



**CITY OF KIRKLAND**  
**Planning and Building Department**  
**123 5th Avenue, Kirkland, WA 98033**  
**425.587.3600- [www.kirklandwa.gov](http://www.kirklandwa.gov)**

---

**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Joan Lieberman-Brill, AICP, Senior Planner  
Paul Stewart, AICP, Deputy Planning Director  
Eric Shields, AICP, Planning Director

**Date:** September 20, 2016

**Subject:** 2016 City Initiated Comprehensive Plan Amendment (CAM16-02078)

**RECOMMENDATION**

Adopt the enclosed ordinance amending the Comprehensive Plan by adding a "Facility Project Table" to the Capital Facilities Plan, consistent with the recommendation of the Planning Commission and Houghton Community Council.

**BACKGROUND DISCUSSION**

The amendment is included as Exhibit A to the ordinance.

On September 8, 2016, the Planning Commission (PC) and Houghton Community Council (HCC) held a joint public hearing to amend the Comprehensive Plan, and both bodies unanimously recommended adoption. Attachment 1 to this memorandum is the PC recommendation. The amendment adds a Facility Project Table to the Capital Facilities Plan contained in the Capital Facilities Element of the Comprehensive Plan. It was inadvertently omitted from the Capital Facilities Plan during the 2015 adoption of the 2035 Comprehensive Plan. This amendment is necessary in order to bring the Capital Facilities Plan into consistency with the current 2015 – 2020 Capital Improvement Program (CIP). This preserves funding options for facility projects like the City Hall remodel and Maintenance Center expansion.

A summary of the proposed amendment is available in the joint PC and HCC September 8 public hearing [memorandum](#).

The SEPA addendum and notice of availability are attached

Following City Council action, the amendment will be considered by the HCC at its October 24, 2016 meeting.

Attachments:

1. Planning Commission Recommendation
2. SEPA Addendum and Notice of Availability.

cc: CAM16-02078  
Planning Commission  
Houghton Community Council  
Kirkland Neighborhood Associations  
Kirkland Alliance of Neighborhoods  
Kirkland Chamber of Commerce



**CITY OF KIRKLAND**  
**PLANNING AND BUILDING DEPARTMENT**  
**123 5TH AVENUE, KIRKLAND, WA 98033**  
**425.587.3600 - [www.kirklandwa.gov](http://www.kirklandwa.gov)**

---

## **MEMORANDUM**

**DATE:** September 20, 2016

**To:** City Council

**FROM:** Eric Laliberte, Planning Commission Chair

**SUBJECT:** **Recommendation to Adopt a Comprehensive Plan Facility Project Table (CAM13-01249)**

### **Introduction**

We are pleased to submit the recommended Comprehensive Plan Amendment for consideration by the City Council.

This amendment will bring the Capital Facilities Element Capital Facilities Plan (CFP) into consistency with the current 2015-2020 Capital Improvement Program (CIP) by adding a Facility Projects Table. It was inadvertently omitted during the December 2015 adoption of the GMA 2015-2035 Plan update. It is necessary to add this table to bring the CFP into consistency with the current CIP.

The facility project table supports the land use plan with funded facility projects to meet our adopted levels of service. This amendment will ensure that revenue sources remain available to fund facility capacity projects.

This amendment is within the jurisdiction of the Houghton Community Council (HCC) and was reviewed and recommended for approval by the Community Council, at the joint Planning Commission (PC) and HCC public hearing on September 8, 2016. Both the Planning Commission and Houghton Community Council unanimously recommend adoption of the 2013 Comprehensive Plan amendments.

### **Background**

Links to the staff memorandum and audio recording for the joint PC and HCC public hearing, are provided below:

*September, 8 2013 joint PC/HCC public hearing [Memorandum](#), and [Video](#)*

Draft minutes are Exhibit A to this memorandum.

**Public Process & Participation**

Notice of the public hearing was provided to the Seattle Times, the Neighborhood Associations and Kirkland Alliance of Neighborhoods. In addition, notice was sent to the Kirkland Chamber of Commerce.

No study session was held on this project. At the joint hearing, no one spoke or submitted comments.

