documents the proposal for physical improvements described below:

1. Review each potential physical improvement (see list of projects, below) and:
 - * Determine which physical improvements to include in the park.
 - * Describe the purpose and basic requirements of each proposed physical improvement.
 - * Identify the location & spatial relationship of each improvement.
 - * Describe aesthetic issues, especially how each physical improvement will support the design concept.
 - * Develop a conceptual level cost estimate for each proposed improvement.
 - * Consider and address the site plan objectives described in Section III of the Design Program and the planning issues described in Section IV of the Design Program.

2. For all potential physical improvements:
 - * Develop a logical schedule for phased sequencing of physical improvements. Among other factors, consider actual and potential funding.
 - * Identify opportunities to save money or effort by grouping projects.

E. List of Projects

The following list of projects includes all projects known at the time the design program was written. Additional desirable projects may become known later and should be included in the site planning. Some of the projects on this list are funded at this time and some are not. Some are included in Parks' 6-year Action Plan, Parks' Capitol Improvement Plan, and/or the North Beacon Hill Approval & Adoption Matrix. Some are merely ideas that have come up, and should be explored through the site planning.

Full project C.I.P. descriptions for funded projects are available on-line (from Parks inweb home page go to "tools" then "Park Works") and should be examined prior to proceeding with any particular project.

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Cost estimates for some of these project ideas were included in the 1999 "Jefferson Park Concept Plan" prepared by Murase and the 2000 Brennan study. These cost estimates are not repeated here because of uncertainties about project scopes and other cost estimating variables.

1. 24th Avenue Extended Encroachments
 - * Lead Agency Parks Property Management & Municipal Golf of Seattle
 - * Support No designer required
 - * Location East side of 18-hole course
 - * Scope Work with homeowners to remove encroachments
 - * Schedule Unknown
 - * Cost Estimate Unknown
 - * Funding Unknown

2. 24th Avenue Fencing & Pathway (NBH Approval & Adoption Matrix Activity A3)
 - * Lead Agency Parks & Municipal Golf of Seattle
 - * Support Designer not identified
 - * Location East side of 18-hole course
 - * Scope Remove old deteriorated fencing
Install new fencing
Install gravel path
Landscaping
 - * Schedule Not scheduled
 - * Cost Estimate No estimate done
 - * Funding Not identified

3. Beacon Avenue S.
 - * Lead Agency Parks & Seattle Transportation (NBH Approval & Adoption Matrix Activity T8)
 - * Support Not needed
 - * Location Beacon Avenue S.
 - * Scope Monitor roadway functioning:
 - * With Seattle Transportation, Seattle Golf and Parks participation, monitor golf course crossing to determine if installation of a demand-actuated signal is warranted. Sleeving for possible future signal installation was installed under the Beacon Avenue Median, Phase V project.

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- * With Seattle Transportation, Seattle Golf, and Parks participation, monitor parking usage to determine whether parking time restrictions are warranted.
 - * With Seattle Transportation, Seattle Golf, and Parks participation, clarify responsibilities for landscaping maintenance of median and curb to property line areas.
 - * Schedule On-going
 - * Cost Estimate None
 - * Funding Not identified
- [Discuss with Bill Anderson, SEATRAN – he apparently was the PM, or Shane DeWald]

Note: While Cheasty Blvd. is adjacent to Jefferson Park, Cheasty Blvd. property and planning issues are being addressed in a separate process from Jefferson Park site planning. There are, however, some areas where the two processes will be coordinated and overlap to some extent.

4. Cheasty Blvd. Boundary Restoration (Parks' 6-year Action Plan Task BT1)
 - * Lead Agency Parks' Property Management
 - * Support Parks' Engineering & Design Section
 - * Location Length of Cheasty Blvd.
 - * Scope Address non-park uses by identifying locations where there are private improvements located on park property, identifying needed physical modifications, and making those physical modifications.
 - * Schedule 2001+
 - * Cost Estimate []
 - * Funding Under discussion.

5. Cheasty Blvd. & Greenbelt Concept Plan (Parks' 6-year Action Plan Tasks BT1, BT4 & EIF11)
 - * Lead Agency Parks' Planning & Property Management Sections
 - * Support Designer not yet identified
 - * Location Length of Cheasty Blvd. & Greenbelt
 - * Scope Address drainage, landscaping, potential pathways, Parks' storage yard, McClellan Light Rail Station, etc. Explore possible pathways connecting Jefferson Park to mid and lower Cheasty.
 - * Schedule 2001-02
 - * Cost Estimate Not established.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Funding ProParks Levy earmarked \$1 million to address Cheasty infrastructure, part of this may be used to develop the concept plan. Development of a Vegetation Management Plan for Cheasty Greenbelt will cover some of the cost of the concept plan.

- 6. Cheasty Blvd. & Greenbelt Improvements (Parks' 6-year Action Plan Tasks BT1, BT4 & EIF11)
 - * Lead Agency Parks' Project Management Section
 - * Support Designer not identified
 - * Location Length of Cheasty Blvd. & Greenbelt
 - * Scope Design & construct improvements (potential pathway, drainage & landscaping) in accordance with Cheasty concept plan

 - * Schedule Not scheduled
 - * Cost Estimate Will be developed as part of concept plan.
 - * Funding ProParks Levy earmarked \$1 million to address Cheasty infrastructure improvements. The portion of this funding not spent on development of the concept plan will be available for improvements. Some funding may also come from the Cheasty Greenbelt Vegetation Management Plan project. Partial funding might also be provided by SPU's Drainage & Wastewater Program and Seattle Transportation.

- 7. Children's Play Area Renovation/Replacement (Parks' 6-year Action Plan Task PA3, NBH Approval & Adoption Matrix Activities CC3 & ARCC2)
 - * Lead Agency Parks
 - * Support No designer identified
 - * Location To be determined through site planning
 - * Scope Renovate or replace the existing children's play area – design & construction.
Consider providing a spray feature.
Funding is based on a 6,000 SF play area. Work with community members to secure grants to possibly expand the play area to 8,000 SF. (Destination play areas are about 5-10,000 SF. Sand Point Play Area is 20,000 SF, twice the size of the next largest Seattle play area.)

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- * Schedule Site to allow future expansion.
Consider parking.
Design, Quarter 4, 2001
Construction, Quarter 2, 2002
- * Cost Estimate No cost estimate has been done
- * Funding \$391,000 in Parks CRF funds.

- 8. Comfort Station
 - * Lead Agency Parks
 - * Support Designer not identified
 - * Location To be considered under site planning
 - * Scope During site planning, consider providing a comfort station in locations heavily used by park visitors, like at sports fields, especially if these are remote from other toilets. Site for maximum personal security.
 - * Schedule Not scheduled
 - * Cost Estimate None
 - * Funding Not identified

- 9. Community Center Gymnasium (Parks' 6-year Action Plan Task CC1, NBH Approval & Adoption Matrix Activities CC1 & CC2)
 - * Lead Agency Parks
 - * Support Designer not identified
 - * Location To be determined through site planning. See concepts in "Jefferson Park Concept Plan", Murase, 1999.

 - * Scope Design & construct gym with support space, totaling 8,900 square feet.
 - * Areas:

| | |
|--------------------------|----------|
| * Gym @ | 7,000 SF |
| * Toilets & showers @ | 700 SF |
| * Foyer/office @ | 700 SF |
| * Storage & mechanical @ | 500 SF |
| * Parking | --- |
| Total | 8,900 SF |
 - * The gym is to serve as a large multi-purpose space, accommodating such activities as basketball, volleyball, pickle ball, badminton, dances, community meetings, etc.

