

## Transportation Commission

### MEETING AGENDA

**Wednesday, September 28, 2016**

**CITY COUNCIL CHAMBERS** at Kirkland City Hall

Estimated Time	Item	Lead	Work Plan Reference
6:00-6:05	Call to order	Chair	Governance
	Roll Call	Commission	
	Review/Approval of July 27, 2016 Meeting notes*		
6:05-6:10	Items from the audience <i>Limited to 3 minutes per speaker, 3 speakers per topic/perspective on topic.</i>	Audience	
6:10-6:15	Set Date for November/December Meeting	Chair	
6:15-7:00	Transportation Impact Analysis Guidelines – Review and comment on proposed approach ( <i>Thang Nguyen, Transportation Engineer</i> )	Staff from Public Works and Planning	Transportation Planning for Major Development Projects
7:30-8:00	Complete Streets Ordinance – Review updates to Kirkland’s complete “streets ordinance” originally approved by Kirkland City Council on October 3, 2006 ( <i>Joel Pfundt, Transportation Manager</i> )		City Ordinances and Policies
7:00-7:30	Transportation Master Plan Implementation Tracking – Identify potential measures to track implementation of TMP ( <i>Joel Pfundt, Transportation Manager</i> )		TMP Implementation
8:30-8:45	Comments/Updates from Commissioners and Staff <ul style="list-style-type: none"> <li>• Mission Statement and 16-17 Work Plan</li> <li>• 6<sup>th</sup> Street Corridor Study</li> <li>• Peer-to-peer Rideshare Partnership Opportunities</li> <li>• Metro Alternative Services Project</li> <li>• Other items?</li> </ul>	All	
8:45	Adjourn	Chair	

\*Additional Materials provided before the meeting

Proposed topics for future meetings:

October: Transportation Impact Analysis Guidelines, Transportation Master Plan Performance Measures, Metro Connects

Nov/Dec: Transportation Impact Analysis Guidelines, Neighborhood Greenways,

Questions: Contact Joel Pfundt (425) 587-3865 [jpfundt@kirklandwa.gov](mailto:jpfundt@kirklandwa.gov)

# RELATIONSHIP BETWEEN GMA, SEPA & LOCAL DEVELOPMENT REGULATIONS

## Growth Management Law (Plan for City-wide Development & Impacts)

Requires adoption of a Comprehensive  
Plan (establishes goals & policies for  
growth)

- Concurrency LOS Standards or
- Financial commitment for  
improvements w/in 6 years concurrent  
with development.
- Transportation Elements (Transportation  
Master Plan)
- Impact Fees

Provide the framework for Impact Fees

## SEPA Rules (deals with Local Development & Impacts)

- Review the environmental impacts and assess  
the adequacy of mitigation measures of a  
land use or plan actions based on the  
Comprehensive Plan policies and adopted  
development regulations.
- Establish exemptions to SEPA Review
- Consistent with GMA planning process
- Provide a public process in the review of  
environmental impacts
- Review of Transportation Impacts
  - **TIAG (Currently review under SEPA and  
follows SEPA exemptions)**

## Local Development Regulations

- Development regulations are based on  
policies from the Comprehensive Plans that  
are consistent with SEPA requirements.
- The regulations establishes development  
standards and requirements for mitigating  
impacts.
- No public process, only administrative ruling
  - Zoning Code
  - Kirkland Municipal Code
    - Concurrency
    - Impact Fees
    - **TIAG (option- reviewed under a  
building permit or a separate  
process)**
- Public Works Pre-Approved Plan

# WHAT AND WHERE SHOULD THE COMPONENTS OF THE DEVELOPMENT TRAFFIC IMPACT ANALYSIS GUIDELINES GO (HOW DO WE WANT TO CHANGE THE REVIEW PROCESS)?

## Option 1

### Kirkland Municipal Code (Less Flexibility)

- Requirements
- Exemptions
- Procedures
- Level of Service Standards
- Mitigations

## Option 2

### Kirkland Municipal Code (Less Flexibility)

- Requirements
- Exemptions
- Level of Service Standards

### Public Works Pre-Approved Plan (More Flexibility)

- Procedures
- Mitigations
- Driveway Policy (current)
- Sight Distance Policy (current)

## COMPONENTS OF THE DEVELOPMENT TRAFFIC IMPACT ANALYSIS GUIDELINES

- Exemptions
  - What size of development are required to submit a traffic analysis report
  - What are the thresholds for level 1 and level 2 analyses
- Requirements
  - What should be studied
    - Level 1 Analysis
    - Level 2 Analysis
- Procedures
  - Submittal requirements, when to apply
    - Trip generation
    - Traffic concurrency
    - Impact fee assessment
    - Traffic Impact Analysis (TIA) Report
      - Driveway analysis
      - Non-motorized
      - Transit
      - Traffic Safety