Exhibit A: Draft Minutes

cc: CAM16-02078  
Planning Commission  
Houghton Community Council  
Kirkland Neighborhood Associations  
Kirkland Alliance of Neighborhoods  
Kirkland Chamber of Commerce

# DRAFT



**KIRKLAND PLANNING COMMISSION**  
**September 08, 2016**

1. CALL TO ORDER/ROLL CALL (7:00 PM)

Members Present: Eric Laliberte - Chair, Colleen Cullen - Vice Chair, Glenn Peterson, Carter Bagg, Mike Miller, Sandeep Singhal, Mathew Pruitt, John Kappler - HCC, John Kappler - HCC Vice Chair, Betsy Pringle - HCC, Rick Whitney - HCC Chair, Kelli Curtis - HCC, and Elsie Weber - HCC.

Members Absent: Brian Gawthrop - HCC, and Bill Goggins - HCC.

Staff Present: Paul Stewart - Deputy Planning Director, Jeremy McMahan - Planning Manager, Eric Shields - Planning Director, Joan Lieberman-Brill - Senior Planner, Dorian Collins - Senior Planner, Angela Ruggeri - Senior Planner, and Jeannie Dines - Recording Secretary.

(Commissioner Peterson was not present for Roll Call but arrived at 7:02 PM.)

2. ANNOUNCEMENT OF AGENDA (7:00 PM)

2. ANNOUNCEMENT OF AGENDA (7:01 PM)

3. COMMENTS FROM THE AUDIENCE - None (7:01 PM)

4. PUBLIC HEARING (7:01 PM)

A. 2016 Comprehensive Plan Amendment to add Facility Project Table to Capital Facilities Plan, File No. CAM16-02078, ADDRESS: Citywide

Senior Planner Joan Lieberman-Brill recommended HCC and PC hold a joint public hearing and make a recommendation to CC adopt anew facilities project table contained in the CF element of the CP. She reviewed the Facilities Projects table which was inadvertently omitted from the CP.

Public Testimony There was no public testimony. Chair Laliberte closed the public hearing.

Ms. Liberman-Brill responded to HCC questions and HCC deliberation commenced.

Motion to recommend approval of amendment to the Capital Facilities Plan.  
 Moved by John Kappler - HCC Vice Chair, seconded by Betsy Pringle - HCC

Vote: Motion carried 5-0

Yes: John Kappler - HCC, John Kappler - HCC Vice Chair, Betsy Pringle - HCC, Rick Whitney - HCC Chair, and Kelli Curtis - HCC.

Ms. Lieberman-Brill responded to Commission questions and Commission deliberations commenced.

Motion to adopt amendment to CFP by incorporating the facility project table.  
Moved by Glenn Peterson, seconded by Mike Miller

Vote: Motion carried 7-0

Yes: Eric Laliberte - Chair, Colleen Cullen - Vice Chair, Glenn Peterson, Carter Bagg, Mike Miller, Sandeep Singhal , and Mathew Pruitt.

B. Content Neutral Sign Regulations, File No. CAM16-00954, ADDRESS: Citywide

Senior Planner Dorian Collins presented the staff report related to Phase 1 of sign regulations regarding sign neutrality. She described the zoning code amendment process, background and project scope, proposed amendments, and next steps.

Public Testimony There was no public testimony. Chair Laliberte closed the public hearing.

Ms. Collins and Planning Director Eric Shields responded to Commission and HCC questions. HCC and Commission deliberations commenced.

Motion to recommend to Council approval of the proposed amendments with #2 as the option for section 100.5.9.

Moved by Betsy Pringle - HCC, seconded by Elsie Weber - HCC

Vote: Motion carried 5-0

Yes: John Kappler - HCC Vice Chair, Betsy Pringle - HCC, Rick Whitney - HCC Chair, Kelli Curtis - HCC, and Elsie Weber - HCC.

Motion to recommend to the City Council approval of Chapter 100.5 with option #2 to for Section 100.15.9.

Moved by Mike Miller, seconded by Colleen Cullen - Vice Chair

Vote: Motion carried 7-0

Yes: Eric Laliberte - Chair, Colleen Cullen - Vice Chair, Glenn Peterson, Carter Bagg, Mike Miller, Sandeep Singhal , and Mathew Pruitt.

5. STUDY SESSION (7:42 PM)

A. Houghton/Everest Neighborhood Center Plan & 6th Street Corridor Study, File No. CAM12-00639, ADDRESS: Houghton/Everest Neighborhood Center and 6th Street Corridor Study

Ms. Lieberman-Brill provided an update regarding progress on the Houghton/Everest Neighborhood Center & 6th Street Corridor Study. She responded to HCC and Commission questions and HCC and the Commission provided input.

6. READING AND/OR APPROVAL OF MINUTES (7:58 PM) None

7. ADMINISTRATIVE REPORTS AND PLANNING COMMISSION DISCUSSION (7:58 PM)

A. City Council Actions

Mr. Shields reported the Council adopted a 100-foot marijuana buffer regulations.