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- * Support spaces are to include toilets, showers, foyer/office, storage, mechanical and parking
 - * Consider whether the gym should be located adjacent to the existing community or as an integral element of a new community center.
 - * Interior dimensions of minimum 68' x 97' = 6,596, with bleachers on one side. Bleachers require 6 feet of width. If possible it would be preferable to have bleachers on 2 sides (74' x 97' = 7,178 SF).
 - * 26 foot minimum clear height
 - * A simple well-defined interior circulation pattern must be established, including the relationship between other areas of the community center, the locker/toilets, gym storage, and the entry/reception area.
 - * Visual control of the gym and close physical access from reception/office to the gym is important. Provide a 6-foot wide door opening close to the reception/office area.
 - * Exits connecting directly to the exterior are required (probably 3 minimum). Vehicle access to at least 1 exterior exit is required. Entry directly from the exterior is undesirable.
 - * To the extent possible, exits on the short walls should be located the corners, and exits on the long walls should be located at corners or at the mid-point of the wall(s).
 - * Acoustic control is important.
 - * A detailed design program for the gym will be developed at a later date.
 - * Consider providing exterior basketball.
- | | |
|-----------------|--|
| * Schedule | Design, Q4, 2001- Q3, 2002 Construction, Q2, 2003 |
| * Cost Estimate | \$2,463,000 |
| * Funding | \$2,463,000, Community Center Levy Program |
10. Community Center Renovation/Addition (NBH Approval & Adoption Matrix Activity CC1)
- | | |
|---------------|--|
| * Lead Agency | Parks & Jefferson CC Advisory Council |
| * Support | Designer not identified |
| * Location | To be determined through site planning |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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| * | Scope | Design & construct community center modifications to accommodate expanded programming, disabled user access, computer network access, and other needs. Alternately, consider building a new community center |
| * | Schedule | Not scheduled |
| * | Cost Estimate | \$1.5-2.0 million, rough guess by CC Advisory Council |
| * | Funding | Not identified |
| 11. | Community Center Roof Replacement | |
| * | Lead Agency | Parks |
| * | Support | Designer not identified |
| * | Location | Community center |
| * | Scope | Replace deteriorated roof, downspouts, flashing, & gutters |
| * | Schedule | Not scheduled |
| * | Cost Estimate | \$288,000 per current Parks Major Maintenance Plan – very preliminary |
| * | Funding | Not identified |
| 12. | Community Center Water Main Replacement | |
| * | Lead Agency | Parks |
| * | Support | Designer not identified |
| * | Location | Alignment running north from community center to near Fire Station |
| * | Scope | Install new water main to replace inadequate existing main. This may have to be done as part of the gym project. The golf clubhouse also suffers from inadequate water service. In anticipation of new service to the community center, a new water line was recently installed between the clubhouse and community center. The water service will be analyzed during design of the gym and a decision made on how to proceed. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | None |
| * | Funding | Not identified |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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13. Concession/Snack Bar
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location To be considered under site planning
 - * Scope During site planning, consider providing space for a concessionaire-operated snack bar. Minimum size would be about 70 square feet. Depending on the type of items offered, the space might have to be larger. To help increase park security, it would be ideal if the attendant has a view of building entries and other areas of the park. Alternatively, consider providing space for snack sales, by community and sports groups, during park events.
- * Schedule Not scheduled
- * Cost Estimate None
- * Funding Not identified
14. Culture Walk
- * Lead Agency Parks
 - * Support Designer to be determined
 - * Location Generally N-S alignment from fire station to middle school.
 - * Scope Using existing and new path segments, form a continuous attractive pedestrian walkway linking major activities in the western half of Jefferson Park, incorporating artwork, cultural references, views, etc. See graphic depictions in "Jefferson Park Concept Plan", Murase, 1999.
- * Schedule None
- * Cost Estimate None
- * Funding None identified.
15. East-West Path Final Design & Construction (Parks' 6-year Action Plan Task EIF13)
- * Lead Agency Parks, Jefferson Park Alliance & N. Beacon Hill Community Council
 - * Support Murase Landscape Architects
 - * Location Generally south of south reservoir and SW of community center
 - * Scope Complete design of irrigation & landscaping. Construct high priority funded elements including grading, gravel path, some irrigation, some landscaping. Consider how to handle the west end of the path - extend path? Install signs? Evaluate

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- the existing concrete stair - add handrail or cover the stair? Consider installing a stair or switch-back path at the NW ends of the path around the reservoirs
- * Schedule Design winter, 2000-2001
Construction, winter/spring, 2001
 - * Cost Estimate Incomplete estimate by Murase
 - * Funding \$39,000 EIF + \$40,000 NRF = \$79,000 [Roger Dane - verify that the NRF is 40,000. It may actually be 37,500]
16. Entries to the Park (NBH Approval & Adoption Matrix Activity PE4)
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location To be determined under site planning. Consider entry markers at Beacon Avenue & Spokane St. and at Beacon Avenue & Cheasty/Snoqualmie, Cheasty & MLK, 15th & Spokane, Mercer Elementary School & Columbian Way.
 - * Scope During site planning, consider providing well-defined entries to the park:
 1. Open & bright - not constricted. Welcoming
 2. Express the personality & historic nature of the park
 3. Draw people in through an expression of drama or visual poetry.
 4. ADA accessible.
 5. Accommodate maintenance & police vehicles while discouraging other vehicles.
 6. Consider providing park furniture at/near the entry, possibly including information kiosks, benches, signs, and trash receptacles.
 7. Consider providing gate posts at the entries.
 8. Consider safety.
 9. Provide entry signage appropriate for historic context of park
 10. Provide appropriate lighting.

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| | | 11. Bollards. Use a design that is harmonious with the historic character of the park. Bollards must be easily removable by one person. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | None |
| * | Funding | Not identified |
| 17. | Exterior Basketball Court Renovation/Replacement | |
| * | Lead Agency | Parks |
| * | Support | Designer not identified |
| * | Location | To be determined through site planning |
| * | Scope | Design & construct new or upgraded basketball court(s). Consider whether to provide one or more half court or full court. Consider whether to provide night lighting. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | None |
| * | Funding | Not identified |
| 18. | Fire Station 13 Adaptive Reuse | |
| * | Lead Agency | Parks, Facilities Department (Previously ESD) |
| * | Support | Designer not identified |
| * | Location | Fire station |
| * | Scope | Potential adaptive reuse of fire station once/if surplus by Seattle Fire Department. Surplussing appears unlikely. Fire Department facility report to be issued spring, 2001. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | None |
| * | Funding | Not identified |

| |
|---|
| Note: Information on the 18-hole course, 9-hole course, putting greens and golf club house is presented for coordination; these projects are not part of the site planning scope. |
|---|

- | | | |
|-----|--------------------------------|------------------------------------|
| 19. | Golf 18-Hole Course Renovation | |
| * | Lead Agency | Municipal Golf of Seattle |
| * | Support | John Steidel, Golf Course Designer |
| * | Location | 18-hole course |
| * | Scope | 11 new tees 1 new green |
| * | Schedule | Design complete |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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| | | Construction in 2001 [verify with Seattle Golf] |
| * | Cost Estimate | [Get from Seattle Golf] |
| * | Funding | Funded [verify with Seattle Golf] |
| 20. | Golf Maintenance Facility Reconstruction (Parks' 6-year Action Plan Tasks GF4 & MF4, NBH Approval & Adoption Matrix Activity A5) | |
| * | Lead Agency | Municipal Golf of Seattle |
| * | Support | Wayne Ivary, Architect |
| * | Location | Existing golf maintenance facility |
| * | Scope | Renovate material storage building Renovate crew/shop bldg. for equip storage New crew/shop building Renovate service yard |
| * | Schedule | Design completed, 2001 Permits, 2001 Construction started, 2001 |
| * | Cost Estimate | [Get from Seattle Golf] |
| * | Funding | \$886,000 in Parks CRF money per John Mallon |
| 21. | Golf Maintenance Facility Road Repaving | |
| * | Lead Agency | Municipal Golf of Seattle |
| * | Support | No designer identified |
| * | Location | Vicinity of existing golf maintenance facility |
| * | Scope | Repave roadway. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | No estimate developed |
| * | Funding | Initially \$60,000 in 1994-95 Parks CRF money, however funding was reprogrammed, so there is no current funding according to Tim Motzer, 1/26/01. |
| 22. | Golf Driving Range Renovation (NBH Approval & Adoption Matrix Activity ARGF2) | |
| * | Lead Agency | Municipal Golf of Seattle |
| * | Support | Wayne Ivary, Architect |
| * | Location | Existing driving range |
| * | Scope | Replace grass with artificial turf Relocate netting on west and north Replace 60' netting with netting up to 110' Increase night lighting height Replace roofing & siding of shelter |
| * | Schedule | Design completed, 2001 Permits, 2001 (Requires City Council Concept Approval – the equivalent of a variance) Construction started, 2001? |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Cost Estimate [get from Seattle Golf]
- * Funding [get from Seattle Golf]

- 23. Golf 9-Hole Course Renovation
 - * Lead Agency Municipal Golf of Seattle
 - * Support John Steidel, Golf Course Architect
 - * Location Existing 9-hole course
 - * Scope Modify course layout
Green & tee improvements
Irrigation improvements
Replace golf cart storage shed
 - * Schedule Concept drawing, done
Detailed design work, not scheduled
Construction, not scheduled
 - * Cost Estimate Unknown
 - * Funding Not identified