## COMPONENTS OF THE DEVELOPMENT TRAFFIC IMPACT ANALYSIS GUIDELINES

- Level of Service Standards
  - Intersection LOS
  - Others ???
- Mitigations
  - Intersection improvements
  - Transit
  - Non-motorized
  - Traffic Safety
  - Transportation demand management Requirements

## TRANSPORTATION DEMAND MANAGEMENT

- Threshold
  - What size of development are required to implement TDM
- Requirements
  - What are the triggers for :
    - Level 1
    - Level 2
    - Level 3 ....
- Strategies
  - Transit
  - Non-motorized
  - Parking
  - Incentives
  - Disincentives...
- Where should the TDM requirement resides?
  - Pre-Approved Plan
  - Ordinance

## APPEAL PROCESS

### No appeal of staff's decisions:

- It is an administrative process
- Requires that we have specific standards and mitigation guidelines for all traffic issues (difficult)
- The standards and mitigation guidelines must be codified
- Doesn't provide PW with the flexibility to require the best mitigation for a unique situation
- Appears to be unfair
- The Public is excluded from the review process
- No notification of the staff decisions

### All staff decisions are appealable through the PW director or hearing examiner

- Time consuming
- Extraneous process
- Require notification for all staff decisions
- PW standards would be open to appeal
- PW standards can become less effective
- Would need some kind of notification process

### An appeal is only available with certain type/size of project

- Example 1: If the project trigger SEPA then the PW decisions that are not codified are open for appeal
- Example 2: If the development review includes a hearing, then all or certain PW decisions are appealable through the hearing examiner
- We have the flexibility to specify what can be appealed
- Notification rule is based on the planning review process

FIGURE 1 Current Traffic Impact Evaluation Process & Where The Traffic Impact Analysis Guidelines (TIAG) Are Used

