



CITY OF KIRKLAND

CITY COUNCIL

James Lauinger, Mayor • Joan McBride, Deputy Mayor • Dave Asher • Mary-Alyce Burleigh
Jessica Greenway • Tom Hodgson • Bob Sternoff • David Ramsay, City Manager

123 Fifth Avenue • Kirkland, Washington 98033-6189 • 425.587.3000 • TTY 425.587.3111 • www.ci.kirkland.wa.us

AGENDA

KIRKLAND CITY COUNCIL MEETING

City Council Chamber

Tuesday, January 20, 2009

6:00 p.m. – Study Session – Peter Kirk Room

7:30 p.m. – Regular Meeting

COUNCIL AGENDA materials are available on the City of Kirkland website www.ci.kirkland.wa.us, at the Public Resource Area at City Hall or at the Kirkland Library on the Friday afternoon prior to the City Council meeting. Information regarding specific agenda topics may also be obtained from the City Clerk's Office on the Friday preceding the Council meeting. You are encouraged to call the City Clerk's Office (587-3190) or the City Manager's Office (587-3001) if you have any questions concerning City Council meetings, City services, or other municipal matters. The City of Kirkland strives to accommodate people with disabilities. Please contact the City Clerk's Office at 587-3190, or for TTY service call 587-3111 (by noon on Monday) if we can be of assistance. If you should experience difficulty hearing the proceedings, please bring this to the attention of the Council by raising your hand.

EXECUTIVE SESSIONS may be held by the City Council to discuss matters where confidentiality is required for the public interest, including buying and selling property, certain personnel issues, and lawsuits. An executive session is the only type of Council meeting permitted by law to be closed to the public and news media

ITEMS FROM THE AUDIENCE provides an opportunity for members of the public to address the Council on any subject which is not of a quasi-judicial nature or scheduled for a public hearing. (Items which may not be addressed under Items from the Audience are indicated by an asterisk*.) The Council will receive comments on other issues, whether the matter is otherwise on the agenda for the same meeting or not. Speaker's remarks will be limited to three minutes apiece. No more than three speakers may address the Council on any one subject. However, if both proponents and opponents wish to speak, then up to three proponents and up to three opponents of the matter may address the Council.

1. *CALL TO ORDER*
2. *ROLL CALL*
3. *STUDY SESSION*, Peter Kirk Room
 - a. Active Transportation Plan Update
4. *EXECUTIVE SESSION*
 - a. To Review the Performance of a Public Employee
5. *SPECIAL PRESENTATIONS*
 - a. Police Explorer Recognition
 - b. Energy Star Partnership, Justus Stewart, Program Associate, International Council for Local Government Initiatives (ICLEI) – Local Governments for Sustainability
6. *REPORTS*
 - a. *City Council*
 - (1) Regional Issues
 - b. *City Manager*
 - (1) 2009 Legislative Update 1
 - (2) 2009 City Council Retreat Topics
 - (3) Calendar Update

7. *COMMUNICATIONS*

- a. *Items from the Audience*
- b. *Petitions*

8. *CONSENT CALENDAR*

a. *Approval of Minutes:* January 6, 2009

b. *Audit of Accounts:*
Payroll \$

Bills \$

c. *General Correspondence*

- (1) Terry and Sally Mackle, Regarding Lakeview Neighborhood Plan
- (2) Jean Lupinacci, Director, ENERGY STAR® Commercial & Industrial Branch, U.S. Environmental Protection Agency, Regarding ENERGY STAR® Partnership

d. *Claims*

e. *Award of Bids*

- (1) Marina Dock Resurfacing Project, Epic Construction, LLC, Bellevue, WA

f. *Acceptance of Public Improvements and Establishing Lien Period*

- (1) 116th Avenue NE (North Section) Non-Motorized Facilities Project

g. *Approval of Agreements*

- (1) Resolution R-4736, Supporting the Continuation of the Eastside Transportation Partnership (ETP) as the East King County Forum for Information Sharing, Consensus Building and Coordinating to Provide Advice on Regional Transportation Issues and Approve Continued Participation by the City of Kirkland

h. *Other Items of Business*

- (1) Resolution R-4737, Relinquishing any Interest the City May Have, Except for a Utility Easement, in an Unopened Right-of-Way as Described Herein and Requested by Property Owners Robert A. Roller and Cheri L. Aldred
- (2) Resolution R-4738, Relinquishing any Interest the City May Have, Except for a Utility Easement, in an Unopened Right-of-Way as Described Herein and Requested by Property Owners David J. and Jenifer L. Walden
- (3) Authorizing the Issuance of a Cabaret Music License to the J Bay Bar and Grill

GENERAL CORRESPONDENCE

Letters of a general nature (complaints, requests for service, etc.) are submitted to the Council with a staff recommendation. Letters relating to quasi-judicial matters (including land use public hearings) are also listed on the agenda. Copies of the letters are placed in the hearing file and then presented to the Council at the time the matter is officially brought to the Council for a decision.

ORDINANCES are legislative acts or local laws. They are the most permanent and binding form of Council action, and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after the ordinance is published in the City's official newspaper.

RESOLUTIONS are adopted to express the policy of the Council, or to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

(4) Report on Procurement Activities

(5) Surplus Equipment Rental Vehicles/Equipment for Sale

PUBLIC HEARINGS are held to receive public comment on important matters before the Council. You are welcome to offer your comments after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment and the Council proceeds with its deliberation and decision making.

9. *PUBLIC HEARINGS*

a. Downtown Zoning:

- (1) Ordinance No. 4177 and its Summary, Relating to Zoning, and Land Use and Amending Ordinance No. 3719, as Amended, the Kirkland Zoning Ordinance, to Amend the Height Regulations, Building Stepbacks, Sidewalk Widths, Banking and Related Financial Use Limitations, Rooftop Appurtenance Allowances, and Dimensional Requirements for Retail in Central Business District (CBD) Zone 1; to Amend Ground Floor Retail Height Requirements in CBD Zones 1, 2, 3, 4, 6, 7, and 8; and to Measure Height in Feet Instead of Stories in CBD Zones 1, 2, 3, 4, 6, and 7; Repealing Ordinance No. 4143; and Approving a Summary Ordinance for Publication, File No. ZON08-00019
- (2) Ordinance No. 4178 and its Summary, Relating to Zoning and Land Use and Amending the City of Kirkland Zoning Map Ordinance No. 3710, as Amended, To Conform to the Comprehensive Plan and to Ensure Continued Compliance With the Growth Management Act, and Approving a Summary Ordinance for Publication, File No. ZON08-00019
- (3) Ordinance No. 4179, Relating to Zoning and Land Use and Repealing Ordinance No. 4149 Which Adopted Interim Zoning Regulations Limiting the Height of Buildings Within Central Business District (CBD) Zone 1
- (4) Resolution R-4739, Approving Amended Design Guidelines for Pedestrian Oriented Business Districts and Authorizing the Mayor to Sign

10. *UNFINISHED BUSINESS*

- a. Snow Removal De-Brief (presentation only)
- b. Fair Housing
- c. Budget Reporting Process

NEW BUSINESS consists of items which have not previously been reviewed by the Council, and which may require discussion and policy direction from the Council.

11. *NEW BUSINESS*

- a. Performance Measurement and Budgeting
- b. 2008 State of the Streets Report

12. *ANNOUNCEMENTS*

13. *ADJOURNMENT*



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.ci.kirkland.wa.us

To: Dave Ramsay, City Manager

From: Daryl Grigsby, Public Works Director
David Godfrey, P.E., Transportation Engineering Manager

Date: January 8, 2009

Subject: ACTIVE TRANSPORTATION PLAN/SCHOOL WALK ROUTES

RECOMMENDATION:

It is recommended that the Council review the draft Active Transportation Plan and offer comments to the Transportation Commission. A discussion of School Walk Routes should also take place.

BACKGROUND DISCUSSION:

Active Transportation Plan

More People, More Places, More Often - A Plan for Active Transportation is the title of the update to the existing Non-motorized Transportation Plan. Work on the update is being overseen by the Transportation Commission. A non-motorized transportation plan for the City is required by the Comprehensive Plan.

Attachment 1 is a reader-friendly summary of the plan which is being used for public outreach.
Attachment 2 includes the Executive Summary and a portion of the introduction to the plan. This includes the Plan Purpose, Vision, Guiding Principles, and Goals, Objectives and Strategies.
Attachment 3 is the entire plan.

The goals of the plan and their corresponding objectives and strategies, provide a means for measuring progress. It's expected that progress toward these goals will be reported to the Transportation Commission and the City Council at least annually. It is important that Council feels comfortable with the Plan's goals, objectives and strategies.

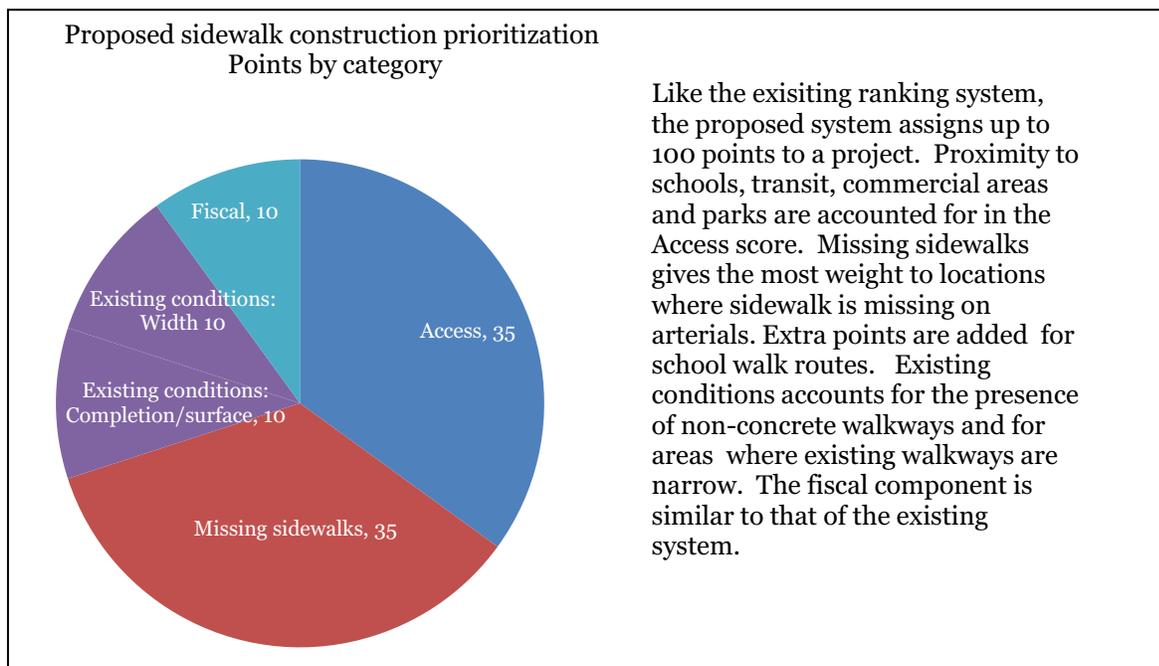
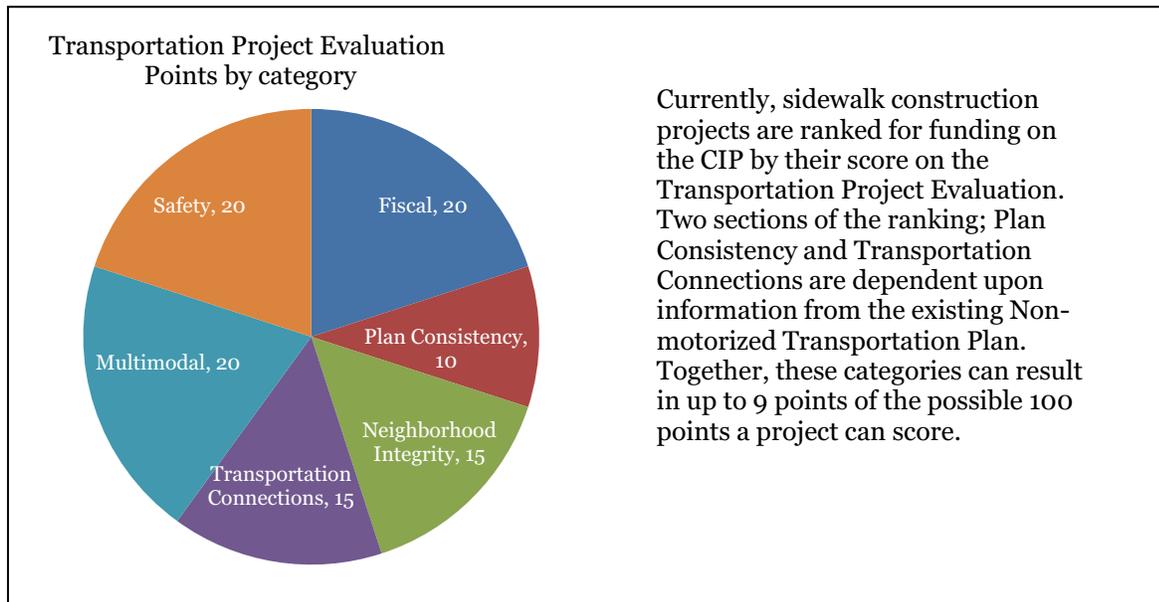
One of the biggest changes proposed in the plan is in the way that sidewalk projects are prioritized for construction. A system that is tailored for evaluating sidewalk projects is proposed to replace the Transportation Project Evaluation process, which was originally designed to evaluate all types of transportation projects. The proposed system is explained in Section 5 of the Plan (Attachment 4) and summarized very briefly in the figure below.

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Figure 1 Transportation Project Evaluation Current (top) and Proposed (below)



Most of the factors that have been used in the existing system are also used in the new system. These factors include:

- Proximity to pedestrian generators like parks, schools, commercial areas
- Width of existing shoulder, presence of existing walkway
- Type of existing walkway
- School walk route

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The proposed system gives about twice as much weight to the project's proximity to pedestrian traffic "generators" like parks, commercial areas and schools. The revised ranking system also weights school walk routes more heavily – about 8% to 17% of the total score (depending on the type of street) compared to about 4% in the existing method.

The factors that are used to prioritize construction projects align with the goals of the plan and reflect the preferences found in the online survey.

A comparison of the scores from the existing and proposed system was made for a set of higher-ranking sidewalk projects based on their scores with the existing system to understand how the new system works. The table below shows the results of the comparison.

Project	From	To	Score (out of 100)	
			Existing	Proposed
6th Street	1st Ave	Kirkland Way	59.25	80.0
13th Ave	3rd Street	4th Street	58.20	71.0
Kirkland Way	8th Street	Ohde	58.00	75.5
NE 80th St	125th Lane	132nd Ave NE	57.55	54.7
NE 112th St	120th Ave NE	117th Ave NE	57.45	55.6
18th Ave W	Market St	Rose Point	56.95	61.1
112th Ave NE	NE 87th St	Ne 90th St	56.95	62.5
116th Ave NE	NE 70th St	NE 75th St	56.95	83.7
NE 100th St	111th Ave NE	116th Ave NE	56.90	65.4

One difference between the systems is that the new system offers more spread between project scores. This is helpful because it more clearly differentiates between projects. Another advantage of the proposed system is that it can evaluate small sections (because it works at the street segment level) and the ability to map the ranking can allow selection of the best candidate projects fairly easily.

The information in the table above shows rankings based on information from the GIS database, and it relies heavily on the information from the 2004 sidewalk inventory. Some refinements might be necessary on some segments based on actual observations. For example, there are places where a walkway on side of the street might be indicated in the survey, but it is really too narrow to be considered a walkway or, on the other hand, a very wide shoulder might have been inventoried as no walkway when it actually provides an adequate facility for pedestrians. The NE 80th Street segment might be an example of the former case and the 116th Ave. NE segment could be an example of the latter case.

Goal G3 Calls for completion of sidewalks on one side of minor and principal arterials by 2016. The table below is Table 3 (page 25) of the draft plan. It indicates that the cost to complete sidewalk on one side of all arterials is about \$7 million (\$3.2 + \$3.8). This goal is aggressive based on the fact that new CIP projects won't be considered until 2012 and sidewalk spending has traditionally been at about \$1 million/year. (See Figure 2)

<i>Street type</i>	<i>Needed to complete one side of all segments</i>		<i>Needed to complete both sides of all segments</i>	
	Length (mi)	Cost (\$M)	Length (mi)	Cost (\$M)
Principal Arterial	1.4	3.2	5.2	11.9
Minor Arterial	1.7	3.8	6.7	15.4
Collector	5.1	11.8	22.8	52.2
Local	43.6	100.1	111.5	256.2
Total	51.7	118.9	146.3	335.9
Cost estimate based on \$300/lin. ft and 45% overhead and contingency				

Figure 2 CIP Funding and spending

Average Annual Transportation funding 2009 through 2014:		
Current revenue:	Gas Tax	\$ 544,000
	Sales Tax	\$ 270,000
	REET 1	\$ 567,000
	REET 2	\$ 1,701,000
	Impact fees	\$ 2,104,000
	Surface Water	\$ 950,000
	Subtotal	\$ 6,136,000
	REET 2 (grant match reserve)	\$ 480,000
	Grants (avg '93-'03)	\$ 792,500
	Total annual funding	\$ 7,408,500

Target allocation per Category		\$ 7,408,500
	Concurrency (94% of "req'd")	\$ 3,860,000
	Sidewalk Maintenance	\$ 200,000
	Street Maintenance	\$ 2,000,000
	Striping Program	\$ 250,000
	Non-capacity (target)	\$ 1,098,500

School Walk Routes

The Draft Active Transportation Plan is used as a reference for this discussion of School Walk Routes. The information below is from Section 2 of the draft plan beginning on Page 37.

Kirkland has 7 public elementary schools¹ within its borders that have school walk routes (SWR). The Lake Washington School District is responsible for producing a safe school walk route map for each school. Each map describes in detail the preferred walk routes within approximately a mile of each school. Map 11 is a sample of such a map. The District considers the presence of sidewalk when it determines the routes. For example, if there is sidewalk on only one side of a street, that side is

¹ Community School is an elementary school in Kirkland. Because it is a choice school it does not have a designated school walk route.

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designated as the walk route. If there is sidewalk on both sides of a street, then both sides are designated as the walk route.

Kirkland has just over 30 miles of school walk routes (see Map 12). The majority of SWR are on local and collector streets. There is about 1 mile on principal arterials and about 5 miles on minor arterials. Almost 80% of the routes have walkways on at least one side. Table 4 describes walk route completion by roadway classification. Goal G4 addresses increasing the number of children who walk to school.

In response to a funding opportunity, in October of 2000, the City Council created a School Walk Route Committee including residents, parents, representatives from the School District and others. In May of 2002, after numerous meetings, discussions, open houses and interaction with the various schools, the City Council approved their recommendations. These recommendations included:

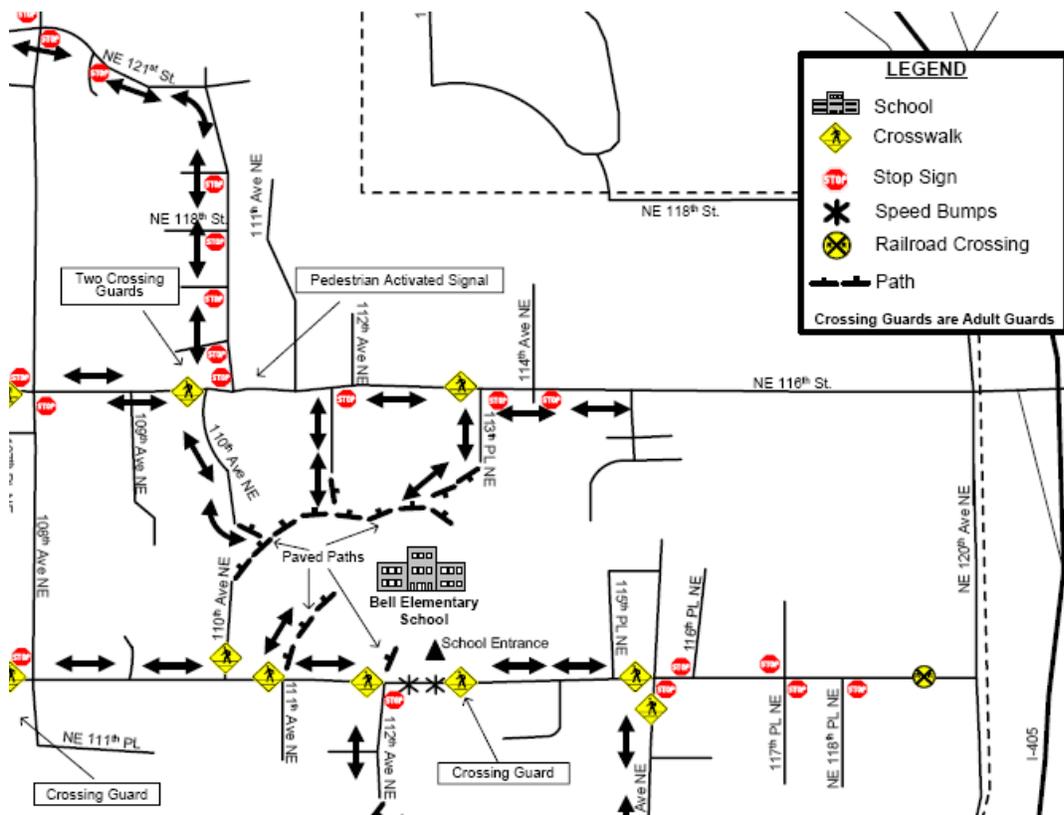
- Build \$1 M worth of “priority” SWR projects as identified by each school
- Rank other identified SWR’s using the CIP Project Evaluation Criteria
- Explore possibility of a Sidewalk Bond ballot measure to provide funding for sidewalks
- “Call” concomitant agreements that would fund sidewalks through private funding.

The priority SWR projects were completed at all seven elementary schools by the Fall of 2002, and other routes continue to be evaluated for funding. After further study, a sidewalk bond measure was not pursued, and the concomitant process was modified. Including the priority improvements that were undertaken in 2002, approximately \$2.2 M has been invested in improvements along school walk routes over the last few years. Between the time that the inventory of school walk routes that was done in preparation for the School Walk Route Advisory committee in 2001 and today, significant progress was made in completing the walk routes around schools as shown in Figure 16. As a result of concerted efforts to improve school walk routes, the number of routes that have sidewalk on at least one side of the street has increased to a minimum of 80%. Table 5 summarizes the number of miles of sidewalk left to complete the school walk route system. It also shows the estimated cost to complete the system. Some segments on school walk routes are on short dead-end streets and other locations where sidewalk is either not desired or not necessary. This means that achieving “100%” completion of sidewalks on school walk route system is not practical.

Table 4 Centerline miles of school walk routes by street type and walkway completion type

<i>General condition</i>	<i>Specific condition: presence of walkway by side of street</i>	<i>Local Street</i>	<i>Collector</i>	<i>Minor Arterial</i>	<i>Principal Arterial</i>	<i>Total</i>
Walkway not complete either side	None on either side	2.2	0.6	0.0	0.0	2.8
	Some on one side only	0.8	1.3	0.5	0.0	2.5
	Some on both sides	0.7	0.4	0.0	0.0	1.1
	Subtotal neither side complete	3.7	2.3	0.5	0.0	6.5
Walkway complete on one or both sides	Complete on one side, none on the other	1.9	3.8	0.5	0.0	6.2
	Complete on one side, some on the other	2.1	3.6	0.2	0.0	5.9
	Complete both sides	3.3	3.6	3.9	1.0	11.8
	Subtotal at least one side complete	7.2	11.0	4.6	1.0	23.9
TOTAL		11.0	13.3	5.1	1.0	30.4

Map 11 A portion of the A.G. Bell Elementary School Walk Route



Map 12 School walk routes

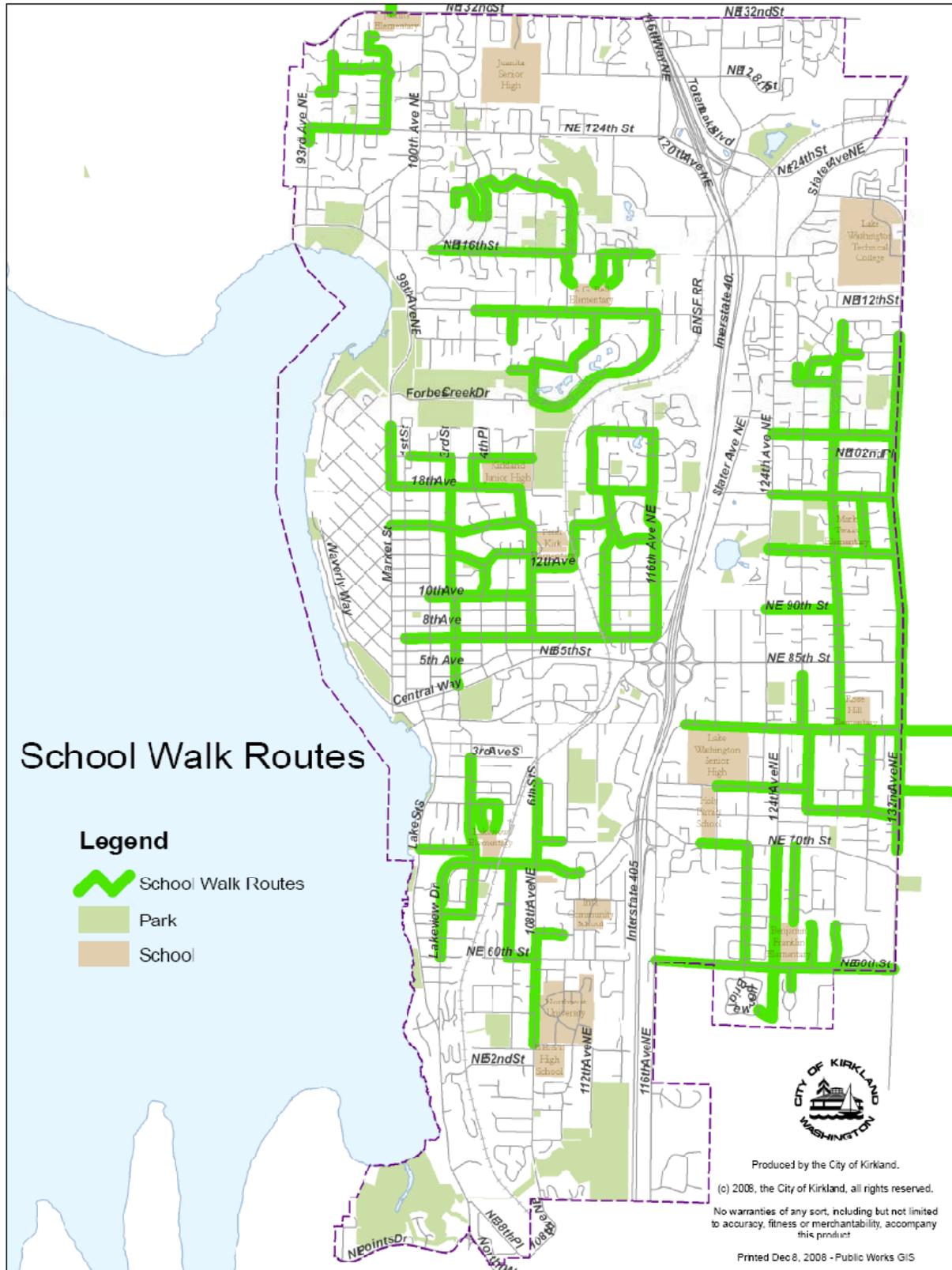


Figure 16 Inventory of school walk routes completion by school. Funded projects reflected in projected columns.

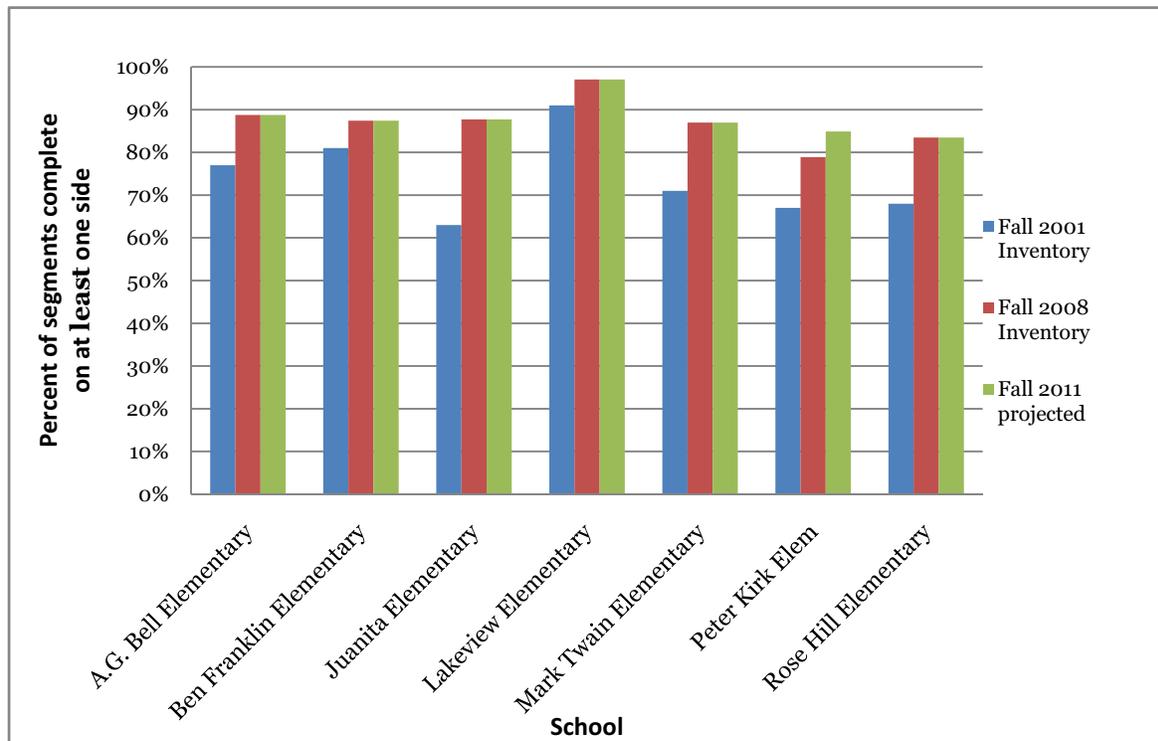


Table 5 Completion costs of school walk routes

<i>Street type</i>	<i>Needed to complete one side of all segments</i>		<i>Needed to complete both sides of all segments</i>	
	Length (mi)	Cost (\$M)	Length (mi)	Cost (\$M)
Principal Arterial	0.0	0.0	0.0	0.0
Minor Arterial	0.2	0.4	1.3	2.9
Collector	1.6	3.6	10.1	23.3
Local	3.2	7.4	10.0	22.9
Total	5.0	11.3	21.4	49.0
Cost estimate based on \$300/lin. ft and 45% overhead and contingency.				

Goal G4 calls for completion of sidewalks on all arterial and collector streets by 2019. About \$4 million would be needed to complete sidewalk on one side of all arterials and collectors.



City of Kirkland

**More people, more places,
more often**



A plan for active transportation

This plan will be of interest to you if you've ever wanted:

- new sidewalks
- more bicycle lanes
- sidewalks cleared
- bicycle parking
- safer crossings
- an easier walk to school
- a trail on the BNSF Railroad
- more street sweeping
- bike sharrows



Your Comments are Needed!

Kirkland's Non-motorized Transportation Plan is being updated for the first time since 2001. A draft version of the update - now called **Kirkland's Active Transportation Plan** is available for comment.

Inside: Highlights of the active transport plan.



Pedestrian flags make crossing safer



Early sidewalks on Market Street



I-405 Overpass for pedestrians and cyclists at NE 100th Street

pedestrians • cyclists

More people, more places, more often

A plan for active transportation

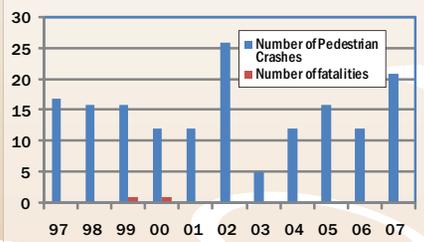
Develop the Cross Kirkland Trail.

Developing a trail on the BNSF right of way has been a dream of walkers and cyclists for many years. With a recent agreement between the port, the county and BNSF, a trail is closer than ever, but still unrealized. The plan calls this trail the number one priority for Kirkland's walkers and cyclists.



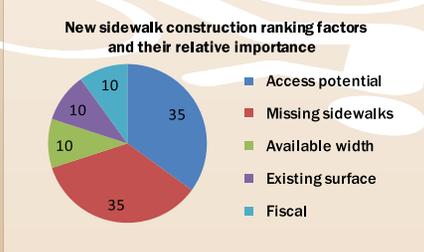
Reduce crash rates.

The number of crashes has stayed fairly steady over the past 10 years. At the same time, the number of walkers and cyclists has increased. This suggests that it's getting safer per mile walked or cycled, but we don't know how much. The Plan establishes a count program so we can figure out how much safety is improving. It sets a goal of 10% reduction in crashes rates.



Add sidewalks.

The Plan proposes a new way of deciding which sidewalks should be built first. It's based on proximity to schools, parks, bus routes and commercial areas. Busy streets and school walk routes are given extra priority. Building sidewalks on at least one side of all arterials is to be completed by 2016.

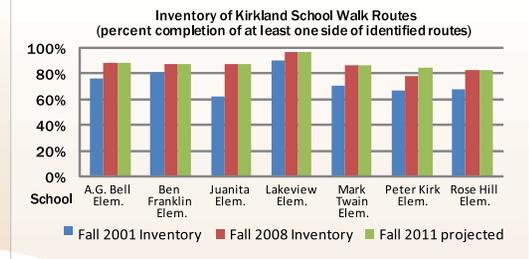


Improve safety for people crossing streets.

Kirkland has a number of programs that help make crossing the street safe. The plan calls for new ways of identifying crosswalks that may need more protection.

Increase the number of children who walk to school.

Walking to school is good for children and safe facilities encourage walking. The plan calls for building sidewalk on all the school walk routes on busy streets by 2019.

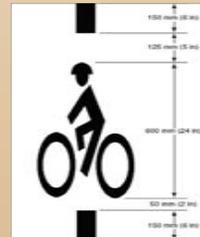


Remove physical barriers to walking.

We've all encountered low hanging branches or garbage cans blocking sidewalks. For people using wheelchairs physical barriers are even more challenging. The plan calls for reducing obstructions and developing a plan to make walking more accessible for all users.

Improve on-street bicycle facilities.

Throughout Kirkland bike lanes have been added by restriping streets with narrower car lanes. Sometimes restriping is not possible and construction is needed. The plan has a set of striping projects to be completed by 2011 and a set of construction projects to be completed by 2018.



Add programs that make bicycling more convenient.

In our on-line survey, cyclists said they want more bicycle parking and an easier way to get traffic signals to recognize them. The plan calls for adding more bicycle parking in downtown Kirkland and adopting standards that will make adding bike racks a normal part of building streets. The plan also calls for marking locations at traffic signals with symbols like the one to the left so that bicycles can be easily detected.



pedestrians • cyclists



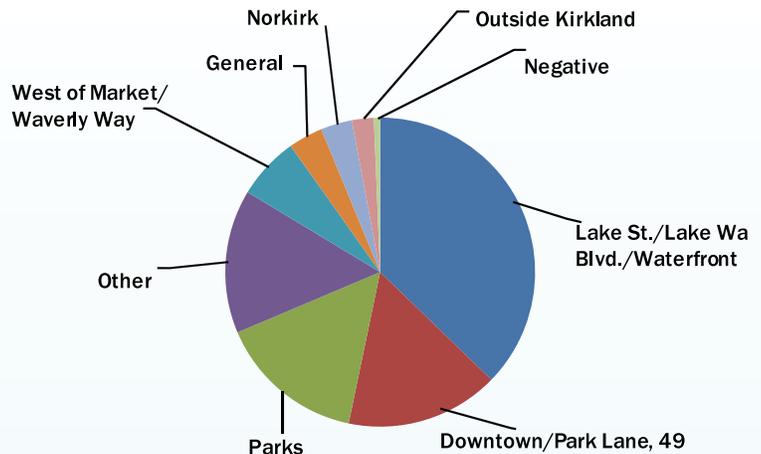
City of Kirkland

**More people, more places,
more often**



A plan for active transportation

In the summer of 2007, an on line survey got over 700 Responses. Here are responses to the question: Where is an excellent location for walking in Kirkland?