- 24. Golf Putting Green Renovation
 - * Lead Agency Municipal Golf of Seattle
 - * Support No designer identified
 - * Location Existing putting greens
 - * Scope Renovate existing putting greens
 - * Schedule Unknown
 - * Cost Estimate Unknown
 - * Funding Unknown

- 25. Golf Clubhouse Renovation/Replacement
 - * Lead Agency Municipal Golf of Seattle
 - * Support No designer identified
 - * Location Existing clubhouse, probably
 - * Scope Renovate/replace existing golf clubhouse
 - * Schedule Unknown
 - * Cost Estimate Unknown
 - * Funding Unknown

- 26. Jefferson Field Improvements (NBH Approval & Adoption Matrix Activities PE5 & ARGF3)
 - * Lead Agency Parks & Seattle School District
 - * Support Designer not identified
 - * Location Existing Jefferson Field

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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| * | Scope | Restoration of athletic field including sand base, playfield soil, drainage, automated irrigation, turf, and backstops. Consider installation of a running track. Scope to be clarified through site planning. Need to resolve programming questions. This is the only Somoan Cricket pitch in the city. It includes a concrete pitch that makes the field unusable for other field sports (soccer, football, baseball). Also, generally Parks prefers to limit use of turf fields to one use, allowing sufficient recovery time for the turf. Does this field warrant synthetic turf and lighting? Consider creating stronger connections to the rest of the park by use of pleasant walkways. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | \$1.2 million per current Parks Major Maintenance Plan – very preliminary |
| * | Funding | Not identified |
27. Lawn Bowling Clubhouse Roof Replacement
- | | | |
|---|---------------|--|
| * | Lead Agency | Parks |
| * | Support | Designer to be determined |
| * | Location | Lawn bowling clubhouse |
| * | Scope | Replace existing deteriorated roof, flashing, gutters, and downspouts |
| * | Schedule | None |
| * | Cost Estimate | None |
| * | Funding | None identified. Could perhaps be done through Parks' roof rehab program |
28. Lawn Bowling Green Reconstruction – Phase 1
- | | | |
|---|---------------|--|
| * | Lead Agency | Parks |
| * | Support | Greens Site Master Plan prepared by Woodbay Consulting Group, 10/24/00. |
| * | Location | East bowling green |
| * | Scope | Reconstruct east green |
| * | Schedule | Seeding in Quarter 1, 2001 Turf establishment Reopen to use in Spring 2002 |
| * | Cost Estimate | \$124,000 - actual costs are exceeding this per Tim Motzer. |
| * | Funding | \$59,000 per Tim Motzer, 1/26/01 |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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29. Lawn Bowling Green Reconstruction – Phase 2
- * Lead Agency Parks
 - * Support In-house design
 - * Location West bowling green
 - * Scope Reconstruct west green
 - * Schedule Design, 2002 (tentative)
Construction, 2003 (tentative)
 - * Cost Estimate None
 - * Funding Not identified
30. Maintenance Responsibilities (NBH Approval and Adoption Matrix Activity A1)
- * Lead Agency Parks
 - * Support None identified
 - * Location Park-wide
 - * Scope Evaluate and clearly assign maintenance responsibilities for each and every area of the park, including the perimeters of each facility. Create a maintenance schedule and standard.
 - * Schedule Not scheduled
 - * Cost Estimate None
 - * Funding Not identified
31. Mercer Middle School Gym
- * Lead Agency Parks/SSD
 - * Support None
 - * Location Mercer Middle School
 - * Scope In accordance with the joint use agreement between Parks and SSD, the gym is used during non-school hours by community. Staffing is through the Community Center. Determine how/whether it would be used after the new Community Center gym is built. Would agreement need to be changed?
 - * Schedule Not scheduled
 - * Cost Estimate None
 - * Funding None identified
32. Mercer Middle School Walkway & Site Improvements
- * Lead Agency Seattle School District/Parks
 - * Support Designer not identified
 - * Location Mercer Middle School

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| | | | |
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| | * | Scope | Work with the school and SSD to integrate the school into the park setting. Explore possibilities of landscaping and fencing modifications and extending the Culture Walk through the school site. |
| | * | Schedule | Not scheduled |
| | * | Cost Estimate | None |
| | * | Funding | Not identified |
| 33. | | Parking - Public | |
| | * | Lead Agency | Parks |
| | * | Support | Designer not identified |
| | * | Location | To be determined through site planning |
| | * | Scope | Emphasize using existing parking to meet current and new needs to the maximum possible extent. To the extent necessary, design & construct parking to accommodate existing and planned facilities at and near the community center, including gym, children's play area, possible swimming pool, ball fields, etc. New facilities will almost certainly need a parking variance. |
| | | | * |
| | * | Cost Estimate | None |
| | * | Funding | Not identified |
| 34. | | Parking - Staff/Maintenance | |
| | * | Lead Agency | Parks |
| | * | Support | Designer not identified |
| | * | Location | To be determined through site planning |
| | * | Scope | Design & construct parking to accommodate staff & maintenance parking near new and existing facilities |
| | * | Schedule | Not scheduled |
| | * | Cost Estimate | None |
| | * | Funding | Not identified |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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35. Park Site Improvements - Artwork
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location Park areas
 - * Scope Develop a plan for integrating artwork into Jefferson Park. The plan should anticipate that art will be done incrementally over time as funding permits, portions of the site become available to Parks, and other projects proceed.
 - * Schedule Not scheduled
 - * Cost Estimate None
 - * Funding Not identified
36. Park Site Improvements - Miscellaneous (NBH Approval & Adoption Matrix Activities PE1 & PE4)
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location Park areas
 - * Scope Park improvements unrelated to specific capitol projects, including paths, ADA improvements, park furniture, picnic areas, exterior basketball, plazas, drinking fountains, public phones, landscaping, irrigation, picnic shelter(s), kiosks, artwork, lighting, signage, etc. To the greatest degree possible, develop walks as interconnected loops. Provide maintenance vehicle access to the reservoirs and access to the water quality building. Specifics to be determined through site planning.
 - * Schedule Not scheduled
 - * Cost Estimate None
 - * Funding Not identified
37. Picnic Grounds (Parks' 6-year Action Plan Task SP5, NBH Approval & Adoption Matrix Activity PE3)
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location To be considered under site planning. An area west of the lawn bowling facility has been suggested as one potential location. Another potential location is the North Reservoir site.

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| * | Scope | Prior to World War II a portion of the park was used by the Japanese community for picnics. There is community interest, as expressed in the Neighborhood Plan, for reestablishing a picnic area that could again serve large community picnics. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | None |
| * | Funding | Not identified |
| 38. | Power Line Undergrounding | |
| * | Lead Agency | Parks |
| * | Support | Designer not identified |
| * | Location | East-west alignment between Golf Clubhouse and Citywide Horticulture. |
| * | Scope | Consider undergrounding part or all of the existing power line. |
| * | Schedule | Not scheduled |
| * | Cost Estimate | None |
| * | Funding | Not identified |
| 39. | Reservoirs Renovation/Retirement (NBH Approval & Adoption Matrix Activities WR3 & WR4) | |
| * | Lead Agency | Seattle Public Utilities |
| * | Support | Designer not identified |
| * | Location | North Beacon Reservoir, South Beacon Reservoir, & surrounding area |
| * | Scope | Reconstruct the south reservoir, with a cover, bringing it into conformance with current codes. Subsequently retire the north reservoir and make the property available for park use. While SPU has indicated that the rebuilt south reservoir will have a soft lid, some community members have expressed interest in a hard lid that would support recreational activities. As part of site planning evaluate soft and hard lid options: short term costs, life-cycle costs, safety/security issues, park impacts, etc. Apparently SPU has already done some analysis. |
| * | Schedule | 2005-06, tentative |
| * | Cost Estimate | \$10.6 million |
| * | Funding | Water Fund CIP |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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40. Reservoir, North - Park Improvements (NBH Approval & Adoption Matrix Activity WR3)
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location North reservoir
 - * Scope Design and construct park improvements. Scope to be clarified through site planning. One important question is whether to choose the "high" alternative (fill in the reservoir) or the "low" alternative (bulldoze the existing reservoir embankments). Neighborhood plan contemplated passive recreation (not field sports) in this area. Do property use agreement with SPU.
 - * Schedule Not scheduled
 - * Cost Estimate None
 - * Funding Portion of ProParks Levy, \$7.1 million earmarked for this area
41. Reservoir, South - Park Improvements (NBH Approval & Adoption Matrix Activity WR4)
- * Lead Agency SPU/Parks
 - * Support Designer not identified
 - * Location South reservoir
 - * Scope Explore options for park improvements in the case that a hard lid is constructed over the reservoir. The Neighborhood Plan contemplated active recreation (sports fields and/or hard court sports) in this area. Do property use agreement with SPU.
 - * Schedule Not scheduled
 - * Cost Estimate None
 - * Funding Not identified
42. Scenic View Protection (NBH Approval and Adoption Matrix Activity JP2)
- * Lead Agency Parks & DCLU
 - * Support City Council Central Staff
 - * Location Several
 - * Scope Council consideration of legislation adding one or more viewpoints in Jefferson park to the list of SEPA-protected views, alternatively view protection may be addressed through the site planning with possible subsequent Council action.