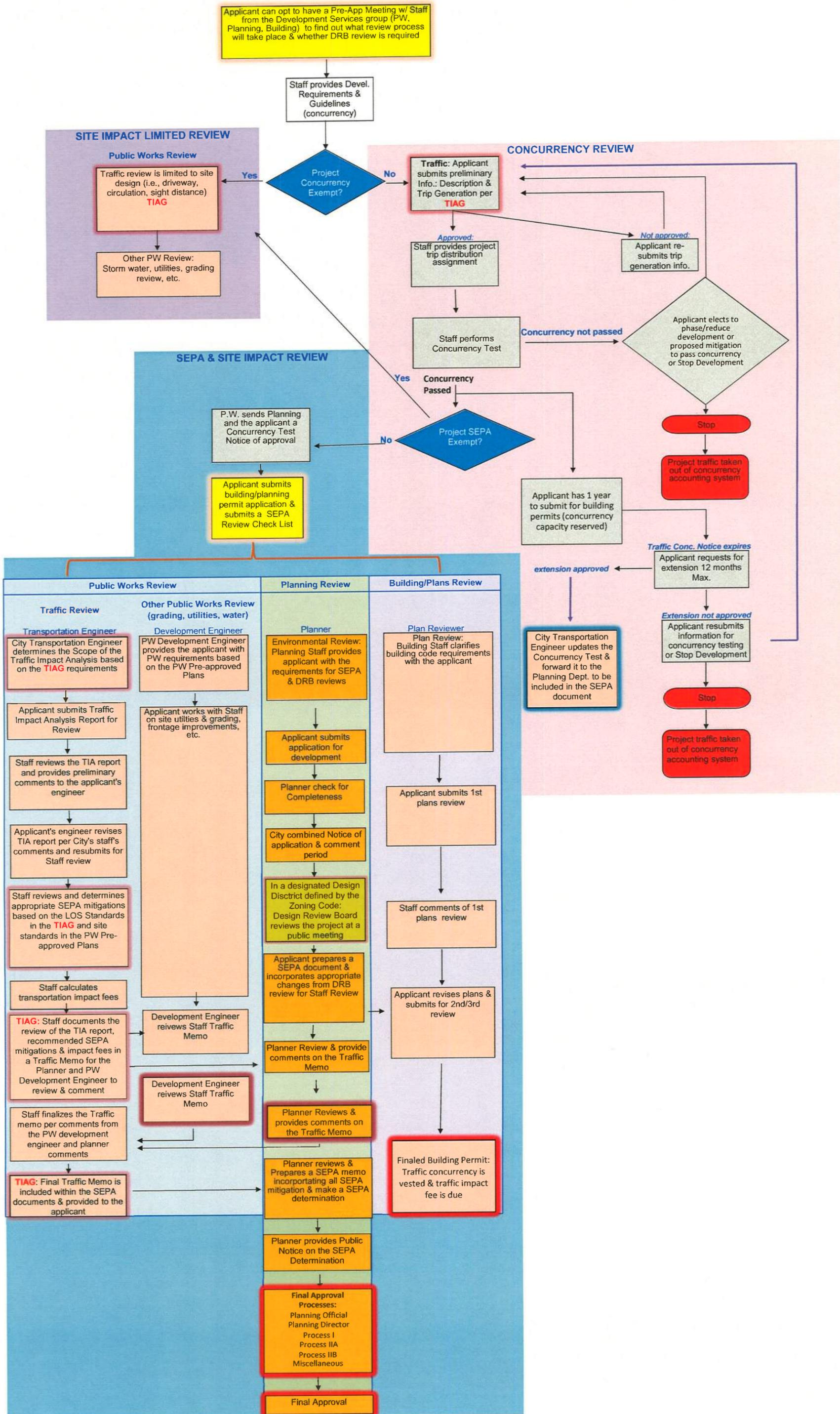
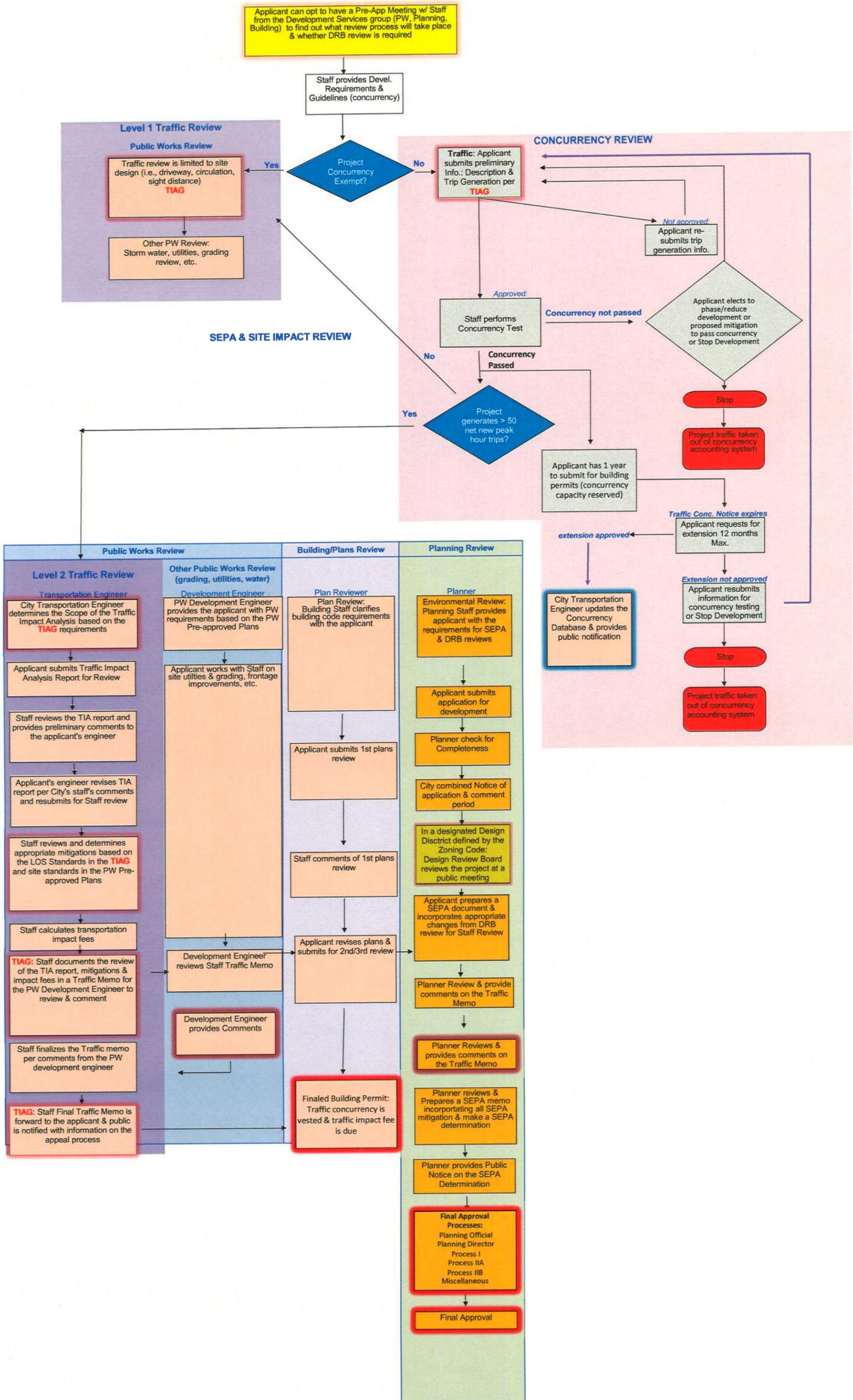


FIGURE 2. Proposed Traffic Impact Evaluation Process



9/28/16 DRAFT

ORDINANCE \_\_\_\_\_

AN ORDINANCE OF THE CITY OF KIRKLAND UPDATING AND EXPANDING THE ACCOMMODATION OF TRANSPORTATION USES ALONG TRANSPORTATION FACILITIES TO CREATE COMPLETE STREETS.