The whole plan (about 100 pages) can be viewed or downloaded as a pdf at www.ci.kirkland.wa.us look under departments>public works> non-motorized plan

Offer your comments by January 31:

- **By email:** dgodfrey@ci.kirkland.wa.us
- **In person:** at one of the meetings scheduled below (On 1/20, comment at the council meeting that starts at 7:30)
- **By phone** at City of Kirkland Public Works (425) 587-3865
- **By letter:** City of Kirkland Public Works, 123 5th Avenue, Kirkland 98033

Schedule of upcoming meetings. The plan is scheduled to be discussed at the following meetings. All meetings at City Hall, check www.ci.kirkland.wa.us for more information

- January 8, Planning Commission 7:00
- January 14, Park Board 7:00
- January 20, City Council study session 6:00
- January 26, Houghton Community Council 7:00
- January 28, Transportation Commission 6:00

Plan Timeline:

February: final draft **March:** Plan adoption by City Council

EXECUTIVE SUMMARY

This plan is prepared to comply with requirements of the Comprehensive Plan. The title *More People, More Places More Often* indicates the plan vision. It is an update of the 2001 Non-motorized transportation plan and is renamed an Active Transportation Plan to better reflect the positive nature of walking and cycling. Its purpose is three fold:

- Present a specific list of objectives to be accomplished in order to improve active transportation (see Section 1)
- Serve as a handbook for Active Transportation (see Sections 2 and 3)
- Provide a way of prioritizing projects for construction (see Sections 5 and 6)

The plan is focused around 8 Goals each of which has specific objectives and strategies for meeting the goal:

- Goal G1. Develop the Cross Kirkland Trail**
- Goal G2. Reduce crash rates**
- Goal G3. Add sidewalks**
- Goal G4. Increase the number of children who walk to school**
- Goal G5. Improve safety for people crossing streets**
- Goal G6. Remove physical barriers to walking**
- Goal G7. Improve on-street bicycle facilities**
- Goal G8. Make bicycling more convenient**

Section 2 covers existing conditions. Kirkland has sidewalk on at least one side of all but 3 miles of its busiest streets. Looking at all streets, about 25% have no walkway on either side. Currently funded projects will complete school walk routes so that no school has less than 80% of its walkways complete on at least one side of the street. Goal G3 calls for completion of walkways on both sides of all principal and minor arterials by 2016 while Goal G4 calls for completion of walkways on one side of all arterial and collector streets by 2019.

Existing bike lanes provide basic coverage for Kirkland's cyclists, but there are still important missing links. Particularly on 116th Avenue in the South Rose Hill/Bridle Trails neighborhood and on 100th Avenue in Juanita.

Three quarters of accidents involving cyclist or pedestrians occur at intersections. Numbers of accidents have remained fairly steady over the past 10 years. The plan calls for measuring crash rates (crashes/distance traveled) and reducing them by 10% between 2010 and 2015.

Section 3 describes existing policies and programs. The Zoning code and Public Works' Pre-approved Plans work together to provide guidance on when and how facilities are constructed. There are a number of programs to support active transportation already in place. Some examples include Senior steppers, the signed Lakeview Walk, and Bike to Work Month.

The online survey detailed in Section 4 that was fielded in 2007 provided valuable insight into the preferences of Kirkland's citizens through over 700 responses. The survey data was used to shape the goals of the plan as well as influence the programmatic elements in Section 7.

The survey results also determined the factors that entered into the walkway evaluation in Section 5. This plan proposes a new system for prioritizing sidewalk construction projects based on proximity to destinations, missing sidewalks, and existing walkway conditions.

Section 6 proposes a bicycle network and identifies projects needed to improve it. Projects fall into one of three categories, those that can be completed through striping with little or no construction, those that need major construction and those that would support construction of a trail on the Eastside Rail Corridor. The striping projects are to be completed in 3 years, the construction projects in 10 years and a section of the Cross-Kirkland trail by 2015.

Section 7 contains programmatic elements that complement the network elements in Sections 5 and 6. These include efforts to remove sidewalk obstructions, add bicycle parking and make it easier for bicycles to activate traffic signals.

Section 8 is an updated equestrian section that has been developed with direct input from those in Kirkland's equestrian community.

Extra detail and supporting material is at the end of the plan in its appendices.

SECTION 1: INTRODUCTION

BACKGROUND/HISTORY

The City of Kirkland is committed to improving the ease and safety with which people can bicycle and walk. At the policy level, this commitment is reflected in our first-in-Washington-State complete streets ordinance and in the policies of our Comprehensive Plan. In a more practical sense, it is reflected in Kirkland's innovative Pedestrian Flag program and at in-pavement light installations at crosswalks. The Senior Stepper Program encourages scores of older Kirklanders to walk for recreation and transportation. Crosswalk stings are an example of the Police Department's commitment to enforcing laws that protect pedestrians. Kirkland's lakefront is known regionally as a perfect place to stroll or cycle.

As more people realize the health benefits of incorporating regular exercise into their everyday lives, walking and bicycling are increasing. Sensitivity to the negative effects of reliance on petroleum based transportation is also increasing the number of those choosing to walk and bike. Transit usage is increasing sharply in Kirkland and every transit trip begins and ends with a walking trip. With bicycle racks on every bus more people are discovering the freedom provided by combining a bicycle trip with a transit trip.

Kirkland is recognized as a regional and national leader in active transportation, but there is still much to be done to improve both cycling and walking. Primarily, there are key missing links in both the sidewalk and on-street bike networks. In addition, there are important programmatic needs such as improved bicycle parking and wayfinding. Too many sidewalks are obstructed with tree branches and too many walkers do not feel comfortable crossing streets.

As Kirkland's land use plans become reality, there is less room for cars. Constructing wider streets to better accommodate cars is expensive and makes neighborhoods less livable. This means that walking and biking will become more important forms of transportation and the facilities needed to accommodate them will also grow in importance.

This plan is titled Active Transportation Plan rather than Non-motorized Transportation Plan in order to affirm bicycling, walking and equestrian travel rather than to describe what it is not.

When Peter Kirk founded Kirkland, automobiles were the expensive, difficult to maintain toys of the rich. Because of poor roads, bicycle use was limited. Railroads, horses, feet and ferries provided mobility in Kirkland at that time. With the introduction of the Model T, auto ownership began to climb. After World War II, transportation in Kirkland, like the rest of the nation became dominated by cars.

Guidance from the Comprehensive Plan

"Policy T-2.5: Maintain a detailed Nonmotorized Transportation Plan (NMTP).

The NMTP is a functional plan that provides a detailed examination of the existing pedestrian, bicycle, and equestrian systems, criteria for prioritizing improvement, and suggested improvements. The NMTP designates specific City rights-of-way and corridors for improved pedestrian, bicycle and equestrian circulation, and sets design standards for non-motorized facilities"

Figure 1. Early sidewalks on Market Street.



Kirkland's first non-motorized Plan was developed in 1996, and it was a ground breaking document because it answered the need for a comprehensive approach to active transportation for the first time and its development was supported by an

unprecedented amount of community interaction. The plan was updated in 2001 largely keeping the 1996 structure but updating goals, project lists and maps. Today, the ability to safely and easily walk and bike in Kirkland is an important issue for its citizens. In fact, when citizens are asked what their most important concerns are, pedestrian safety is often at or near the top of the list.

In 2000 the City Council authorized an exploratory committee to test support for a bond measure to build sidewalks. Although it was ultimately decided not to pursue securing voter approval for a bond, the process resulted in identification of key school walk route projects which have subsequently been completed.

At City Council direction, in 2003 The Transportation Commission undertook a review of all marked, uncontrolled¹ crosswalks in Kirkland. This analysis resulted in a series of recommendations, most of which have been completed.

Each year City funded construction projects in the Capital Improvement Program build sidewalk. This includes not only specific sidewalk projects but also curb ramps (compliant with current standards for those with disabilities) built as a part of street overlays, crosswalk improvements and sidewalk constructed as a part of larger roadway projects.

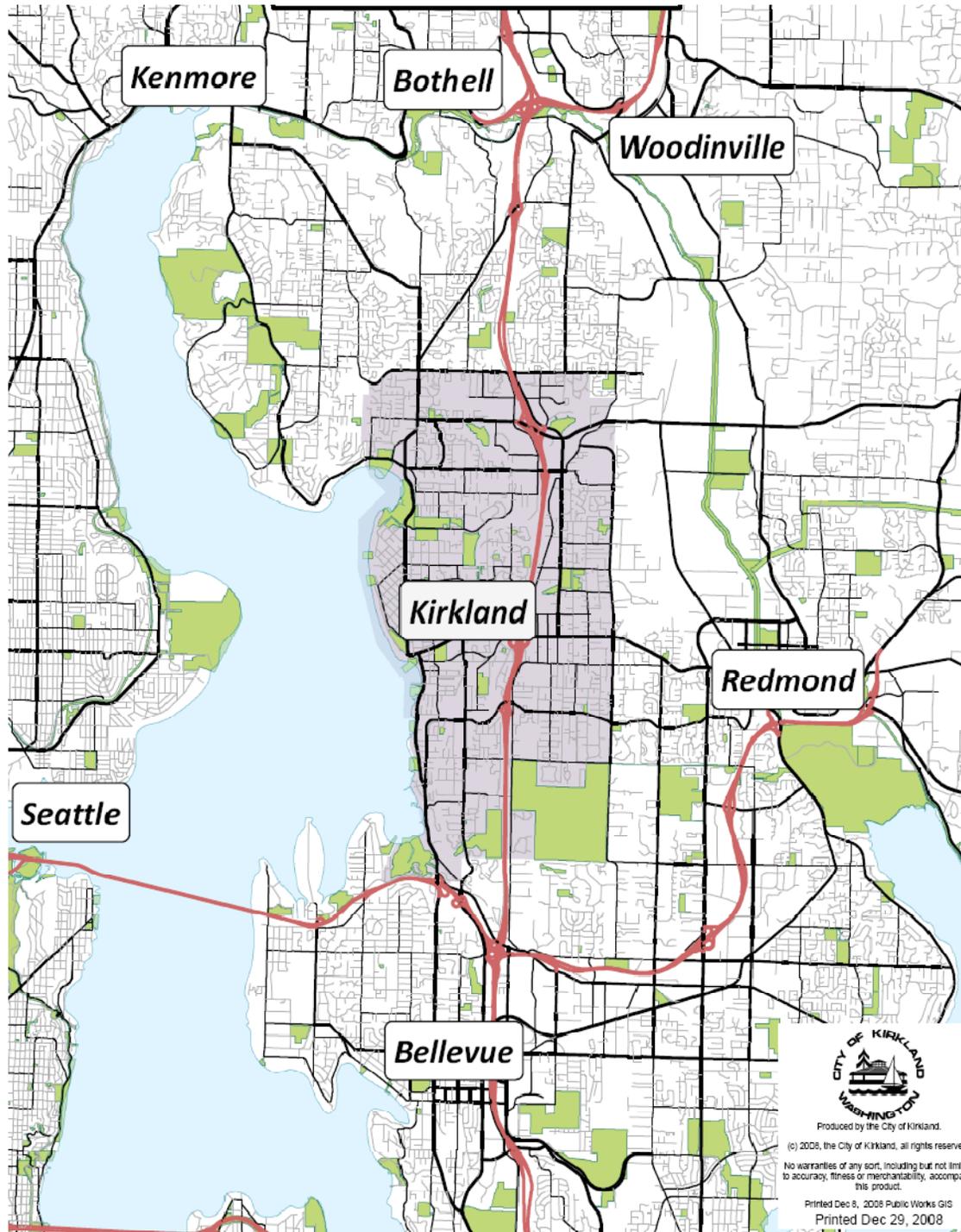
Private developments are required to build frontage improvements that include sidewalk, although this has not always been the case; this subject is covered in more detail on Page 53.

Bicycle lanes are also created by construction of public and privately funded projects. Most of Kirkland's bicycle facilities have been created by restriping existing roadways to more equitably allocate space between cars and bicycles. Bicycle parking is provided by new developments that require more than six car parking stalls.

The City of Kirkland has worked with various groups to promote the interests of walkers and cyclists. The Washington Traffic Safety Commission (WTSC) has supported Kirkland's pedestrian safety efforts. The Commission helped to fund for the initial in-pavement light installations and grants from the WTSC have supported the pedestrian flag program and police emphasis on crosswalk enforcement. Parent-Teacher groups have donated many hours working with City staff to improve conditions for children who walk to school. The Cascade Bicycle Club was an inspiring force behind adoption of Kirkland's complete street ordinance .

¹ Uncontrolled crosswalks are those where vehicles are not required to stop unless pedestrians are present.

Map 1 Kirkland and surrounding cities



PURPOSE

A “non-motorized transportation plan” is required by the City’s Comprehensive Plan and the Plan describes its basic purposes. They are: examining existing facilities, establishing criteria for prioritizing improvements and setting design standards.

This plan covers the current boundaries of the City of Kirkland (Map 1). It focuses mainly on transportation by foot or by bicycle and section 8 covers equestrian issues.

Past plans have been used primarily as a source for determining routes that should be given priority for construction of facilities for walkers and cyclists. This document continues to fulfill that purpose.

The plan is also a handbook for those interested in active transportation. It answers common questions about safety and maintenance and collects facts about cycling and walking in one document.

A third purpose of the plan is to create a framework and sense of urgency for improving conditions for active transportation. The Plan goals each include specific objectives and strategies for their completion.

Plan Vision:

More people cycling and walking; more places, more often

VISION

The vision for active transportation in Kirkland is

More people walking and biking; more places, more often.

This vision suggests that active transportation becomes less out of the ordinary or as it is sometimes referred to, “alternative” and something many people do every day. In order to expand the number of people using active transportation, barriers to usage such as perceived danger and inconvenience will have to be removed. To expand the way people use active transportation, more places will have to be connected through good facilities of all kinds; sidewalks, directional signing and bicycle parking for example.

GUIDING PRINCIPLES

Three principles support the goals, objectives and strategies that follow. They reflect increasing safety and convenience in a way that is tailored to the specific needs of Kirkland.

Kirkland's active transportation environment is:

- safe
- convenient
- shaped by the requests and needs of the community.

Progress toward implementing these principles can be accomplished simultaneously. Therefore, many of the goals and objectives listed below support more than one of the plan's three guiding principles.

GOALS, OBJECTIVES AND STRATEGIES

The goals, objectives and strategies that follow represent a to-do list of sorts. Progress on these goals is to be reported annually to the Transportation Commission and the City Council.

SUMMARY OF GOALS

- Goal G1. Develop the Cross Kirkland Trail**
- Goal G2. Reduce crash rates**
- Goal G3. Add sidewalks**
- Goal G4. Increase the number of children who walk to school**
- Goal G5. Improve safety for people crossing streets**
- Goal G6. Remove physical barriers to walking**
- Goal G7. Improve on-street bicycle facilities**
- Goal G8. Make bicycling more convenient**

SPECIFIC GOALS

Goal G1 Develop the Cross Kirkland Trail.

For more than 15 years, the railroad right-of-way that passes through Kirkland has been seen as the preeminent opportunity for developing an exceptionally useful off-road, shared use facility for active transportation. See Page 87.

Objective G1.1 By 2015, open a section of Cross-Kirkland Trail on the eastside rail corridor.

Strategy G1.1.1 Thoroughly understand the process which King County and Port of Seattle will use to develop the trail and proactively work to make Kirkland an area where the trail is first developed. *Timing: current through completion of plan for development of trail*

Goal G2 Reduce crash rates

Almost everyone agrees that decreasing crash rates is the most important measure of success this Plan can have. Fortunately many of the factors that contribute to convenience (a crosswalk treatment that makes it easy to cross the street for example), also contribute to safety. This makes

improvements that reduce crash rates likely to also increase the number of people using active transportation. See Section 7.

Objective G2.1 Reduce rates for crashes involving pedestrians and rates for crashes involving cyclists by 10% between 2010 and 2015.

Strategy G2.1.1 The strategy for this objective is to quantify the effects of all the other safety related goals, objectives and strategies. It is assumed that a reasonable estimate of volume for pedestrians and bicycles will not be established before 2011 (see objective G2.2).

Objective G2.2 Develop a reliable and accurate measure of pedestrian and cyclist volumes by 2011.

Strategy G2.2.1 Beginning in 2009, establish an annual count program at key locations to measure bicycle and pedestrian volumes and calculate crash rates. Adjust and modify the program in subsequent years to provide meaningful data.

Strategy G2.2.2 Partner with WSDOT to continue the count program started in 2008. If the WSDOT program is not available, work with Cascade Bicycle Club to get volunteers to make counts at the 2008 locations. *Timing: By August 2009 for September/October counts.*

Strategy G2.2.3 Expand count locations to include crossings of I-405 and east-west screen lines² at southern, central and northern locations. *Timing: Include all crossings of I-405 in fall 2009 counts, include one additional east-west screen line in subsequent years.*

Goal G3 Add sidewalks.

One of the most common questions received by the Public Works Department is “how can I get sidewalk on my street?” Carefully prioritizing how sidewalk projects are added is therefore one of the most important things this plan can do. Most of Section 5 is devoted to prioritizing construction of sidewalks in a way that meets the vision and supporting principles of the plan.

Objective G3.1 By 2016, complete sidewalk on both sides of all principal and minor arterials.

Strategy G3.1.1 Select projects for CIP funding using criteria in this plan Give higher priority to projects that serve people completing errands, using the bus and recreating filling gaps and building on the busiest streets first. *Timing: begin with the next CIP in 2010.*

Goal G4 Increase the number of children who walk to school.

The goal of getting children to walk to school is often lost in a discussion of how construction of school walk routes should be prioritized. Completing facilities is an important part of getting more children to walk to school, but other techniques should also be considered. A discussion of existing school walk route completion is in Section 2. Under the proposed project ranking system, School walk routes are weighed more heavily than before. This is described in Section 5. This goal also includes an objective of increasing the number of children who walk to school and identifying and treating the specific barriers to walking to school.

² Screen lines are imaginary lines that “cut” across streets for counting purposes. An east-west screen line across the middle of Kirkland would include counts on all the major north/south streets at the same latitude. For example counts would be made at the 10000 block of 132nd, 124th, 116th Avenues along with the 1800 block of 6th Street, 3rd Street and Market Street.

Objective G4.1 Complete sidewalk on one side of all school walk route segments of all arterials and collector streets by 2019.

Strategy G4.1.1 Select projects for CIP funding using criteria in this plan. Balancing the needs of those who walk to school with those who walk for other purposes, add sidewalk to school walk routes; give higher priority to filling gaps and building on the busiest streets first. *Timing: Biannually with CIP program.*

Objective G4.2 Develop a project at one or more elementary schools to increase the number of children walking to that school by 10% by 2014.

Strategy G4.2.1 Select candidate school, measure walking rate *Timing: Complete by 2010*

Strategy G4.2.2 Secure grant funding *Timing: Depends upon timing of grant opportunities*

Strategy G4.2.3 Develop a social marketing program to understand and address barriers to walking *Timing: Depends upon timing of grant opportunities*

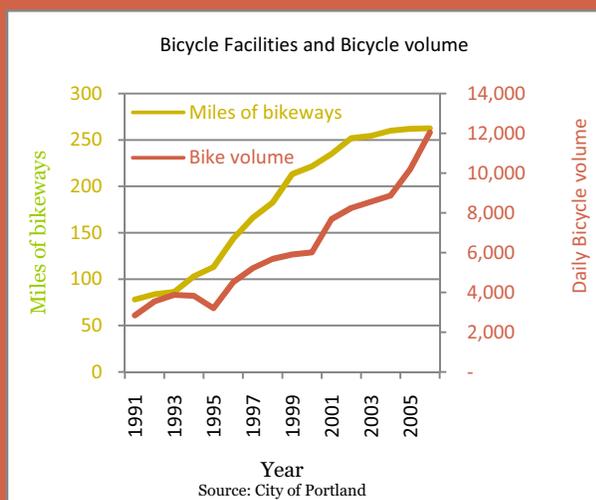
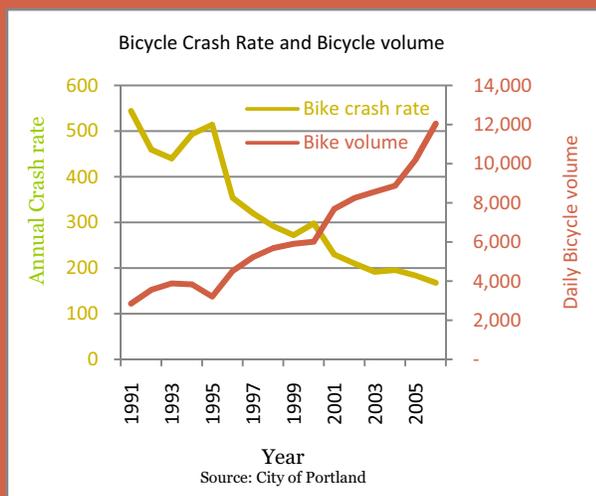
Strategy G4.2.4 Implement program *Timing: Depends upon timing of grant opportunities*

Goal G5 Improve safety for people crossing streets.

The discussion of crashes in Section 2 indicates that most crashes happen when people are crossing the street. Analyzing street crossings with a variety of tools

Portland, OR experience

In Portland, the number of crashes per cyclist has decreased while the number of cyclists has increased. The increase in cyclists is paralleled by an increase in bicycle facilities. Portland officials explain this as a “positive feedback loop”: as more facilities are built, more cyclists ride, as more cyclists ride, drivers become more aware of cyclists and safety increases. As safety increases, more cyclists feel safe and the number of riders increases again. With more riders there is increased justification for more facilities. This theory makes sense because the two main reasons people choose not to bicycle are safety and convenience.



The two charts above quantify what’s been happening in Portland. Bicycle volume is measured across four main bicycle bridges over the Willamette River. Crash rate represents an indexing of annual reported crashes to daily bicycle trips across the four main bicycle bridges.

has the best chance of reducing crashes.

Objective G5.1 Develop a plan for implementing safety improvements at crosswalks.

Strategy G5.1.1 Building on the 2003 review, conduct a review of crosswalks using the new *Guidelines for Pedestrian Crossing Treatments* document (see Page 96). *Timing: Complete by June 2010.*

Strategy G5.1.2 Develop recommendations for consideration by the Transportation Commission and the City Council. *Timing: Complete by December 2010.*

Objective G5.2 Implement programs specifically targeted at reducing pedestrian crashes at signalized intersections

Strategy G5.2.1 Investigate the Pedestrian Intersection Safety Index as a means for evaluating the safety of crossings at signalized intersections. *Timing: Complete by June 2010.*

Strategy G5.2.2 Develop recommendations for consideration by the Transportation Commission and the City Council. *Timing: Complete by December 2010.*

Strategy G5.2.3 Pursue funding opportunities for Social Marketing campaigns to increase the number of walkers that look for turning vehicles at signalized intersections. *Timing: Apply for grant opportunities as they become available.*

Objective G5.3 Improve lighting at all uncontrolled crosswalks on higher volume streets where lighting is currently below average.

Strategy G5.3.1 Propose a set of projects to improve lighting at locations that are below average based on 2007 Consultant study. (see page 17) *Timing: Complete by 2009.*

Strategy G5.3.2 Consider funding of lighting in next and future CIP programs. *Timing: 2010 and biannually.*

Strategy G5.3.3 Pursue outside funding to improve lighting *Timing: Apply for grant opportunities as they become available.*

Objective G5.4 Monitor performance of “take it to make it” pedestrian flags.

Strategy G5.4.1 Continue the measurement of Pedestrian Flag usage in downtown each March/April.

Strategy G5.4.2 Compare measurements to target goal of 40% usage by March/April 2010

Strategy G5.4.3 Pursue outside funding opportunities to offset costs of current program. *Timing: Apply for grant opportunities as they become available.*

Objective G5.5 Perform a pilot Road Safety Audit

Strategy G5.5.1 Conduct a Road Safety Audit at the intersection of NE 116th Street and 98th Avenue NE *Timing: Complete by December 2009*

Strategy G5.5.2 Compile the results of the audit, formulate recommendations for actions *Timing: Complete in time for development of 2010 CIP*

Strategy G5.5.3 Complete actions/propose CIP projects as appropriate *Timing: Complete in time for 2010 CIP*

Strategy G5.5.4 Identify other locations that could benefit from Road Safety Audits. *Timing: Complete by June 2010.*

Goal G6 Remove physical barriers to walking.

Obstructions to sidewalks are a common nuisance for walkers in Kirkland. Little work has been done to understand what the real causes are and how they can efficiently be reduced. The current methods used to address obstructions are described in Section 2. Kirkland is making progress toward reducing barriers to people who cannot easily negotiate commonly occurring street elements such as curbs. This work needs to be documented. See Page 95.

Objective G6.1 Reduce the number of sidewalk obstructions due to brush, debris and waste/recycling containers.

Strategy G6.1.1 Develop a measure of the number of obstructions. *Timing: Complete by December 2009.*

Strategy G6.1.2 Examine the process through which obstructions are identified and cleared. *Timing: Complete by June 2010.*

Strategy G6.1.3 Prepare a set of improvements to that process including a specific goal for reduction in obstructions for consideration by the Transportation Commission. *Timing: Complete by December 2010.*

Objective G6.2 Develop an ADA compliance plan

Strategy G6.2.1 Prepare a plan for consideration by the Transportation Commission and adoption by the City Council. *Timing: Complete by December 2010.*

Goal G7 Improve on-street bicycle facilities

Many accommodations for bicycle travel can be made by restriping streets so that space is reallocated to bicycles and away from cars. In other locations, construction is required to create enough area for adequate bicycle facilities. Improvements of both kinds are the subject of Section 6.

Objective G7.1 Complete all marking related improvements to the bicycle network by 2011.

Strategy G7.1.1 Prepare a design for the various projects. *Timing: Incrementally, beginning in 2009.*

Strategy G7.1.2 Add projects to CIP pavement marking contract. *Timing: Incrementally, beginning in 2009.*

Strategy G7.1.3 Through the pavement maintenance, restripe inside lanes on multi-lane arterials to 10' wide. *Timing: Complete in time for the January 2011 revision of the pre-approved plans.*

Objective G7.2 Complete all construction related improvements to the bicycle network by 2018.

Strategy G7.2.1 Program improvements from the construction related list by way of the CIP *Timing: biannually.*

Goal G8 Make bicycling more convenient

Some of the clearest support in the on-line survey was for the elements described below. These are discussed in more detail in Section 7. Improving bicycle parking, maintaining clear bicycle facilities, helping cyclists activate traffic signals and adding directional signs (wayfinding) were popular with many cyclists.

Objective G8.1 Plan and install a bicycle wayfinding system by 2013.

Strategy G8.1.1 Prepare a plan for wayfinding signage and priorities for its implementation. *Timing: Complete by December 2009.*

Strategy G8.1.2 Complete installation of 50% of the signage *Timing: Complete by December 2011.*

Strategy G8.1.3 Complete installation of 100% of the signage *Timing: Complete by December 2013.*

Strategy G8.1.4 Pursue opportunities for regional cooperation and grant funding. *Timing: On-going.*

Objective G8.2 Improve the way bicycle parking is codified by 2010.

Strategy G8.2.1 Modify the pre-approved plans to include a standard for bicycle racks and their installation. *Timing: Complete in time for the January 2010 revision of the pre-approved plans.*

Strategy G8.2.2 Change the Zoning Code to require bicycle parking as a part of standard right-of-way improvements. *Timing: Complete by December 2010.*

Objective G8.3 Add 10 new two-position bicycle parking racks in downtown Kirkland by 2014.

Strategy G8.3.1 Identify potential locations and design for racks including a public involvement process. *Timing: Complete by December 2010.*

Strategy G8.3.2 Secure funding *Timing: Based on the results of G8.3.1., may be done in increments.*

Strategy G8.3.3 Complete installation of racks *Timing: December 2014.*

Objective G8.4 Add pavement markings at signalized intersections to indicate where cyclists should stop in order to activate the signal.

Strategy G8.4.1 Implement a pilot program of marking at eight signalized intersections as a part of the City's standard pavement marking program. *Timing: Complete by fall, 2009.*

Strategy G8.4.2 Identify final locations where markings are needed *Timing: Complete in time for the 2010 pavement marking contract.*

Strategy G8.4.3 Based on results of the pilot project, modify pre-approved plans to include markings as part of standard installations at traffic signals. *Timing: Complete in time for the January 2010 revision of the pre-approved plans.*

Strategy G8.4.4 Install 50% of markings *Timing: Complete by fall 2011.*

Strategy G8.4.5 Install 100% of markings *Timing: Complete by fall 2012.*

Objective G8.5 Reduce the amount of debris in on-street bicycle lanes.

Strategy G8.5.1 Develop a measure for the amount of debris. *Timing: Complete by December 2009.*

Strategy G8.5.2 Review the sources of debris and their causes. Explore measures that can be used to reduce the amount of debris from these causes. Review best practices from other agencies. *Timing: Complete by June 2010.*

Strategy G8.5.3 Prepare a set of recommendations including a specific goal for reduction of debris for consideration by the Transportation Commission. *Timing: Complete by December 2010.*



CITY OF KIRKLAND

MORE PEOPLE, MORE PLACES, MORE OFTEN

A PLAN FOR ACTIVE TRANSPORTATION

Draft 2.2 January 2, 2009



Cyclists • Pedestrians • Equestrians

Produced by the City of Kirkland

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Cover

“Bicycle Abstract” 32 x 28 Acrylic on canvas © 2008 Janet Karam, Denison TX www.funkytown-art.com used by permission of the artist

PREFACE

When the City of Kirkland's first Non-motorized Transportation Plan was adopted in 1996, such plans were relatively rare. That has changed; now, almost every city has a plan for walking and cycling. This change from a novelty to a necessity are reflected in the title of this Plan. Success in walking and cycling is no longer a matter of establishing them as real modes of travel, it's about increasing participation, that is to say *more people* walking and cycling *more places, more often*. The term *Active Transportation* replaces Non-motorized in the title recognizing walking and cycling for what they are rather than for what they are.

In 2001, when this plan was last updated, the City of Kirkland's Geographic Information System was not as fully developed as it is today and since 2001 several analytical tools have been developed to help improve safety of active transportation modes. This plan relies heavily on the use of GIS for development of the prioritization system for construction of pedestrian projects described in Section 5. An improved database for crash data makes possible the information on crashes shown in Section 2. The ability to easily conduct on-line surveys and post documents online has drastically increased the number of people who were able to participate in and comment on the development of this plan versus earlier plans.

The Cross-Kirkland Trail, a multi-use trail on the Eastside Rail Corridor, is closer than ever to becoming a reality because of an agreement between the Port of Seattle, King County and the BNSF railroad. Still, there are many details to be worked out. Realizing construction of the trail is the first priority of this plan.

Kirkland there are strong concerns about how the City should develop and the impact of automobiles on our citizen's quality of life. Council has joined with other cities in a pledge to help reduce its carbon footprint. A strong commitment to Active Transportation, as seen by a commitment to meet the goals laid out in Section 1 will be fundamental to seeing the City address these concerns.

<Signed for Council by Mayor>

<Date>

ACKNOWLEDGEMENTS

Without the support of the Citizens of Kirkland, completion of this plan would not have been possible. The City of Kirkland would like to specifically thank the following groups and individuals for their contributions and cooperation in preparing *More People, More Places, More Often*.

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A.J. Walker, *for general Oversight*

EXECUTIVE SUMMARY

This plan is prepared to comply with requirements of the Comprehensive Plan. The title *More People, More Places More Often* indicates the plan vision. It is an update of the 2001 Non-motorized transportation plan and is renamed an Active Transportation Plan to better reflect the positive nature of walking and cycling. Its purpose is three fold:

- Present a specific list of objectives to be accomplished in order to improve active transportation (see Section 1)
- Serve as a handbook for Active Transportation (see Sections 2 and 3)
- Provide a way of prioritizing projects for construction (see Sections 5 and 6)

The plan is focused around 8 Goals each of which has specific objectives and strategies for meeting the goal:

- Goal G1. Develop the Cross Kirkland Trail**
- Goal G2. Reduce crash rates**
- Goal G3. Add sidewalks**
- Goal G4. Increase the number of children who walk to school**
- Goal G5. Improve safety for people crossing streets**
- Goal G6. Remove physical barriers to walking**
- Goal G7. Improve on-street bicycle facilities**
- Goal G8. Make bicycling more convenient**

Section 2 covers existing conditions. Kirkland has sidewalk on at least one side of all but 3 miles of its busiest streets. Looking at all streets, about 25% have no walkway on either side. Currently funded projects will complete school walk routes so that no school has less than 80% of its walkways complete on at least one side of the street. Goal G3 calls for completion of walkways on both sides of all principal and minor arterials by 2016 while Goal G4 calls for completion of walkways on one side of all arterial and collector streets by 2019.

Existing bike lanes provide basic coverage for Kirkland's cyclists, but there are still important missing links. Particularly on 116th Avenue in the South Rose Hill/Bridle Trails neighborhood and on 100th Avenue in Juanita.

Three quarters of accidents involving cyclist or pedestrians occur at intersections. Numbers of accidents have remained fairly steady over the past 10 years. The plan calls for measuring crash rates (crashes/distance traveled) and reducing them by 10% between 2010 and 2015.

Section 3 describes existing policies and programs. The Zoning code and Public Works' Pre-approved Plans work together to provide guidance on when and how facilities are constructed. There are a number of programs to support active transportation already in place. Some examples include Senior steppers, the signed Lakeview Walk, and Bike to Work Month.

The online survey detailed in Section 4 that was fielded in 2007 provided valuable insight into the preferences of Kirkland's citizens through over 700 responses. The survey data was used to shape the goals of the plan as well as influence the programmatic elements in Section 7.

The survey results also determined the factors that entered into the walkway evaluation in Section 5. This plan proposes a new system for prioritizing sidewalk construction projects based on proximity to destinations, missing sidewalks, and existing walkway conditions.

Section 6 proposes a bicycle network and identifies projects needed to improve it. Projects fall into one of three categories, those that can be completed through striping with little or no construction, those that need major construction and those that would support construction of a trail on the Eastside Rail Corridor. The striping projects are to be completed in 3 years, the construction projects in 10 years and a section of the Cross-Kirkland trail by 2015.

Section 7 contains programmatic elements that complement the network elements in Sections 5 and 6. These include efforts to remove sidewalk obstructions, add bicycle parking and make it easier for bicycles to activate traffic signals.

Section 8 is an updated equestrian section that has been developed with direct input from those in Kirkland's equestrian community.

Extra detail and supporting material is at the end of the plan in its appendices.

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SECTION 1: INTRODUCTION

BACKGROUND/HISTORY

The City of Kirkland is committed to improving the ease and safety with which people can bicycle and walk. At the policy level, this commitment is reflected in our first-in-Washington-State complete streets ordinance and in the policies of our Comprehensive Plan. In a more practical sense, it is reflected in Kirkland's innovative Pedestrian Flag program and at in-pavement light installations at crosswalks. The Senior Stepper Program encourages scores of older Kirklanders to walk for recreation and transportation. Crosswalk stings are an example of the Police Department's commitment to enforcing laws that protect pedestrians. Kirkland's lakefront is known regionally as a perfect place to stroll or cycle.

As more people realize the health benefits of incorporating regular exercise into their everyday lives, walking and bicycling are increasing. Sensitivity to the negative effects of reliance on petroleum based transportation is also increasing the number of those choosing to walk and bike. Transit usage is increasing sharply in Kirkland and every transit trip begins and ends with a walking trip. With bicycle racks on every bus more people are discovering the freedom provided by combining a bicycle trip with a transit trip.

Kirkland is recognized as a regional and national leader in active transportation, but there is still much to be done to improve both cycling and walking. Primarily, there are key missing links in both the sidewalk and on-street bike networks. In addition, there are important programmatic needs such as improved bicycle parking and wayfinding. Too many sidewalks are obstructed with tree branches and too many walkers do not feel comfortable crossing streets.