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| * Schedule | Quarter 1, 2001? |
| * Cost Estimate | None |
| * Funding | None identified. |
43. Site Planning (Parks 6-year Action Plan Task RMP6, NBH Approval and Adoption Matrix Activity JP1)
- | | |
|-----------------|---|
| * Lead Agency | Parks |
| * Support | Not identified |
| * Location | Most park areas, except the golf course. |
| * Scope | Prepare site plan to identify, site, and coordinate future improvements. Establish a design motif (vocabulary) for the park. Consider the Olmsted legacy at Jefferson Park in planning for future improvements. |
| * Schedule | 2001 |
| * Cost Estimate | \$150-200,000 |
| * Funding | Portions of CCLP, ProParks and CRF funding. |
44. Spokane Street Fence Relocation (NBH Approval & Adoption Matrix Activities A3 & ARGF5)
This project was completed by the Parks Department Spring, 2001.
45. Spokane Street Path
- | | |
|---------------|--|
| * Lead Agency | Parks |
| * Support | Karen Galt, Parks Department |
| * Location | South side of Spokane, between 24 th Avenue S. & 16 th Avenue S. |
| * Scope | Design pathway Construct pathway |
| * Schedule | Design in Quarter 2/3, 2001 (underway) Construction in Quarter 3/4, 2001 |

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- * Cost Estimate \$51,000 (simple gravel path) to \$231,000 (gravel path, drainage, retaining walls, benches, topsoil, irrigation, trees, shrub beds, and seeding) by Roger Dane & Joe Neiford
 - * Funding \$51,000 CRF + whatever is unspent from Spokane Street Fence Project.
46. Sports Field(s) (NBH Approval & Adoption Matrix Activity CC5, similar)
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location Determine through site planning. Possible locations are at the North reservoir and South reservoir (if it receives a hard lid).
 - * Scope Scope to be clarified through site planning. Possibly could include some mix of soccer, football, softball, youth baseball, senior baseball, and running track. There are various regulation sizes for these activities depending on level of play. In evaluating these options, consider what other nearby facilities are available to the community.
 - * Schedule Not scheduled
 - * Cost Estimate \$1.2 million per Parks Major Maintenance Plan – very preliminary
 - * Funding Portion of ProParks Levy, \$7.1 million ProParks funding.
47. Streetscapes & Public Buses
- * Lead Agency Parks
 - * Support Designer not identified
 - * Location Public rights of way adjacent to the park
 - * Scope Design and construct unified streetscapes that set a high standard, while harmonizing with adjacent existing or planned streetscapes. Consider special paving, street lighting, benches, trash containers, newspaper vending machines, signage, kiosks, etc. Coordinate bus stop locations with King County Metro so they are conveniently situated for park users. Coordinate pedestrian crosswalk locations with Seattle Transportation to facilitate pedestrian access to the park.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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| * Schedule | Not scheduled |
| * Cost Estimate | None |
| * Funding | Not identified |
48. Aquatic Facility (Parks' 6-year Action Plan Task SP5, NBH Approval & Adoption Matrix Activity JP5)
- | | |
|-----------------|---|
| * Lead Agency | Parks |
| * Support | Designer not identified |
| * Location | To be considered under site planning |
| * Scope | While funding is not currently available to build a pool, site planning offers an opportunity to identify an appropriate site if there is support for locating a pool in Jefferson Park. Considerations: <ul style="list-style-type: none">* Family atmosphere* Opportunities for multiple activities* Indoor/outdoor flexibility |
| * Schedule | Not scheduled |
| * Cost Estimate | None |
| * Funding | Not identified |
49. Tennis Court Renovation/Replacement (Parks' 6-year Action Plan Task TC2, NBH Approval & Adoption Matrix Activity CC4)
- | | |
|-----------------|---|
| * Lead Agency | Parks |
| * Support | Designer not identified |
| * Location | To be determined through site planning |
| * Scope | Design & construct new or upgraded tennis courts with lighting, fencing, nets, benches, bang-board, etc. Ideally provide four courts, rather than the existing two. |
| * Schedule | Not scheduled |
| * Cost Estimate | None |
| * Funding | \$499,000 ProParks funding |
50. Trolley Shelter Abatement & Possible Renovation
- | | |
|---------------|---|
| * Lead Agency | Parks |
| * Support | No designer identified |
| * Location | Immediately south of fire station |
| * Scope | 1) Remove lead-painted deteriorated wood components, clean loose paint from metal structure & paint. 2) During site planning determine whether to renovate or remove this structure. See trolley shelter memo prepared by Don Bullard. |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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3) Implement site planning recommendation.

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| | * | Schedule | Task 1 is scheduled to be done 6/01. |
| | * | Cost Estimate | Unknown |
| | * | Funding | Task 1: Citywide Environmental Remediation Program Task 2: Part of site planning project. Task 3: Unidentified. |
| 51. | | Veterans' Medical Center | |
| | * | Lead Agency | VMC/Parks |
| | * | Support | Designer not identified |
| | * | Location | Veterans' Medical Center |
| | * | Scope | Work with the Veterans' Medical Center to integrate the Medical Center into the park setting. Explore possibilities of landscaping and fencing modifications. Explore the possibility of extending the E-W 9-hole course walkway into a portion of the Medical Center property. |
| | * | Schedule | Not scheduled |
| | * | Cost Estimate | None |
| | * | Funding | Not identified |
| 52. | | Walkways at Perimeter of 9-Hole Course (NBH Approval & Adoption Matrix Activities ARGF4) | |
| | * | Lead Agency | Parks |
| | * | Support | Designer not identified |
| | * | Location | Perimeter of 9-hole course |
| | * | Scope | Design & construct walkways & associated landscaping. Attempt to introduce some meander in the path along the south side of the 9-hole course. |
| | * | Schedule | Not scheduled |
| | * | Cost Estimate | None |
| | * | Funding | \$516,000 ProParks Levy funding |
| 53. | | Water Quality Lab Adaptive Reuse (NBH Approval & Adoption Matrix Activity PE2) | |
| | * | Lead Agency | Seattle Public Utilities |
| | * | Support | Designer not identified |
| | * | Location | Water quality lab |
| | * | Scope | Potential adaptive reuse of water quality lab building once/if surplus by SPU. See 1989+/- evaluation of building by Miller/Hull. |
| | * | Schedule | Not scheduled |
| | * | Cost Estimate | None |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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| | * Funding | Not identified |
| 54. | Water Quality Lab Terrace (Grass Field) Park Improvements (NBH Approval & Adoption Matrix Activity PE2) | |
| | * Lead Agency | Parks |
| | * Support | Designer not identified |
| | * Location | Water quality lab terrace (grass field between 15 th Avenue S & 16 th Avenue S., south of S. Spokane St.) |
| | * Scope | Design and construct park improvements. Scope to be clarified through site planning. Neighborhood plan called for an arboretum/natural area/urban forest in this area. See concept in "Jefferson Park Concept Plan", Murase, 1999. Parks and SPU need to do a use agreement for this SPU-owned property. SPU has expressed support for Parks use in the past but an agreement has not been done as of 1/26/01. |
| | * Schedule | Not scheduled |
| | * Cost Estimate | \$1.2 million per Parks Major Maintenance Plan – very preliminary |
| | * Funding | Portion of ProParks Levy, \$7.1 million |
| 55. | Spokane Street – Pedestrian Crossings/Traffic Calming | |
| | * Lead Agency | Seattle Transportation & Parks |
| | * Support | Not identified |
| | * Location | Spokane Street |
| | * Scope | Identify & implement traffic modifications to increase safety & comfort of park users. |
| | * Schedule | Not scheduled. |
| | * Cost Estimate | None. |
| | * Funding | Not identified. |
| 56. | 15 th Avenue South – Pedestrian Crossings/Traffic Calming | |
| | * Lead Agency | Seattle Transportation & Parks |
| | * Support | Not identified |
| | * Location | 15 th Avenue South |
| | * Scope | Identify & implement traffic modifications to increase safety & comfort of park users. |
| | * Schedule | Not scheduled. |
| | * Cost Estimate | None. |
| | * Funding | Not identified. |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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VI. SITE PLANNING SCHEDULE (revised 6/18/01)