# DRAFT

- B. Hearing Examiner Actions
- C. Public Meeting Calendar Update September 22 – All City Dinner September 29 – Special Meeting: Joint Public Hearing with HCC on Critical Area Regulations and study session on Low Impact Development (LID) Standards

A joint HCC/PC public hearing regarding low impact development regulations was tentatively scheduled on Monday, October 24. Chair Laliberte and Commission Bagg were not available and Commissioner Pruitt was unsure. HCC Curtis was unable to attend. Due to the All City Dinner on September 22, the Planning Commission meeting was rescheduled to September 29.

8. COMMENTS FROM THE AUDIENCE (8:03 PM)

- 1. Lisa McConnell, Chair, Central Houghton Neighborhood.
- 2. Sandy Helgeson, Houghton Neighborhood. Ms. Helgeson and Ms. Lieberman-Brill responded to HCC questions.
- 3. Pam Keesell, Houghton.

Ms. McConnell provided additional information.

9. ADJOURNMENT

8:20

---

Chair  
Kirkland Planning Commission

**NOTICE OF AVAILABILITY**  
**September 8, 2016**

The City of Kirkland has issued an addendum to the Draft and Final Environmental Impact Statement for the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action- Draft and Final Environmental Impact Statement*. The Draft and Final EIS were issued in June, 2015, and November, 2015, respectively. The subject of the EIS addendum is a City-initiated proposal to adopt a Capital Facilities Plan Facility Projects Table that will be added to the Capital Facilities Element of the Comprehensive Plan. File No. CAM16-02078.

The following steps have occurred or will occur in the City of Kirkland's review of this proposal: joint public hearing was conducted by the Planning Commission and Houghton Community Council on September 8, 2016, decision and action by City Council will occur on September 20, 2016, and final approval by Houghton Community Council on October 24, 2016. The dates of the City Council and Houghton Community Council meetings are subject to change.

If you wish to receive a copy of the proposed Facility Projects Table or the EIS Addendum, or have any questions, please contact Joan Lieberman-Brill, Senior Planner, at 425.587.3254. You may also send requests for copies via e-mail, at [jbrill@kirklandwa.gov](mailto:jbrill@kirklandwa.gov).

cc: File: CAM16-02078

## Fact Sheet

<b>Action Sponsor and Lead Agency</b>	City of Kirkland Planning and Building Department
<b>Proposed Action</b>	Legislative adoption of amendment to the Capital Facilities Element of the Comprehensive Plan to add a Facilities Project Table to the Capital Facilities Plan, pursuant to Chapter 140 and 160 KZC (Comprehensive Plan Amendment and Process IV, respectively).
<b>Responsible Official</b>	 <hr/> <b>Paul Stewart, AICP</b> <b>Acting Planning Director</b>
<b>Contact Person</b>	Joan Lieberman-Brill, Senior Planner, City of Kirkland (425) 587-3254.
<b>Required Approvals</b>	Adoption by Kirkland City Council. Approval by Houghton Community Council for amendments within its jurisdiction.
<b>Location of Background Data</b>	File CAM16-02078 City of Kirkland Planning and Building Department 123 Fifth Avenue Kirkland, WA 98033
<b>Date of Issuance</b>	September 8, 2016

**City of Kirkland****Process IV: Amendment to the Comprehensive Plan Capital Facilities  
Element Capital Facilities Plan****EIS Addendum dated September 8, 2016****File No. CAM16-02078****I. Background**

The City of Kirkland proposes to adopt an amendment to add a Facilities Project Table to the Capital Facilities Plan contained in the Capital Facilities Element of the Comprehensive Plan, which was inadvertently omitted during the 2015 Comprehensive Plan update, adopted in December 2015. The amendment will be reviewed using the Chapter 160 KZC, Process IV with adoption by the City Council and final approval by the Houghton Community Council as the amendments are within their jurisdiction.

This Environmental Impact Statement (EIS) Addendum is intended to fulfill the environmental requirements pursuant to the State Environmental Policy Act (SEPA) for the proposed Comprehensive Plan amendment.

**II. EIS Addendum**

According to the SEPA Rules, an EIS addendum provides additional analysis and/or information about a proposal or alternatives where their significant environmental impacts have been disclosed and identified in a previous environmental document (WAC 197-11-600(2)). An addendum is appropriate when the impacts of the new proposal are the same general types as those identified in the prior document, and when the new analysis does not substantially change the analysis of significant impacts and alternatives in the prior environmental document (WAC 197-11-600(4)(c), -625 and -706).