As Kirkland's land use plans become reality, there is less room for cars. Constructing wider streets to better accommodate cars is expensive and makes neighborhoods less livable. This means that walking and biking will become more important forms of transportation and the facilities needed to accommodate them will also grow in importance.

This plan is titled Active Transportation Plan rather than Non-motorized Transportation Plan in order to affirm bicycling, walking and equestrian travel rather than to describe what it is not.

When Peter Kirk founded Kirkland, automobiles were the expensive, difficult to maintain toys of the rich. Because of poor roads, bicycle use was limited. Railroads, horses, feet and ferries provided mobility in Kirkland at that time. With the introduction of the Model T, auto ownership began to climb. After World War II, transportation in Kirkland, like the rest of the nation became dominated by cars.

Guidance from the Comprehensive Plan

"Policy T-2.5: Maintain a detailed Nonmotorized Transportation Plan (NMTP).

The NMTP is a functional plan that provides a detailed examination of the existing pedestrian, bicycle, and equestrian systems, criteria for prioritizing improvement, and suggested improvements. The NMTP designates specific City rights-of-way and corridors for improved pedestrian, bicycle and equestrian circulation, and sets design standards for non-motorized facilities"

Figure 1. Early sidewalks on Market Street.



Kirkland's first non-motorized Plan was developed in 1996, and it was a ground breaking document because it answered the need for a comprehensive approach to active transportation for the first time and its development was supported by an

unprecedented amount of community interaction. The plan was updated in 2001 largely keeping the 1996 structure but updating goals, project lists and maps. Today, the ability to safely and easily walk and bike in Kirkland is an important issue for its citizens. In fact, when citizens are asked what their most important concerns are, pedestrian safety is often at or near the top of the list.

In 2000 the City Council authorized an exploratory committee to test support for a bond measure to build sidewalks. Although it was ultimately decided not to pursue securing voter approval for a bond, the process resulted in identification of key school walk route projects which have subsequently been completed.

At City Council direction, in 2003 The Transportation Commission undertook a review of all marked, uncontrolled¹ crosswalks in Kirkland. This analysis resulted in a series of recommendations, most of which have been completed.

Each year City funded construction projects in the Capital Improvement Program build sidewalk. This includes not only specific sidewalk projects but also curb ramps (compliant with current standards for those with disabilities) built as a part of street overlays, crosswalk improvements and sidewalk constructed as a part of larger roadway projects.

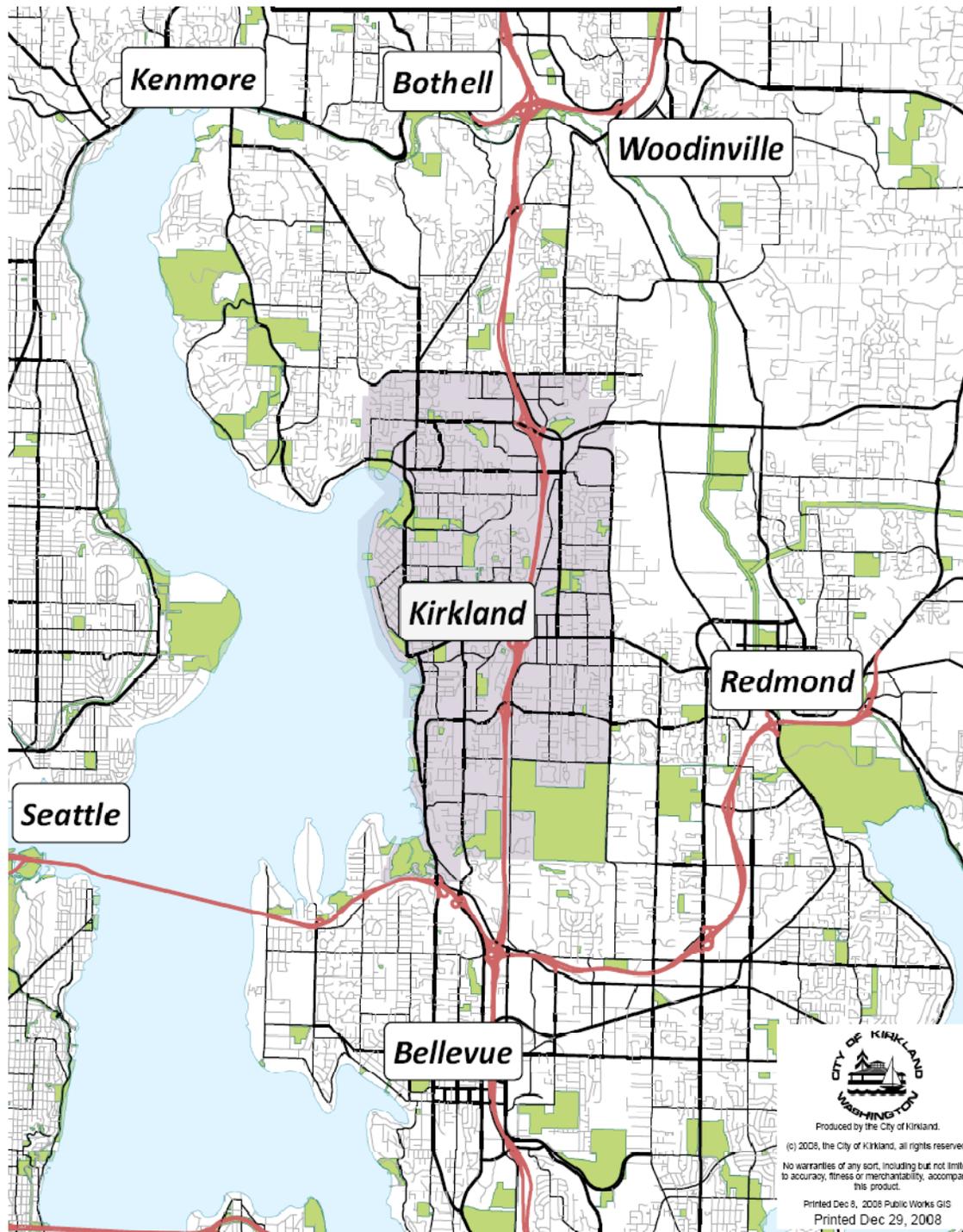
Private developments are required to build frontage improvements that include sidewalk, although this has not always been the case; this subject is covered in more detail on Page 53.

Bicycle lanes are also created by construction of public and privately funded projects. Most of Kirkland's bicycle facilities have been created by restriping existing roadways to more equitably allocate space between cars and bicycles. Bicycle parking is provided by new developments that require more than six car parking stalls.

The City of Kirkland has worked with various groups to promote the interests of walkers and cyclists. The Washington Traffic Safety Commission (WTSC) has supported Kirkland's pedestrian safety efforts. The Commission helped to fund for the initial in-pavement light installations and grants from the WTSC have supported the pedestrian flag program and police emphasis on crosswalk enforcement. Parent-Teacher groups have donated many hours working with City staff to improve conditions for children who walk to school. The Cascade Bicycle Club was an inspiring force behind adoption of Kirkland's complete street ordinance .

¹ Uncontrolled crosswalks are those where vehicles are not required to stop unless pedestrians are present.

Map 1 Kirkland and surrounding cities



PURPOSE

A “non-motorized transportation plan” is required by the City’s Comprehensive Plan and the Plan describes its basic purposes. They are: examining existing facilities, establishing criteria for prioritizing improvements and setting design standards.

This plan covers the current boundaries of the City of Kirkland (Map 1). It focuses mainly on transportation by foot or by bicycle and section 8 covers equestrian issues.

Past plans have been used primarily as a source for determining routes that should be given priority for construction of facilities for walkers and cyclists. This document continues to fulfill that purpose.

The plan is also a handbook for those interested in active transportation. It answers common questions about safety and maintenance and collects facts about cycling and walking in one document.

A third purpose of the plan is to create a framework and sense of urgency for improving conditions for active transportation. The Plan goals each include specific objectives and strategies for their completion.

Plan Vision:

More people cycling and walking; more places, more often

VISION

The vision for active transportation in Kirkland is

More people walking and biking; more places, more often.

This vision suggests that active transportation becomes less out of the ordinary or as it is sometimes referred to, “alternative” and something many people do every day. In order to expand the number of people using active transportation, barriers to usage such as perceived danger and inconvenience will have to be removed. To expand the way people use active transportation, more places will have to be connected through good facilities of all kinds; sidewalks, directional signing and bicycle parking for example.

GUIDING PRINCIPLES

Three principles support the goals, objectives and strategies that follow. They reflect increasing safety and convenience in a way that is tailored to the specific needs of Kirkland.

Kirkland's active transportation environment is:

- safe
- convenient
- shaped by the requests and needs of the community.

Progress toward implementing these principles can be accomplished simultaneously. Therefore, many of the goals and objectives listed below support more than one of the plan's three guiding principles.

GOALS, OBJECTIVES AND STRATEGIES

The goals, objectives and strategies that follow represent a to-do list of sorts. Progress on these goals is to be reported annually to the Transportation Commission and the City Council.

SUMMARY OF GOALS

- Goal G9. Develop the Cross Kirkland Trail**
- Goal G10. Reduce crash rates**
- Goal G11. Add sidewalks**
- Goal G12. Increase the number of children who walk to school**
- Goal G13. Improve safety for people crossing streets**
- Goal G14. Remove physical barriers to walking**
- Goal G15. Improve on-street bicycle facilities**
- Goal G16. Make bicycling more convenient**

SPECIFIC GOALS

Goal G1 Develop the Cross Kirkland Trail.

For more than 15 years, the railroad right-of-way that passes through Kirkland has been seen as the preeminent opportunity for developing an exceptionally useful off-road, shared use facility for active transportation. See Page 87.

Objective G1.1 By 2015, open a section of Cross-Kirkland Trail on the eastside rail corridor.

Strategy G1.1.1 Thoroughly understand the process which King County and Port of Seattle will use to develop the trail and proactively work to make Kirkland an area where the trail is first developed. *Timing: current through completion of plan for development of trail*

Goal G2 Reduce crash rates

Almost everyone agrees that decreasing crash rates is the most important measure of success this Plan can have. Fortunately many of the factors that contribute to convenience (a crosswalk treatment that makes it easy to cross the street for example), also contribute to safety. This makes

improvements that reduce crash rates likely to also increase the number of people using active transportation. See Section 7.

Objective G2.1 Reduce rates for crashes involving pedestrians and rates for crashes involving cyclists by 10% between 2010 and 2015.

Strategy G2.1.1 The strategy for this objective is to quantify the effects of all the other safety related goals, objectives and strategies. It is assumed that a reasonable estimate of volume for pedestrians and bicycles will not be established before 2011 (see objective G2.2).

Objective G2.2 Develop a reliable and accurate measure of pedestrian and cyclist volumes by 2011.

Strategy G2.2.1 Beginning in 2009, establish an annual count program at key locations to measure bicycle and pedestrian volumes and calculate crash rates. Adjust and modify the program in subsequent years to provide meaningful data.

Strategy G2.2.2 Partner with WSDOT to continue the count program started in 2008. If the WSDOT program is not available, work with Cascade Bicycle Club to get volunteers to make counts at the 2008 locations. *Timing: By August 2009 for September/October counts.*

Strategy G2.2.3 Expand count locations to include crossings of I-405 and east-west screen lines² at southern, central and northern locations. *Timing: Include all crossings of I-405 in fall 2009 counts, include one additional east-west screen line in subsequent years.*

Goal G3 Add sidewalks.

One of the most common questions received by the Public Works Department is “how can I get sidewalk on my street?” Carefully prioritizing how sidewalk projects are added is therefore one of the most important things this plan can do. Most of Section 5 is devoted to prioritizing construction of sidewalks in a way that meets the vision and supporting principles of the plan.

Objective G3.1 By 2016, complete sidewalk on both sides of all principal and minor arterials.

Strategy G3.1.1 Select projects for CIP funding using criteria in this plan Give higher priority to projects that serve people completing errands, using the bus and recreating filling gaps and building on the busiest streets first. *Timing: begin with the next CIP in 2010.*

Goal G4 Increase the number of children who walk to school.

The goal of getting children to walk to school is often lost in a discussion of how construction of school walk routes should be prioritized. Completing facilities is an important part of getting more children to walk to school, but other techniques should also be considered. A discussion of existing school walk route completion is in Section 2. Under the proposed project ranking system, School walk routes are weighed more heavily than before. This is described in Section 5. This goal also includes an objective of increasing the number of children who walk to school and identifying and treating the specific barriers to walking to school.

² Screen lines are imaginary lines that “cut” across streets for counting purposes. An east-west screen line across the middle of Kirkland would include counts on all the major north/south streets at the same latitude. For example counts would be made at the 10000 block of 132nd, 124th, 116th Avenues along with the 1800 block of 6th Street, 3rd Street and Market Street.

Objective G4.1 Complete sidewalk on one side of all school walk route segments of all arterials and collector streets by 2019.

Strategy G4.1.1 Select projects for CIP funding using criteria in this plan. Balancing the needs of those who walk to school with those who walk for other purposes, add sidewalk to school walk routes; give higher priority to filling gaps and building on the busiest streets first. *Timing: Biannually with CIP program.*

Objective G4.2 Develop a project at one or more elementary schools to increase the number of children walking to that school by 10% by 2014.

Strategy G4.2.1 Select candidate school, measure walking rate *Timing: Complete by 2010*

Strategy G4.2.2 Secure grant funding *Timing: Depends upon timing of grant opportunities*

Strategy G4.2.3 Develop a social marketing program to understand and address barriers to walking *Timing: Depends upon timing of grant opportunities*

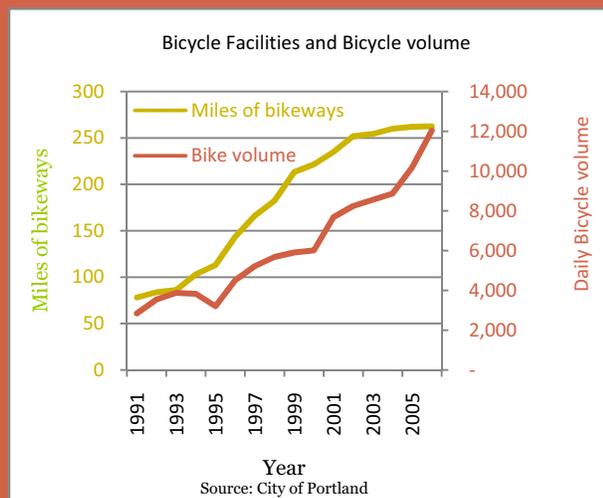
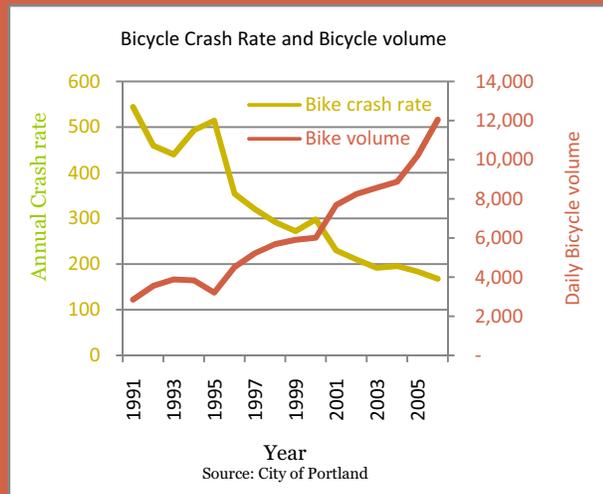
Strategy G4.2.4 Implement program *Timing: Depends upon timing of grant opportunities*

Goal G5 Improve safety for people crossing streets.

The discussion of crashes in Section 2 indicates that most crashes happen when people are crossing the street. Analyzing street crossings with a variety of tools

Portland, OR experience

In Portland, the number of crashes per cyclist has decreased while the number of cyclists has increased. The increase in cyclists is paralleled by an increase in bicycle facilities. Portland officials explain this as a “positive feedback loop”: as more facilities are built, more cyclists ride, as more cyclists ride, drivers become more aware of cyclists and safety increases. As safety increases, more cyclists feel safe and the number of riders increases again. With more riders there is increased justification for more facilities. This theory makes sense because the two main reasons people choose not to bicycle are safety and convenience.



The two charts above quantify what’s been happening in Portland. Bicycle volume is measured across four main bicycle bridges over the Willamette River. Crash rate represents an indexing of annual reported crashes to daily bicycle trips across the four main bicycle bridges.

has the best chance of reducing crashes.

Objective G5.1 Develop a plan for implementing safety improvements at crosswalks.

Strategy G5.1.1 Building on the 2003 review, conduct a review of crosswalks using the new *Guidelines for Pedestrian Crossing Treatments* document (see Page 96).
Timing: Complete by June 2010.

Strategy G5.1.2 Develop recommendations for consideration by the Transportation Commission and the City Council. *Timing: Complete by December 2010.*

Objective G5.2 Implement programs specifically targeted at reducing pedestrian crashes at signalized intersections

Strategy G5.2.1 Investigate the Pedestrian Intersection Safety Index as a means for evaluating the safety of crossings at signalized intersections. *Timing: Complete by June 2010.*

Strategy G5.2.2 Develop recommendations for consideration by the Transportation Commission and the City Council. *Timing: Complete by December 2010.*

Strategy G5.2.3 Pursue funding opportunities for Social Marketing campaigns to increase the number of walkers that look for turning vehicles at signalized intersections. *Timing: Apply for grant opportunities as they become available.*

Objective G5.3 Improve lighting at all uncontrolled crosswalks on higher volume streets where lighting is currently below average.

Strategy G5.3.1 Propose a set of projects to improve lighting at locations that are below average based on 2007 Consultant study. (see page 17) *Timing: Complete by 2009.*

Strategy G5.3.2 Consider funding of lighting in next and future CIP programs. *Timing: 2010 and biannually.*

Strategy G5.3.3 Pursue outside funding to improve lighting *Timing: Apply for grant opportunities as they become available.*

Objective G5.4 Monitor performance of “take it to make it” pedestrian flags.

Strategy G5.4.1 Continue the measurement of Pedestrian Flag usage in downtown each March/April.

Strategy G5.4.2 Compare measurements to target goal of 40% usage by March/April 2010

Strategy G5.4.3 Pursue outside funding opportunities to offset costs of current program. *Timing: Apply for grant opportunities as they become available.*

Objective G5.5 Perform a pilot Road Safety Audit

Strategy G5.5.1 Conduct a Road Safety Audit at the intersection of NE 116th Street and 98th Avenue NE *Timing: Complete by December 2009*

Strategy G5.5.2 Compile the results of the audit, formulate recommendations for actions *Timing: Complete in time for development of 2010 CIP*

Strategy G5.5.3 Complete actions/propose CIP projects as appropriate *Timing: Complete in time for 2010 CIP*

Strategy G5.5.4 Identify other locations that could benefit from Road Safety Audits. *Timing: Complete by June 2010.*

Goal G6 Remove physical barriers to walking.

Obstructions to sidewalks are a common nuisance for walkers in Kirkland. Little work has been done to understand what the real causes are and how they can efficiently be reduced. The current methods used to address obstructions are described in Section 2. Kirkland is making progress toward reducing barriers to people who cannot easily negotiate commonly occurring street elements such as curbs. This work needs to be documented. See Page 95.

Objective G6.1 Reduce the number of sidewalk obstructions due to brush, debris and waste/recycling containers.

Strategy G6.1.1 Develop a measure of the number of obstructions. *Timing: Complete by December 2009.*

Strategy G6.1.2 Examine the process through which obstructions are identified and cleared. *Timing: Complete by June 2010.*

Strategy G6.1.3 Prepare a set of improvements to that process including a specific goal for reduction in obstructions for consideration by the Transportation Commission. *Timing: Complete by December 2010.*

Objective G6.2 Develop an ADA compliance plan

Strategy G6.2.1 Prepare a plan for consideration by the Transportation Commission and adoption by the City Council. *Timing: Complete by December 2010.*

Goal G7 Improve on-street bicycle facilities

Many accommodations for bicycle travel can be made by restriping streets so that space is reallocated to bicycles and away from cars. In other locations, construction is required to create enough area for adequate bicycle facilities. Improvements of both kinds are the subject of Section 6.

Objective G7.1 Complete all marking related improvements to the bicycle network by 2011.

Strategy G7.1.1 Prepare a design for the various projects. *Timing: Incrementally, beginning in 2009.*

Strategy G7.1.2 Add projects to CIP pavement marking contract. *Timing: Incrementally, beginning in 2009.*

Strategy G7.1.3 Through the pavement maintenance, restripe inside lanes on multi-lane arterials to 10' wide. *Timing: Complete in time for the January 2011 revision of the pre-approved plans.*

Objective G7.2 Complete all construction related improvements to the bicycle network by 2018.

Strategy G7.2.1 Program improvements from the construction related list by way of the CIP *Timing: biannually.*

Goal G8 Make bicycling more convenient

Some of the clearest support in the on-line survey was for the elements described below. These are discussed in more detail in Section 7. Improving bicycle parking, maintaining clear bicycle facilities, helping cyclists activate traffic signals and adding directional signs (wayfinding) were popular with many cyclists.

Objective G8.1 Plan and install a bicycle wayfinding system by 2013.

Strategy G8.1.1 Prepare a plan for wayfinding signage and priorities for its implementation. *Timing: Complete by December 2009.*

Strategy G8.1.2 Complete installation of 50% of the signage *Timing: Complete by December 2011.*

Strategy G8.1.3 Complete installation of 100% of the signage *Timing: Complete by December 2013.*

Strategy G8.1.4 Pursue opportunities for regional cooperation and grant funding. *Timing: On-going.*

Objective G8.2 Improve the way bicycle parking is codified by 2010.

Strategy G8.2.1 Modify the pre-approved plans to include a standard for bicycle racks and their installation. *Timing: Complete in time for the January 2010 revision of the pre-approved plans.*

Strategy G8.2.2 Change the Zoning Code to require bicycle parking as a part of standard right-of-way improvements. *Timing: Complete by December 2010.*

Objective G8.3 Add 10 new two-position bicycle parking racks in downtown Kirkland by 2014.

Strategy G8.3.1 Identify potential locations and design for racks including a public involvement process. *Timing: Complete by December 2010.*

Strategy G8.3.2 Secure funding *Timing: Based on the results of G8.3.1., may be done in increments.*

Strategy G8.3.3 Complete installation of racks *Timing: December 2014.*

Objective G8.4 Add pavement markings at signalized intersections to indicate where cyclists should stop in order to activate the signal.

Strategy G8.4.1 Implement a pilot program of marking at eight signalized intersections as a part of the City's standard pavement marking program. *Timing: Complete by fall, 2009.*

Strategy G8.4.2 Identify final locations where markings are needed *Timing: Complete in time for the 2010 pavement marking contract.*

Strategy G8.4.3 Based on results of the pilot project, modify pre-approved plans to include markings as part of standard installations at traffic signals. *Timing: Complete in time for the January 2010 revision of the pre-approved plans.*

Strategy G8.4.4 Install 50% of markings *Timing: Complete by fall 2011.*

Strategy G8.4.5 Install 100% of markings *Timing: Complete by fall 2012.*

Objective G8.5 Reduce the amount of debris in on-street bicycle lanes.

Strategy G8.5.1 Develop a measure for the amount of debris. *Timing: Complete by December 2009.*

Strategy G8.5.2 Review the sources of debris and their causes. Explore measures that can be used to reduce the amount of debris from these causes. Review best practices from other agencies. *Timing: Complete by June 2010.*

Strategy G8.5.3 Prepare a set of recommendations including a specific goal for reduction of debris for consideration by the Transportation Commission. *Timing: Complete by December 2010.*

DEMOGRAPHICS

The material in this section comes from the City of Kirkland's 2005 Community Profile³. That report draws upon the 1990 and 2000 Census and other local data. Figure 3 summarizes demographic information.

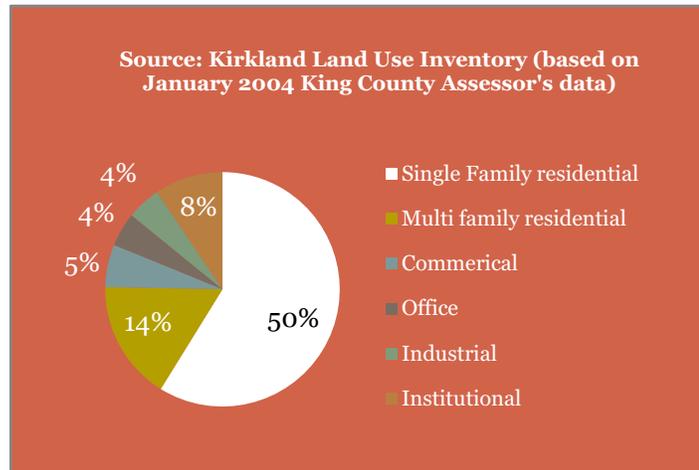
With an estimated April 1, 2005 population of 45,740, Kirkland is the eighth largest city in King County and the eighteenth largest city in the State. Since its incorporation in 1905, the City of Kirkland has grown to approximately 12 times its original geographic size. This growth occurred via numerous annexations through the decades along with the consolidation of the cities of Kirkland and Houghton in 1968. The City grew significantly during the 1940s and 1960s when it at least doubled in size. The 1980s also were a significant growth period for the City, due to the annexations of Rose Hill and South Juanita in 1988.

Since 1990, the percentage of Kirkland's children under the age of 18 has decreased from 20.7% to 18.5% while the percentage of seniors over age 65 has increased from 9.6% to 10.2%. Kirkland has seen a steady decrease in average household size from 2.31 persons per household in 1980 to 2.28 persons per household in 1990, to 2.13 persons per household in 2000. The primary reason for this decline in average household size is a decrease in the number of children per household. The percentage of single person households in Kirkland has increased over the past decade, from 30.1% of households in 1990 to 35.6% in 2000.

There are approximately 7,000 gross acres of land in Kirkland. The developable land use base, which excludes all existing public rights-of-way, totals 5,200 net acres of land in Kirkland. Of the total developable land use base in Kirkland, 72% is zoned for residential use and 28% is zoned for non-residential uses.

Sixty four percent of the developable land use base is actually developed with residential uses. Since 1991, residential land uses have increased 13%. 30% of the developable land use base is actually developed with non-residential uses. Parks and open space uses account for 8% and vacant land accounts for 5% of the Kirkland land use base. Kirkland has approximately 15,266,000 square feet of existing floor area dedicated to non-residential uses. Of that developed total, 4,906,000 (42%) are office uses, 3,464,000 (30%) are commercial uses, and 3,349,000 (29%) are industrial uses. The largest percentage of commercial and industrial uses is located in the Totem Lake neighborhood and the largest percentage of office uses is located in the Lakeview neighborhood.

Figure 2 Land use types as percentages of total acreage.



³ http://www.ci.kirkland.wa.us/shared/assets/Community_Profile_20043320.pdf

Figure 3 Demographic profile of Kirkland



STATISTICAL PROFILE ON KIRKLAND

City Information, 425.587.3000

DEMOGRAPHICS		
2000 Census Population		
Current Population in 2005	45,740	
Population, 2000 Census	45,090	
Estimated Population 2022	56,507	
Population Growth, 1980-1990	113%	
Population Growth, 1990-2000	12%	
2000 Census Age Structure		
17 and under	18.5%	
18 to 64	71.3%	
65 and over	10.2%	
Median Age	32	
2000 Census Race and Ethnic Categories		
Non-Hispanic White	85.3%	
Black or African American	1.6%	
Asian and Pacific Islander	8.0%	
Native American and other	0.5%	
Hispanic or Latino*	4.1%	
Other/Two or more ethnicities	1.7%	
<p>The City of Kirkland has a total land area of 7,000 gross acres and 5,200 net acres.</p> <p>The city incorporated in 1905. Kirkland absorbed Houghton in 1968 and annexed Juanita and Rose Hill in 1988.</p> <p>In 2004, Kirkland's population ranks 8th in size in King County and 18th in Washington.</p> <p>Sources: ARCH City of Kirkland Community Profile, 2004 City of Kirkland Finance Department City of Kirkland Planning Department Municipal Research Services Center Puget Sound Regional Council Rentonmarket.com/select/comparisons.htm Seattle-Everett Real Estate Reports Suburban Cities Association of King County Washington State Employment Security Department</p>		
EMPLOYMENT		
2004 Major Businesses and Employers	2000 Census People Working/Living in Kirkland	Employment Target
Evergreen Hosp. 2188	6,211 or 23.0%	Additional jobs by 2022
Lake Washington School District..... 617	2003 Total Workforce	Total jobs by 2022
City of Kirkland..... 428	30,865	
Kenworth Truck Co. (PACCAR) 397	Construction and Resources	2000 Number of Business Units .. 2,208
Costco Wholesale..... 380	2,316/ 7.5%	Services
Univar..... 301	Education	981
Lake Washington Technical College. 200	1,314/ 1.9%	Retail Trade
Fred Meyer #391..... 188	Finance/Insurance/Real Estate..... 2,156/ 7.0%	342
IBM Corporation..... 175	Government..... 3,267/ 10.6%	Finance, Insurance & Real Estate
Lake Vue Gardens..... 170	Manufacturing	237
	1,902/ 6.2%	Wholesale Trade..... 233
	Retail..... 4,164/ 13.5%	Construction
	Services	208
	13,656/ 44.2%	Manufacturing..... 79
	Wholesale Trade/Transportation/	Transportation, Communication, Utilities ... 46
	Communications/Utilities	Other (includes Agriculture, Fishing, etc) ... 46
	2,090/ 6.8%	Government and Education
		35
		Agricultural Production
		1
HOUSING		
2000 Census Housing Unit Count..... 22,577	INCOME	
Single Family..... 11,314	1990 Census Median Income (adjusted for inflation)	
Multifamily..... 11,263	\$51,636	
Households, 2000 Census..... 20,736	2000 Census Median Income	
Average Household Size, 2000 Census	\$60,332	
2.13	1990 Census Person at Poverty Level	
Household Growth Target Range 1992-2012..... 5,328 - 6,346	2,220/ 5.7%	
Housing Unit Growth Target Total..... 26,800	2000 Census Persons at Poverty Level..... 2,337/ 5.3%	
2001-2022 Additional Units	2003 Average Single-Family Home Price:	
5,480	\$363,935	
Housing Capacity..... 27,974	2003 Average Apartment Rent	
	\$1,142	
DEVELOPMENT ACTIVITY		
2004 Total New Residential Permits Issued..... 447	2003 Land Use Inventory Acreage by Use (not including right-of-way)	
**Single-family	Single-family..... 3,018	Industrial
170	Multi-family..... 708	150
ADUs..... 4	Commercial..... 399	Utilities
Multi-family..... 31	Office	91
Residential Units Demolished..... 102	358	Institutions..... 540
2004 Total Building Permit Valuation.. \$181,702,628	Vacant..... 281	Parks
		424

SECTION 2: CURRENT CONDITIONS

GENERAL

From the perspective of a cyclist or walker, Kirkland is a relatively easy place in which to travel. Although interstate I-405 forms a barrier to mobility as it cuts the city from north to south, there are three bridges that are exclusively for cyclists and walkers. At the other six street crossings walkers and cyclists are adjacent to relatively high volume high speed general purpose traffic (Map 2). The Eastside Rail Corridor also bisects the City from north to south but holds the potential of being an outstanding off road trail for bicycling and walking uses. With the exception of I-405 and a handful of other multilane arterials, Kirkland's transportation system consists of two and three lane streets with speed limits of 35 MPH or less. Kirkland's hills (Map 3) provide a challenge to walkers and cyclists.



Figure 4 This bridge over I-405 at NE 100th Street helps tie neighborhoods together

Because there are only a few multilane high speed arterials, bicycling is relatively easy and pleasant on the vast majority of Kirkland's streets. However, there are still some key links that need improvement and there are other segments that only heartiest of cyclists would use.

The shore of Lake Washington, downtown Kirkland, and the former highway bridge across Juanita Bay are all examples of wonderful places to walk in Kirkland. Most local streets are welcoming to pedestrians, but there are a number of streets where traffic volumes and or speeds are moderate to high and where sidewalk is missing, narrow or uncomfortably close to traffic. Sometimes crossing streets is difficult because of rude drivers or because of the need for better lighting or other measures.

PEDESTRIANS

CROSSWALKS

Traffic Signals

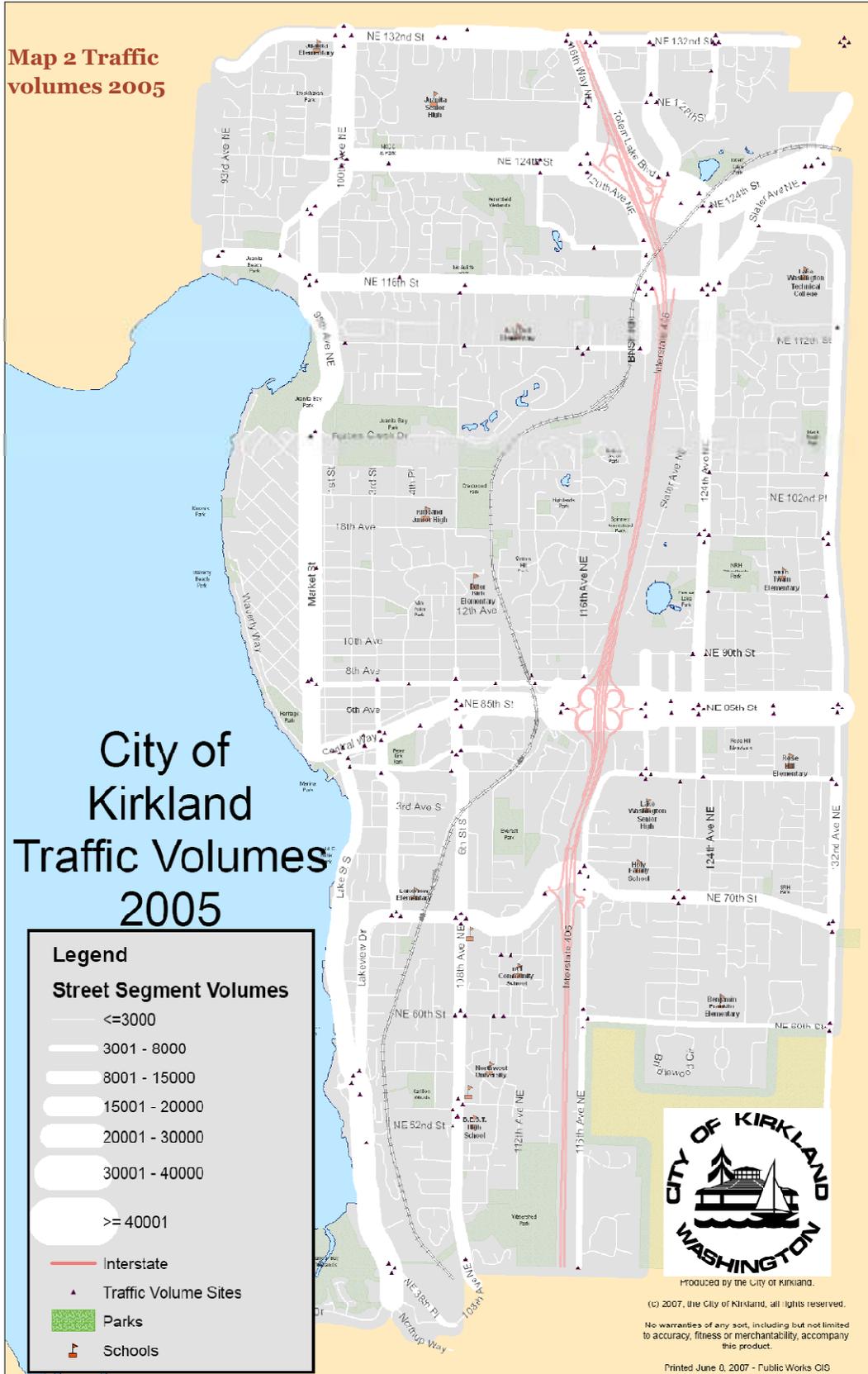


Figure 5 Countdown signal heads show the time remaining to safely cross the street

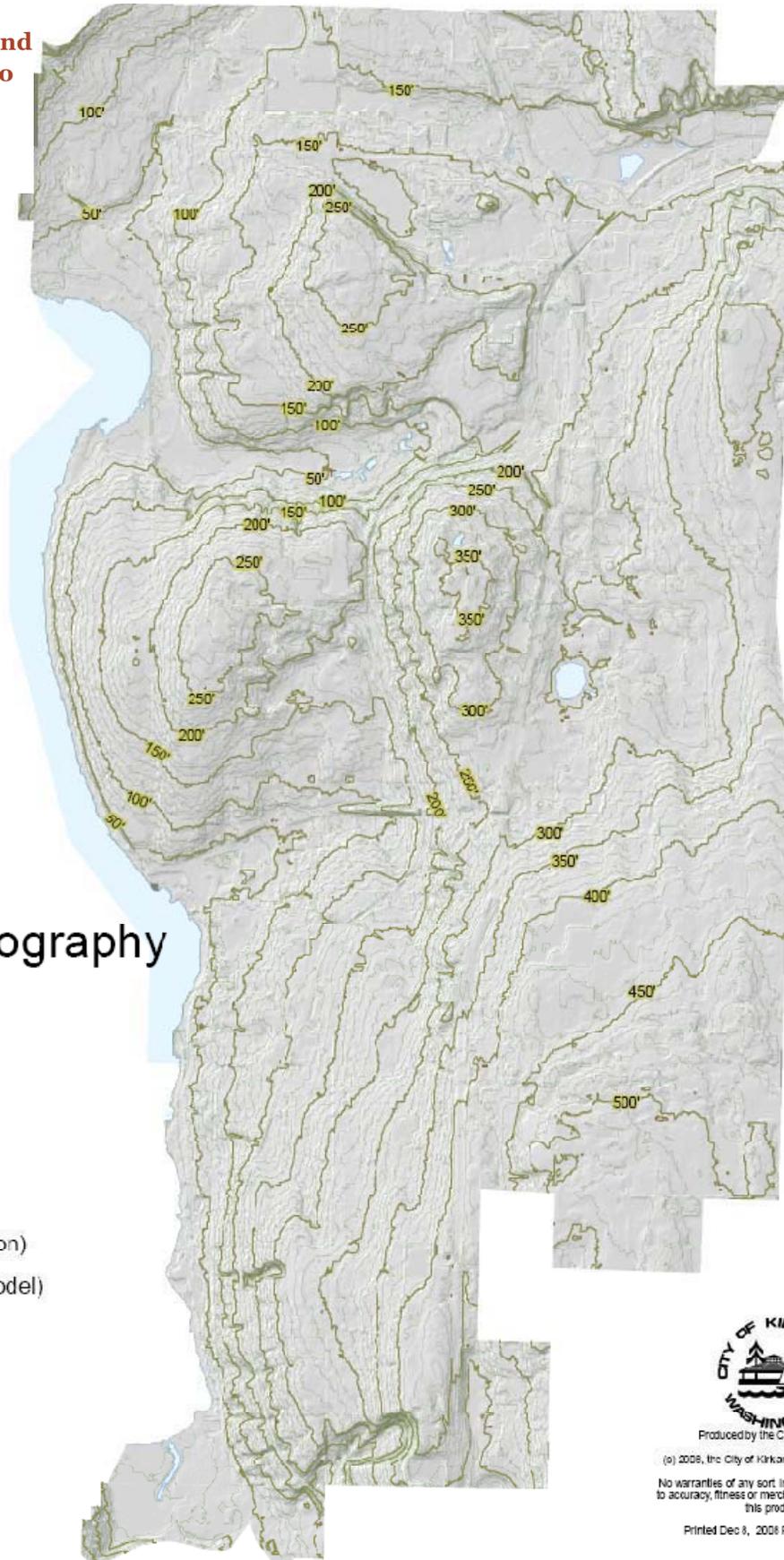
All traffic signals in the City of Kirkland have crosswalks and pedestrian signals. Countdown pedestrian signal heads are replacing standard heads and are being installed on new projects. Pushbuttons that give visual and audible feedback are replacing those that do not.