| | |
|---|--------------|
| Design Program Draft Complete | Done |
| Send Design Program to Core Members (Allow 2 Weeks) | Done |
| Scope of Work for Design Consultant Done | Done |
| Place Ad for Consultant RFQs (Allow 3 Weeks) | Done |
| Mail request for key groups to identify PAT representatives (Allow 3 Weeks) | Done |
| Design Program Reviewed | |
| A. Parks South Core | Done |
| B. Send PIP to Project Steering | Done |
| C. Parks Project Steering | Done |
| D. Community | Done |
| Public Meeting #1 - Present Site Planning Process | Done |
| PAT Formalized | |
| A. Nominations from Key Groups Received | Done |
| B. Recommendation sent to Superintendent (Allow 1 Week) | Done |
| C. Superintendent response received | Done |
| Consultant Selection | |
| * Assemble consultant evaluation committee | Done |
| * RFQs Received | Done |
| * Review submittals & identify interview short list (Allow 1 Week) | Done |
| * Conduct interviews | Done |
| * Check References | Done |
| * Recommendation to Superintendent (Allow 1 Week) | Done |
| * Superintendent action | Done |
| Design Consultant Fee Negotiation & Agreement | |
| * Fee Negotiation Complete | Done |
| * Insurance Documentation Complete | Done |
| * Authorization to Proceed | Done |
| * Agreement Finalized | 6/01 |
| Design Consultant Begins Site Planning Process | 6/01 |
| * Do Site Analysis | |
| * Develop Park Design Vocabulary | |
| * Develop Scope of Proposed Physical Improvements | |
| * Develop Proposed Implementation Schedule | |
| * Develop Graphics Package | |
| Public Meeting #2 - Review Preliminary Site Design Work | TBD |
| Revise Site Design Work | |
| Public Meeting #3 - Review Final Site Design Work | TBD |
| Site Plan Validation Begins | |
| * Public Review | |
| * SEPA Checklist & DNS (presumably) | |
| * Landmarks Board Review & Approval | |
| * Design Commission Review & Approval | |
| * Parks Board Review & Approval | |
| * Council Review & Approval (2 months+/- required) | |
| Celebrate Conclusion of Site Planning Process | 12/01 |
| Begin Project Implementation Per Site Plan | 12/01 |

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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VII. SITE PLANNING BUDGETS & FUNDING

A. Planning Budget

The total site planning project budget is \$266,000 (2.4% of TPB).

The total project budget, including the cost of site planning, for all currently funded projects is \$10,969,000. This amount includes the Construction Contract Amount (CCA), which is estimated to be about \$6,800,000, Washington State Sales tax, construction contingency, surveys, tests, staff costs, design expenses, survey work, and all administrative and miscellaneous costs.

B. Current Funding

| | | <u>Total</u> | <u>Planning</u> |
|-------------------|---|-------------------|-----------------|
| CIP K72654/K73483 | Jefferson Park Community Center Gym | 2,463,000 | 60,000 |
| CIP K72445/K73569 | Jefferson Park Play Area ADA Renovation | 74,000 | 0 |
| CIP K72445/K73570 | Jefferson Park Play Area Renovation | 317,000 | 6,000 |
| CIP K72???/K73??? | Jefferson Park Pathway Development | 516,000 | 0 |
| CIP K72???/K73??? | Jefferson Park Tennis Courts | 499,000 | 0 |
| CIP K72???/K73??? | Beacon Reservoir Park Acquisition/Development | 7,100,000 | 200,000 |
| Total | | 10,969,000 | 266,000 |

VIII. COMMUNICATIONS & PUBLIC INVOLVEMENT PROGRAM

A. Mission

The mission of the communications and public involvement program is to foster openness, trust, and participation such that stakeholders are able to work together to identify and work through controversial issues, contradictions, challenges, and opportunities.

B. Goals

- * Define objectives clearly.
- * Identify all individuals and groups that may be affected by the planning ("stakeholders").
- * Find creative ways to encourage active stakeholder participation.
- * Provide timely opportunities for stakeholders to express their views, ideas, and concerns.
- * Make efficient use of stakeholders time.
- * Ensure clear, concise, and timely communication of information.
- * Answer questions and acknowledge concerns.
- * Maintain realistic expectations. Identify opportunities and constraints imposed by funding, schedule, mandate, and other project parameters.
- * Ensure that stakeholders are informed about trade-offs associated with alternative courses of action.
- * Strive for timely and efficient decision-making.
- * Keep the planning process within budget.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Respect the planning scope of work - guard against scope creep.
- * Strive to accomplish highest quality planning work.

C. Project Advisory Team (PAT)

1. Purpose

The PAT will be an advisory committee to the Parks Department. It is intended to facilitate sustained and balanced stakeholder participation. The PAT will review and provide recommendations on the development of the site plan, as delineated in the design program. The PAT will be formed at the start of the site planning process. It will meet regularly in meetings open to the public. At these meetings it will review project scope, budget, schedule, recent accomplishments and upcoming tasks. Recommendations by the PAT on these topics will be given substantial weight. The PAT's work will be finished when the plan is validated. A separate PAT will be formed later to assist with the detailed design of the new gym and perhaps other facilities.

2. Project Advisory Team Responsibilities (PAT)

In conducting its work PAT members, individually and collectively, will have the following responsibilities:

- * Focus on the big issues. Avoid getting caught up in details.
- * Respect the project scope, schedule, and budget as described in the design program. Review project scope, schedule, and budget at least monthly. Changes to scope, schedule and budget can only be made by Parks' Project Steering Committee. If the PAT believe modifications should be made it should propose changes in writing to Parks' Project Steering Committee for consideration.
- * As much as possible, use consensus-based decision-making. A summary of decisions will be included in meeting minutes, with differences in opinion among members clearly noted and explained. If consensus is unattainable on key issues, majority and minority opinions will be sent to Parks' Project Steering Committee for consideration.
- * Meet at least monthly, on a regular date (for example, third Tuesdays at 7 PM) for the duration of the planning process. Meetings may be held more often if the PAT feels it is necessary. Meetings will be open to the public and opportunity given at each meeting for comments from non-PAT members.
- * Use effective meeting practices, including preparation prior to meetings, an agenda, respect for differing opinions, active listening, etc.
- * Regularly report on planning activities to represented groups and other stakeholders.
- * Attend public events to provide information about the planning process.
- * Attend Parks South Core, Parks Project Steering, Seattle Design Commission, and Seattle Landmarks Preservation Board meetings to provide information about the planning process.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Respect the North Beacon Hill Plan, as recognized by the City Council and the North Beacon Approval & Adoption Matrix, as approved by the City Council (Resolution 29995).
- * Endeavor to attend all Project Advisory Team meetings. Because continuity is essential, no substitutes will be allowed for absent members. If a member resigns, the appointing group will be asked to appoint a replacement.
- * Identify and speak on issues vital to stakeholders.
- * Balance the specific interests of each stakeholder with a broad understanding of all citizens' needs within the community when making recommendations.