WHEREAS, on October 3, 2006, the Kirkland City Council adopted Ordinance No. 4061 relating to "Complete Streets" by accommodating bicycle and pedestrian ways along transportation facilities; and

WHEREAS, the City of Kirkland was the first municipality in the State of Washington to adopt a Complete Streets ordinance, which codified the City's existing practice of considering bicyclists and pedestrians in all transportation projects; and

WHEREAS, in the past decade the definition of Complete Streets has expanded to include transit users and people of all ages and abilities; and

WHEREAS, on November 17, 2015 the Kirkland City Council approved Resolution R-5171, Adopting the Transportation Master Plan, which established multimodal goals and policies to design, construct, operate and maintain a transportation system that supports the City's vision of a livable, walkable, green and connected community; and

WHEREAS, the City Council would like to have the Complete Streets ordinance updated to reflect the Transportation Master Plan and ensure that Kirkland's streets accommodate users of all ages and abilities regardless of their mode of transportation; and

WHEREAS, the Kirkland Transportation Commission met on September 28, 2016 and reviewed the updated ordinance to ensure it was consistent with the Transportation Master Plan;

NOW, THEREFORE, the City Council of the City of Kirkland do ordain as follows:

Section 1. Section 19.08.055 of the Kirkland Municipal Code is amended to read as follows:

**19.08.055 Complete Streets ~~Bicycle and pedestrian ways along transportation facilities.~~**

(1) The safe, convenient and comfortable travel of people of all ages and abilities traveling by foot, Bbicycle, transit, or motor vehicle and pedestrian ways shall be accommodated to the maximum extent practical in the scoping, planning, development, and construction, operation and maintenance of all transportation facilities, including the incorporation of such practices ways into transportation plans and programs.

(2) Notwithstanding that provision of subsection (1) of this section, facilities for pedestrians, bicyclists, transit users and people of all ages and abilities bicycle and pedestrian ways are not required to be established:

- (a) Where their establishment would be contrary to public safety;
- (b) When the cost would be excessively disproportionate to the need or probable use;
- (c) Where there is a documented determination of no identified need;
- (d) Where the establishment would violate comprehensive plan policies;
- (e) When routine maintenance of the transportation network is performed that does not change the roadway geometry or operation, such as mowing, sweeping and minor repairs, or;
- (f) In instances where a documented exception is granted by the city manager public works director.

(3) City policies, design criteria, standards and guidelines shall be based on best practices in street design, construction and operations including, but not limited to, guidance provided by the Association of State Highway Transportation Officials, Institute of Transportation Engineers, and National Association of City Transportation Officials.

Section 2. This ordinance shall be in force and effect five days from and after its passage by the Kirkland City Council and publication, as required by law.

Passed by majority vote of the Kirkland City Council in open meeting this \_\_\_\_ day of \_\_\_\_\_, 2016.

Signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
MAYOR

Attest:

\_\_\_\_\_  
City Clerk

Approved as to Form:

\_\_\_\_\_  
City Attorney

Table of Goals, Policies and Actions		
Goal	Policy	Action
<b>Goal T-8</b> Measure and report on progress toward achieving goals and actions.	<b>Policy T-8.1.</b> Use a multimodal plan based concurrency method to monitor the rate at which land use development and the transportation system are constructed.	Action T-8.1.1: Develop and implement a multi-modal concurrency system.
	<b>Policy T-8.2.</b> Establish acceptable level of service for all modes.	Action T-8.2.1: Report on Level of service annually.
	<b>Policy T-8.3.</b> Adopt a Mode split goal for the Totem Lake Urban	
	<b>Policy T-8.4.</b> Ensure implementation of the Goals and Policies in the Transportation Element and monitor progress toward those goals.	Action T-8.4.1: Prepare and maintain a succinct short term Action Plan, including a timeline that describes actions necessary to fulfill the goals and policies of this element. Action T-8.4.2: Deliver annual transportation report cards.

**Annual Implementation Report Card Principals**

- Understandable to the public
- Sustainable to produce
- Relatable directly to TMP
- Useful for the Community, City Council and City staff

**Potential Elements**

- Concurrency
- Level of Service for all modes
  - System Completion
  - Performance
- Implementation of Actions included in TMP

**Various Examples**

- City of Redmond Community Indicators
- City of Boulder Transportation Report on Progress
- City of Bellingham Transportation Report on Annual Mobility
- Transportation Improvement Board Performance Measurement Dashboard