Pedestrian signals that make an audible tone during the walk phase are installed at about 10% of traffic signals. City of Kirkland

policy is to install such signals wherever they are requested. "Walk" and "Don't walk" intervals are being changed to meet new standards that call for longer flashing don't walk intervals longer timing.



Map 3 Hills in Kirkland provide a challenge to cyclists and pedestrians.



Kirkland Topography

Legend

-  50' Contour
-  50' Contour (Depression)
-  Ten Foot Contours (Model)



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In-Pavement lights

In-pavement flashing lights were first installed in the City of Kirkland at two crosswalks in 1995. Because of their popularity and effectiveness, the number of installations has grown to 30 locations (see Map 4). Unfortunately, maintaining in-pavement lights has proven to be difficult. (See page 44). With proper installation, newer model in-pavement lights are reasonably durable.

Pedestrian Flags

Pedestrian flags are used in large and small cities across the country but they started in Kirkland in 1997. This program was suggested to City staff by a citizen who had seen a similar program in Japan. Like in-pavement lights, the number of pedestrian flag locations has grown from only a few locations to over 70 (see Map 4). In the downtown area, City staff maintains the flags. In other areas of the city, flag locations are maintained by volunteers. City staff ensure that the volunteers have the necessary flags and the volunteers then make sure that the holders are filled with flags. Recent research shows that pedestrian flags are an effective at increasing pedestrian safety at crosswalks, especially when considered in the context of other possible treatments.

In 2007 work began to examine and redesign Kirkland's pedestrian flag program. Funded by a grant from the WSDOT, The aim of the work was to increase usage of pedestrian flags . A 67% increase was seen in flag usage as a result of the changes.

Advance stop bars at crosswalks

In 2003 The City of Kirkland received a grant from the Washington Traffic Safety Commission to study the effectiveness of advance stop bars at uncontrolled crosswalks. Four locations were studied, a "test" pedestrian crossed the street and the number of vehicles failing to yield was measured both before and after advance stop bars were installed. The number of motorists failing to yield was reduced by about 20% with the bars and accompanying signs. Advanced stop bars are placed at uncontrolled crosswalks on multi-lane streets. By encouraging motorists to stop farther from the crosswalk, sight distance for vehicles in

Take it to Make it

These examples illustrate how the pedestrian flag program has been changed to overcome barriers to usage.

Barrier: **flags not available** existing holder is only capable of holding 8 flags **Strategy:** **Redesign holder** use bucket style holders which hold up to 20 flags



Barrier: **Pedestrians feel safe without flags**
Strategy: **Place messaging on bucket**, develop **slogan** which conveys need to use flags



Barrier: **Pedestrians don't know what flags are for.**

Strategy: **Redesign flag** from orange to yellow to make use clear and to match standard warning sign.



Barrier: **Flags are not a norm**; people feel odd using them.

Strategy: Promote use by **partnering with merchants and other means** such as distributing coasters to bars and restaurants.



adjacent lanes is increased, reducing the chance of a double threat crash. Double threat crashes occur when the curb lane of traffic stops for a pedestrian, the pedestrian begins to cross the street and traffic in the median lane, unseen by the pedestrian, does not yield.

LIGHTING EVALUATION

Adequate lighting is a critical part of providing a safe crossing for pedestrians. In 2007, a review of lighting at each uncontrolled crosswalk on Kirkland's arterial streets was undertaken. A transportation consulting firm was hired to evaluate each crosswalk during hours of darkness and evaluate the adequacy of lighting on a 1-10 scale for each approach using the criteria in Table 1.

Table 1 Evaluation criteria for 2007 lighting survey

Ranking	Description
10	Good lighting uniformity and visibility of pedestrians off roadway, Good geometrics, Clear pedestrian and roadway channelization, No blocking
9	foliage/buildings/fences/cars/walls
8	Above average lighting conditions, buildings or vegetation present but does not create a blockage of pedestrians
7	
6	Average lighting conditions, Some blockage from vegetation/parking, Average roadway lighting illumination/uniformity
5	
4	Some missing channelization and signing, lacking sidewalk continuity, Lighting illuminance/uniformity could use some improvement
3	
2	Inability to see pedestrians, excessive glare or absence of light, Vegetation/parked vehicles blocking view of pedestrians and/or signage
1	

Of 92 crosswalks evaluated, the consultant recommended that crosswalks ranked at 3 and below be given highest priority for improvement. There are 24 crosswalks that have at least one approach rated 3 or below. At the other end of the spectrum, 13 crosswalks have both ratings at 8 or above.

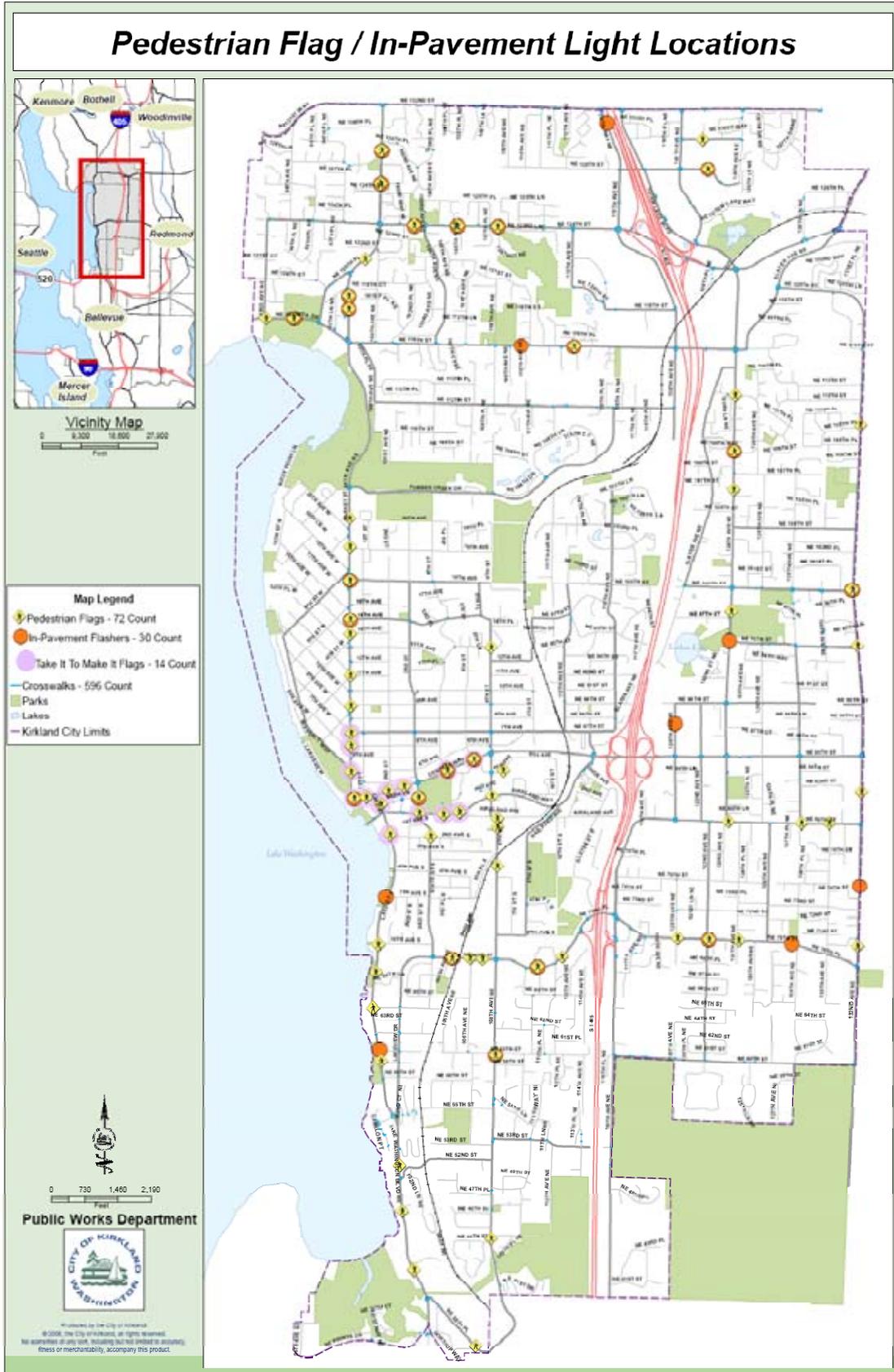
Staff examined the poorest rated crosswalks and made immediate improvements such as trimming trees and other obstacles that blocked light from the crosswalk. At other locations it was relatively easy to install additional lighting. There was no easy remedy at some locations and those have become candidates for funding through the Capital Improvement Program and pedestrian safety grants and form the basis for Objective G5.3

SAFETY EVALUATION OF UNCONTROLLED CROSSWALKS

In 2003, the Transportation Commission oversaw an evaluation of uncontrolled crosswalks in Kirkland. A ranking system was used to give each crosswalk a ranking based on the volume, speed of traffic and the number of lanes to be crossed. This ranking system was developed for the Federal Highway Administration and divides crosswalks into three categories:

- N** = A marked crosswalk alone is not adequate for the location
- P** = A marked crosswalk alone is possibly an adequate treatment
- C** = The crosswalk is a candidate for a marked crosswalk alone.

Map 4 Locations of pedestrians flags and locations of in-pavement lights



Over 120 crosswalks in Kirkland were evaluated. The Commission gave special attention to those crosswalks that had an “N” ranking along with those that had more than 3 crashes in the past 10 years and at least 1 crash in the past 5 years. More information on this work is contained in Appendix C

WALKWAYS

The maps and other information about walkways in this plan are based on the 2004 sidewalk inventory. This information is reported by street segment. Segments are pieces of street between two intersecting streets.

Most existing walkways are 5’ wide concrete sidewalk. In areas so designated in the Comprehensive Plan or Zoning Code, sidewalks are wider and in a few places they are more narrow. There are also sections of asphalt path that are separate from the roadway and a small amount of gravel path.

The charts and tables in the following pages indicate the extent to which Kirkland’s walkway network is complete. Information is broken down by both the two general categories –those with complete walkway on at least one side of a segment and those with neither side complete—and by the six detailed categories of completion. Additionally, the information is sorted by Street Functional Classification. Functional classification is important because it is a good predictor of auto volume. Although principal arterials make up a small fraction of the miles of streets, they carry most of the auto volume. Local streets make up more than half of the street miles, but they each carry relatively little auto volume. The other street classifications fall somewhere in between these two extremes. Pedestrians need sidewalks most on higher volume streets. Functional classifications are shown in Map 5.

As noted in Table 2, about 60% of streets in Kirkland have walkways on at least one side. All new development projects, including single family homes, must construct sidewalks where it is

Street Functional Classification

There are four functional classes:

- principal arterial
- minor arterial
- collector
- local streets

Principal arterials connect to regional locations. NE 116th Street is an example of a principal arterial.

Minor arterials provide connections between principal arterials and serve as key circulation routes. 108th Avenue NE is an example of a minor arterial.

Collectors distribute traffic from arterials to local streets. NE 80th Street is a collector street

Local access streets give access to individual properties and connect to collectors.

Centerline miles by street types

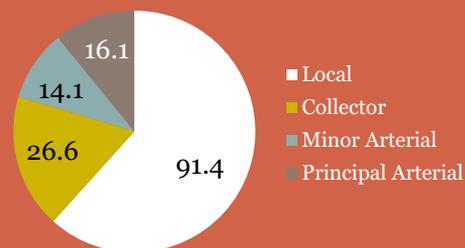


Table 2 Miles of walkway by functional classification and type of completion

General condition	Specific condition: presence by side of street	Local Street		Collector		Minor Arterial		Principal arterial		TOTAL	
		Miles	%	Miles	%	Miles	%	Miles	%	Miles	%
Walkway not complete either side	No walkway	31.7	34.7	3.1	11.5	1.0	6.8	0.9	5.5	36.7	24.7
	Some/none	12.2	13.4	2.2	8.3	0.8	5.9	0.4	2.2	15.6	10.5
	some/some	6.8	7.5	2.2	8.4	0.6	4.1	0.7	4.5	10.4	7.0
	Sub total No side complete	50.8	55.6	7.5	28.2	2.4	16.8	2.0	12.2	62.6	42.2
Walkway complete on one or both sides	complete/none	15.1	16.5	6.9	26.0	1.5	10.8	1.9	11.5	25.4	17.1
	complete/some	7.0	7.7	5.8	21.7	1.8	12.9	0.8	4.9	15.4	10.4
	complete/complete	18.5	20.3	6.4	24.1	8.4	59.5	11.7	71.4	45.0	30.3
	Sub total one side complete	40.6	44.4	19.1	71.8	11.7	83.2	14.4	87.8	85.8	57.8
TOTAL		91.4	100	26.6	100	14.1	100	16.4	100	148.4	148.4

missing along the public street frontage of their property. The major exception is for dead-end streets of less than 300 feet in length. Sidewalks are not required on these short cul-de-sacs.

Because of their maintenance costs, gravel paths are usually interim treatments. In some other areas, pedestrians share wide paved shoulders with cyclists. The former highway bridge at Juanita Bay is the city's longest section of formal shared use facility.

There are six different categories of walkway completion. They are listed below from most complete to least complete:

1. Walkways are complete on both sides of a segment.
2. Walkways are complete on one side of a segment and the other side has some sidewalk present but it is not complete.
3. Walkways are complete on one side, but there is no sidewalk on the other side of the segment.
4. There is some walkway on both sides of a segment, but neither side is complete.
5. There is some walkway on one side of a segment, but no sidewalk on the other.
6. There is no walkway on either side of the segment.

Street Segments



Street segments used in the analysis of sidewalk completion are pieces of street between intersections. Examples of street segments in a portion of the Nor Kirk neighborhood are shown in brackets on the map above.

These six categories can be collapsed into two general categories:

- Walkways are complete at least on one side.
- Walkways are not complete on either side.

Even when adjacent segments have sidewalk complete on one side, it doesn't mean that sidewalks are continuous along the two adjacent segments. For example, it could be that the sidewalks are complete on the north side of the first segment and the south side of the adjoining segment. Both segments would be reported as "sidewalk complete on one side" but a walker would have to cross the street to use both pieces of sidewalk. This is rarely the case however. On most streets, sidewalk tends to be completed along one side. Map 6 shows sidewalk presence and indicates several categories of sidewalk completion.

Table 3 provides an estimate of the sidewalk remaining to be completed by street type, and a cost estimate based on a cost of \$300/lin. ft. of sidewalk and overhead and contingency of 45%.

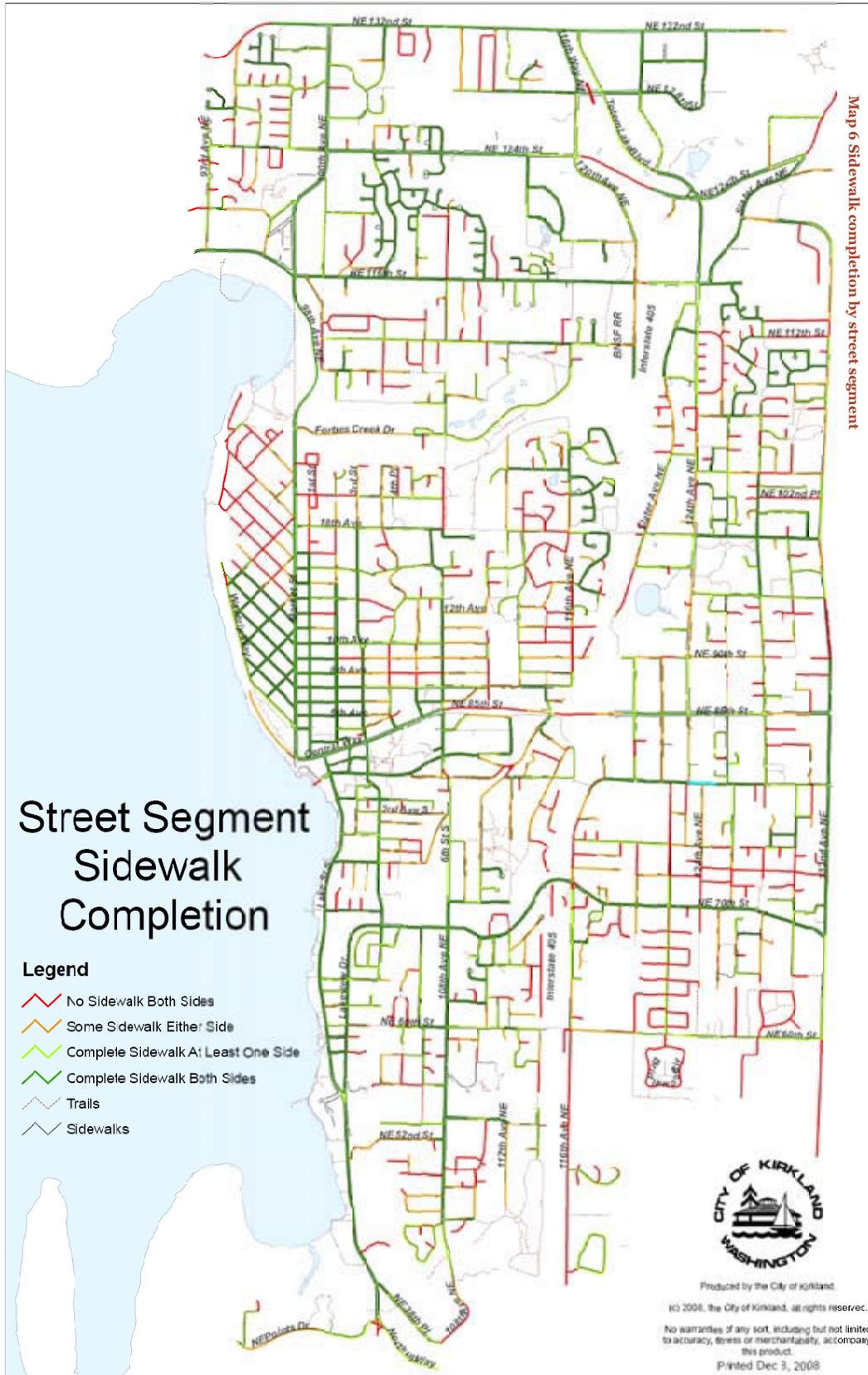
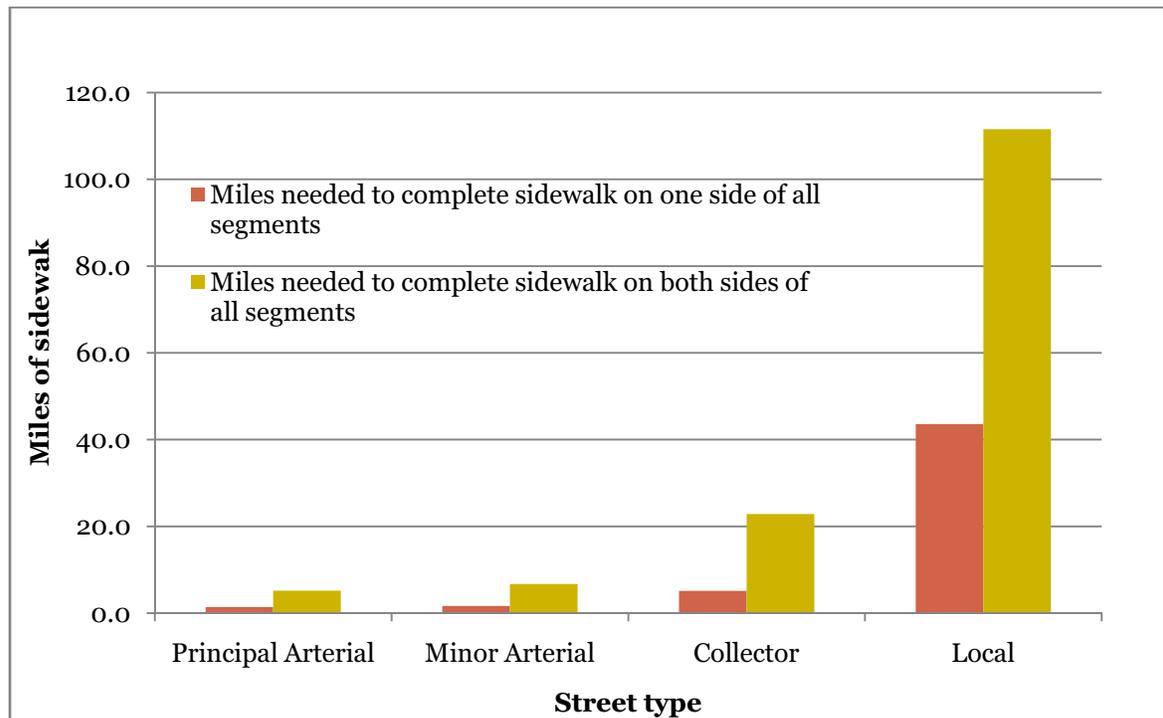


Figure 6 Miles of sidewalk needed to complete sidewalk network, by street type**Table 3 Miles of sidewalk needed to complete sidewalk network and associated costs**

<i>Street type</i>	<i>Needed to complete one side of all segments</i>		<i>Needed to complete both sides of all segments</i>	
	Length (mi)	Cost (\$M)	Length (mi)	Cost (\$M)
<i>Principal Arterial</i>	1.4	3.2	5.2	11.9
<i>Minor Arterial</i>	1.7	3.8	6.7	15.4
<i>Collector</i>	5.1	11.8	22.8	52.2
<i>Local</i>	43.6	100.1	111.5	256.2
<i>Total</i>	51.7	118.9	146.3	335.9
<i>Cost estimate based on \$300/lin. ft and 45% overhead and contingency</i>				

Figure 7 Sidewalk completion by type of roadway

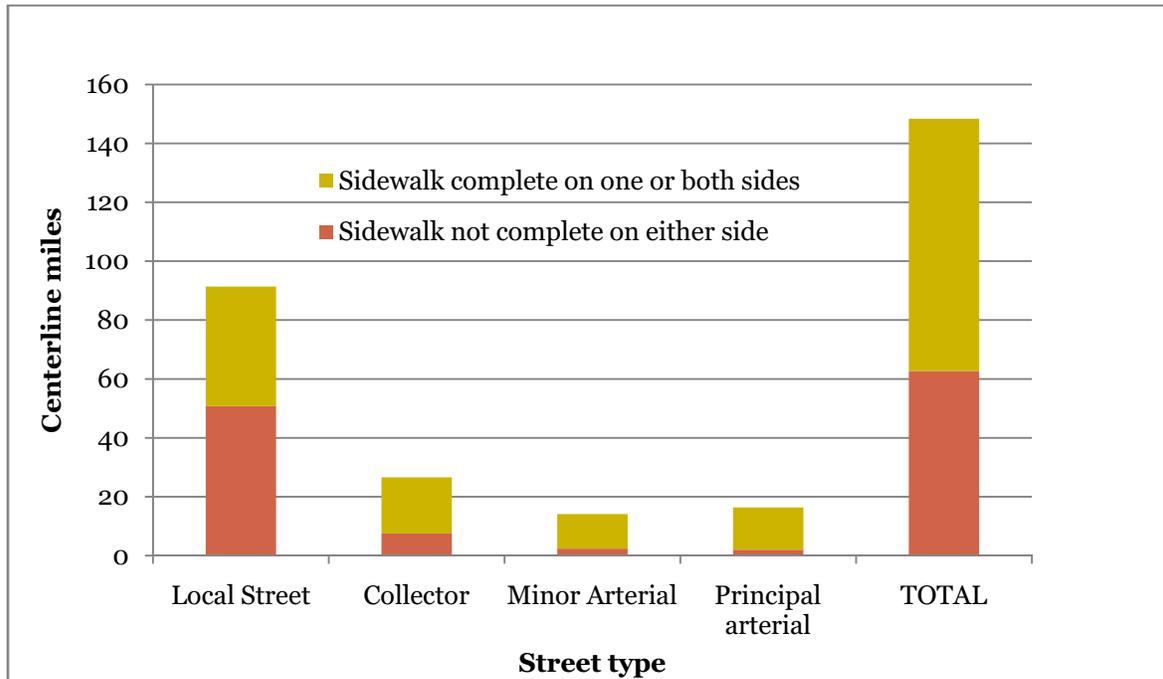


Figure 8 Detailed sidewalk completion by centerline miles of street type

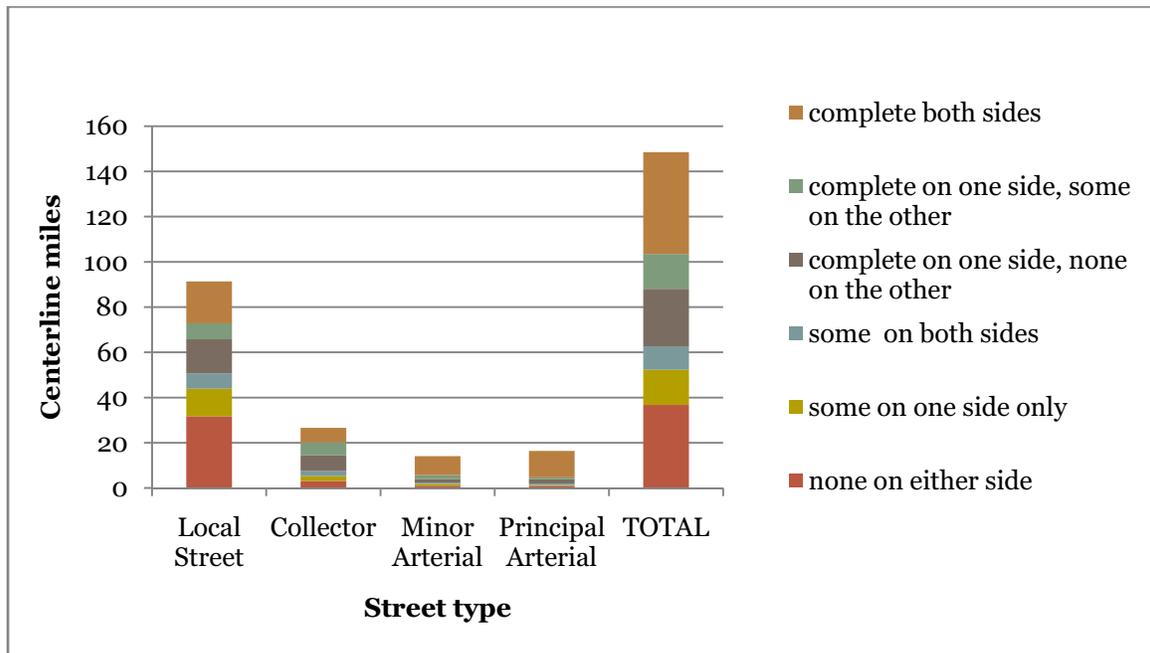
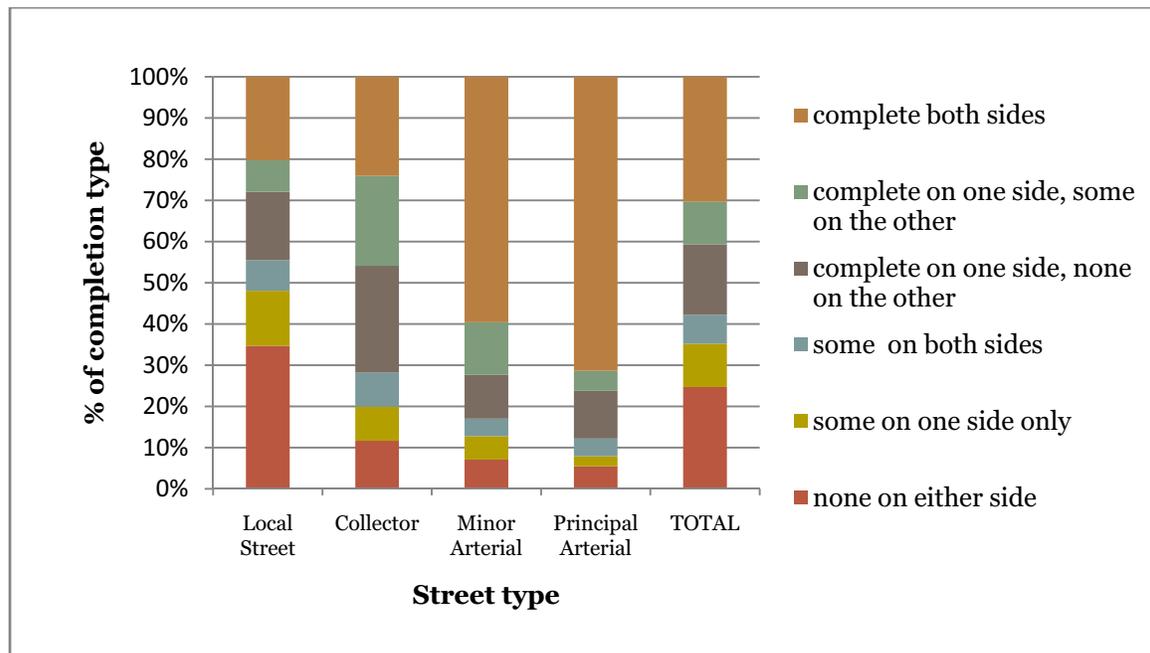


Figure 9 Sidewalk completion as a percentage of street classification

BARRIERS

I-405 presents a major barrier to walkers, but it is a lesser barrier than it once was. The cloverleaf interchange at NE 85th Street, built in the 1960's has no accommodations for pedestrians. The rebuilt interchange at NE 116th Street, the first phase of which was built in 2006, and which is planned for completion in 2010, will incorporate generous facilities for allowing walkers to safely cross under I-405. Modern design for pedestrian facilities are also illustrated in the direct access ramp at 128th Street. The three pedestrian bridges across I-405 corridor also help to mitigate the barrier that I-405 presents to pedestrian travel. A large concrete bridge carries the Eastside Rail Corridor over Kirkland Way near Railroad Avenue. This structure was built in the early 20th century and is a barrier to easy passage for walkers and cyclists because of its narrow portal.

Figure 10 Railroad bridge at Kirkland Way. This low and narrow bridge is difficult for cyclists, walkers and tall vehicles.



CYCLING

INTERSECTIONS

Often, bicycle lanes end as they approach signalized intersections. This is usually because extra auto lanes are present at the signal and roadway space is not allocated to bicycles. There are some locations where restriping could eliminate or minimize these discontinuities across intersections. On the other hand, some experts believe that striping bicycle lanes through intersections, causing cyclists to pass on the right of cars, make cyclists susceptible to “right hook” crashes where right turning cars strike cyclists in bicycle lanes.

Cyclists feel that it is difficult to activate traffic signals. Most traffic signals in Kirkland use inductive loops buried in the pavement to detect vehicles and bicycles. When the traffic signal senses the presence of a vehicle, it responds with the appropriate signal display. The problem comes when cyclists don’t know where to stop in order to be sensed by the signal. The City of Kirkland does not currently mark loops so that cyclists know where to stop at traffic signals. This topic is addressed more fully on Page 98.

ON-STREET BIKE LANES

As shown in Map 8, on street bicycle facilities in the City of Kirkland provide reasonable coverage on the main north-south corridors with fewer complete east-west corridors. Almost all bike lanes are at least 5’ in width. The vast bulk of any city’s streets have low car volumes traveling at relatively low volume speeds and therefore bicycle lanes are not needed on most streets. This is true of Kirkland as well.

Pavement condition is important to cyclists for both safety and comfort. Pavement Condition Index (PCI) is measured on a scale between 1 and 100 called PCI. Kirkland’s current overall PCI is 65. Arterials are 55, with collectors at 69. Due to differences in measuring, it is difficult to directly compare Kirkland’s pavement condition index with that of other nearby cities, but qualitatively speaking, they are similar.

SIGNING AND WAYFINDING

Kirkland does not have a standard application of bike lane signs. Proposed changes to the standards for highway and street signing eliminate requirements for signs that indicate the

Detection at traffic signals

Most of the signals in Kirkland use loops of wire buried in the pavement to detect the presence of vehicles. An electrical current is passed through the wire creating a circuit. When a vehicle passes over the wire, the properties of the circuit are changed, that change is detected by the traffic signal controller and the signal indications are changed.

The most sensitive parts of the loops are at their edges, and when loops are visible, it’s fairly easy to position a bicycle in a way that activates the signal.

Unfortunately, most cyclists aren’t aware of this and even if they are, sometimes loops are under the top layer of pavement and can’t be seen.

Another type of detection involves video cameras. They detect vehicles based on changes in pixels of a video image of the lanes approaching the signal. The City of Kirkland has a handful of intersections that use video detection.

