



## **CITY OF KIRKLAND**

**Planning and Community Development Department**  
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### **MEMORANDUM**

**To:** Kurt Triplett, City Manager  
**From:** Eric Shields, AICP. Planning Director  
**Date:** March 21, 2013  
**Subject:** Comprehensive Plan Update #1 – Community Outreach

### **RECOMMENDATION**

The City Council receives a short staff presentation on the status of the 2013- 2014 update of the Comprehensive Plan

### **BACKGROUND DISCUSSION**

During the February 8<sup>th</sup> Council retreat, the Council was given an initial briefing on the preliminary Comprehensive Plan Update work plan and outreach efforts. The Council requested that regular briefings be provided to the Council throughout the year on the progress of the Comprehensive Plan Update. This will be the first of those regular reports.

At the April 2, 2013 meeting staff will provide a brief update of the recent activities related to the update of the Comprehensive Plan, including:

- Development of more detailed work plans
- Webpage design
- Establishment of an interdepartmental coordination team
- Completion of a communications plan
- Contract with a public outreach consultant to assist in developing an overarching and integrated outreach plan (Funding for the consultant and other supplemental outreach efforts is included in the carryover ordinance also on the Council agenda.)
- Board and commission briefings and discussions
- Neighborhood association and KAN briefings
- Consultant hiring
- Public participation training

Further information will be provided at the meeting.