3. Parks Department Responsibilities

The Parks Department will have the following responsibilities:

- * The Parks Department will give considerable weight to the recommendations provided by the PAT.
- * The Parks Department will endeavor to complete the planning process on time and on budget.
- * Parks' Project Steering Committee will finalize and approve the Public Involvement Program.
- * With the participation of two representatives from the PAT, the Parks Department will select and contract with a design consultant to assist with the site planning.
- * The Parks Department Project Manager will be responsible for providing day-to-day guidance for the project, including managing the planning team. The Project Manager will provide the PAT with an update on recent accomplishments, schedule, budget, and upcoming tasks at its meetings. The Parks Department Project Manager will support the PAT by providing written reports, meeting minutes, advance distribution of meeting agendas, etc.
- * The Parks Department Southeast District Manager will chair the PAT. The Chair will facilitate the process, work with PAT members to set agendas, and conduct meetings in an open and constructive atmosphere. The Project Manager will act as chair in the absence of the Southeast District Manager.
- * The Parks Department will implement the "tools to inform" and "tools to involve" described in the design program, as appropriate.
- * Regularly report on planning activities to stakeholder groups.
- * Attend public events to provide information about the planning process.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Attend Parks South Core, Parks Project Steering, Seattle Design Commission, and Seattle Landmarks Preservation Board meetings to provide information about the planning process.
 - * Parks' Project Steering Committee will consider any key issues that the PAT is unable to reach consensus on. Project Steering will at times make recommendations to, and seek counsel from, the Superintendent. Issues that cannot be resolved by Project Steering will be forwarded to the Superintendent for resolution.
 - * As with all Parks capital projects, the Parks Department will charge all costs related to the planning process, including staffing the PAT, to the funded Jefferson Park construction projects.
 - * The Parks Department will work with Seattle Public Utilities in an effort to establish property use agreements that support the planning objectives.
4. Creation of the Project Advisory Team
- * Candidates will be nominated by key stakeholder groups.
 - * The Superintendent of Parks will appoint members.
 - * At its initial meeting the PAT will establish its initial operating mechanisms, including meeting dates, meeting rules, etc.
 - * Upon validation of the site plan the PAT's work will be complete.
5. Composition of the Project Advisory Team
- The PAT is intended to represent the diversity of North Beacon Hill and Jefferson Park. Membership will include community participants who have a wide range of backgrounds, interests and perspectives. Membership will also include representatives from stakeholder public agencies. The following groups, and other key groups, will be invited to nominate one representative each to the PAT:

Community & Business Groups

- * Beacon Hill Chamber of Commerce
- * Friends of Seattle's Olmsted Parks
- * North Beacon Hill Community Council
- * Jefferson Park Alliance
- * Jefferson Community Center Advisory Council
- * Mercer School PTSA Adult
- * Mercer School PTSA Student
- * Residential Neighbor (Joint appointment of JPA & NBHCC)
- * Seattle Design Commission
- * Seattle Golf Volunteer Board of Directors
- * Jefferson Park Lawn Bowling Club
- * Sports User Group(s) (Joint appointment of Jefferson Community Center Advisory Council & Seattle Sports Advisory Council)
- * Seattle Chinese Athletic Association
- * Jefferson Community Center Table Tennis Group

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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Public Agencies

- * Department of Neighborhoods SE Development Manager
- * Parks Department Jefferson Park Community Center Coordinator
- * Seattle Public Utilities
- * Veterans Administration Medical Center

6. Organization

- * The Chair of the PAT will be Seattle Parks' Southeast Sector Manager. The Chair will facilitate the process, work with PAT members to set agendas, and conduct meetings in an open and constructive atmosphere. The Project Manager will chair meetings in the Chair's absence.
- * Committees may be formed to focus on particular issues if the PAT believes this would facilitate the process.
- * In addition to traditional meetings, the PAT may use whatever other approaches it agrees will be effective to develop an understanding of the project, understand the alternatives, and build a consensus. Examples include site tours, workshops, and charrettes. The approaches listed under "tools to inform" and "tools to engage" should be considered.

D. Public Meetings

Public meetings will be held at key stages of the project to present design options and receive feedback. They are also an opportunity to report back to stakeholders on what decisions have been made. Public meetings will be well-publicized in advance, see "tools to inform", below. The public meetings will include a description of the planning/design process up to that point, future steps, the scope of the envisioned project, introductions of people involved, the schedule, and an opportunity to make oral or written comments or ask questions. Key information will be presented in more than one way (orally, graphically, writing). To the extent possible, translation in key languages will be available at meetings. Meeting notes will be taken at each public meeting and will be mailed to people who sign in at the meeting or otherwise express interest.

Public meetings will be held at the following stages:

- * Planning Design Program
- * Planning @ 50% Completion
- * Planning @ 95% Completion

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- E. **Seattle Design Commission**
The Design Commission will be periodically briefed on this project. Presentations will probably be made at the following stages:
- * Planning Design Program
 - * Planning @ 50% Completion
 - * Planning @ 95% Completion
- F. **Seattle Landmarks Preservation Board**
If preliminary analysis indicates that the site may warrant landmark status, the Landmarks Board will be involved at some or all of the following stages:
- * Planning Design Program
 - * Historical Site Assessment (Multiple meetings likely.)
 - * Planning @ 50% Completion
 - * Planning @ 95% Completion
 - * Application for Preliminary Certificate of Approval submitted.
 - * Application for Certificate of Approval submitted.
- G. **Parks Department Review**
There will be formal Parks Department review, by South Core, at the following stages:
- * Planning Design Program
 - * Planning @ 50% Completion
 - * Planning @ 75% Completion
 - * Planning @ 95% Completion
- In addition, Parks Project Steering Committee may request presentations during the project.
- H. **Tools to Engage**
The following "tools to engage" are methods that will be used during the planning process to engage public interaction. These tools will be used at key points in the site planning process. Considerations:
- * Public events require sufficient lead-time for preparation and notification. Plan on beginning preparations for public events a minimum of six weeks in advance.
 - * Videotaping portions of public events for airing on TV Seattle, the government access cable channel, is a way to add depth to an event. Often, minimal editing is need if an event opening speech or presentations are conducted to introduce the project elements publicly.
 - * Special efforts need to be made to engage populations that may not otherwise participate: youth, elders, people who have limited facility with English, etc.
1. **Presentation-style Public Meetings**
Presentation-style meetings is a type of public meeting in which stakeholders are asked to attend at a set time, listen to a presentation, view graphics, and ask questions that the entire group listens to. Presentation-style meetings are sometimes combined with other "tools to inform". For example one common

approach is to have a presentation followed by small group discussions or something that resembles the open house style meetings described below.

Presentation-style meetings have the advantage of sharing information with many people in a relatively short period of time. It also has the advantage that many people can hear and appreciate concerns/questions that attendees bring up. Disadvantages include the more rigid formal format, the necessity of starting at a set time (some people invariably have a hard time attending), and the reluctance some people feel at speaking in front of a group. Offering childcare can sometimes enable parents to more fully participate in presentation-style meetings.

2. Open House Style Meetings

Open house is a type of public meeting in which stakeholders are welcome to "drop-in" at any point during a set period of time, discuss the project with staff or designers one-on-one or in small groups and view graphic presentations. The advantage of an open house format is that members of the public can attend when they are able and gather information without having to attend an entire presentation or meeting session. Participants can also focus their attention on issues that interest them and only gather information or provide feedback on those issues. People often feel more at ease in this type of format than in formal presentation-style meetings and often ask more questions and offer more candid comments than they would otherwise.

In general, this type of meeting is useful to identify the breadth of issues people are concerned about. They are especially helpful on high-visibility projects, since it is likely many people will be interested enough to attend and there may be rumors to answer and many more comments to take than can reasonably be handled in a presentation-style meeting. The open house format allows for more people to attend over a slightly longer length of time than a presentation-style meeting. Often, open houses include "stations" which correspond with key subject areas for a project or a general presentation of project information and status. When stations are used, visual depictions and informational handouts are placed around a room with staff allowing interested citizens to wander in and learn more about the project, ask clarifying questions or provide on the spot feedback.

3. Workshops

Workshops may take many forms. The most commonly used form for Parks' projects is to get stakeholders together for several hours of intense brainstorming about the project. Usually a short presentation is made that clarifies the objectives and logistics of the workshop. Attendees then break into small groups and begin to work on their tasks. Usually the groups reconvene toward the end of the workshop to share results. Workshops offer the opportunity to provide stakeholders with an in-depth understanding of opportunities and constraints. In turn, they offer designers and Parks staff the benefit of thoughtful, creative,

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organized advice from stakeholders. Workshops can also introduce key stakeholders to one another and generate a deeper understanding of differing views and desires.

4. **Questionnaires**
Questionnaires are often used to obtain information from people who might not otherwise make their views known. Questionnaires are generally used as a supplement to other "tools to inform". Questionnaires also are sometimes used to obtain quantifiable information to aid in decision making, although their use in this way requires a great deal of care to assure statistical validity.
5. **Telephone Contact Person**
A telephone contact person will be listed in all publicly distributed material to provide timely accurate project information.
6. **E-mail Group**
Electronic dissemination of information is an efficient way to quickly reach stakeholders. E-mail group notification will be used to inform stakeholders about upcoming events, new developments, etc.
7. **Mailing Lists & Bulk Mail**
A mailing list will be compiled for the project and used to inform stakeholders about upcoming events, new developments, etc. Anyone who expresses interest in the project will be added to the mailing list. In addition, bulk mailings will be done to residents and business located close to the park. Bulk mail can either be done using carrier routes or a database sort based on distance from the middle of the park or the edges of the park.
8. **Presentations to Community/Business Groups**
Park staff will make presentations to interested community/business groups on a request basis. Presentations to groups associated with underrepresented stakeholders may be solicited.
9. **Festivals & Similar Community Events**
Consider having an information booth/table at nearby community festivals:
 - * Earth Day - East-West Path Planting Party, 4/22/01.
Friends of Seattle Olmsted Parks Annual Meeting, Jefferson Lawn Bowling Facility, date not set as of 1/01.
 - * Rainier Valley Festival [date ?]
 - * Luau 5/4 at Mercer Middle School Lunchroom. Attracts about 250-300 people.
 - * Beacon Hill Festival, 6/2. Held at the community center (including basketball court and tennis courts). Attracts about 2,000 people.