Video detection is considered easier for cyclists, but during times of darkness it can also be problematic.

presence of on street bike lanes. Kirkland does not currently have bicycle specific wayfinding (directional) signs. Like most of the communities on the Lake Washington Loop route, Kirkland has not signed this regional bike route.

BARRIERS

A major regional barrier to bicycle travel is the prohibition of bicycles on the State Route 520 bridge. Construction of such facilities has always been a part of the bridge replacement program, but replacement is not scheduled until at least 2016.

The discussion of I-405 as a barrier to pedestrian travel on Page 27 is also applicable to bicycle travel. Newer facilities; NE 128th Street, NE 116th Street (when completed), and NE 100th Street all have good bicycling facilities while the older interchanges at NE 70th Street, NE 85th Street and NE 124th Street have poor or no facilities for cyclists. This is a function of the standards that were in use when the facilities were constructed. As borne out by the survey of cyclists, the most difficult streets to bike on Kirkland are Central Way between 6th Street and 132nd Avenue NE, NE 124th Street between 100th Avenue NE and 132nd Avenue NE and, to a lesser degree, 100th Avenue between NE 116th Street and NE 132nd Street. The last of these was noted on the Cascade Bicycle Club's *Left by the Side of the Road*⁴ project as a key regional missing link because of the connections it makes to other regional facilities.

PARKING

Section 105.32 of the Kirkland Zoning Code requires all new development except single family and duplex developments with 6 or more parking stalls to have bicycle parking. Bicycle parking must be in a well lit, visible, sheltered area within 50 feet of the building entrances. One bicycle parking stall shall be provided for each 12 automobile parking stalls, but this can be modified based on the nature of the project. Kirkland does not currently have standards for the design of racks.

⁴ *Left by the Side of the Road: Puget Sound Regional Bicycle Network Study Assessment and Recommendation*, 2006, Cascade Bicycle Club.

Map 7 Bicycle racks in downtown Kirkland. Black triangles show locations of racks, circles are 300' in radius.



Map 7 shows the existing public racks in downtown Kirkland as black triangles. The grey buffers of 300' are intended to indicate the area of coverage assuming that the maximum distance a user would walk and correspond to a walk of about two minutes. Although some areas are covered by multiple racks, other areas are not covered at all. The eastern part of downtown is better covered than is the western part. This corresponds to the newer development and public facilities that have been developed there.

CRASHES

CRASH DATA MANAGEMENT

The City of Kirkland maintains separate databases for crashes involving pedestrians and those involving cyclists. The software that supports these databases is called PBCAT⁵. It was developed by the University of North Carolina Highway Safety Research Center for the Federal Highway Administration and is distributed for free.

Detailed information for each crash is included in the database, such as information about the people involved, the weather, lighting and surface conditions, injury severity and directions of travel. Contributing causes are also included. Each crash location is coded so that it can be tracked in the City's Geographic Information System. PBCAT allows crashes to be typed by the action of each vehicle, pedestrian or bicycle involved. This makes it possible to sort and analyze crashes by a set of standardized crash types. For example; bicycle going straight in bicycle lane/vehicle turning right at intersection. Appendix B contains a gallery of descriptive charts based on crash data from 1996-2007.

Pedestrian crash facts 1997-2007

37% of pedestrian crashes happen during the months of November, December and January

About one-fourth of all crashes happen when pavement is wet and about one third happen after dark.

A little more than a quarter of pedestrian crashes happen during the PM drive time; between 4:00 and 7:00.

97% of crashes involving pedestrians result in some injury and 1/3 of them are incapacitating injuries. That rate increases to 50% incapacitation for those over 55.

Males and females are equally likely to be involved in pedestrian crashes.

Non-intersection crashes account for 29% of all crashes (17% at mid-block locations and 12% at driveways).

66% of all crashes involve a pedestrian at a crosswalk.

The pedestrian was using a crosswalk in 80% of the crashes that occur at intersections and in 58% of midblock crashes.

At unsignalized intersections, 50% of the crashes involve driver's failure to yield as the main contributing factor.

In 17% of all accident there is no contributing factor.

PEDESTRIAN CRASHES

Figure 13 shows that the annual number of pedestrian crashes has remained relatively steady over the past 11 years. This is despite increases in the number of people walking. It is difficult to draw specific conclusions about why the number of crashes per unit of exposure has decreased. It is probably due to a number of factors including engineering, education and enforcement efforts. It is also likely that as the number of pedestrians increases drivers become more aware of them. Years like 2003 where there are a very small number of crashes or like 2002 where there are a particularly large number of crashes are not attributable to any particular factor. They are seen as normal fluctuation around the average.

Figures 11 and 12 show that almost $\frac{3}{4}$ of pedestrian crashes happen at intersections. Of those that happen at signalized intersections, turning vehicles are involved with 68% of them. At unsignalized intersections, half the crashes involve vehicles that did not yield.

Because there is little documentation about the amount of pedestrian activity in other cities, it is difficult to compare Kirkland's crash experience with that of other cities. Goals G2 and G5

⁵PBCAT is an acronym for Pedestrian and Bicycle Crash Analysis Tool
<http://www.walkinginfo.org/facts/pbcats/index.cfm>

include strategies to address crashes at intersections and to measure pedestrian volume so that accident rates can be computed.

Figure 12 Pedestrian crashes at signaled intersections by vehicle action 1997-2007

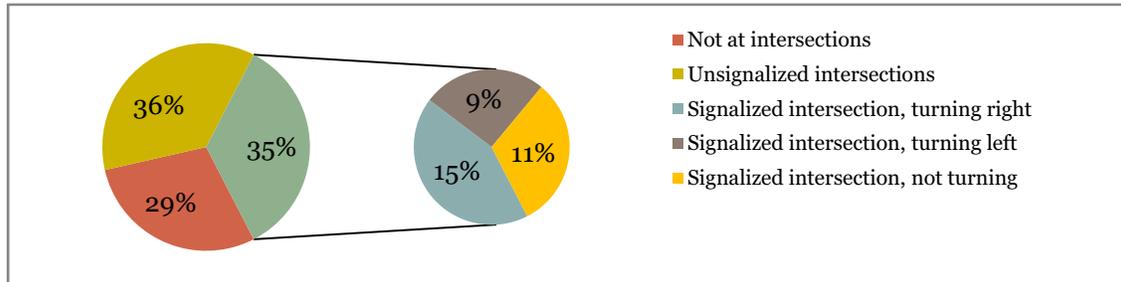


Figure 11 Pedestrian crashes at unsignalized intersections by vehicle action 1996-2007

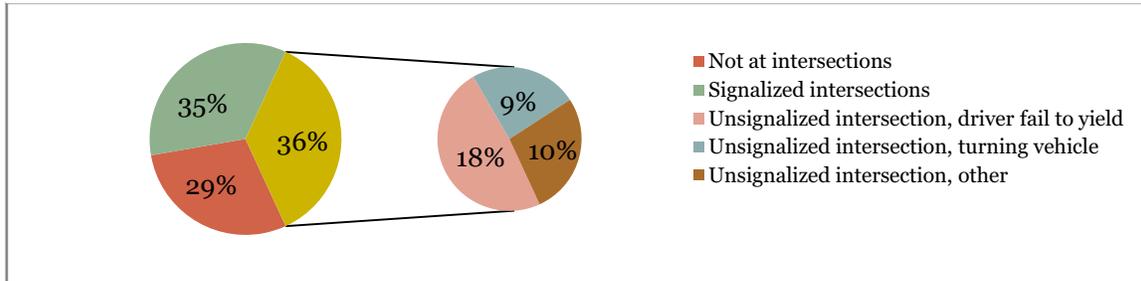
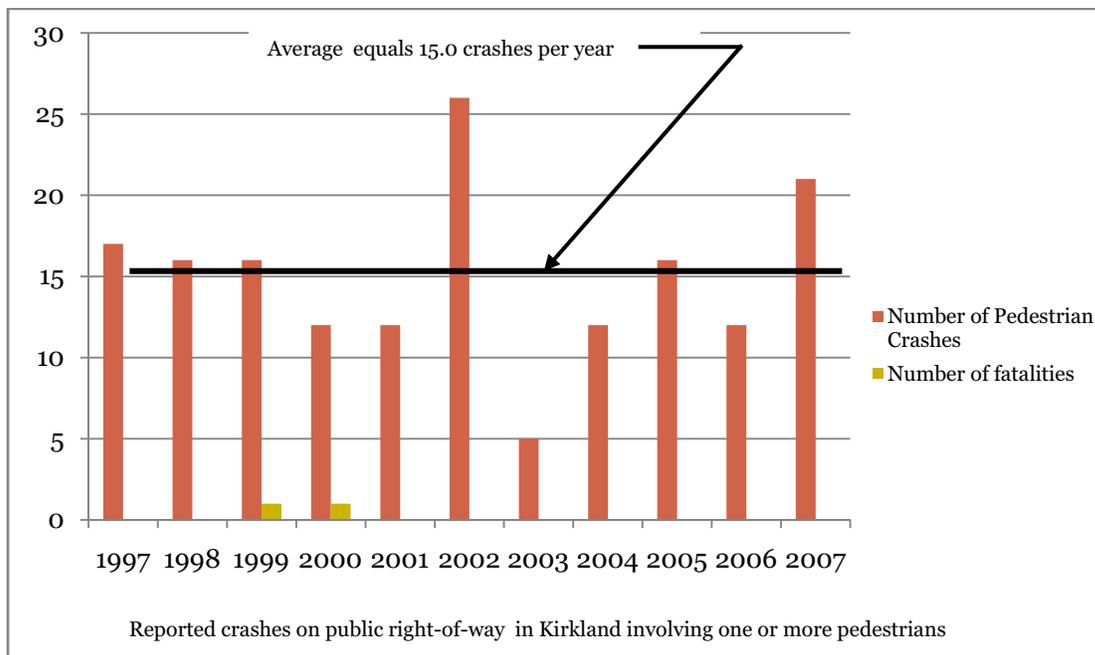


Figure 13 Annual number of pedestrian crashes fatal and non-fatal 1997-2007



CYCLIST CRASHES

Figure 14 shows that The annual number of bicycle crashes has remained relatively steady over the past 11 years. Although each of the past 6 years has been at or above average, the number of crashes is so small that it is hard to call it a trend. Most years are within three crashes of the average, with the two outlier years averaging to almost exactly the 11 year average. Reliable estimates of the rate at which cycling miles are increasing or decreasing is not available. Therefore the rate of cycling crashes is unknown. It is unlikely that the number of miles cycled is decreasing indicating the number of crashes per mile cycled is probably decreasing.

Like crashes involving pedestrians, about $\frac{3}{4}$ of crashes involving cyclists happen at intersections. At intersections, crashes are almost evenly split between those that involve turning vehicles and those that do not.

Bicycle crash facts 1997-2007

59% of bicycle crashes happen during the five months from May to September.

About three-fourth of all bicycle crashes happen on dry pavement during daylight

Almost half of bicycle crashes happen during the PM drive time; between 4:00 and 7:00.

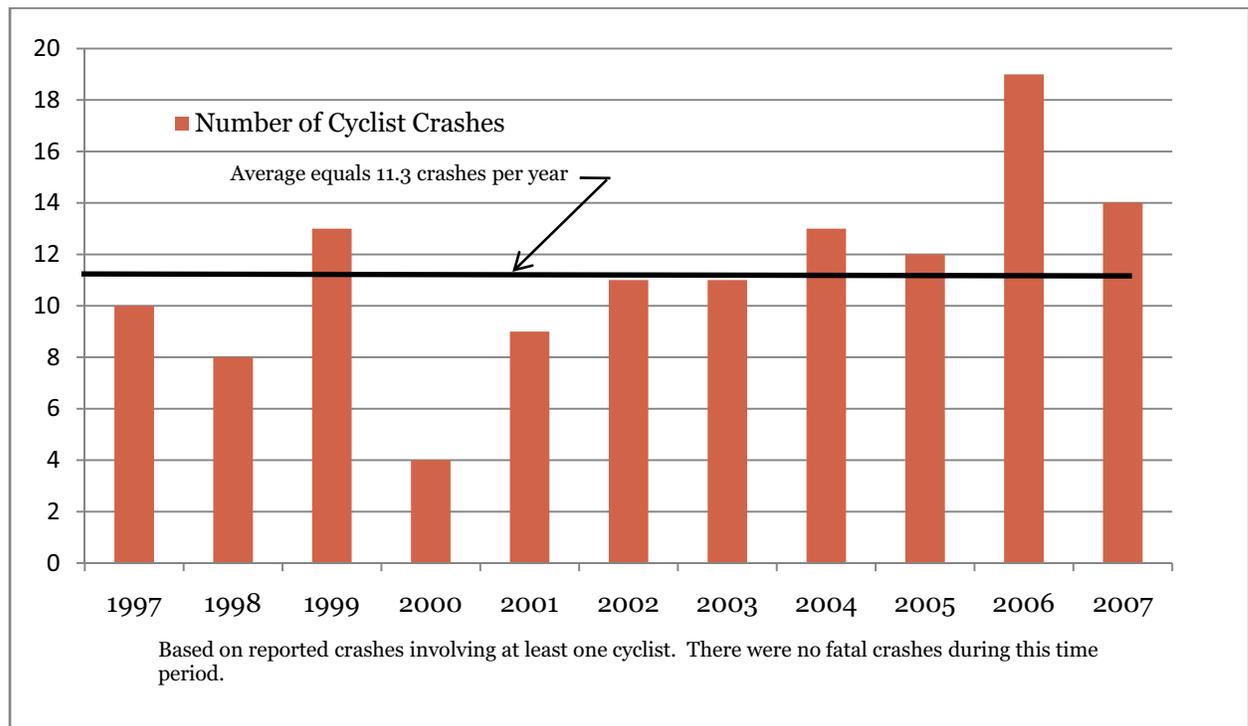
Just over half the crashes involve motorists that failed to yield.

84% of crashes involving bicycles result in some injury and 18% of them are incapacitating injuries.

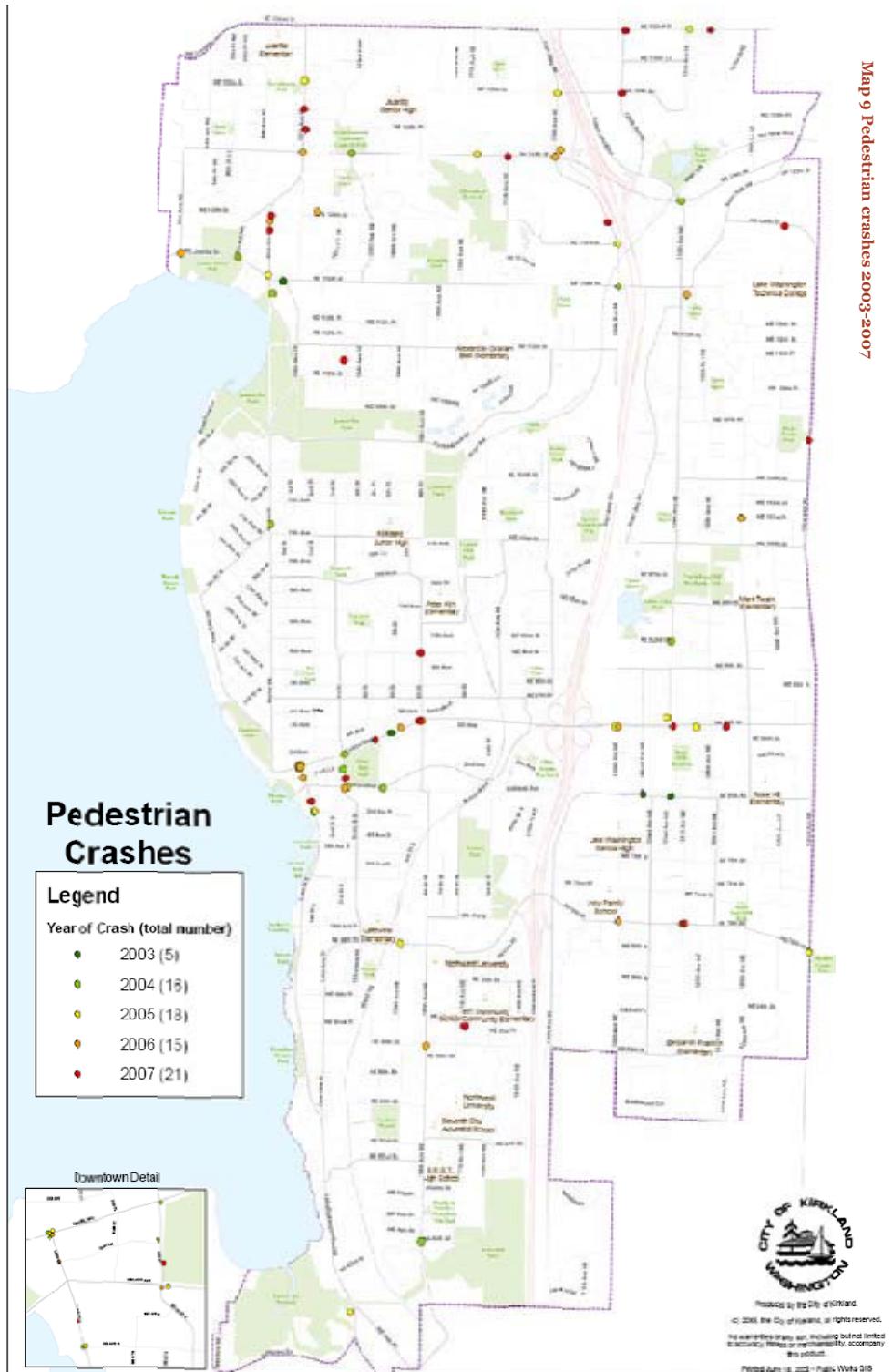
Males are more than four times more likely (81% to 19%) than females to be involved in pedestrian crashes.

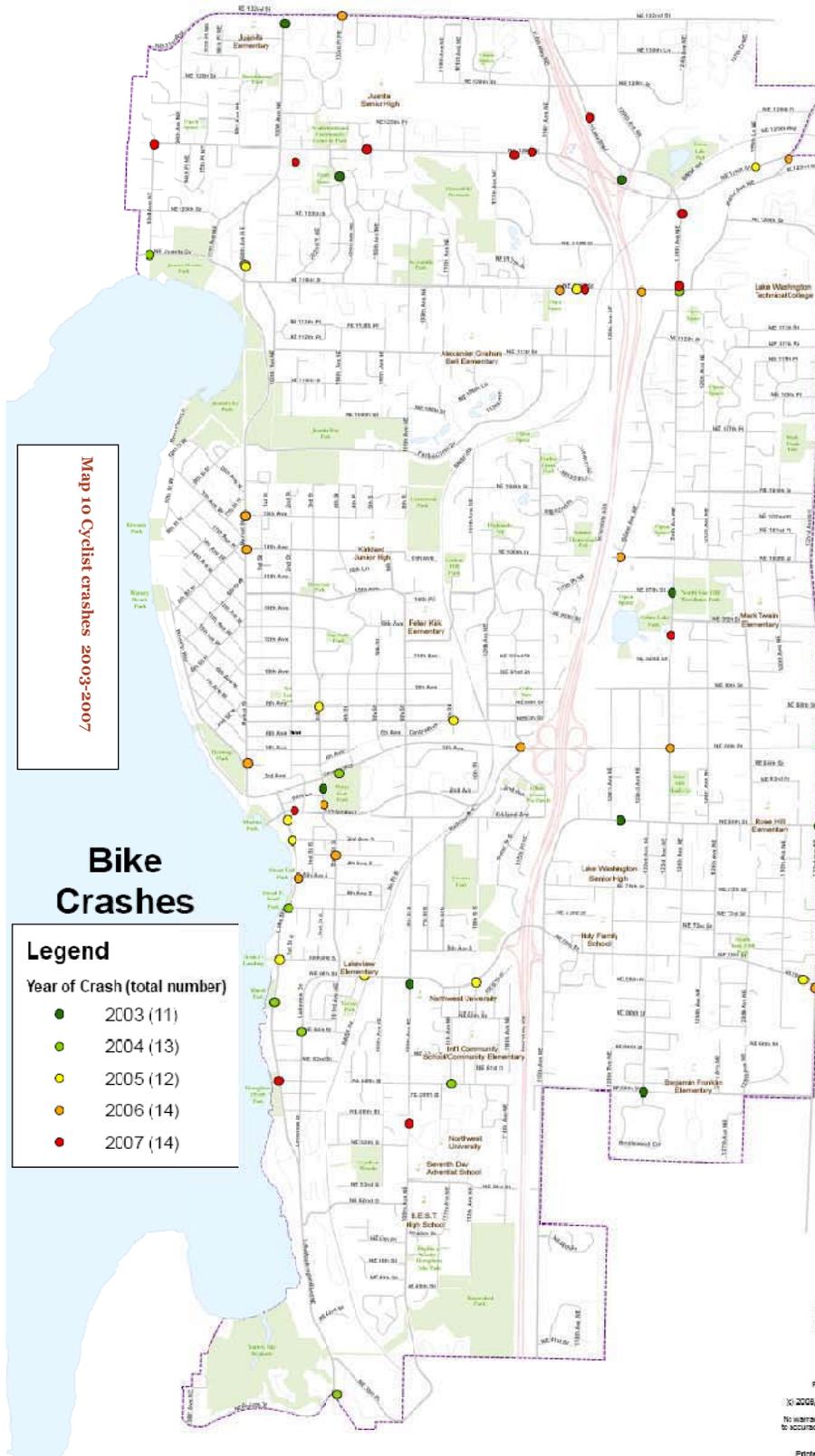
Cyclists were using a crosswalk/side walk in 43% of all bike crashes, a bike lane in 31% and was in the travel lane in 26% of all crashes.

Figure 14 Annual number of cyclist crashes 1997-2007

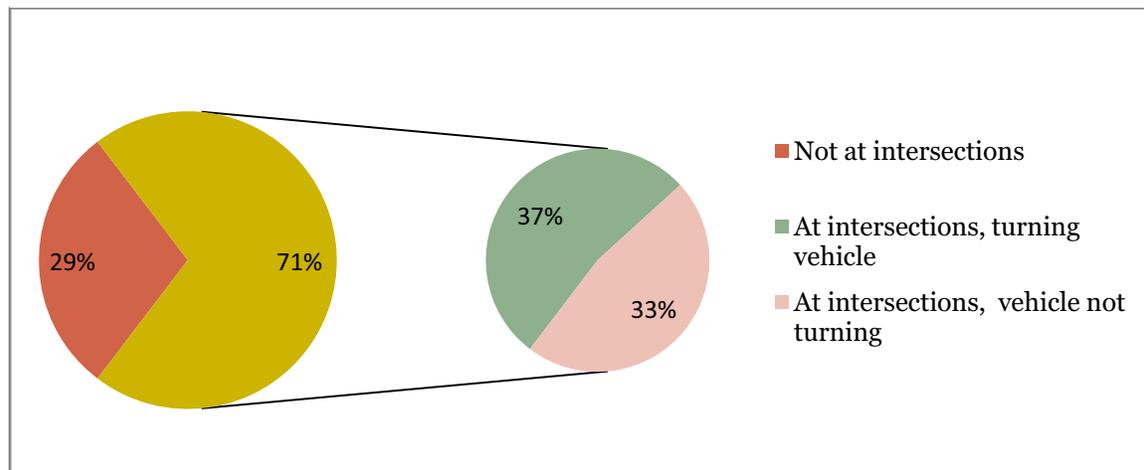


Map 9 Pedestrian crashes 2003-2007





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Figure 15 Crashes involving cyclists at intersections, by vehicle action 1996-2007

TRANSIT

Both transit agencies that serve Kirkland - Sound Transit and King County Metro- have bicycle racks on every coach in their fleets. Most racks hold two bicycles, but racks that hold three bicycles are under development. Sidewalk exists on both sides of most streets on which transit runs in Kirkland.

Of the approximately 322 bus stops in Kirkland, 9% have shelters and 88% are accessible for handicapped lifts. King County Metro runs a bicycle locker program that includes facilities at Kingsgate, and South Kirkland Park & Rides as well as the transit center in downtown Kirkland. Bicycle racks are also available at South Kirkland Park & Ride and the downtown transit center.

SCHOOL WALK ROUTES

Kirkland has 7 public elementary schools⁶ within its borders that have school walk routes (SWR). The Lake Washington School District is responsible for producing a safe school walk route map for each school. Each map describes in detail the preferred walk routes within approximately a mile of each school. Map 11 is a sample of such a map. The District considers the presence of sidewalk when it determines the routes. For example, if there is sidewalk on only one side of a street, that side is designated as the walk route. If there is sidewalk on both sides of a street, then both sides are designated as the walk route.

Kirkland has just over 30 miles of school walk routes. The majority of SWR are on local and collector streets. There is about 1 mile on principal arterials and about 5 miles on minor arterials. Almost 80% of the routes have walkways on at least one side. Table 4 describes walk route completion by roadway classification. Goal G4 addresses increasing the number of children who walk to school.

In response to a funding opportunity, in October of 2000 the City Council created a School Walk Route Committee including residents, parents, representatives from the School District and others. In May of 2002, after numerous

⁶ Community School is an elementary school in Kirkland. Because it is a choice school it does not have a designated school walk route.

meetings, discussions, open houses and interaction with the various schools, the City Council approved their recommendations. These recommendations included:

- Build \$1 M worth of “priority” SWR projects as identified by each school
- Rank other identified SWR’s using the CIP Project Evaluation Criteria
- Explore possibility of a Sidewalk Bond ballot measure to provide funding for sidewalks
- “Call” concomitant agreements that would fund sidewalks through private funding. (see Page 53 for more information about concomitant agreements.)

The priority SWR projects were completed at all seven elementary schools by the Fall of 2002, and other routes continue to be evaluated for funding. After further study, a sidewalk bond measure was not pursued, and the concomitant process was modified. Including the priority improvements that were undertaken in 2002, approximately \$2.2 M has been invested in improvements along school walk routes over the last few years. Between the time that the inventory of school walk routes that was done in preparation for the School Walk Route Advisory committee in 2001 and today, significant progress was made in completing the walk routes

Table 4 Centerline miles of school walk routes by street type and walkway completion type

<i>General condition</i>	<i>Specific condition: presence of walkway by side of street</i>	<i>Local Street</i>	<i>Collector</i>	<i>Minor Arterial</i>	<i>Principal Arterial</i>	<i>Total</i>
Walkway not complete either side	None on either side	2.2	0.6	0.0	0.0	2.8
	Some on one side only	0.8	1.3	0.5	0.0	2.5
	Some on both sides	0.7	0.4	0.0	0.0	1.1
	Subtotal neither side complete	3.7	2.3	0.5	0.0	6.5
Walkway complete on one or both sides	Complete on one side, none on the other	1.9	3.8	0.5	0.0	6.2
	Complete on one side, some on the other	2.1	3.6	0.2	0.0	5.9
	Complete both sides	3.3	3.6	3.9	1.0	11.8
	Subtotal at least one side complete	7.2	11.0	4.6	1.0	23.9
TOTAL		11.0	13.3	5.1	1.0	30.4

around schools as shown in Figure 16. As a result of concerted efforts to improve school walk routes, the number of routes that have sidewalk on at least one side of the street has increased to a minimum of 80%.

Map 11 A portion of the A.G. Bell Elementary School Walk Route

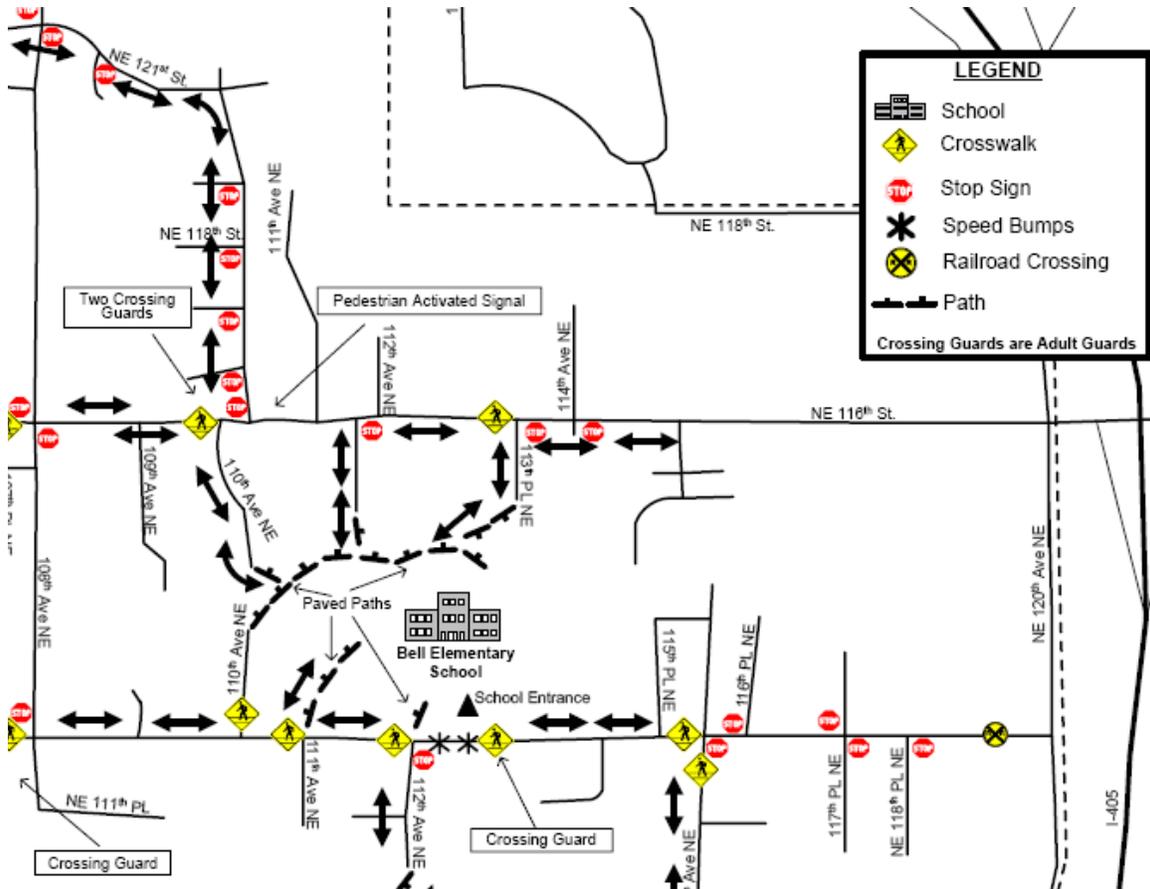


Table 5 summarizes the number of miles of sidewalk left to complete the school walk route system. It also shows the estimated cost to complete the system. Some segments on school walk routes are on short dead-end streets and other locations where sidewalk is either not desired or not necessary. This means that achieving “100%” completion of sidewalks on school walk route system is not possible.

Figure 16 Inventory of school walk route completion by school. Funded projects reflected in projected columns.

