
Re: Request for Building Services Interpretation - North Deanery Catholic High School

From Darin R MacGillivray <drmacgillivray@cob.org>

Date Mon 2/9/2026 12:57 PM

To Mollie Janicki <mollie@therjgroup.com>; Bryan Perez <bryan@broderickarchitects.com>; Emy R Scherrer <erscherrer@cob.org>

Hi Mollie and Bryan,

I spoke with the Building Official about your project and we agree that with the small number of students and limited area that they will occupy, and for the fact that the school will operate 4 days a week, it would not warrant a change of use or occupancy in the eyes of the building code. Therefore, no accessibility upgrades will be required, or other considerations that the Existing Building Code would require regarding a change of occupancy. I proposed our decision to the Planning Department and am waiting to hear their determination as to whether Building Services' decision would affect their requirement for a conditional use permit. I am including Emy Scherrer, who was the project manager for your pre-application meeting, to have her chime in. Once we come to a formal decision, there may be conditions that are placed on the site, such as a limited duration or occupant load, etc. in order to ensure the use of the space is congruent with planning and building codes. Ok, your first hurdle is cleared!

Best Regards

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<https://permits.cob.org/etrakit> 24/7.

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Darin MacGillivray, Senior Plans Examiner

Planning & Community Development Department – Permit Center

City of Bellingham

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From: Mollie Janicki <mollie@therjgroup.com>

Sent: Monday, February 9, 2026 12:09 PM

To: Darin R MacGillivray <drmacgillivray@cob.org>; Bryan Perez <bryan@broderickarchitects.com>

Subject: RE: Request for Building Services Interpretation - North Deanery Catholic High School

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Thank you Bryan and Darin.

Excited to hear the results from the meeting with the building official.

-Mollie

From: Darin R MacGillivray <drmacgillivray@cob.org>
Sent: Thursday, February 5, 2026 5:13 PM
To: Bryan Perez <bryan@broderickarchitects.com>
Cc: Mollie Janicki <mollie@therjgroup.com>
Subject: Re: Request for Building Services Interpretation - North Deanery Catholic High School

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Thank you Bryan,
This is exactly what I needed to see. I will discuss this with the Building Official on Friday and we will consider your request.

Best Regards

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From: Bryan Perez <bryan@broderickarchitects.com>
Sent: Thursday, February 5, 2026 3:57 PM
To: Darin R MacGillivray <drmacgillivray@cob.org>
Cc: Mollie Janicki <mollie@therjgroup.com>
Subject: Re: Request for Building Services Interpretation - North Deanery Catholic High School

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Hi Darin,

Hopefully these plans help clarify a bit more. Essentially, North Deanery Catholic High School shall be able to occupy the two classrooms and once office shown full time. The classrooms in grey will be maintained by Sacred Heart and not accessible by North Deanery. The restrooms, supply closet, and upper floor Parish Hall and Kitchen shall be shared spaces between NDCHS and Sacred Heart, per agreement. Sacred Heart is retaining primary use of

the Hall and Kitchen but is allowing NDCHS to use them at certain times as needed (not full, free access at any time). The rest of the spaces shall be fully maintained by Sacred Heart.

This is a little bit confusing but I hope this explanation and plans help explain that a bit better.

Thanks,
Bryan

Bryan Perez AIA, Architect

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On Feb 5, 2026, at 2:53 PM, Darin R MacGillivray <drmacgillivray@cob.org> wrote:

Bryan,

Thanks for sending this - could you please clarify the shading, vs. non shading on your floor plan? Could you indicate whether the entire area will be used by the students, but not to exceed the proposed occupant load? The clearer the intent of the use of the space, the better. Thanks!

Best Regards

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<[Outlook-aqpihdik.jpeg](#)>

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From: Bryan Perez <bryan@broderickarchitects.com>
Sent: Thursday, February 5, 2026 2:44 PM
To: Darin R MacGillivray <drmacgillivray@cob.org>

Cc: Mollie Janicki <mollie@therjgroup.com>

Subject: Request for Building Services Interpretation - North Deanery Catholic High School

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Good Afternoon Darin,

Thank you again for spending time with Mollie and I on Tuesday to discuss our proposed project for North Deanery Catholic High School at Sacred Heart Bellingham. I apologize, I did not get a business card for your colleague who joined us as well, but I appreciate her taking the time to join us as well.

Per our conversation, I have attached a letter requesting Building Services Interpretation to clarify if our proposal maintains the existing occupancy, and what, if any, accessibility upgrades will be required. I have also attached proposed plans showing the intended use by North Deanery Catholic High School.

Please don't hesitate to reach out with any questions or if you need additional information and happy to meet again on Zoom to discuss this project as well. I understand this is a unique proposal and we greatly appreciate your help.

Thanks,
Bryan

Bryan Perez AIA, Architect

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