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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10. **Focused Interviews**
Conducting interviews with key stakeholders can be a particularly effective way of getting information from stakeholder populations that may not otherwise share information.

11. **Celebrations**
Celebrations help recognize key milestones in a project's life. Celebrations commemorate achievements and recognize participants. Celebrations build awareness about the project and confirm stewardship. Community celebrations can occur at ground-breaking, during construction, or at completion.

12. **Hard to Reach Stakeholders**
The planning project will make a concerted effort to reach stakeholders who often do not participate in park planning due to factors such as language, culture, ethnicity, economic, or social status. Fine tune "tools to engage" to make them effective in reaching diverse populations. Consider using the following:
 - * Become familiar with the "Libraries for All" approach used for the Beacon Hill Library siting process.
 - * Meet with community leaders who are attuned to diverse populations. See focused interviews above.
 - * Work with the existing community infrastructure.
Identify and work with existing community organizations that share an interest in Jefferson Park. Make presentations at meetings or hold focused discussions with members.
 - * Inform using media already used by diverse populations.
See "tools to inform".
 - * Provide translation for written materials and meetings. According to Seattle DON and community members, predominant non-English languages in North Beacon Hill are Cantonese, Vietnamese, and Spanish.

13. **Report Back**
An important corollary to engaging stakeholders is to inform them later of decisions that have been made. A selection from "tools to inform" can be used to do this.

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I. Tools to Inform

"Tools to inform" are methods of informing stakeholders about key developments. They will be used through the life of a project. To reach the widest audience, use several of the "tools to inform" concurrently. To be most effective, provide consistently packaged materials. Many of the "tools to inform" also engage stakeholder. Whenever possible, try to include opportunities for stakeholders to take the next step and become actively involved in the project.

1. Brochures & Fact Sheets

Brochures and fact sheets will be used to share basic information about the project: its goals, purpose, schedule, and opportunities for public involvement. Copy, graphic elements and illustrations should be crafted and chosen with an eye toward reinforcing the key messages. Often fact sheets are used to highlight a specific issue or opportunity. As appropriate they will include information in predominant non-English languages.

2. Mailed Notifications

Flyers will be mailed out to stakeholders about 3 weeks prior to public meetings. They will include a description of the proposed project, schedule, Parks Department contact information (name, phone number & e-mail address) and information about upcoming meetings (date, time & location). As appropriate they will include information in predominant non-English languages. Flyers will be mailed to the stakeholders listed below, as well as any individuals who express interest in the project.

3. Posters

Posters will be used to notify the public about upcoming meetings. Generally posters will be an enlarged version of flyers, often plastic laminated. Posters will be posted at key locations within Jefferson Park (the community center exhibit board, along park walkways, golf clubhouse, lawn bowling clubhouse, Mercer School, Veterans Facility, etc.) and the nearby neighborhood (Red Apple, El Centro de la Raza, hair salons, PacMed, Java Love, etc.), two weeks prior to an event.

4. Project Signs

4 x 4 foot signs will be located in prominent locations at the project site. Signs will be posted before planning begins and will be updated as information changes. Signs will include the following information:

- * Description of the proposed project, schedule, Parks Department contact information (name, phone number & e-mail address) and information about public meetings (date, time & location).
- * Flyers (see above) in a box attached to each sign.

5. News Releases, Meeting Announcements, Articles, & Opinion Editorials

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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Issue press releases and meeting announcements to notify stakeholders and the general public about project news, events or upcoming public involvement opportunities. Local publications are a natural vehicle to disseminate this kind of information to a stakeholders. Graphically rich press releases and meeting announcements are most appropriate for this tool.

Articles or guest editorials, authored by members of the PAT are another effective communication tool. Press releases and meeting announcements should be sent out at least two weeks prior to events. Some newsletters have much longer lead times.

- * Beacon Hill News
- * Daily Journal of Commerce
- * Department of Neighborhoods Newsletter.
Deadline is 1 month prior to month of meeting (i.e. Feb. 1 for a March meeting). Contact Irene Stewart, DON, 615-0950.
- * El Mundo
- * Filipino American Herald
- * Friends of Seattle Olmsted Parks Newsletter
- * International Examiner
- * Jefferson CC quarterly program brochure [Randy Smith: Spring brochure deadline is March 2nd.
- * Jefferson Park Lawn Bowling Club Newsletter. Goes out 2 or 3 times per year.
- * The Mirror
- * NW Garden News
- * Plant Amnesty Newsletter
- * Post-Intelligencer (Community Calendars)
- * School Newsletters/Papers
- * Seattle Chinese Post
- * Seattle Press
- * Seattle Times (Community Calendars)
- * Siete Dias
- * Sing Tao Daily
- * Tremendous Seattle Newsletter

6. Internet

Information on the planning and design process, including public meeting information, will be posted on the Parks Department "What's Happening" page and under Jefferson Park. Links will be made to and from related web sites.

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7. Periodic Newsletter
Consider producing a newsletter. Stakeholders can be kept abreast of the project through periodic newsletters. The timing of the newsletters should coincide with milestone events. Newsletters should be mailed to individuals on the project mailing list.
 8. Annual Progress Report
Consider producing an annual progress report. It would serve as an opportunity to recap work that has been accomplished to date and inform stakeholders about upcoming tasks.
 9. TV Seattle (Municipal Channel)
Cable subscribers within the City of Seattle receive TV Seattle as part of any basic cable package. Seattle Parks can post public meeting notice information on the public channel as part of the project's outreach efforts.
 10. Display Ads
Display ads in local newspapers can be used to notify the public about upcoming meetings. Paid advertisements should be published about 15 days prior to an event.
 11. Library File
Establish a file of information at the Beacon Hill Library. Mention the file in flyers so people know it is available.
- F. Site Plan Validation
Upon completion of the site planning process a series of meetings will be held to validate the site plan. Validation will include:
1. Public review, comment & celebration at a neighborhood-wide public meeting.
 2. Design Commission Review & Approval
 3. Landmarks Board Review & Approval, if appropriate
 4. Parks Board Review & Approval
 5. City Council Review & Approval
- G. Interested Organizations & Individuals
- * North Beacon Hill Groups
 - * Residents & businesses located within 300 feet of the park.
 - * 37th District Democrats
 - * 37th District Republicans
 - * Jefferson CC Advisory Council
 - * North Beacon Hill Community Council
 - * Jefferson Park Alliance
 - * Beacon Hill Chamber of Commerce
 - * Jefferson Park Lawn Bowling Club
 - * Beacon Alliance of Neighbors (BAN)

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- * El Centro de la Raza
- * The Beacon Hill News
- * Daycares
- * Private schools
- * Nearby churches:
- * Senior Citizen Groups
- * Beacon Hill Culture Club
- * Web discussion group for Beacon Hill
http://www.ci.seattle.wa.us/commnty/Beacon/Discussion_List.htm
- * The Beacon Hill House Intentional Community
- * Athletic Groups
 - * Samoan Cricket Groups
 - * Basketball Players
 - * Tennis Advisory Committee
 - * Citywide Sports Advisory Council
- * Seattle Golf
 - * Seattle Golf Board of Directors
 - * LINKS Advisory Council
 - * Golf Clubs (There are 14 at Jefferson)
 - * Staff
 - * Wayne Ivary, architect working on Seattle Golf maintenance building and driving range fence
 - * John Steidel, golf course designer
- * Government Agencies
 - * Seattle Fire Department, Station 13
 - * Seattle Police Department, South Precinct
 - * Veteran's Administration Medical Center
 - * Seattle Arts Commission
 - * Puget Sound Clean Air Agency
 - * Beacon Hill Library
 - * Seattle Arts Commission
 - * Seattle Department of Neighborhoods
 - * SE Development Manager
 - * Greater Duwamish/Beacon Hill Neighborhood Service Coordinator
 - * Seattle Department of Parks & Recreation
 - * Superintendent
 - * Facilities Maintenance & Development Division
 - * Parks Citywide Division
 - * Parks South Division
 - * Contracts & Concessions
 - * Seattle Public Utilities
 - * Seattle Transportation
 - * Seattle School District