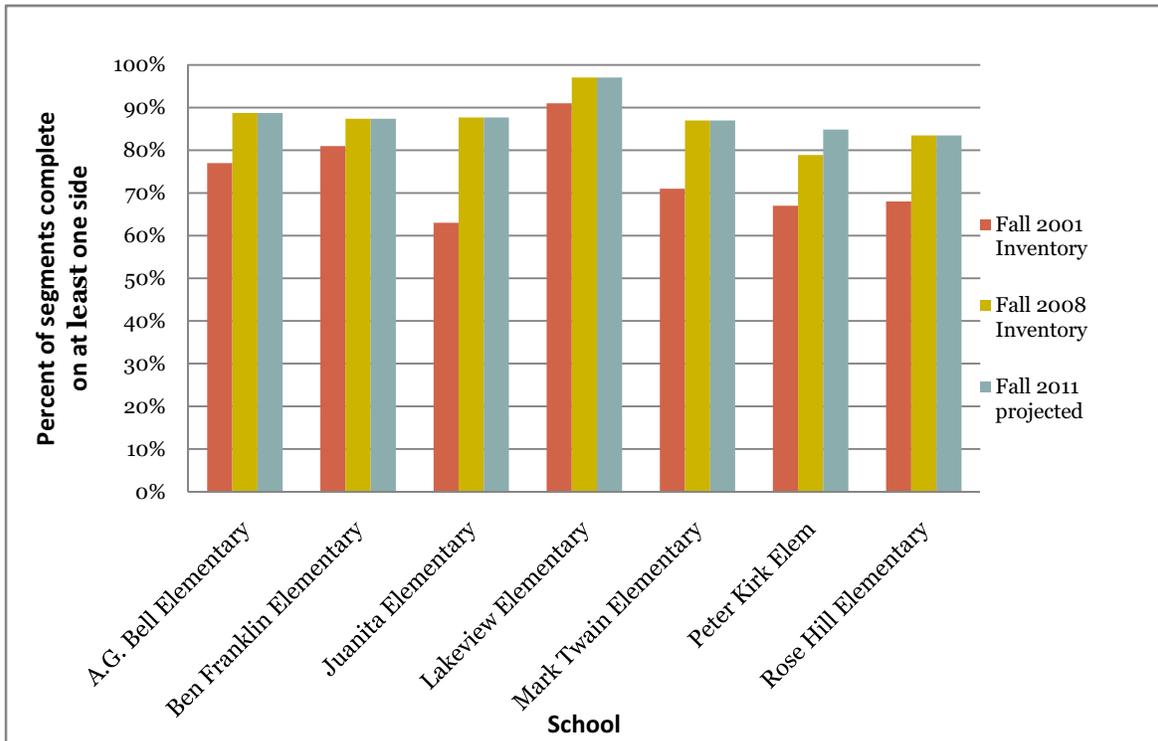


Figure 17 School walk route completion by street type

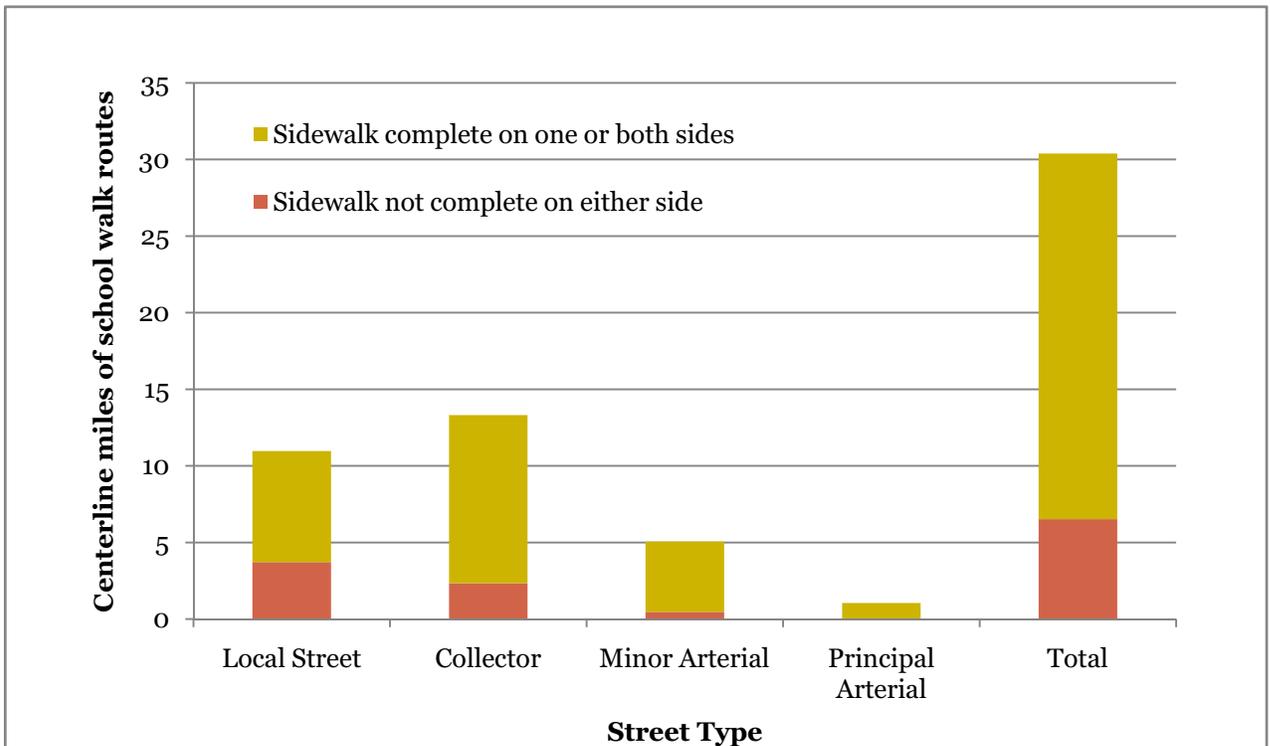


Figure 18 Detailed completion of school walk routes

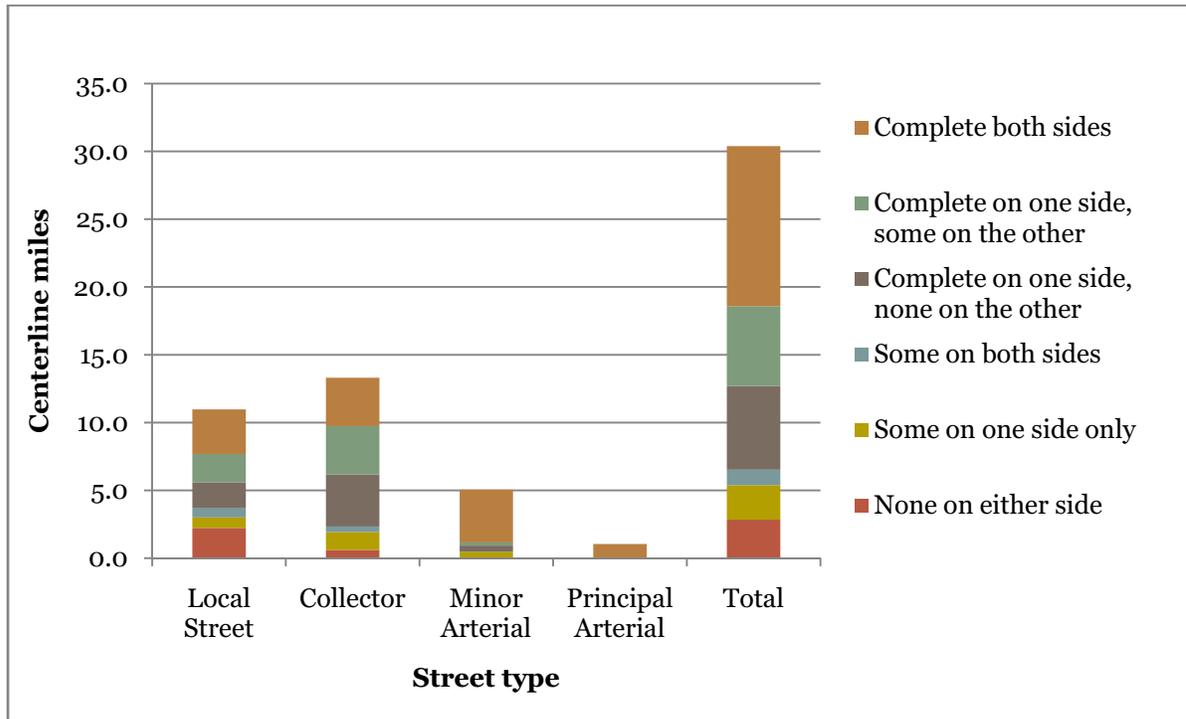


Figure 19 Detailed completion of school walk routes by street type; percentage

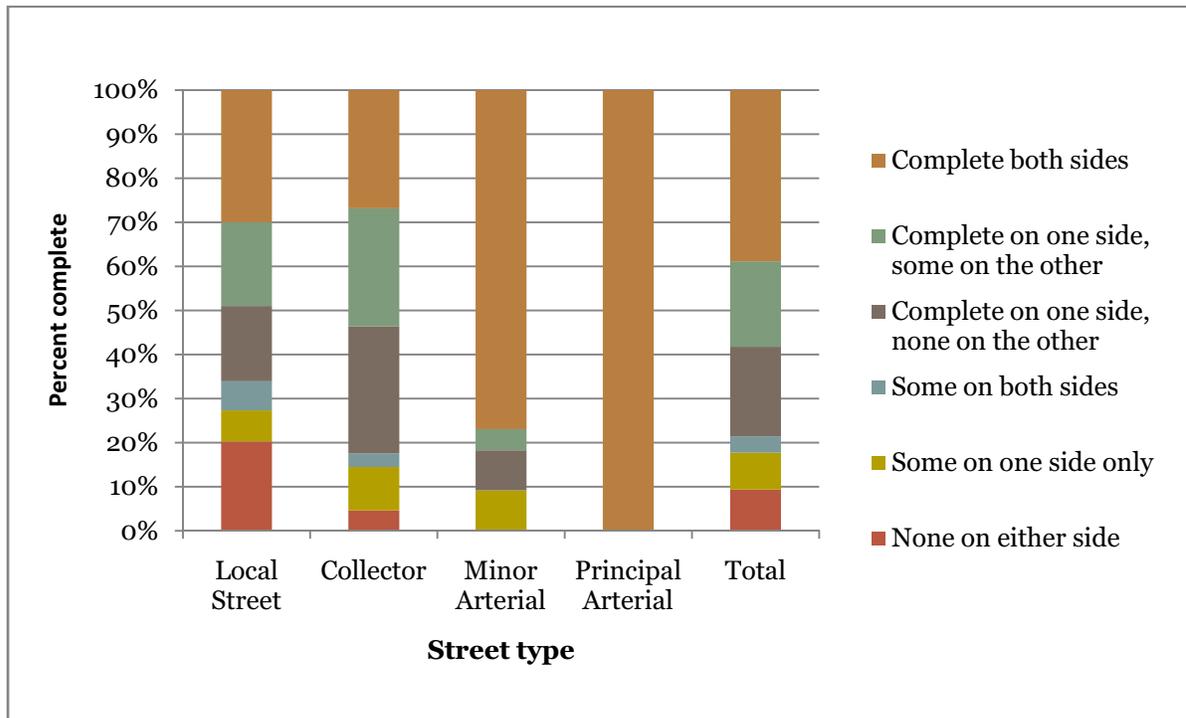


Table 5 Completion costs of school walk routes

<i>Street type</i>	<i>Needed to complete one side of all segments</i>		<i>Needed to complete both sides of all segments</i>	
	Length (mi)	Cost (\$M)	Length (mi)	Cost (\$M)
<i>Principal Arterial</i>	0.0	0.0	0.0	0.0
<i>Minor Arterial</i>	0.2	0.4	1.3	2.9
<i>Collector</i>	1.6	3.6	10.1	23.3
<i>Local</i>	3.2	7.4	10.0	22.9
<i>Total</i>	5.0	11.3	21.4	49.0
<i>Cost estimate based on \$300/lin. ft and 45% overhead and contingency.</i>				

MAINTENANCE

PEDESTRIAN FACILITIES

According to the Kirkland Municipal Code, sidewalk maintenance is the responsibility of the adjacent property owner. Nevertheless, the Public Works Department has several programs to address sidewalk maintenance.

Concrete sidewalks are constructed by forming separate panels of sidewalk each about 10' long. When the sidewalk is new, all the panels are at the same level, creating a smooth walkway. Tripping hazards are caused when these sidewalk panels shift relative to each other by 1/2" or more. An inventory of all the walkways in Kirkland was conducted in 2004. This survey indentified a number of offsets which have been corrected. When new problems are reported to the City several methods are used to remove the offset. The most common treatment is to grind a portion of the higher panel, but sometimes the entire lower panel is raised or material is placed on top of the lower panel to bring it up to the level of the higher panel.

Tree roots pushing on sidewalk panels is the cause of most of the offsets in the sidewalk system. Improper installation or damage by heavy vehicles can also cause offsets but this is rare. City policy is to protect the trees versus the sidewalk; in other words, trees are not removed because their roots are damaging sidewalks. There are several strategies that are used to accomplish this. Rubber sidewalk has been used as a pilot project; the rubber sidewalk is able to flex and maintain a smooth surface even when roots push on it. Asphalt is more flexible than concrete and can also be used in areas where

What does the Kirkland Municipal Code say?

Although the City has several programs that help property owners maintain sidewalk, the law holds adjacent property owners responsible for the cost of sidewalk maintenance. Here are the applicable section of the KMC:

19.20.020 Abutting property owner to maintain sidewalk in safe condition.

It shall be the responsibility of the owner of property abutting upon a public sidewalk to maintain the sidewalk at all times in a safe condition, free of any and all obstructions or defects, including but not limited to ice and snow. (Ord. 2654 § 1 (part), 1982)

19.20.030 Expense of maintenance and repair to be borne by abutting property and owner thereof.

The burden and expense of maintaining sidewalks along the side of any street or other public place shall devolve upon and be borne by the owner of the property directly abutting thereon. The abutting property owner shall also be responsible for performing and paying for sidewalk repairs to the extent the need for repairs is caused by the actions or omissions of the abutting property owner. (Ord. 4123 § 1, 2008; Ord. 2654 § 1 (part), 1982)

tree roots are damaging standard sidewalk. Simply moving the sidewalk so that it avoids trees is also sometimes possible.

In some cases, sidewalk panels themselves crack or otherwise deteriorate. In these cases, asphalt sections are sometimes used as an interim replacement for the damaged concrete. Concrete is restored as a component of the pavement maintenance program when the street pavement is overlaid. The Capital Improvement Program also includes \$200,000 per year to make repairs to sidewalks.

Although they have a lower initial cost, the shorter life and therefore higher maintenance cost of asphalt paths give them a higher lifecycle cost than concrete sidewalks. Gravel paths have an even greater maintenance cost and are used only as a short term solution; typically where concrete or asphalt is to be installed soon or where special users such as horses need a softer surface.

The most common sidewalk maintenance complaints are about obstructions in the walkway. This is usually landscaping, brush, or tree branches that reach across the sidewalk. Because it is the responsibility of the adjacent property owners to maintain a clear sidewalk when the city receives a complaint that sidewalk is obstructed several steps go into resolution of the complaint. First the complaint is checked to see if it is a safety hazard that warrants immediate action. If it is, City staff removes the obstruction. If it is not an immediate hazard, a letter describing the problem is sent to the adjacent property owner. The letter explains that the property owner has two to three weeks to remove the obstruction. If the work is not done, a 2nd letter is sent reminding the resident of their responsibility, setting a shorter time line, and stating that if not done, it will be removed by the City. About 75% of the complaints are taken care of by property owners within the allotted time. Goal G6 identifies treatments for reducing obstructions on sidewalks.

Waste and recycling containers are another common sidewalk obstruction. When specific blocking problems are reported, letters are sent by the city to the offending property owners.

There are about 180 pathways and small connectors that are the maintenance responsibility of the City. These are the kind of facilities that make connections between cul-de-sacs for example. These are maintained semi annually or on a complaint basis depending on the amount of staff available.

Maintenance of in-pavement lights at crosswalks has proven problematic. Equipment from some manufacturers has not been durable and sometimes parts are not readily available. Sometimes, installations fail and cannot be put back in service without total replacement. Various substitute solutions can be put in place when this type of failure occurs, depending on the situation. These include overhead pushbutton activated flashing lights. Figure 21 shows one such solution.

Figure 20 Installation of rubber sidewalk panels on 103rd Avenue NE



BICYCLE FACILITIES

Keeping bicycle lanes free of obstructions free of debris is a major maintenance concern of cyclists. On average, every street in the city is swept 11 times a year. The downtown area is swept

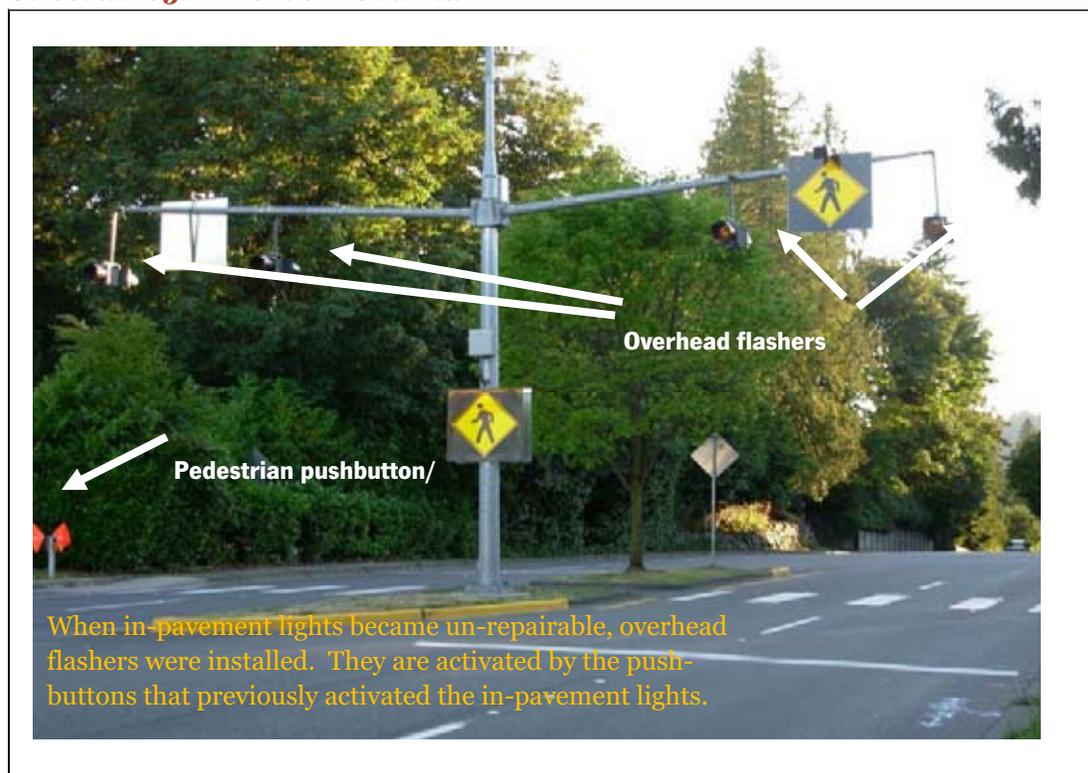
100 times a year. Downtown sweeping frequency increases in the summer when activity is highest and in the autumn when leaf debris can clog storm drains.

Although there is no special program to specifically sweep bicycle lanes, there is an active program that responds to specific complaints. Spot sweeping is performed on bicycle lanes whenever a focused complaint is received. Many requests of this type are handled each year.

Being detected at traffic signals is also a major concern for cyclists. Traffic signals in Kirkland should be able to detect bicycles. City technicians can respond and work with cyclists at any location where a problem is reported.

Small bumps and holes in the pavement that car traffic doesn't notice can be a problem for cyclists. As with sweeping and traffic signal detection, pavement irregularities are also handled as they are reported.

Figure 21 Overhead flashers at a former site of in-pavement lights, NE 124th Street at 105th Avenue in Juanita



SECTION 3: EXISTING PLANS AND PROGRAMS

2001 NON-MOTORIZED TRANSPORTATION PLAN

System maps are at the heart of both the 2001 Non-Motorized Plan and its 1995 predecessor. These maps designated priority one and priority two classifications for both bicycle and pedestrian facilities. In both plans, the priority one facilities were to be “given priority when selecting projects to construct” and the priority two facilities were to be “given priority during project selection, but to a lesser degree than Priority One Corridors”. These priority routes were used to help rank CIP projects for funding and were used in development review to decide where bicycle facilities should be installed by new construction. Map 13 shows examples of the priority corridors.

The 1995 plan used a measure of miles of facility per population to evaluate performance of the non-motorized system. The 2001 update replaced this with two new measures. The first was a measure of the number of miles of complete facilities within the priority system. Note that this is not a measure of all the sidewalks that have been constructed, only those on priority routes. The second was a measure of completeness, as measured by priority corridors that were complete along their entire length. Goal 9 of the plan laid out four policies that had specific targets. These targets and current progress toward the targets are shown in Table 6.

COMPREHENSIVE PLAN

The Comprehensive Plan is the City of Kirkland’s guiding document that establishes a vision, goals, policies, and implementation strategies for managing growth within the City’s Planning Area over the next 20 years. All regulations pertaining to development (such as the Zoning Code, Subdivision Ordinance, and Shoreline Master Program) are consistent with the Comprehensive Plan. There are 17 framework goals that provide the basic structure of the document. The Transportation Element of the Plan focuses on how the transportation system should be developed. Specifically, the Plan’s framework goal 12 states:

FG-12 Provide accessibility to pedestrians, bicyclists, and alternative mode users within and between neighborhoods, public spaces, and business districts and to regional facilities.

From previous Non-motorized Transportation Plans:

The 1995 Plan contained the following Mission Statement:

Mission Statement

To integrate non-motorized transportation throughout Kirkland as an essential element of our transportation system, recreation system and community.

From the 2001 Non-motorized Transportation Plan

“Priority One Corridors represent significant north-south and east west routes, both existing and potential. The spacing between Priority One Corridors is approximately 1/2-mile in the pedestrian system and approximately one mile in the bicycle system.”

“Priority two corridors represent the next level of importance in non-motorized transportation connectivity. These corridors are approximately 1/4 mile apart in the pedestrian system and 1/2 mile apart in the bicycle system.”

Table 6 Goals from the 2001 Non-motorized Transportation Plan

<i>2001 Plan Policy</i>		<i>2000 status</i>	<i>2007 goal</i>	<i>2007 actual</i>	<i>2012 goal</i>
9.1 Pedestrian System mileage		102.1	105.2		131.0
9.2 Bicycle System mileage		41.0	41.5		50.7
9.3 Complete Pedestrian corridors	East-west	2	6	4	n/a
	North-South	2	4		n/a
9.4 Complete bicycle corridors	East-west	1	4		n/a
	North-South	0	2		n/a

Within the Transportation Element there are several goals corresponding to the larger framework goal. The goal that most applicable to the non-motorized plan is Goal T-2:

Goal T-2: Develop a system of pedestrian and bicycle routes that forms an interconnected network between local and regional destinations.

Each goal has underlying policies that are designed to support meeting the goal. Goal T-2's policies are as follows:

Policy T-2.1: Promote pedestrian and bicycle networks that safely access commercial areas, schools, transit routes, parks, and other destinations within Kirkland and connect to adjacent communities, regional destinations, and routes.

Policy T-2.2: Promote a comprehensive and interconnected network of pedestrian and bike routes within neighborhoods.

Policy T-2.3: Increase the safety of the non-motorized transportation system by removing hazards and obstructions and through proper design, construction, and maintenance, including retrofitting of existing facilities where needed.

Policy T-2.4: Design streets with features that encourage walking and bicycling.

Policy T-2.5: Maintain a detailed Non-motorized Transportation Plan (NMTP).

These policies have been taken into account as the existing pedestrian and bicycle networks have been developed and as this plan was prepared.

The Comprehensive Plan contains a separate plan for each neighborhood. Each neighborhood plan identifies bicycle and pedestrian routes in that neighborhood. For most neighborhoods, the majority of these routes follow the priority routes in the 2001 Non-motorized Transportation Plan. Some plans have not been updated in over 20 years, others have been updated recently. There is not a uniform understanding of what designation in the neighborhood plan means or requires. It is clear however that designation of routes indicates specific interest in particular routes at the time each plan was prepared. Recent neighborhood plans also identify where connections for walkers and cyclists should be constructed (see Page 54).

Map 13 Priority Pedestrian Corridors from 2001 Plan

PRIORITY CORRIDOR NETWORK FOR PEDESTRIAN PLANNING
Figure 4-1



4. PLANNING GUIDELINES



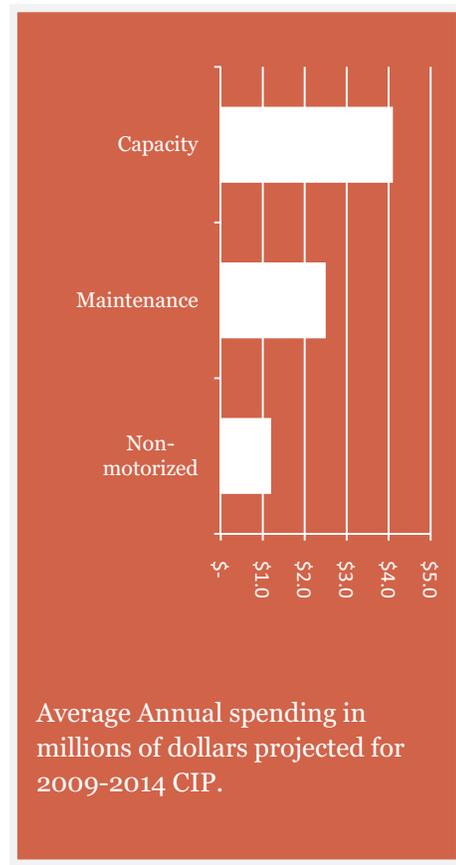
CAPITAL IMPROVEMENT PLAN

GENERAL

Kirkland's Capital Improvement Program (CIP) is updated and approved by City Council every two years. It contains a list of projects that the City plans to construct over a six year period. Bicycle and sidewalk projects that involve a construction cost of more than \$50,000 are funded through the CIP. For the period 1997-2007, almost \$900,000 per year was spent from the Capital Improvement Program on construction of sidewalks, crosswalk improvements, sidewalk maintenance and wheelchair ramps. This doesn't include improvements that were part of larger roadway projects or routine maintenance.

PROJECT RANKING

Transportation projects can be divided into *capacity projects*; those projects that are intended to provide capacity for automobiles in order to meet specific concurrency⁷ targets, *maintenance projects* such as pavement overlay and *non-motorized projects*. Non-motorized projects are prioritized for funding using the Transportation Project Evaluation (See Appendix E). In 1995, the City Council adopted a set of criteria which were developed by a citizen advisory committee for evaluating and prioritizing transportation projects. The Transportation Project Evaluation, criteria also known as the ad-hoc criteria (because the committee that formed them was nicknamed the Ad-hoc Committee) were then used in the City's Capital Improvement Program for two years to prioritize all of the proposed transportation projects. After two full CIP prioritization processes, the City Council reconvened the original committee to ascertain whether or not the resulting CIP projects reflected the desired outcome of the committee. After looking at the projects that were being funded in the CIP, the committee concluded that the projects did not provide enough recognition for a school walk routes. As a result, the committee recommended, and the City Council approved, a modification to the criteria in May of 1998; the revised criteria give additional points to sidewalk project proposals on identified school walk routes.



⁷ Concurrency is a system which is intended to insure that auto capacity is built at a rate commensurate with the rate at which auto trips from new development are added.

These modifications were included in the Transportation Project Evaluation process and are used by staff to rate non-motorized projects for placement on the priority list and ultimately in the CIP. Although it was originally developed to rank all types of “non-roadway” projects, the evaluation criteria is now used exclusively for sidewalk project. In addition, the Transportation Project Evaluation was included in the City of Kirkland’s Non-Motorized Plan adopted in 2001 by the City Council.

The system uses six factors to rank projects. Each project may receive up to 100 points:

- **Fiscal – (20 points possible)** What is the City's ability to leverage funding with other sources? Can grants be secured to extend the City's "purchasing" power?**Plan Consistency – (10 points possible)** How does the project compare with existing neighborhood or regional plans?
- **Neighborhood Integrity – (15 points possible)** What are the impacts that this project will have on the neighborhood that it is proposed for?
- **Transportation Connections – (15 points possible)** Will the proposed project fit into the network of the transportation system on a local/regional level? Are there nearby attractions that be served by this proposed project?
- **Multimodal – (20 points possible)** How does this project encourage alternate (non single occupancy vehicle) forms of transportation?
- **Safety – (20 points possible)** What are the existing conditions as compared to the improvements proposed by the project?

Inputs for project scoring include whether or not the proposed project is on a priority 1 or priority 2 route as described in the 2001 non-motorized plan. This factor enters into the scoring of both the Plan Consistency and Transportation Connections categories. As discussed in Section 5 this Plan removes the priority network and evaluates the pedestrian accessibility each street.

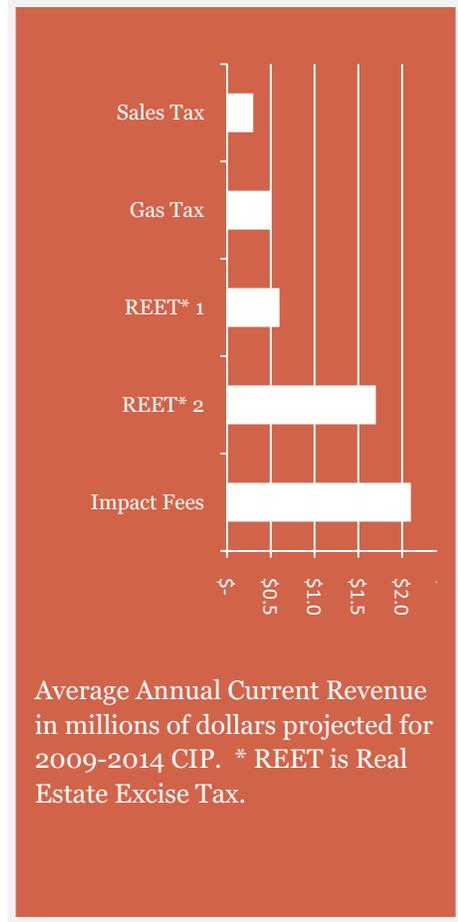


Figure 22 Relationship between previous plans and project evaluation

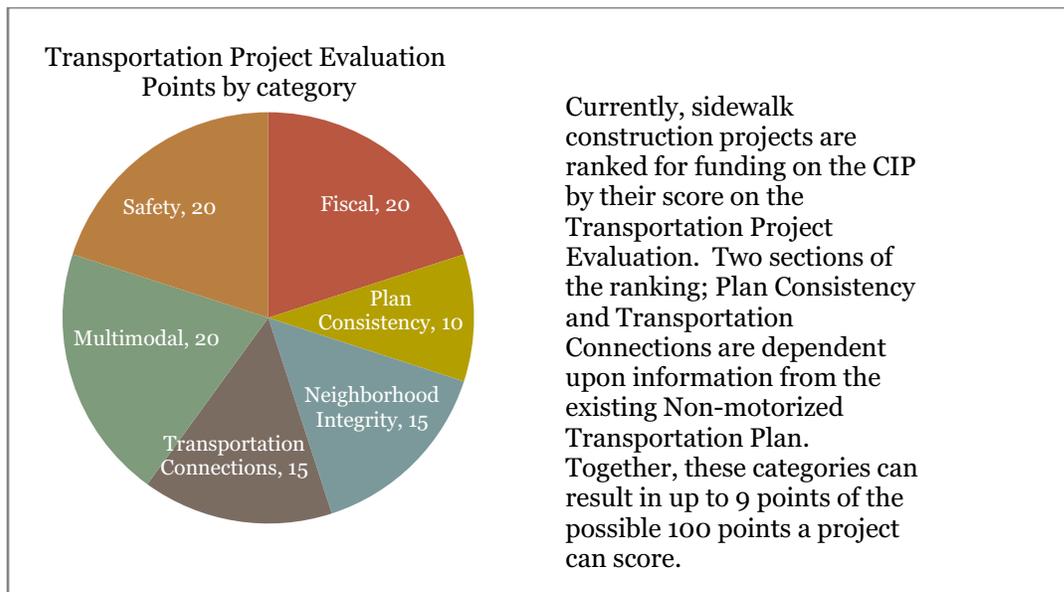
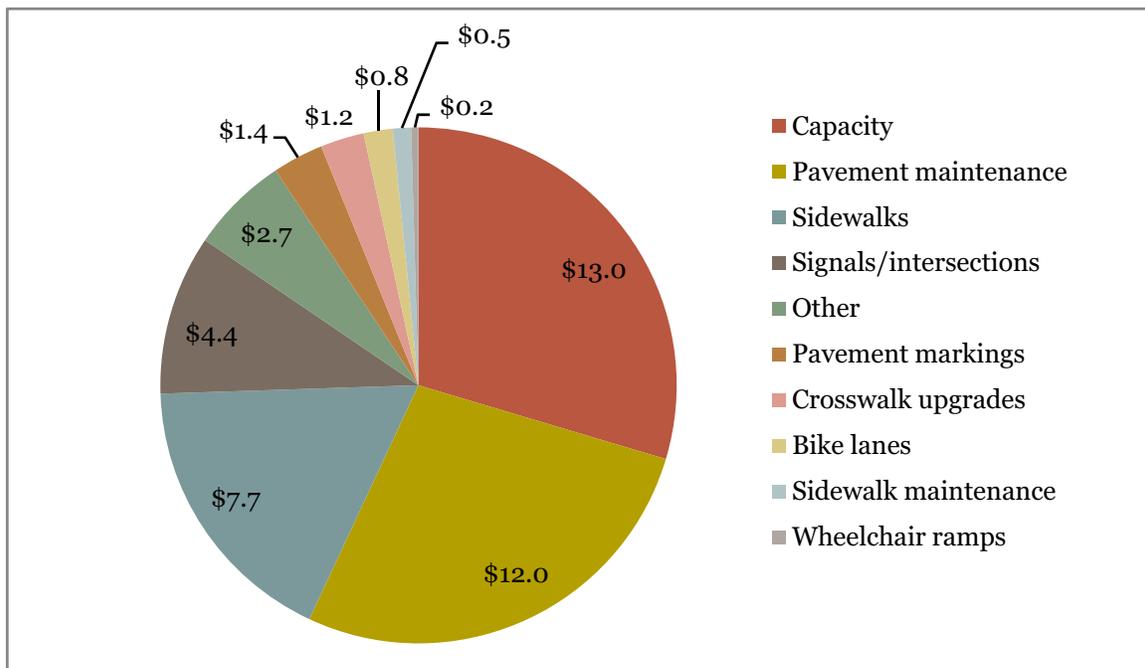


Figure 23 Cumulative CIP spending by transportation project type 1997-2007 (millions of dollars)



OTHER PROJECTS

In addition to projects specifically targeted for pedestrian or bicycle improvements, elements of benefit to walkers and cyclists are constructed through other roadway projects. For example, a street reconstruction project like the one that added a center turn lane on Slater Avenue north of NE 116th Street included bicycle lanes, sidewalks, planter strips, lighting and medians.

Figure 24 Slater Avenue north of NE 116th Street



Whenever a street is scheduled for a pavement overlay, the adjacent sidewalk is evaluated. Sidewalk that needs replacement is replaced and accessible sidewalk ramps are installed (see Table 7). This work is funded from the pavement maintenance budget.

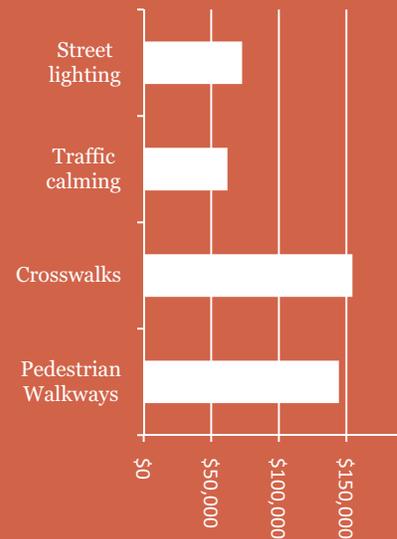
Table 7 Sidewalk and ramps constructed by pavement overlay program

<i>YEAR</i>	<i>Feet of sidewalk (assumes 5' sidewalk)</i>	<i>Number of accessible ramps</i>
2006	2266	47
2007	516	43
2008	461	27

If there is an in-pavement light installation at a crosswalk where pavement is being overlaid, the maintenance program removes and reinstalls the lights after the pavement is repaired.

CIP funding supports a crosswalk improvement program. Recently, funding has been \$70,000 every two years. This funding has been used to improve install in-pavement flashers and overhead signing at uncontrolled crosswalks.

Neighborhood Connection spending for selected project types, 2000-2008



The Neighborhood Connection program enables neighborhood associations to fund projects of their choosing. Each neighborhood gets \$50,000 every 3 years, to spend on projects, neighbors propose projects and vote on them. Some of the most popular projects support pedestrians.

DEVELOPMENT GUIDELINES

Kirkland's Zoning Code and Pre-approved Plans work together to describe when and where and how non-motorized facilities are constructed in Kirkland. The Zoning Code describes *what* improvements must be made and the Pre-Approved Plans describe *how* improvements are to be made. Other sections of the zoning code specify other aspects of street design, for example districts where sidewalk width or planter strip width is required to be greater than usual.

WHERE IS SIDEWALK REQUIRED?

Beginning in about 1985, builders of individual single family homes were not required to construct sidewalk along the frontage of their property. Instead, they signed a promise to fund future construction of the missing sections of sidewalk, called a concomitant agreement. This avoided construction of short "islands" of sidewalk. At the same time, the property owner was responsible for the cost of their sidewalk if the City "called" the concomitant within 15 years of its signing.

In 2000 as the concomitants began to reach their 15 year life, concomitant holders were given the choice to either build the sidewalk or sign a new 15 year agreement. The holders of concomitants felt this was unfair and the City Council agreed. While the issue was being studied, neither new concomitant agreements or new sidewalk was required.

After studying the issue, City Council decided to do away with new concomitants and require builders of individual single family homes to build the sidewalk when the home is built. This new policy took effect in January of 2005.

There are currently 3 cases where sidewalks are not required as a part of new development. The most common case is on dead-end streets less than 300' long. Another case is on local streets in the equestrian overlay area near Bridle Trails State Park. Beginning in 2005, residents could vote to wave the sidewalk requirement on their street. This is the third case where sidewalk may not be required. City approval is required to enter into the voting process. Streets that make key pedestrian connections or that have the potential for a substantial pedestrian trips or that are school walk routes are not eligible for the waiver process. Obtaining a waiver requires approval by a 70% majority of the property owners on the street. This process is detailed in policy R-14 of the Pre-approved plans.

Spending on sidewalks

Over the last 5 years, private development has built 7.4 miles of sidewalk

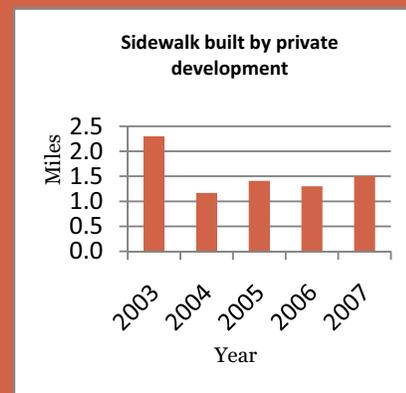


Figure 25 A path (in green) connects the cul-de-sac on the left with the street on the right



CONNECTING PATHS

All new subdivisions are reviewed for possible pedestrian connections. Two cul-de-sacs can be connected by such a path, for example. These connections provide handy short cuts for walkers and cyclists (see Figure 25) and sometimes allow them to avoid busy streets. Sometimes these connections are required in place of road connections. Because the need for connections depends on the context of the location and existing conditions, they are required on a case-by-case basis. The Kirkland Municipal Code authorizes the Public Works Department to require easements to be granted by developers. This same authority also allows the City to require sidewalk along private streets that connect with each other.

STREET WIDTHS

Chapter 110 of the Kirkland Zoning Code *Required Public Improvements* contains standards for how streets and sidewalks are to be developed. Chapter 110 describes street cross-sections and when facilities such as sidewalks and bicycle lanes are to be constructed within the right-of-way.

Local streets are 20', 24' or 28' wide (see Table 9). The width and cross-section elements on arterials and collectors are determined by the Public Works Director. For some streets; NE 132nd Street, NE 85th Street, 120th Avenue NE, 124th Avenue NE and 132nd Avenue NE, cross-sections are established in the Pre-Approved Plans. Other sections of the zoning code specify other aspects of street design, for example districts where sidewalk width or planter strip width is required to be greater than usual.

Recent research⁸ shows that car lanes 10' wide do not have negative safety impacts as compared to wider lanes. Using 10' wide lanes often makes striping bicycle lanes possible on streets that would otherwise not accommodate them. Table 8 shows common sizes for various street elements.

Table 8 A brief guide to street elements

Item	Size	Required
Sidewalks	5' on most streets, 8' or 10' in business districts as identified in the zoning code. 7' on NE 85th Street	Always except on short dead end streets and equestrian zones. Can sometimes be waived by residents on local streets.
Planter strip between curb and sidewalk	4.5' with 5' sidewalks, no planter strips on wider sidewalks. .	Always, but planter strip requirement can be waived or modified if terrain is too steep.
Bicycle lanes	5' wide minimum with curb and gutter, 4' minimum with no curb.	Formerly on 2001 non-motorized transportation plan priority routes, now on bicycle network when auto volume over 5000 vehicles per day.
Parking	6' wide minimum, 7' typical	Case by case. Usually allowed both sides of street
Auto travel lanes	10' wide minimum, 11' typical.	Case by case depending on volume and street function.