The City published the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action- Draft and Final Environmental Impact Statement*. This EIS addressed the 2015 Comprehensive Plan, Zoning Code and Zoning Map updates required by the Washington State Growth Management Act (GMA). Elements of the environment addressed in this EIS include population and employment growth, earth resources, air quality, water resources, plants and animals, energy, environmental health (noise, hazardous materials), land use, socioeconomics, aesthetics, parks/recreation, transportation, and public services/utilities.

This addendum to the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action- Draft and Final Environmental Impact Statement* is being issued pursuant to WAC 197-11-625 to meet the City's SEPA responsibilities. The EIS evaluated plan alternatives and impacts that encompass the same general policy direction, land use pattern, and environmental impacts that are expected to be associated with the proposed amendment to the Capital Improvement Plan and discussed herein. While the specific location, precise magnitude, or timing of some impacts may vary from those estimated in the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement*, they are still within the range of what was evaluated and disclosed there. No new significant impacts have been identified.

### **III. Non-Project Action**

Decisions on the adoption or amendment of zoning ordinances are referred to in the SEPA rules as "non-project actions" (WAC 197-11-704(2)(b)). The purpose of an EIS in analyzing a non-project action is to help the public and decision-makers identify and evaluate the environmental effects of alternative policies, implementation approaches, and similar choices related to future growth. While plans and regulations do not directly result in alteration of the physical environment, they do provide a framework within which future growth and development – and resulting environmental impacts – will occur. Both the adoption of the Comprehensive Plan evaluated in the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement* and eventual action on the amendment to add the Facility Project Table to the Capital Facilities Plan in the Capital Facilities Element of the Comprehensive Plan are "non-project actions".

### **IV. Environmental Analysis**

The *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement* evaluated the environmental impacts associated with adoption of proposed policies and land use designations. The plan's policies are intended to accomplish responsibilities mandated by the Washington State Growth Management Act (GMA), and to mitigate the impacts of future growth. In general, environmental impacts associated with the proposed Comprehensive Plan amendment are similar in magnitude to the potential impacts disclosed in the *City of Kirkland 2015 Comprehensive Plan Update & Totem Lake Planned Action – Draft and Final Environmental Impact Statement*. As this proposal is consistent with the policies and designations of the Comprehensive Plan and the environmental impacts disclosed in the *City of Kirkland 2015 Comprehensive Plan Update and Totem Lake Planned Action – Draft and Final Environmental Impact Statement*, no additional

or new significant impacts beyond those identified in the EIS for the Comprehensive Plan are anticipated.

#### **V. Description of the Proposed Amendments to the Kirkland Comprehensive Plan**

The proposal would amend the Capital Facilities Plan contained in the Capital Facilities Element of the Kirkland Comprehensive Plan by adding a table listing funded capacity facility projects planned during the six-year 2015-2020 Capital Improvement Program. This table was inadvertently omitted during the 2015 Comprehensive Plan update adopted in December 2015. This amendment will bring the CFP into consistency with the 2015-2020 Capital Improvement Program and ensure that certain revenue sources remain available to fund capacity related facility projects listed in the table (see Attachment).

#### **VI. Public Involvement**

The Planning Commission and Houghton Community Council will hold a joint public hearing on September 8, 2016. Public notice of the amendment and the public hearing is being provided in accordance with State law. The City Council will take final action on the proposal on September 20, 2016. All dates are subject to change.

#### **VII. Conclusion**

This EIS Addendum fulfills the environmental review requirements for proposed amendments to the Comprehensive Plan to add a Facility Projects Table to the Capital Facility Plan. The impacts of the proposal are within the range of impacts disclosed and evaluated in the *City of Kirkland 2015 Comprehensive Plan Update and Totem Lake Planned Action – Draft and Final Environmental Impact Statement*; no new significant impacts have been identified. Therefore, issuance of this EIS Addendum is the appropriate course of action.

Attachment: Draft Facility Project Table



ORDINANCE O-4533

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO COMPREHENSIVE PLANNING AND LAND USE AND AMENDING THE COMPREHENSIVE PLAN, ORDINANCE 3481, AS AMENDED, AND APPROVING A SUMMARY FOR PUBLICATION, FILE NO. CAM16-02078.