See <http://www.cityofseattle.net/parks/parkspaces/jefferso.htm> for Jefferson Park information

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- * Self Help Program
- * Asa Mercer Middle School
- * Kimball Elementary School
- * Miscellaneous, Including Citywide Advocacy & Advisory Groups
- * Groups providing funding for the project
- * Friends of Seattle's Olmsted Parks
- * Historic Seattle
- * Seattle Landmarks Preservation Board
- * Seattle Design Commission
- * Seattle Parks Board
- * Wing Luke Asian Museum
- * Community Coalition for Environmental Justice
- * Southeast Economic Development (SEED)
- * Southeast Seattle Arts Council – think this is a SEED program

- * Elected Officials
 - * King County Council Member, <http://www.metrokc.gov/mkcc/>
 - * Larry Gossett, District 10 (Jefferson is in District 10)
 - * Dwight Pelt, District 5 (Jefferson is near and surrounded on 3 sides, by District 5)
 - * State Representatives (37th Legislative District) <http://www.leg.wa.gov>
 - * Sharon Tomiko Santos, santos_sh@leg.wa.gov, email
 - * Kip Tokuda, tokuda_ki@leg.wa.gov, email
 - * State Senator (37th Legislative District) <http://www.leg.wa.gov>
 - * Adam Kline, kline_ad@leg.wa.gov, email
 - * Mayor
 - * Seattle City Council

Attachment A

Jefferson Park Site Planning Project

The Secretary of the Interior's Standards for Rehabilitation

The Seattle Landmarks Preservation Board and the boards and commissions of the City's seven preservation Districts have adopted the Secretary of the Interior's Standards for Rehabilitation. They are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alternation of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alternations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Attachment B

Jefferson Park Site Planning Project

List of Documents Related to Site Planning

01. Beacon Reservoir Fence Agreement, [date?] [John Curtin - get signed dated copy] This agreement addresses the relocation of SPU's reservoir fencing, maintenance issues and addresses future fencing requirements. It was signed by Parks Superintendent, SPU Managing Director, North Beacon Hill Community Council, Jefferson Community Center Advisory Council and Jefferson park Alliance.
02. Beacon Reservoir Fence Agreement, [date]. [John Curtin - Get signed/dated copy] This agreement addresses the maintenance and improvements to the property that SPU will make available for public use by moving reservoir fencing. It was signed by SPU and Parks.
03. Boulevard Memorandum of Agreement between Seattle Engineering Department and Parks relating to maintenance of boulevards, pursuant to Ordinance 111551, dated 2/24/84
04. "City of Seattle Comprehensive Plan: Toward a Sustainable Seattle - Seattle's Plan for Managing Growth", 1994. Adopted by Seattle City Council Ordinance 117221.
<http://www.ci.seattle.wa.us/planning/compplan/cpo-application.htm>
05. City of Seattle Resolution 28376, adopting renovation plans for... Jefferson Park Golf Course, June 10, 1991.
06. City of Seattle Resolution 28995, approving a management structure of municipal golf, including operation by a not-for-profit corporation, August 1994.
07. Environmental Management Initiative. Adopted by Seattle City Council Resolution 29467.
08. Facility Program for 1991 Community Center Levy Program, October 16, 1992
09. Geotechnical investigation for installation of fence at Jefferson Field, conducted by Al Rice, Seattle Engineering Department Materials Laboratory, 3/24/89.

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10. “Geotechnical Report Citywide Horticultural Facility, Seattle, Washington”. Prepared for City of Seattle, Department of Parks and Recreation by CH2M Hill, Inc, November 1987.
11. Golf Course Maintenance Standards, Seattle Municipal Golf Courses, 6/11/95.
12. Golf Course Operation Agreement Between The City of Seattle and Municipal Golf of Seattle, June 30, 1995
13. Jefferson Community Center Business Plan [get copy from Randy Smith]
14. Jefferson Field Agreement, between Seattle School District and Seattle Parks for joint development and use of Jefferson Field, June 23, 1955.
15. Jefferson Park Lawn Bowling Club and Seattle Department of Parks & Recreation Concession Use Agreement, unsigned draft with 5/6/99 letter from Charles Caddy to Royal Alley-Barnes.
16. Jefferson Park Concept Plan, prepared by Murase Associates and Dennis Tate Associates for Jefferson Park Planning Committee and North Beacon Hill Planning Association, 2/99.
17. “Jefferson Park Golf Course – A Review of Maintenance Facility Expansion Alternatives” by Tom Wolken, Wolken Architects. Version 2 dated 5/22/2000.
18. “Jefferson Park Municipal Golf Course Drainage Study”, prepared by John Steidel, December 1988.
19. Joint School/Parks Athletic Development Program. Adopted by Seattle City Council Resolution 29681.
20. LEED Green Building Rating System, City of Seattle CIP Supplements, including Appendices, 2000
21. LEED Green Building Rating System, U.S. Green Building Council, March, 2000
22. Maintenance contract between Seattle Parks and Seattle Golf, 1997 [Get copy]
23. Major Maintenance Plan of the Department of Parks and Recreation
24. “Municipal Golf Facilities Renovation Master Plan, Jefferson Park Golf Course” prepared by John Steidel for Seattle Department of Parks and Recreation, April, 1991.
25. Municipal Golf of Seattle Briefing Materials for Board of Commissioners, Seattle Department of Parks and Recreation, June 10, 1999.

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26. Murase E-W Path, [title? date?]
27. "Neighborhood Project Scoping Plan: Nineteen Neighborhood Park Sites", Prepared by Brennan Associates, 10/99.
28. "North Beacon Hill Action Plan", North Beacon Hill Council, 1994
29. North Beacon Approval & Adoption Matrix, compiled by the Strategic Planning Office, 6/29/99 and revised by the City Council and Council Central Staff 10/28/99.
30. "North Beacon Hill Neighborhood Plan: North Beacon Hill Urban Village Plan and Jefferson Park Concept Plan", Dennis Tate Associates and Murase Associates, Final Version, 3/4/99.
31. Ordinance 119724 relating to implementation of the North Beacon Hill Neighborhood Plan, 11/4/99.
32. Ordinance 119713 relating to the North Beacon Hill Neighborhood Plan, 10/29/99.
33. "Passport to a Better Beacon Hill", North Beacon Hill Council
34. "Performance Review of Seattle's Municipal Golf Courses" prepared for City of Seattle and Municipal Golf of Seattle by Economics Research Associates, November, 1998.
35. "Plan 2000: An Update to the 1993 Parks COMPLAN", Seattle Department of Parks & Recreation, June 19, 2000. Adopted by Seattle City Council Resolution 30181.
<http://www.cityofseattle.net/parks/communitynotices/complanview.htm>
36. Resolution 29995 recognizing the North Beacon Hill Neighborhood Plan and approving the City's work program in response to the Plan, 11/1/99.
37. Ritch Study assessing alternative operating options for City of Seattle golf courses, 1994.
[Get copy]
38. "Seattle's Parks and Recreation COMPLAN: A Functional Plan", May, 1993. Adopted by Seattle City Council Resolution 28763.
39. "A Site Analysis for A New Maintenance Facility at Jefferson Park Golf Course", Seattle, Washington. Prepared for Municipal Golf of Seattle by Ivary and Associates, October 1, 1999.
40. Southeast Sector Implementation Plan, Seattle Department of Neighborhoods.

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41. Sustainable Building Policy, 2/22/2000. Adopted by Seattle City Council Resolution 30121.
42. Tree Policy of Seattle Department of Parks and Recreation, 11/2000 Draft.
43. Urban Wildlife Habitat Plan. Adopted by Seattle City Council Resolution 28946. Get copy]
44. Aerial photographs from 1936 & 1946, Walker & Associates
45. "Water Quality Laboratory Space Needs Study" 1989+/-, Miller/Hull Partnership. Includes an evaluation of SPU's water quality laboratory building.
46. Historic Property Inventory Forms for both reservoirs, the reservoir gatehouse, Fire Station 13, and Jefferson Golf Clubhouse. Prepared by Cathy Wickwire, consultant to the Seattle Landmarks Board, 11/7/00.