⁸ *Relationship of Lane Width to Safety for Urban and Suburban Arterials*, Potts, Harwood, and Richard. Transportation Research Record 2023, Transportation Research Board.

Table 9 Common local street widths

<i>Common local street widths</i>		
<i>Curb face to curb face width</i>	<i>Parking allowed</i>	<i>Common application</i>
20'	Yes, one side only	Shorter, low volume
24	Yes, two sides	Standard
28	Yes, two sides	Higher volume, multi-family applications

Figure 26 Example of an illustration from Chapter 110 of the Kirkland zoning code

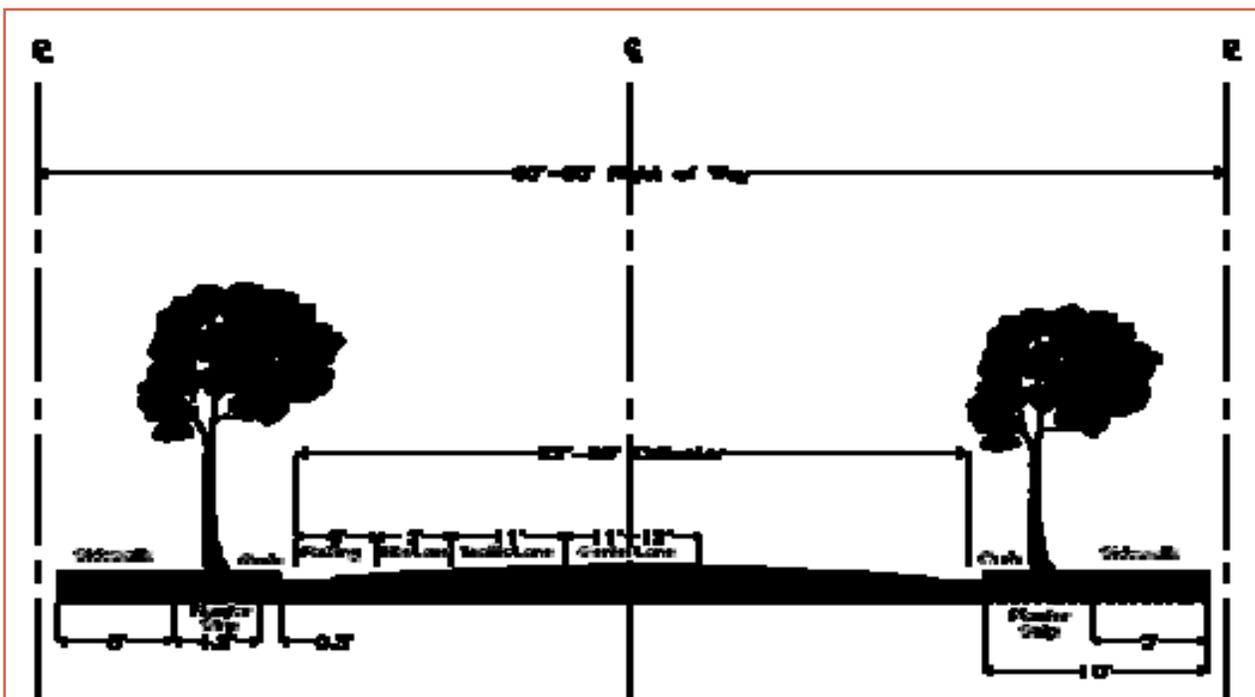
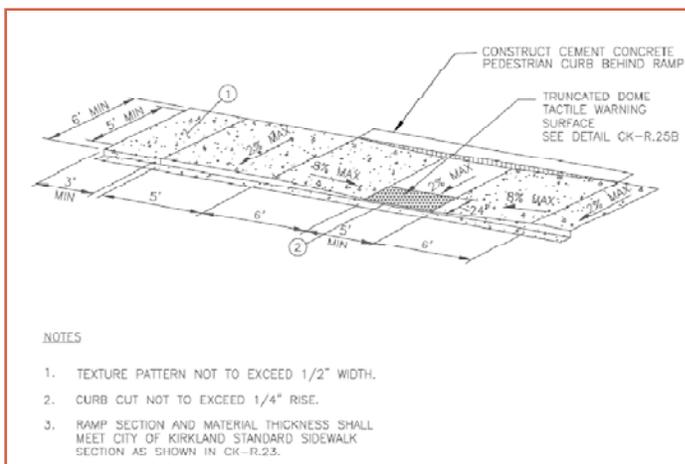


Figure 27 Sample drawing from pre-approved plans showing how to construct a mid block sidewalk ramp



PRE APPROVED PLANS

The City of Kirkland’s Pre-Approved Plans illustrate details of construction projects that are common to many projects. They exist to assure consistency across projects and to make plan preparation easier. The Pre-Approved Plans describe specifications for the placement and construction of items such as, driveway ramps in sidewalks, Street tree wells, curbs and

gutters and street lights. The Pre-Approved plans also contain policies on such items as driveway locations, signing, paving and right-of-way widths. The City's Public Works Department administers the Pre-Approved Plans.

STREET DESIGN GUIDELINES

Design Guidelines for Pedestrian Oriented Business Districts sets forth a series of design guidelines, adopted by Section 3.30 of the Kirkland Municipal Code, that are used by the City in the design review process. The Design Review Board uses these guidelines in association with the Design Regulations of the Kirkland Zoning Code. Figure 28 is a page from the Design Guidelines that illustrates its contents.

CROSSWALK REVIEW

As a result of the 2003 study of crosswalk safety the following principles were developed for establishment of crosswalks.

1. The North Carolina ranking system is valid. Therefore, all other things being equal, crosswalks are improved in the order: N then P then C. Within a particular category, crosswalks are ranked for improvement by traffic volume, then by number of lanes and then by speed limit. No ped crossings are placed on routes with vehicular volumes of greater than 30,000 without a signal.
2. Crosswalks that have any pedestrian crashes in the past 5 years and 3 or more crashes in the past 10 years are a crash problem and rate higher for removal or for improvement.
3. All other things being equal, crosswalks that make connections to routes on the pedestrian network as described in the Non-Motorized Plan should be considered for improvement first.
4. School crosswalks are only on accepted school walk routes. SN, SP and SC crosswalks are treated as non-school N, P and C crosswalks respectively. Favor improvements on school routes.
5. Improved Crosswalk spacing on arterials of 1200' or less is desirable and a general minimum is 400'.
6. Lighting at crosswalks should be analyzed and a plan for improvement should be developed independent of other improvements.
7. Basic improvements beyond lighting are applied in the order 1) islands 2) flashing crosswalks 3) overhead signs 4) signals (half, full, etc).
8. All N rated crosswalks should have at least an island. If an island is not feasible, the crosswalks should be seriously considered for removal. Only if removal is not feasible should improvements other than an island be considered first.
9. Removal is an option if technical and non-technical factors are met.
10. Warrants for Pedestrian signals are driven by gaps, not necessarily by the MUTCD volume warrants.

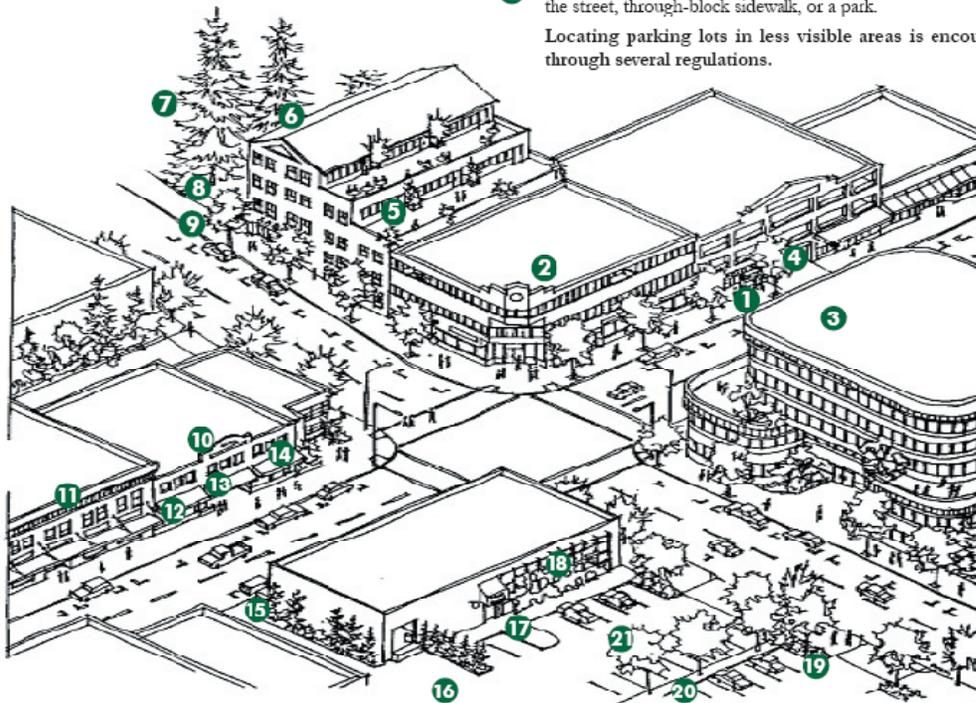
Figure 28 Page 2 of the Design Guidelines for pedestrian oriented business districts

Kirkland Design Guidelines

The drawing below illustrates many of the design Guidelines described in this appendix

- 1 Pedestrian plazas and places for vendors encouraged through several regulations.
 - 2 Buildings on corner lots may be required to incorporate an architectural or pedestrian-oriented feature at the corner. Many options are possible including plazas, artwork, turrets, curved corners, etc.
- Special architectural requirements placed on use of concrete block and metal siding
- 3 "Architectural scale" requirements direct large buildings to fit more comfortably with neighboring development. This example employs building setbacks, decks, curved surfaces, and recessed entries to reduce appearance of building mass.
 - 4 Parking garages on pedestrian-oriented streets or through-block sidewalks may incorporate pedestrian-oriented uses or pedestrian-oriented space into front facades.
- Street trees required along certain streets.
- 5 Human scale features such as balconies or decks, bay windows, covered entries, gable or hipped rooflines, multiple paned windows, or pedestrian-oriented space may be required.
 - 6 More flexible method of measuring building height on slopes.
 - 7 New policies regarding tree protection and enhancement of wooded slopes. Standards for size, quantity, quality, and maintenance of landscape plant materials are set by the Zoning Code.

- 8 Standards for size, quantity, quality, and maintenance of landscape plant materials are set by the Zoning Code.
 - 9 Standards are set for pathway width, pavement, lighting, and site features on required major pathways and public properties.
 - 10 A building cornerstone or plaque may be required.
 - 11 Covering up existing masonry or details with synthetic materials is restricted.
 - 12 Ground story facades of buildings on pedestrian-oriented streets or adjacent to parks may be required to feature display windows, artwork, or pedestrian-oriented space.
 - 13 Pedestrian weather protection required on pedestrian-oriented streets.
 - 14 Architectural detail elements such as decorative or special windows, doors, railings, grillwork, lighting, trellises, pavements, materials, or artwork to add visual interest may be required.
- Size of parking lots abutting pedestrian-oriented streets may be restricted.
- 15 Quantity and locations of driveways are regulated.
 - 16 Visible service areas and loading docks must be screened.
 - 17 Provision for pedestrian circulation is required in large parking lots.
 - 18 Blank walls near streets or adjacent to through-block sidewalks must be treated with landscaping, artwork or other treatment.
 - 19 Screening of parking lots near streets is required.
 - 20 Standards for curbs, signing, lighting, and equipment are set for parking lots.
 - 21 Internal landscaping is required on large parking lots visible from the street, through-block sidewalk, or a park.
- Locating parking lots in less visible areas is encouraged through several regulations.



PEDESTRIAN AND CYCLIST COUNTS

In late September and early October of 2008, the Washington State Department of Transportation contracted with the Cascade Bicycle Club to count the number of pedestrians and cyclists throughout Washington. The Washington Department of Transportation (WSDOT) Bicycle and Pedestrian Documentation Project is a statewide effort sponsored by WSDOT, conducted in conjunction with the National Bicycle and Pedestrian Documentation Project. Six locations in Kirkland were included in the survey, which was performed by volunteers (see Table 10). This data should be replicated and improved upon in future years as noted in Goal G2.

Table 10 Cyclist and Pedestrian counts, fall 2008

Site	date	Cyclists heading					Pedestrians heading				
		North	South	East	West	Total	North	South	East	West	Total
AM											
1	9/30	5	12	8	0	26	6	20	33	33	92
2	No Data										
3	9/30	2	7	0	0	12	0	1	0	0	1
4	10/1	0	0	10	8	22	0	0	17	14	31
5	9/30	0	0	11	7	23	0	0	20	4	24
6	10/2	0	0	8	4	18	0	0	5	17	22
PM											
1	10/2	7	4	0	2	14	26	14	9	21	70
2	10/2	36	21	0	0	59	58	55	0	0	113
3	No Data										
4	10/1	0	0	5	5	14	0	0	16	6	22
5	No Data										
6	10/2	1	5	3	5	20	6	3	5	9	23

Site 1 -100th Avenue NE South of NE 132nd Street

Site 2 -Market Street north of Central Way

Site 3 -116th Avenue NE north of Kirkland/Bellevue city limit (south of NE 41st street)

Site 4 -NE 70th Street west of 122nd Avenue NE

Site 5 -NE 100th Street on pedestrian/bicycle bridge over I-405

Site 6 -NE 116th Street west of 124th Avenue NE

AM count periods 7:00-9:00, PM count period 4:00-6:00. PM at Site 6, 5:30-6:30

WASHINGTON STATE DEPARTMENT OF TRANSPORTATION PLAN

The Washington State Department of Transportation recently completed an update to the state Bicycle Facilities and Pedestrian Walkways Plan. State law (RCW 47.06.100) calls for the Washington State Bicycle Facilities and Pedestrian Walkways Plan to include strategies for: improving connections, increasing coordination, and reducing traffic congestion. It also calls for an assessment of statewide bicycle and pedestrian transportation needs.

Because I-405 is the only route in Kirkland which is maintained by the State, the major impact of state projects in Kirkland is at interchanges with I-405. These interchanges are important because they are some of the most difficult locations for biking and walking in Kirkland. Funding for these projects is not driven by needs for pedestrian and bicycle facilities, but updated bicycle and pedestrian facilities are included when they are built. There is currently a funded plan to complete the reconstruction of the NE 116th interchange and to add a new interchange at NE 132nd Street. Both of these project will improve facilities for walking and biking in the vicinity of those interchanges.

TRAFFIC CONTROL DURING CONSTRUCTION

Traffic control for pedestrians and cyclists is an important part of traffic control through work zones. The level of the control depends on several factors. One is the functional classification of the road on which work is being performed. Arterials require the highest level of planning and control. Higher volume collectors require more concern than do low volume collectors and local streets. The level of pedestrian and cyclist use is also a factor that determines the sophistication necessary in a traffic control plan. Finally, the duration of the construction is also factored into work zone planning; short duration work does not require as much as longer term projects do. The *Manual on Uniform Traffic Control Devices*⁹ serves as a guide for designing work zone traffic control.

OTHER PROGRAMS

POLICE DEPARTMENT PEDESTRIAN STINGS

Police crosswalk stings are targeted at drivers that violate crosswalk laws. A police officer dressed in plain clothes enters the crosswalk when drivers are far enough from the crosswalk to have adequate stopping distance and notice. If drivers do not stop for the crossing officer, other officers on motorcycles are positioned so that they can easily stop and cite the offending motorist. The Kirkland police department runs stings several times a year.

7 HILLS OF KIRKLAND

Seven hills of Kirkland is a cycling event which raises funds for Kirkland Interfaith Transitions in Housing. It begins and ends in Marina Park and draws over 1000 cyclists to Kirkland each Memorial Day. The route includes portions of Market Street, Lake Washington Boulevard, NE 70th Street and 116th Avenue NE.

⁹ <http://mutcd.fhwa.dot.gov/>

WALK YOUR CHILD TO SCHOOL WEEK

Each fall, the Kirkland Public Works Department sponsors Walk Your Child to School Week. Kirkland is part of the nationwide event¹⁰ aimed at encouraging children to try walking to school and recognize those who walk year-round. Each elementary school organizes their own events, and one day during the week, hosts city elected officials and staff to help celebrate walking to school.

Figure 29 Walk your child to school week at AG Bell School



BIKE TO WORK MONTH

The Cascade bicycle club sponsors Bike to Work Month each May. One Friday of the month is designated as Bike to Work Day, and commuter stations are set up all over the region, including at Marina Park in Kirkland. The Kirkland station is manned by City of Kirkland staff, at least one interested citizen and a technician from a local bicycle shop. Snacks and prizes furnished by Cascade are distributed to riders who choose to stop. In 2008, over 200 cyclists visited the Kirkland station.

ACTIVE LIVING TASK FORCE

The Active Living Task Force (ALTF), created in 2007, is comprised of residents, representatives from community agencies and local businesses, along with City staff. The vision for ALTF is community design, services and programs to enhance our quality of life by making it safe, enjoyable and easy for everyone to be physically active in their daily lives. Their mission is to advise Kirkland policy makers, advocate and provide support for local strategies aimed at promoting community-enriched physical activity as an integral part of everyone's daily life.

SENIOR STEPPERS

The Kirkland Parks and Community Services Department operates the Senior Steppers program. The program was developed to encourage otherwise sedentary adults age 50+ to walk regularly for fun and fitness. Each year 170-200 participants register to walk with the "Kirkland Steppers". They range in ability from long-time walkers to those who are just beginning to seek regular exercise and in age from 48 to 96. Walkers are given a bright fluorescent program t-shirt and on any given Tuesday and Thursday through the summer a sea of brightly clad walkers roam the streets of downtown Kirkland and neighborhood parks. Many of the walkers continue to walk together throughout the year, rain or shine.

Figure 30 Senior Steppers

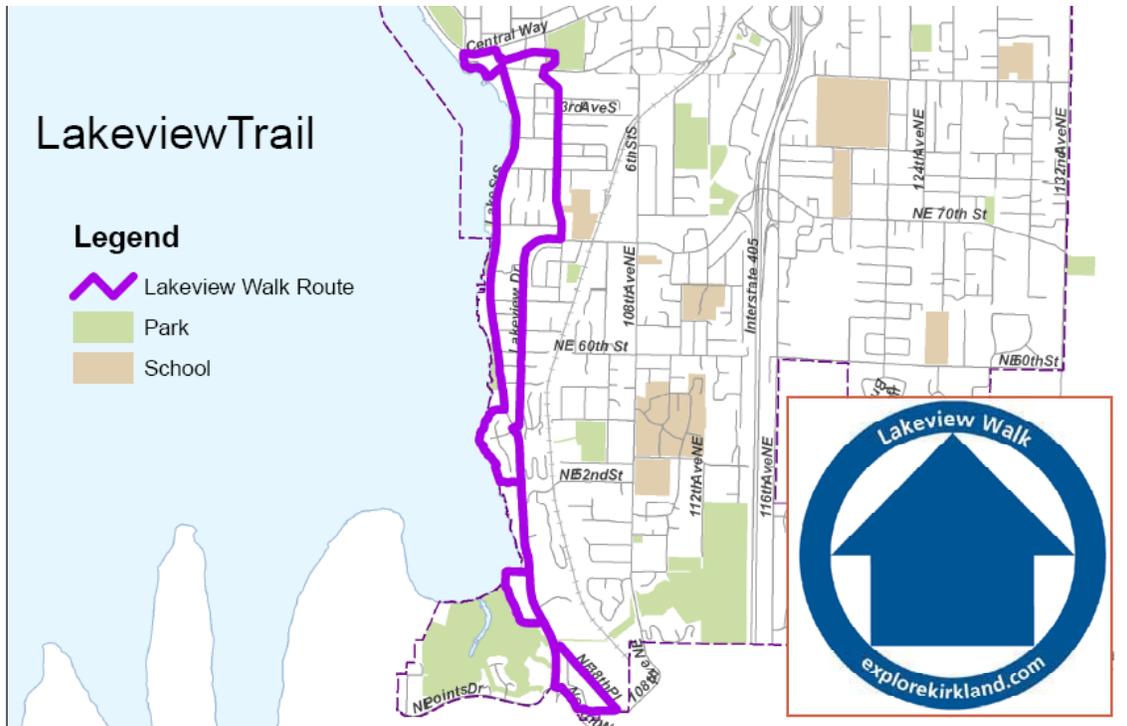


¹⁰ <http://www.walktoschool.org/>

PEDESTRIAN WAYFINDING ARROWS

The Lakeview walk is a signed route that forms a loop in the southwest area of Kirkland (see Map 14). It passes along the lakeshore and in the Lakeview neighborhood from the city's southern boundary to downtown. Wayfinding arrows direct pedestrians along the route. The route was designed by the Interlaken Trailblazers Volkssport Club (www.ava.org) and is also a Volksmarch walk. Additional walks with similar wayfinding are planned for other parts of the city.

Map 14 The Lakeview walk route. Special signs (lower right) guide walkers along the route



CTR PROGRAMS

The State of Washington's CTR law requires large employers to institute programs to encourage employees to walk, bicycle and use the bus to get to work. At any given time there are between 10 and 20 such employers in Kirkland. Some employers offer cash payments to those who walk or bicycle and some have less generous benefits. The City of Kirkland contracts with King County Metro Transit to support CTR employers in Kirkland. Metro fills this role with other cities as well, and has access to a wide range of resources to draw upon.

TRAFFIC CALMING

In 1993, Kirkland started a formal program for neighborhood traffic control. In response to citizen requests and with the support of neighbors, traffic control devices such as speed cushions, chokers and

small traffic circles have been built in almost every neighborhood. Although pedestrians have widely supported traffic calming, some cyclists have reported difficulty with certain types of traffic control devices. The main complaint is that the devices force cars into space normally occupied by cyclists. Traffic calming devices are located on low volume streets, and the reduced speed of cars is helpful to cyclists.

Figure 31 Traffic calming devices in neighborhoods slow traffic but sometimes require cyclists and drivers compete for the



COMPLETE STREETS ORDINANCE

At the prompting of the Cascade Bicycle Club, the City of Kirkland enacted Washington's first Complete Streets ordinance in September 2006. The City Council asked the Transportation Commission to develop an ordinance for Council's consideration. After a brief period of working with the bicycle club, an ordinance satisfactory to all was proposed by the Commission and passed enthusiastically by City Council. Passage of the ordinance did not result in major changes in the way projects were designed and constructed because the City of Kirkland has been using a complete streets approach for a number of years. However, codification of this commitment is helpful to further institutionalized consideration of all users.

STAFFING

THE TRANSPORTATION COMMISSION

The Transportation Commission is one of the several Boards and Commissions that is appointed by the City Council. The Transportation Commission is unique because its bylaws specifically call for appointment of transportation experts to some of the board positions. Seven commissioners serve 4 year terms. The Commission also has a youth member that serves a 2 year term. The Commission usually meets once a month and deals mostly with transportation policy issues.

Complete Streets

Section 19.08.055 of the Kirkland Municipal Code is Kirkland's "complete streets" ordinance.

- (1) Bicycle and pedestrian ways shall be accommodated in the planning, development and construction of transportation facilities, including the incorporation of such ways into transportation plans and programs.
- (2) Notwithstanding that provision of subsection (1) of this section, 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 no identified need;
 - (d) Where the establishment would violate comprehensive plan policies; or
 - (e) In instances where a documented exception is granted by the public works director. (Ord. 4061 § 1, 2006)

PUBLIC WORKS DEPARTMENT

Staffing for walking and cycling programs is a responsibility shared in part by every City Department. Most programs are coordinated by the Public Works Department including design, construction, operation and maintenance of walking and cycling facilities.

KIRKLAND WALKS TEAM

The Kirkland Walks team was formed in 2007 and is made up of representatives from the Police, Parks, Public Works, Information Technology and City Manager's Departments. The purpose of the team is to develop programs to increase pedestrian safety. Members of the group have worked together to produce several videos that run on Kirkland's community television channel. Each of the videos has won one or more awards.

INTERAGENCY PARTNERSHIPS

The City of Kirkland has good communications with its neighboring jurisdictions on matters of cycling and pedestrian planning. Representatives from Kirkland, Redmond and Bellevue held joint meetings to coordinate development of their non-motorized transportation plans. The three cities regularly confer on regional transportation issues such as construction and operation of I-405 and SR 520.

SECTION 4: ONLINE SURVEY RESULTS

In the summer of 2007, online surveys were conducted as a part of the development of this plan. The survey was not intended to be a statistically valid. Instead, it was to take the place of the normal open house where only a small number of participants might be able to take part. Two surveys were available, one for pedestrians and one for cyclists. Respondents indicated their top three attributes for prioritizing construction of new facilities. They were also asked how often they cycled and walked by purpose. By asking questions about the best and worst places to walk and cycle, information about preferences and needs for improvement were obtained. This information is described below. More details about the survey are located in Appendix A.

PEDESTRIAN SURVEY

In the pedestrian survey respondents were asked:

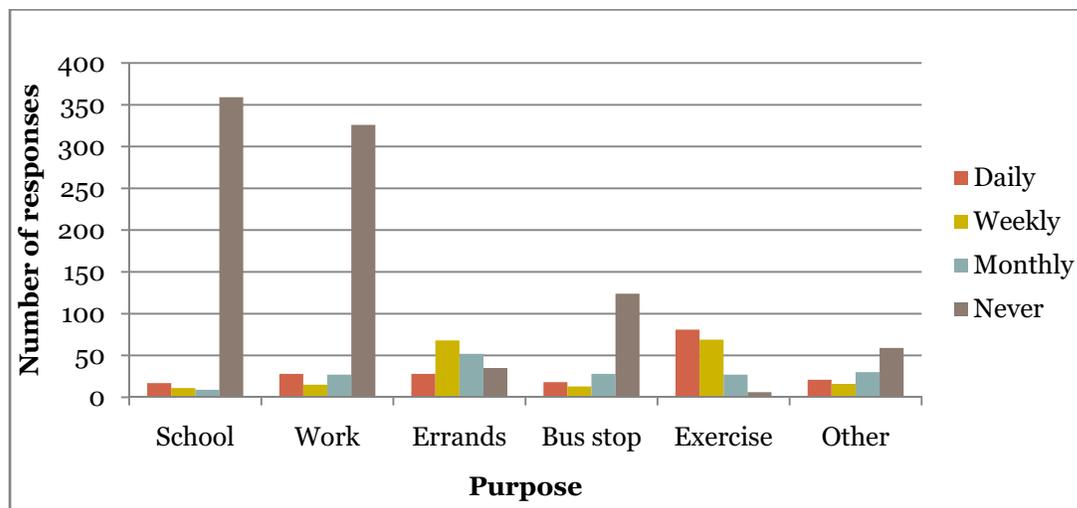
How often do you walk/run in Kirkland? For each purpose below indicate the frequency that BEST describes how often you walk. Here are some examples: if you do an activity on weekdays only, choose daily. If you do an activity 3 times a month, choose monthly. If you do an activity once or twice a week, choose weekly.

Respondents were asked to select *daily*, *weekly*, *monthly* or *never* for each of the following walking trip types:

- all the way to school
- all the way to work
- to run errands like shopping, etc.
- to the bus stop for work or school
- for exercise/fitness/pleasure
- other

Results for this question are shown in Figure 32. Among those who responded to the survey, Exercise/fitness/pleasure is by far the most common trip type. Note that walking to perform errands is also an important trip type for survey respondents.

Figure 32 Frequency of walking trip by purpose as reported by survey respondents



Those responding to the walking survey were also asked:

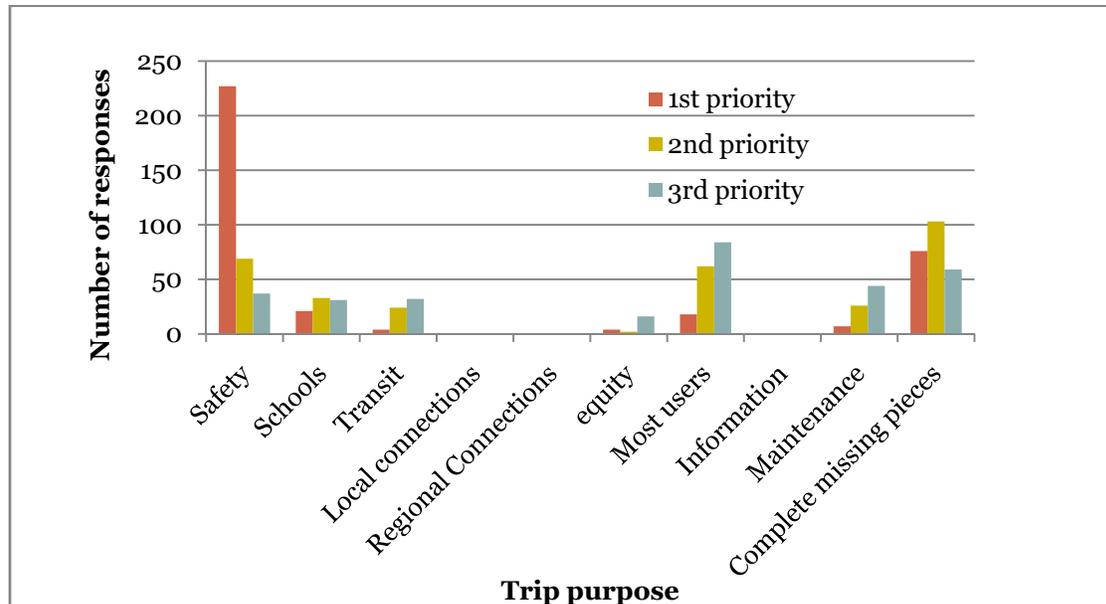
What factors should be used to prioritize construction of pedestrian improvement projects? Indicate how highly each factor should rank when determining funding priorities

A list of possible choices was shown in a drop down menu for each of the first, second and third highest priorities. The choices for priorities were explained in the survey as:

- **Safety** - Address locations where crashes have occurred. This includes street lighting improvements.
- **Complete missing pieces** - Create longer continuous walkways
- **Most users** - Build facilities that will serve the most users
- **Connections** - Facilitate pedestrian travel to shopping, restaurants and other services
- **Equity** - Spend similarly in various neighborhoods
- **Transit** - Increase easy walking access to Metro bus stops
- **Schools** - Build projects near schools and that access school bus stops
- **Maintenance** - Maintain existing pedestrian facilities

Figure 33 shows that by far safety is the most important criteria by which projects should be ranked. Respondents also felt strongly about constructing projects that fill in gaps in the sidewalk, and the criteria with the highest number of votes for the third priority was projects that serve the most users.

Figure 33 Priorities for selecting criteria by which pedestrian improvement construction projects should be evaluated



For the optional question

Where are the most problematic locations for walking in Kirkland? Be as specific as possible.

Figure 34 shows the major categories respondents chose to answer this question. These responses when looked at in combination with responses in Figure 35 to the question:

Tell us more about anything that would make walking in Kirkland easier for you. Subjects could include:

- *Any walking/running issues you've always wanted to comment about.*
- *Questions or comments about walking facilities or programs.*
- *Things that you've seen elsewhere that you would like to see in Kirkland.*

Show that general concerns about sidewalks and crosswalks in a variety of areas are of most concern to pedestrians. In general there was a strong desire for more sidewalks in all areas of the city. Other areas where there were a group of similar concerns included:

- The intersection of NE 116th Street/Juanita Drive and 98th Avenue NE
- Crossings of I-405 on NE 85th Street and NE 124th Street.
- Clearing of obstructions such as trees and leaves on sidewalks
- Policy for requiring construction of sidewalk along street frontages of new homes.

Figure 34 Responses to the question: Where are the most problematic locations for walking in Kirkland? Sorted by major category

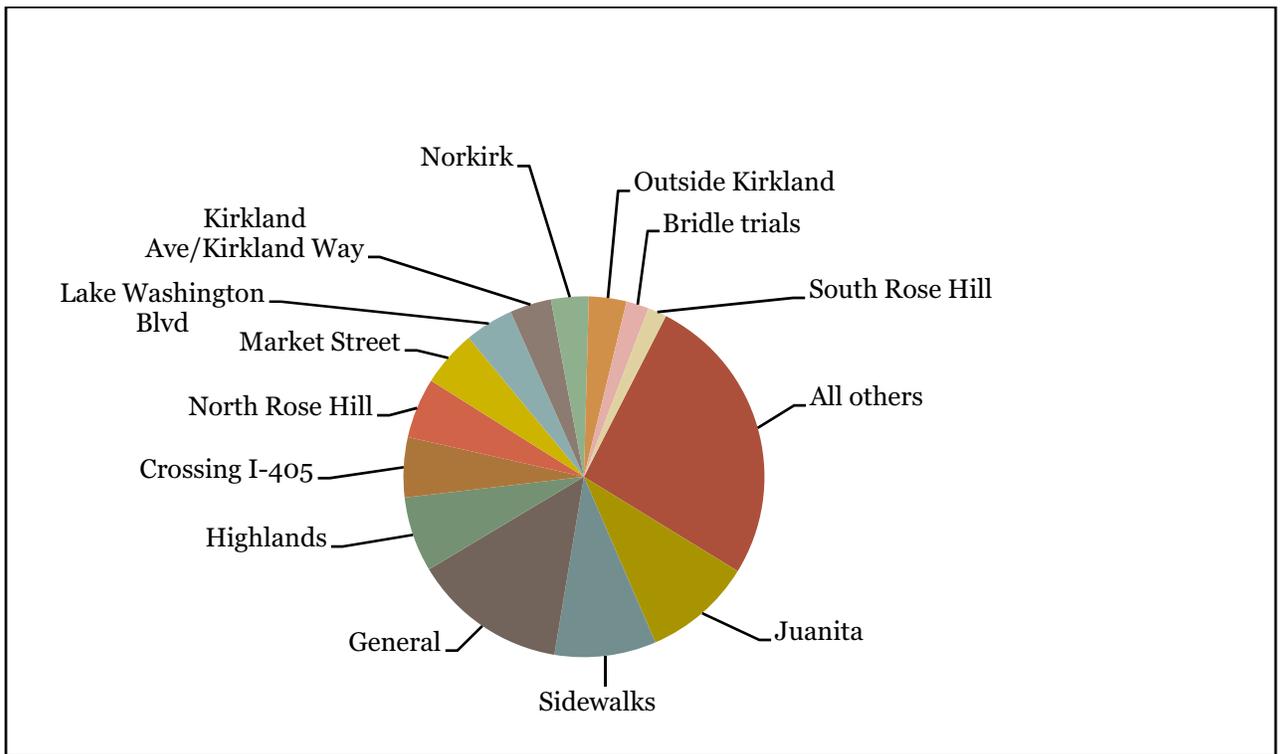
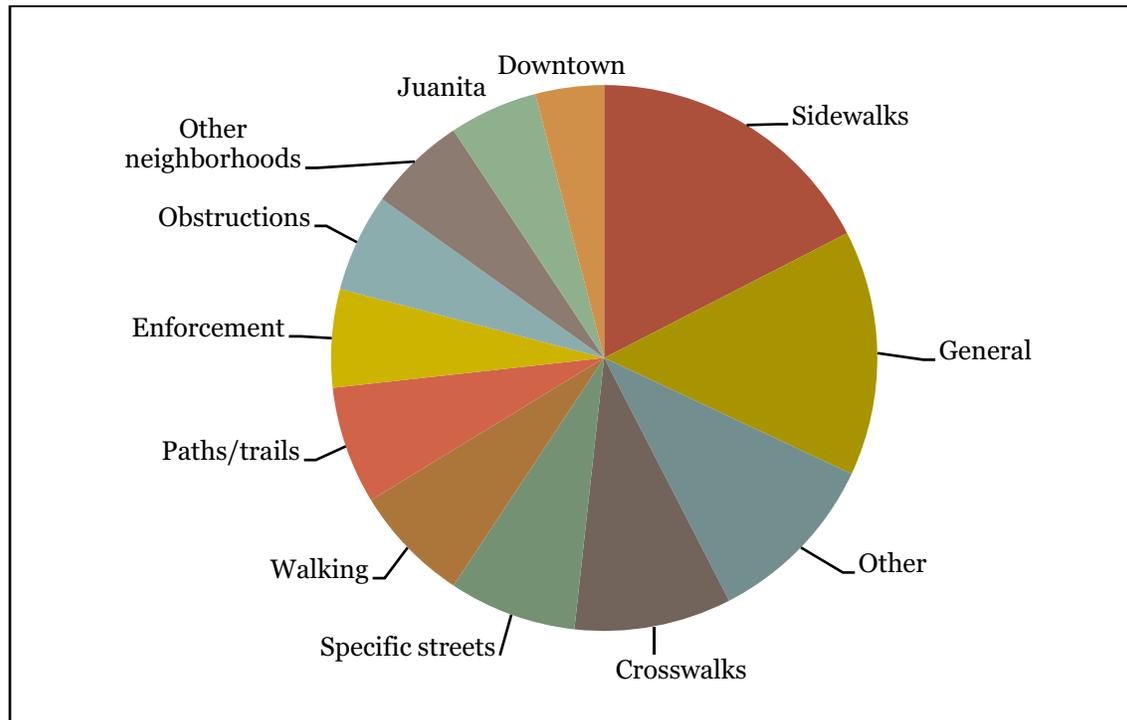


Figure 35 Responses to the question: Tell us more about anything that would make walking in Kirkland easier?