1           WHEREAS, the City Council has received a recommendation  
2 from the Kirkland Planning Commission and the Houghton Community  
3 Council to amend the Capital Facilities Element of the Comprehensive  
4 Plan for the City, Ordinance 3481, as amended, as set forth in the report  
5 and recommendation of the Planning Commission and the Houghton  
6 Community Council dated September 25, 2016, and bearing Kirkland  
7 Department of Planning and Community Development File No. CAM16-  
8 02078; and  
9

10           WHEREAS, prior to making the recommendation the Planning  
11 Commission and Houghton Community Council, following notice as  
12 required by RCW 35A.63.070, held a joint public hearing on the  
13 amendment proposal on September 8, 2016, and considered the  
14 comments received at the hearing; and  
15

16           WHEREAS, pursuant to the State Environmental Policy Act  
17 (SEPA), a SEPA Addendum to Existing Environmental Documents has  
18 been issued by the responsible official pursuant to WAC 197-11-165;  
19 and  
20

21           WHEREAS, in regular public meeting on October 4, 2016 the  
22 City Council considered the environmental documents received from the  
23 responsible official, together with the report and recommendation of the  
24 Planning Commission and the Houghton Community Council,  
25

26           NOW, THEREFORE, the City Council of the City of Kirkland do  
27 ordain as follows:  
28

29           Section 1. Comprehensive Plan Capital Facilities Element,  
30 Capital Facilities Tables amended: The Comprehensive Plan, Ordinance  
31 3481, as amended, is amended to add a Facility Projects Table to the  
32 Capital Facilities Element as set forth in Exhibit A attached to this  
33 Ordinance and incorporated by reference.  
34

35           Section 2. If any section, subsection, sentence, clause,  
36 phrase, part or portion of this Ordinance, including those parts adopted  
37 by reference, is for any reason held to be invalid or unconstitutional by  
38 any court of competent jurisdiction, such decision shall not affect the  
39 validity of the remaining portions of this Ordinance.  
40

41           Section 3. To the extent that the subject matter of this  
42 Ordinance is subject to the disapproval jurisdiction of the Houghton  
43 Community Council as created by Ordinance 2001, the Ordinance shall  
44 become effective within the Houghton community either upon approval

45 of the Houghton Community Council, or upon failure of the Community  
46 Council to disapprove this Ordinance within 60 days of its passage.

47  
48 Section 4. Except as provided in Section 3, this Ordinance  
49 shall be in full force and effect five days from and after its passage by  
50 the City Council and publication pursuant to Kirkland Municipal Code  
51 1.08.017, in the summary form attached to the original of this Ordinance  
52 and by this reference approved by the City Council City Council.

53  
54 Section 5. A complete copy of this Ordinance shall be  
55 certified by the City Clerk, who shall then forward the certified copy to  
56 the King County Department of Assessments.

57  
58 Passed by majority vote of the Kirkland City Council in open  
59 meeting this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

60  
61 Signed in authentication thereof this \_\_\_\_\_ day of  
62 \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor

Attest:

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

Approved as to Form:

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



PUBLICATION SUMMARY  
OF ORDINANCE O-4533

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO COMPREHENSIVE PLANNING AND LAND USE AND AMENDING THE COMPREHENSIVE PLAN, ORDINANCE 3481, AS AMENDED, AND APPROVING A SUMMARY FOR PUBLICATION, FILE NO. CAM16-02078.

SECTION 1. Provides amendment to add a Facility Project Table to the Capital Facilities Element Capital Facility Plan contained in the Kirkland Comprehensive Plan.

SECTION 2. Provides a severability clause for the ordinance.

SECTION 3. Establishes that this ordinance, to the extent it is subject to disapproval jurisdiction, will be effective within the disapproval jurisdiction of the Houghton Community Council Municipal Corporation upon approval by the Houghton Community Council or the failure of said Community Council to disapprove this ordinance within 60 days of the date of the passage of this ordinance.

SECTION 4. Authorizes the publication of the ordinance by summary, which summary is approved by the City Council pursuant to Section 1.08.017 Kirkland Municipal Code and establishes the effective date as October 15, 2016.

SECTION 5. Directs the City Clerk to certify and forward a complete certified copy of this ordinance to the King County Department of Assessments.

The full text of this Ordinance will be mailed without charge to any person upon request made to the City Clerk for the City of Kirkland. The Ordinance was passed by the Kirkland City Council at its meeting on the \_\_\_\_ day of \_\_\_\_\_, 2016.

I certify that the foregoing is a summary of Ordinance O-4533 approved by the Kirkland City Council for summary publication.

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