



**CITY OF KIRKLAND**  
**Planning and Community Development Department**  
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[www.kirklandwa.gov](http://www.kirklandwa.gov)

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**MEMORANDUM**

**Date:** March 26, 2015

**To:** Kurt Triplett, City Manager

**From:** Paul Stewart, Deputy Planning Director  
Eric Shields, Planning Director

**Subject:** Adoption of the 2015-2107 Planning Work Program

**Recommendation**

Staff recommends City Council approves the attached Resolution R-5119 adopting the 2015-2017 Planning Work Program.

**Background**

The City Council met with the Planning Commission at a joint study session on [March 3, 2015](#). At that meeting the Council reviewed the proposed 2015-2017 Planning Work Program as recommended by the Planning Commission. The Commission also briefed the Council on its activities and discussed the Comprehensive Plan update, neighborhood plan approaches and the schedule for considering future private amendment requests.

**2015 – 2017 Planning Work Program**

Resolution R-5119 (attached) adopts the Planning Work Program. As noted at the joint meeting the majority of Commission's and long range planning staff's time in 2015 will be devoted completing the Comprehensive Plan update. This is consistent with the recently adopted Citywide Work Program. The work program has been slightly modified since the Council reviewed it at the joint meeting as noted below.

First, the Council expressed interest in evaluating the downtown as a designated urban center under the Countywide Planning Policies. Based on Council discussion, a preliminary policy directing the City to explore the feasibility of the downtown qualifying as an urban center has been included in the draft Land Use Element. While this has not been adopted yet, **Task 1.11** has been noted as a placeholder on the Planning Work Program to be considered as part of a future Comprehensive Plan amendment task.

Second, a new task (**Task 3.10**) has been added regarding amending the City's Zoning Code regulations (Chapter 117) regarding wireless facilities. New rules have been issued by the Federal Communication Commission that will preempt

local regulations and allow greater opportunities for wireless carriers to place their facilities in Kirkland. These will go into effect in April. Code amendments will be necessary to bring our regulations into compliance with the rules.

Third, work on the Geologic Mapping (**Task 4.1** – landslide and geologic hazard areas) as part of the Critical Area Regulations (Task 4.) has been slightly revised to show it beginning in April of this year (the original draft showed it beginning in May). Staff is in the first phase of this effort. A staff project team is being formed and efforts are underway to put together an approach and general schedule. Consulting services will be needed to undertake the necessary hazard mapping and risk assessment. Initial project funding is available in the current budget.

Fourth, the schedule for Task 6.2 (CKC Eco-Charrette) has been extended to July - the previous completion date was June. Based on the initial scope and schedule, the charrette will be held in late May or early June with a Council report/presentation to occur in July.

### **Joint Meeting Discussion on Neighborhood Plans (Task 2.3) and Private Amendment Requests (Task 1.10)**

At the joint meeting the Commission and Council discussed the general approach and framework for updating neighborhood and business district plans following the adoption of the 2015 Comprehensive Plan: cycling through six years of the first groupings of neighborhood/business district plan updates, two years of general plan update followed by the next cycle of neighborhood/business district plans. Future discussions on the groupings, timing and guidelines for plan updates should occur – possibly as part of the next planning work program review. In addition, the Commission and KAN have discussed having a joint meeting for the purpose of exploring these approaches. The City has already committed to the Finn Hill Neighborhood Plan (Task 2.1) and the Everest/Central Houghton Neighborhood Center (Task 2.2). At the joint meeting the Council was in general agreement with the Planning Commission to consider the next round of private amendment requests in 2017.

#### Attachments

Resolution  
Exhibit A: 2015-2017 Planning Work Program

RESOLUTION R-5119

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND  
ADOPTING THE 2015 – 2017 PLANNING WORK PROGRAM.

1           WHEREAS, the Kirkland City Council and the Kirkland Planning  
2 Commission met at a joint meeting on March 3, 2015 to discuss the  
3 proposed 2015-2017 Planning Work Program tasks and to set priorities;  
4 and

5  
6           WHEREAS, the Kirkland City Council reviewed a revised work  
7 program at the April 7, 2015 regular meeting

8  
9           NOW, THEREFORE, be it resolved by the City Council of the City  
10 of Kirkland as follows:

11  
12           Section 1. The adopted 2015-2017 Planning Work Program for  
13 the City of Kirkland shall be established as shown on Exhibit A to this  
14 resolution.

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16           Section 2. This adopted Planning Work Program shall be generally  
17 used by the City staff and Planning Commission in scheduling work tasks  
18 and meeting and hearing calendars.

19  
20           Section 3. A copy of this resolution and work program shall be  
21 distributed to the Planning Commission, Parks Board, Transportation  
22 Commission, Design Review Board, Neighborhood Associations, the  
23 Chamber of Commerce and Houghton Community Council.

24  
25           Passed by majority vote of the Kirkland City Council in open  
26 meeting this \_\_\_\_ day of \_\_\_\_, 2015.

27  
28           Signed in authentication thereof this \_\_\_\_\_ day of \_\_\_\_, 2015.

\_\_\_\_\_  
Mayor

Attest:

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

