



CITY OF KIRKLAND
Department of Finance & Administration
123 Fifth Avenue, Kirkland, WA 98033 425.587.3100
www.ci.kirkland.wa.us

MEMORANDUM

To: Kurt Triplett, City Manager

From: Kathi Anderson, City Clerk
Tracey Dunlap, Director, Finance and Administration

Date: September 10, 2010

Subject: Planning Commission Member Request

RECOMMENDATION:

Council review Ms. Sutter's request and provide direction to staff.

BACKGROUND DISCUSSION:

Ms. Patti Sutter was appointed to the remainder of an unexpired term on the Planning Commission in September of last year. That term will expire at the end of March 2011. The Kirkland Municipal Code and Council's current rules of procedure include an eligibility requirement of City residency. Ms. Sutter has moved out of the Kirkland city limits, into the annexation area, which will become part of the City in June 2011.

Ms. Sutter asks whether Council can make an exception to the rules allowing her to remain on the Commission. Assuming Ms. Sutter would also intend to apply for reappointment at the end of the current term, this issue would arise again at that time. Accommodation of Ms. Sutter's request would require a revision to the Kirkland Municipal Code (KMC).

It is worth noting that when the City Council added representation by residents of the annexation area to the Planning Commission, there were more applicants than seats authorized. It is possible that if the Council proposes to change the Kirkland Municipal Code to allow Ms. Sutter to serve, that additional annexation area residents may request the opportunity to compete for this position.

Staff is seeking direction as to whether we should acknowledge Ms. Sutter's departure and commence a recruitment to fill the remainder of the term or prepare an ordinance to amend the KMC.

August 27, 2010
8808 128th Avenue NE
Kirkland, WA 98033

City of Kirkland
123 Fifth Avenue
Kirkland, WA 98033

Mayor McBride, Council Members,

I am sad to inform you that I will be moving from the City of Kirkland effective September 14, 2010. I understand that will make me ineligible to sit on the Planning Commission. I will be moving to the annexation area.

I was appointed to the Planning Commission on September 1, 2009 to fill an unexpired term ending on March 31, 2011. During this time I have come to have great respect for the work the Planning Commission does. I am continually amazed at the expertise of the Commission Members and the incredible work done by the City Staff.

Currently the Commission is involved in several major projects; The SMP Amendments for the Annexation Area, Houghton and Lakeview Neighborhood Plans, and Miscellaneous Zoning Code Amendments to name a few. If there is anyway possible to remain on the Planning Commission to complete my term and help provide for continuity of these projects I would be very honored to do so.

I look forward to your decision in this matter.

Respectfully,


Patti Sutter
206-915-9134

CC
Eric Shields
Paul Stewart
C. Ray Allshouse
City Clerk