Responses to the question:

Where is an excellent location for walking in Kirkland? Be as specific as possible

Were the clearest of any of the questions asked. Combining the number of responses choosing the Lakefront, downtown and Parks accounts for over 60% of the total responses as shown in Figure 36.

As mentioned earlier, the on-line survey was not intended to be a statistically valid but to serve as an option to an open house with the hope that access would be greater. As can be seen in Figure 37, about twice as many women responded to the pedestrian survey as did men. Statistically valid surveys show that nationally, women and men make walking trips at about the same rate. Relative to national statistics¹¹, respondents to the survey fall disproportionately in the 30-49 year old age group. Nationally, about the same amount of walking takes place among all ages from 16 to 64.

The results of the survey shaped the prioritization system for sidewalk construction projects as well as the programmatic elements of the plan. Prioritization is discussed further in section 5.

¹¹ National survey of Bicyclist and Pedestrian Attitudes and Behavior, Volume 1 Summary Report, August 2008, National Highway Traffic Safety Administration.

Figure 36 Responses to the question: Where is an excellent location for walking in Kirkland? Grouped by location.

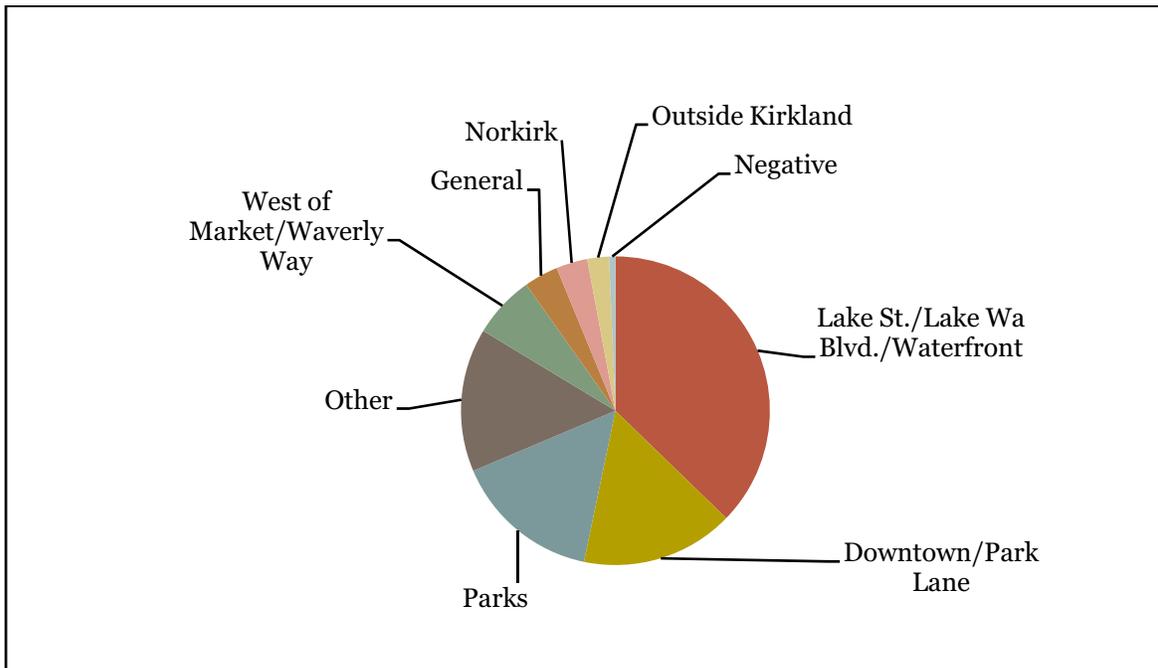
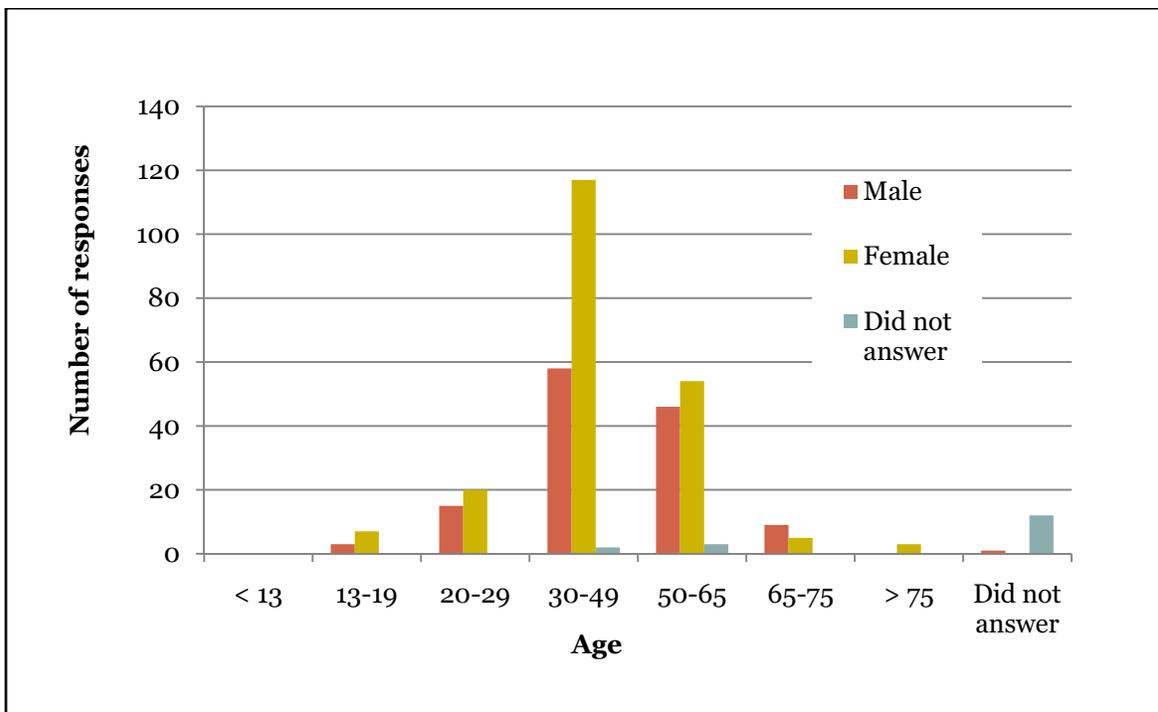


Figure 37 Age and gender of respondents to the pedestrian survey



CYCLIST SURVEY RESULTS

In the bicycle survey respondents were asked:

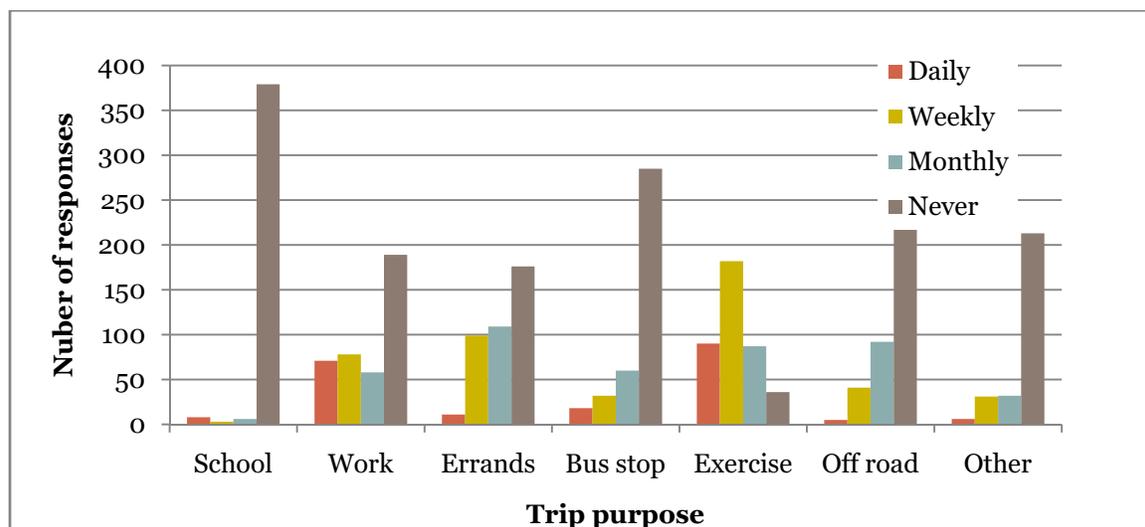
How often do you bicycle in Kirkland? For each purpose below indicate the frequency that BEST describes how often you bicycle. Here are some examples: if you do an activity on weekdays only, choose daily. If you do an activity 3 times a month, choose monthly. If you do an activity once or twice a week, choose weekly.

Respondents were asked to select *daily*, *weekly*, *monthly* or *never* for each of the following walking trip types:

- all the way to school
- all the way to work
- to run errands like shopping, etc.
- to the bus stop for work or school
- for exercise/fitness/pleasure
- Mountain bike/off road
- other

Results for this question are shown in Figure 38. Respondents indicated that exercise, errands and work are the most important trip types. This suggests a need for both local access for errands and regional access for longer work and exercise trips.

Figure 38 Frequency of bicycling trip by purpose as reported by survey respondents



Those responding to the bicycle survey were also asked:

What factors should be used to prioritize construction of bicycle improvement projects? Indicate how highly each factor should rank when determining funding priorities

A list of possible choices was shown in a drop down menu for each of the first, second and third highest priorities. The choices for priorities were explained in the survey as:

- **Safety** - Address locations where crashes have occurred. This includes projects that improve lighting.

- **Regional Connections** - Projects that connect to regional trails/other cities **Most users** - Build facilities that will serve the most users
- **Local Connections** - Connect to shopping, restaurants, other services
- **Equity** - Spend similarly in various neighborhoods
- **Transit** - Increase easy bicycle access to Metro bus stops
- **Schools** - Build projects near schools and that access school bus stops
- **Information** - Mark bicycle routes and add other information like distances to key destinations
- **Maintenance** - Maintain existing bicycle facilities

Figure 39 shows that, by far, safety is the most important criteria by which projects should be ranked. Respondents also felt strongly about completing connections, with regional connections more important than local connections. Judging from the responses to the question about things that can be done to make biking easier (Figure 41) maintenance concerns center on sweeping bicycle lanes and making sure that bicycles can activate traffic signals.

Figure 39 Priorities for selecting criteria by which bicycle improvement construction projects should be evaluated

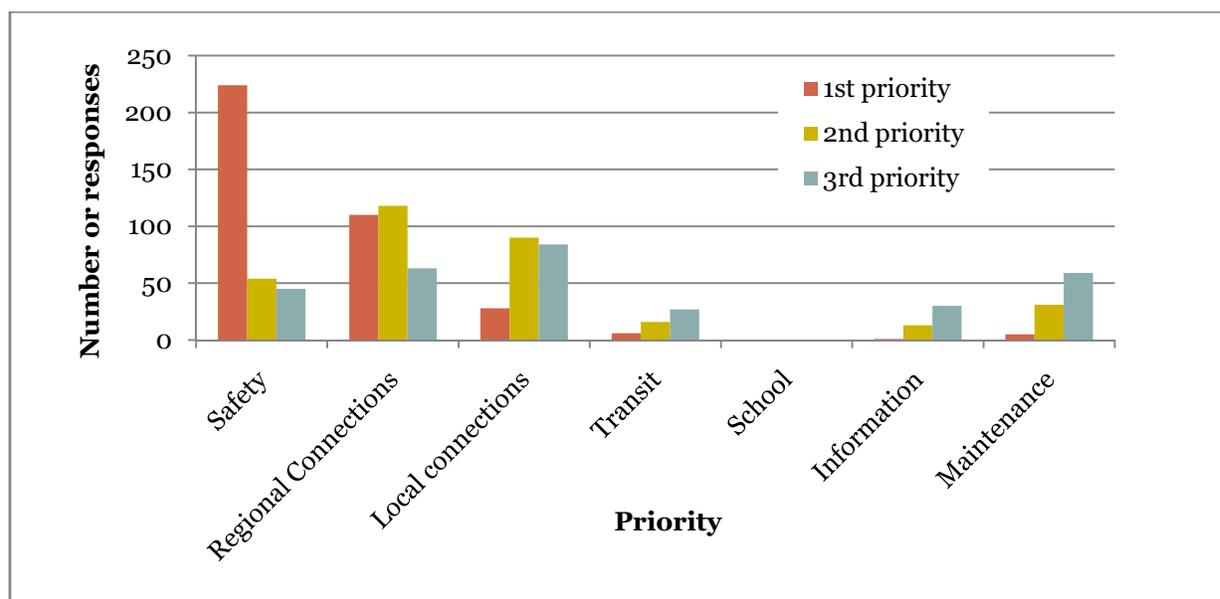


Figure 40 shows the major categories respondents chose to answer the optional question:

Where are the most problematic locations for biking in Kirkland? Be as specific as possible.

The high volume, higher speed, multilane streets NE 85th Street, NE 124th Street (along with their crossings of I-405) and the section of 100th Avenue NE north of NE 124th Street were, not surprisingly, all cited as locations where cycling is difficult. Lake Street between downtown and NE 60th Street was also mentioned fairly frequently, but bike lanes were striped on this section in the fall of 2008.

As illustrated in Figure 41, when cyclists responded to the question:

Tell us more about anything that would make biking in Kirkland easier for you. Subjects could include:

- Any bicycling issues you've always wanted to comment about.
- Questions or comments about bicycle facilities or programs.
- Things that you've seen elsewhere that you would like to see in Kirkland.

The single largest response was for additional bike parking, particularly in downtown Kirkland. There was also support for more bike lanes and for paths that are separated from traffic. The two main maintenance items were additional sweeping of bike lanes and marking traffic signals to be more easily activated by cyclists. Traffic speed and volume represents a small fraction of the problem areas, but when combined with the responses to problem locations, its clearer that traffic speed and volume are major contributors to cyclist dissatisfaction.

Figure 40 Responses to the question: Where are the most problematic locations for biking in Kirkland? Sorted by major category

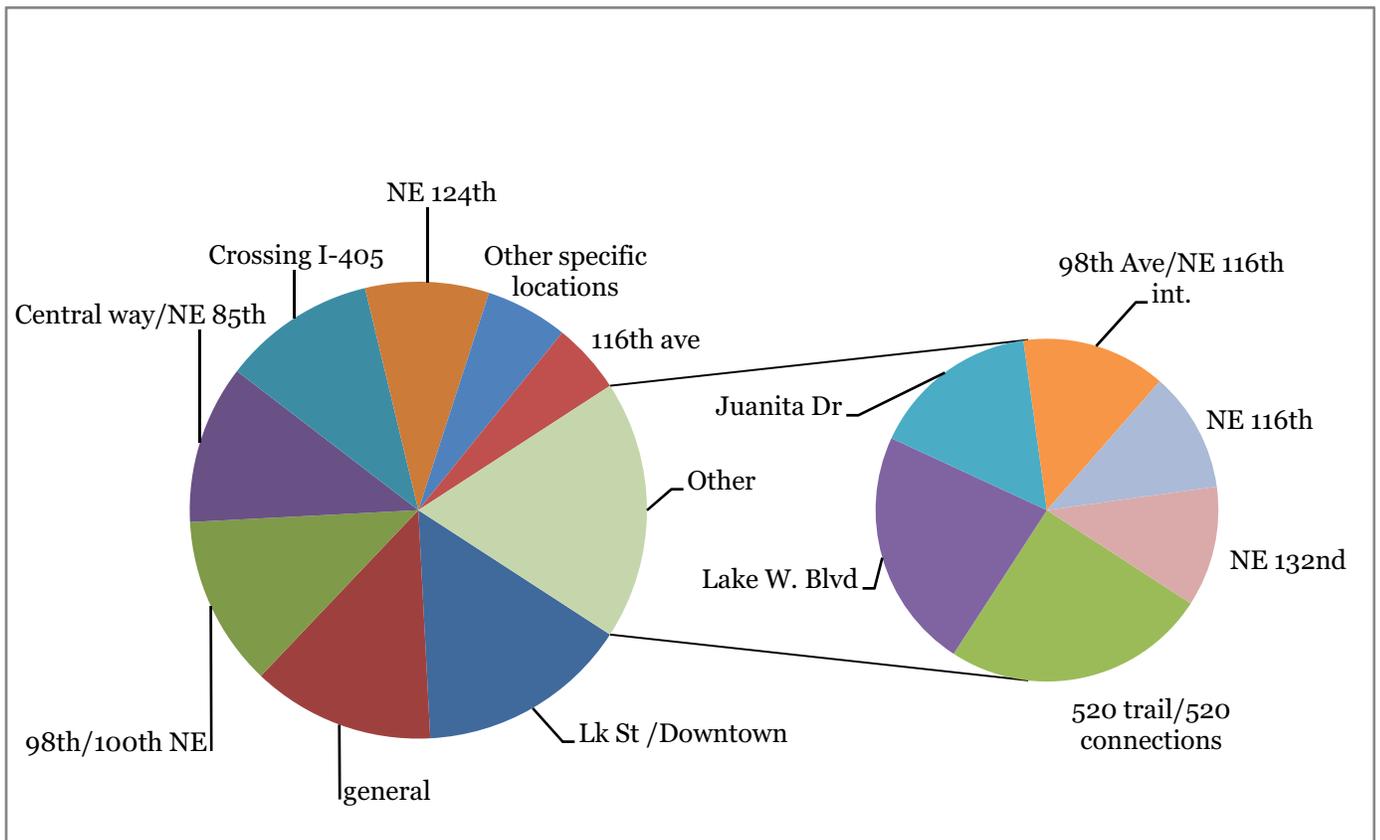


Figure 41 Responses to the question: Tell us more about anything that would make biking in Kirkland easier? sorted by group

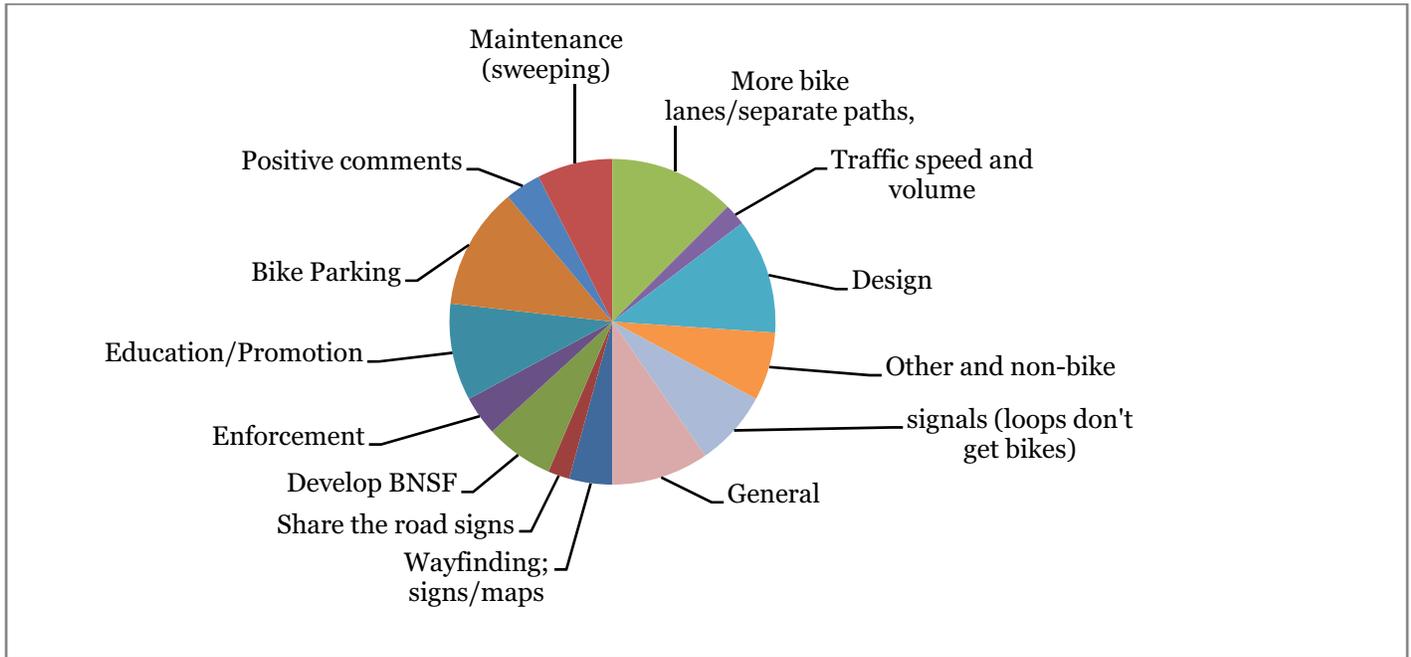
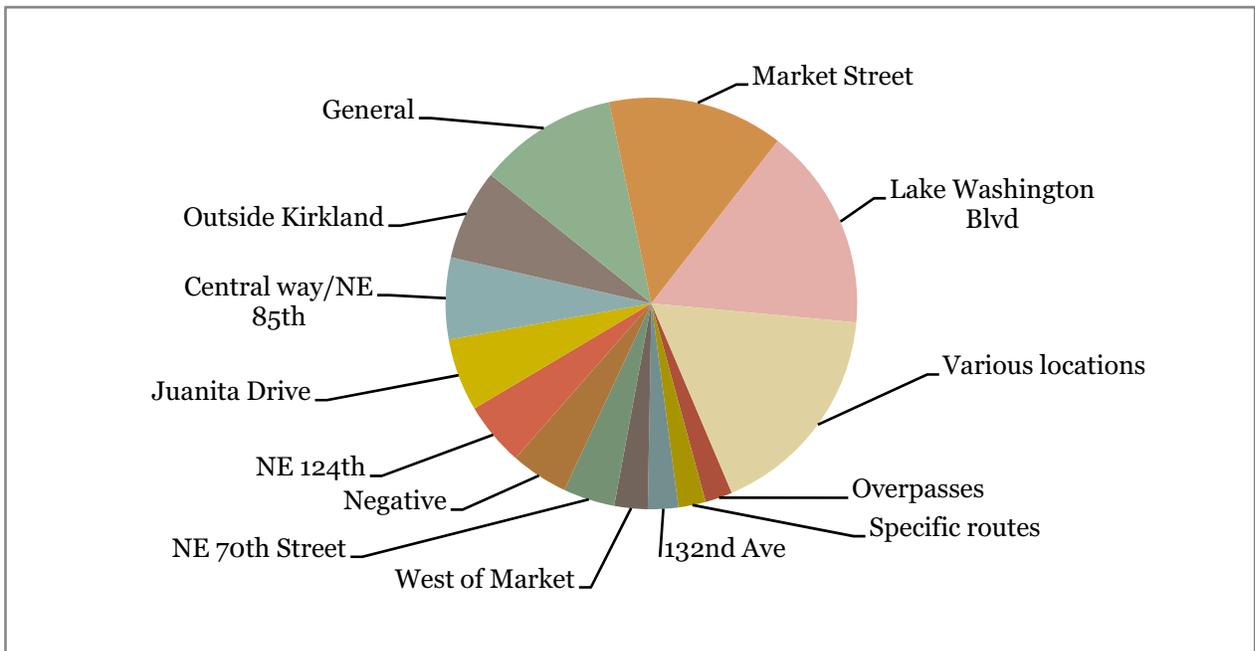


Figure 42 shows that responses to the question:

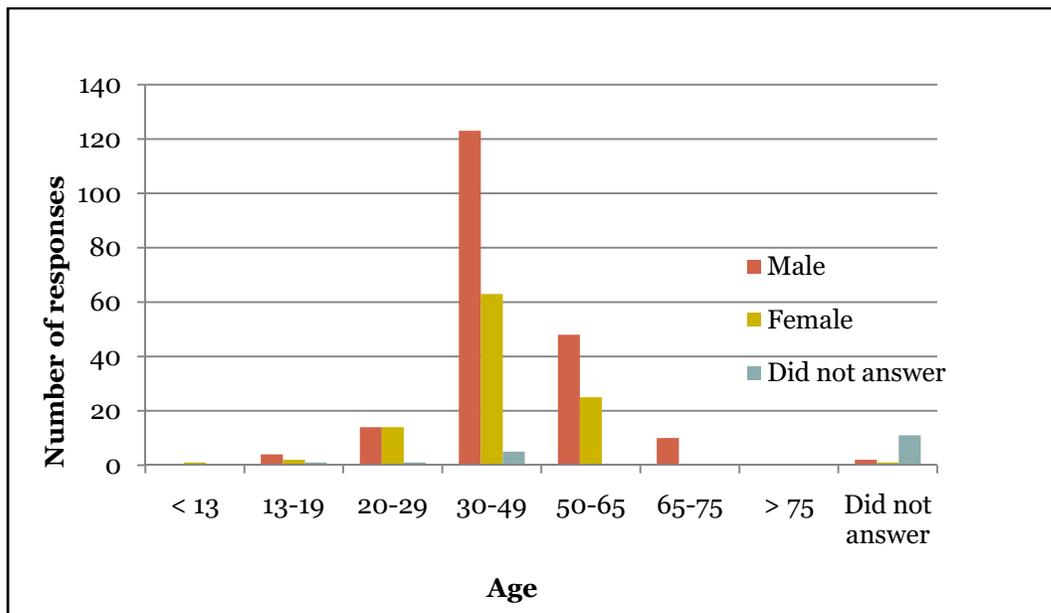
Where is an excellent location for walking in Kirkland? Be as specific as possible

Figure 42 Responses to the question: Where is an excellent location for biking in Kirkland? Grouped by location.



Confirmed the popularity of the Lake Washington Blvd./Market Street/Juanita Drive portion of the Lake Washington Loop Route. Other responses were divided among a number of locations.

Figure 43 Age and gender of respondents to the bicycle survey



According to one statistically valid national survey, males make about 68% of all bicycle trips and females make about 32% of all trips. Figure 43 shows a similar difference between male and female respondents to the bicycle survey.

The prioritization of bicycle improvements is discussed further in Section 6. It reflects the information gathered from the survey for both network improvements and programmatic elements.

SECTION 5: PROJECT PRIORITIZATION OF FACILITIES FOR PEDESTRIANS

Like previous non-motorized plans, this plan does not propose specific pedestrian projects. Instead, it proposes a ranking system for evaluating sidewalk construction projects. This replaces the priority 1 and priority 2 route networks contained in earlier plans. As described on Page 51, the priority networks from previous plans fed information to the Project Ranking System. This plan revises that ranking system, originally developed to evaluate all kinds of projects, with a system tailored to sidewalk ranking. In general, the ranking system gives first priority to construction of facilities on higher volume streets, close to schools, parks, commercial areas and bus routes. It favors construction on school walk routes. And, it favors locations where existing walkways are narrow and not constructed from concrete. See Goal G3.

Four sections make up the ranking system:

Access potential *35 % of total score*

Access potential measures the proximity of a given street segment to uses that pedestrians walk to. It reflects the responses to the pedestrian survey; errands, exercise and transit are typical uses for those who answered the survey.

Missing sidewalks *35% of total score*

This category evaluates the amount of sidewalk already constructed, favoring locations that have no sidewalk over those that have sidewalk on one side. This is also one of the places where school walk routes are taken into account and given extra points.

Existing Conditions *20% of total score*

Existing walkway surface type and walkway width are examined in this category. More points are given for projects that build where concrete sidewalk is not already present on the segment and where walkways are less than 4' wide.

Fiscal *10% of total score*

This category is based on the existing project scoring criteria; it evaluates the anticipated cost of the project relative to typical projects of the same type.

ACCESS POTENTIAL

Proximity to parks, commercial areas, bus routes and schools are the location factors used to develop a system for prioritizing sidewalk construction. Each of the four destinations is ranked relative to each other; Schools and Parks at 30% and Transit and Commercial areas at 20%. Using Kirkland's GIS system, the city was divided into a grid of 25' squares then, points were assigned to each square based distance to the various features. Each square was assigned a value based on the number and proximity of features attractive to pedestrians as shown in the table below.

Table 11 Relative weighting between and within destination types.

<i>Destination</i>	<i>Relative weighting within destination by type</i>				<i>Total % weighting for destination</i>
Schools	One school		Shared campus		30%
	1/8 mile or closer	between 1/4 and 1/8mile	1/8 mile or closer	between 1/4 and 1/8mile	
	1.25	1.00	1.30	1.10	
Transit	Peak hour		All-day		20%
	1/8 mile or closer	Between 1/4 and 1/8mile	1/8 mile or closer	Between 1/4 and 1/8mile	
	0.95	0.75	1.25	1.00	
Parks and Commercial areas (counted separately)	1/8 mile or closer	Between 1/4 and 1/8mile	Not used, only one type		Parks 30%
	1.25	1.00			Commercial areas 20%

Higher weights were given to parks and schools than to transit and commercial areas to reflect their higher importance as expressed by the community. For simplicity, each park and commercial area are considered to draw the same amount of pedestrian traffic (hence equal weighting among parks and among commercial areas) even though different parks have different features as do different commercial areas. Different weightings were given within the school and transit categories. Campuses with more than one school get higher weighting than campuses with only one school. Transit that runs all day gets higher weighting than transit that only runs in the peak period. Proximity to features is measured separately. For example, if a particular location is within 1/4 mile of three different parks, it will receive three times the value of a site within 1/4 mile of only one park. The only exception to this is transit. Scores for transit are capped at 5 routes; in other words a location that is close to more than 5 routes scores the same as one that is close to only 5 routes. This helps to prevent locations where transit routes meet from having too high an influence on the overall score.

Distances of ¼ and ⅛ miles were used because they are conservative in that only a few people would consider distances of ¼ mile or less to be inconvenient.

Distances were measured from the edges of parks because it is less likely to exclude any possible access. Some parks have only one or two discrete entrances, others have many entrances.

Adjacent commercial areas were combined to avoid double counting. For example, the nine separate zones that make up Totem Lake are considered one, not nine separate areas each with its own influence. Distances to schools are measured from the edges of the school buildings to compensate for the large and irregular boundaries of some school properties. This also helps to account for the fact that some campuses have multiple schools on their campus. For simplicity, it's assumed that transit stops are uniformly spread along the routes and distances can be measured from the routes. Portions of routes along freeways are not considered, although stops at freeways are.

Peak hour transit routes typically run in one direction, for example to Seattle in the morning and the other direction –to Kirkland for example -- in the evening. There are typically eight or less runs on these peak hour routes in each direction as opposed to the 40 or so in each direction on an all day route with evening coverage. Therefore, peak hour routes get fewer points.

Schools are included here because they can generate walking trips that are outside the school day or made by non-students. These might include trips to use play fields, to attend athletic events or for evening activities. School walk routes which are intended for use by elementary school students, are accounted for elsewhere.

Map 15 shows the results of the pedestrian access analysis.

Each segment in the roadway system was given a score based on the pedestrian access ranking described above¹². These scores were translated into a 1-35 range because this section of the ranking accounts for 35% of the project score (see Page 74). Map 16 shows access scores on road segments. More details on this process are in Appendix D.

Comparing the existing and proposed project ranking systems.

The existing project ranking system is described beginning on page 49. Most of the factors that have been used in the existing system are also used in the new system. These factors include:

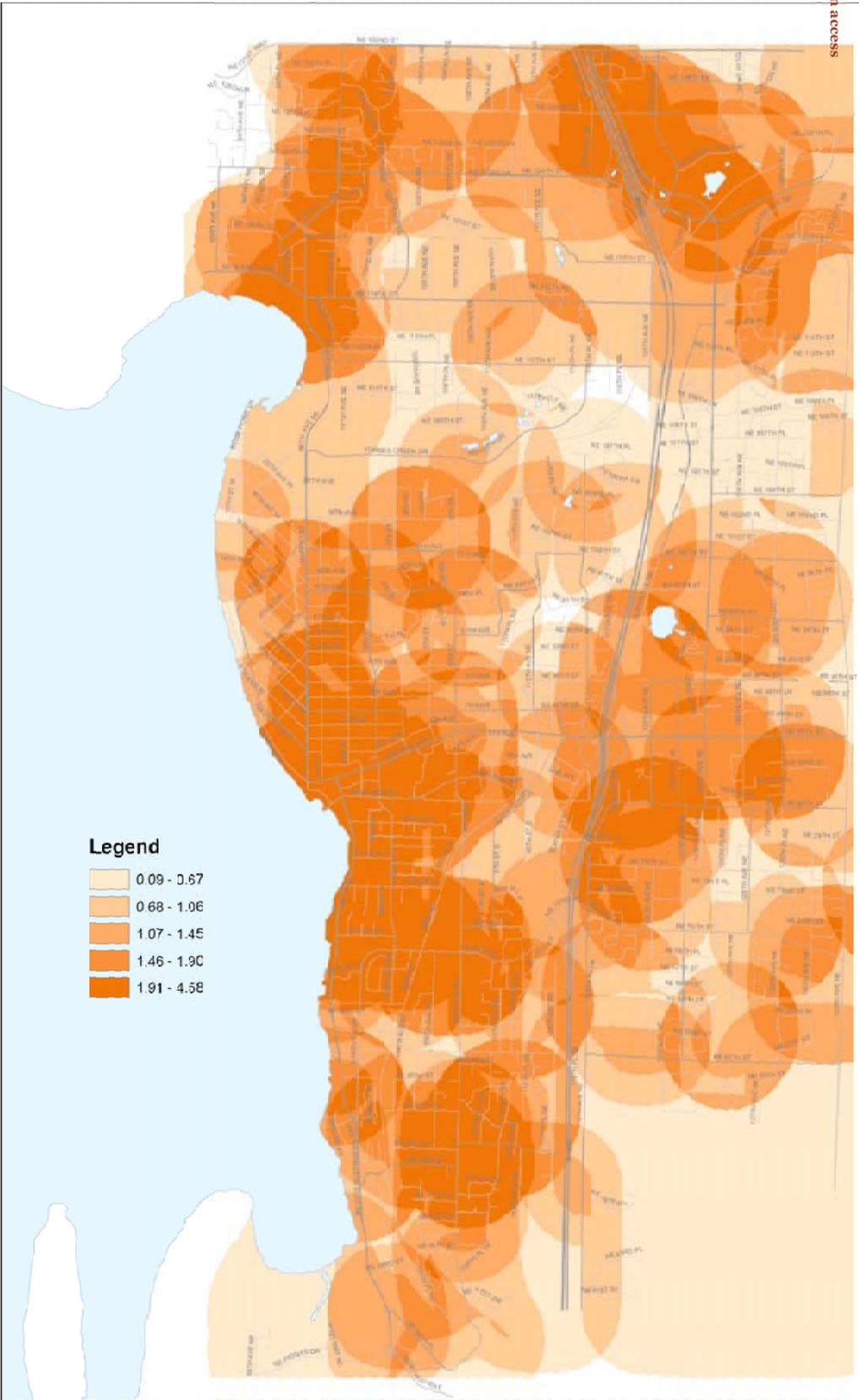
- Proximity to pedestrian generators like parks, schools, commercial areas
- Width of existing shoulder, presence of existing walkway
- Type of existing walkway
- School walk route

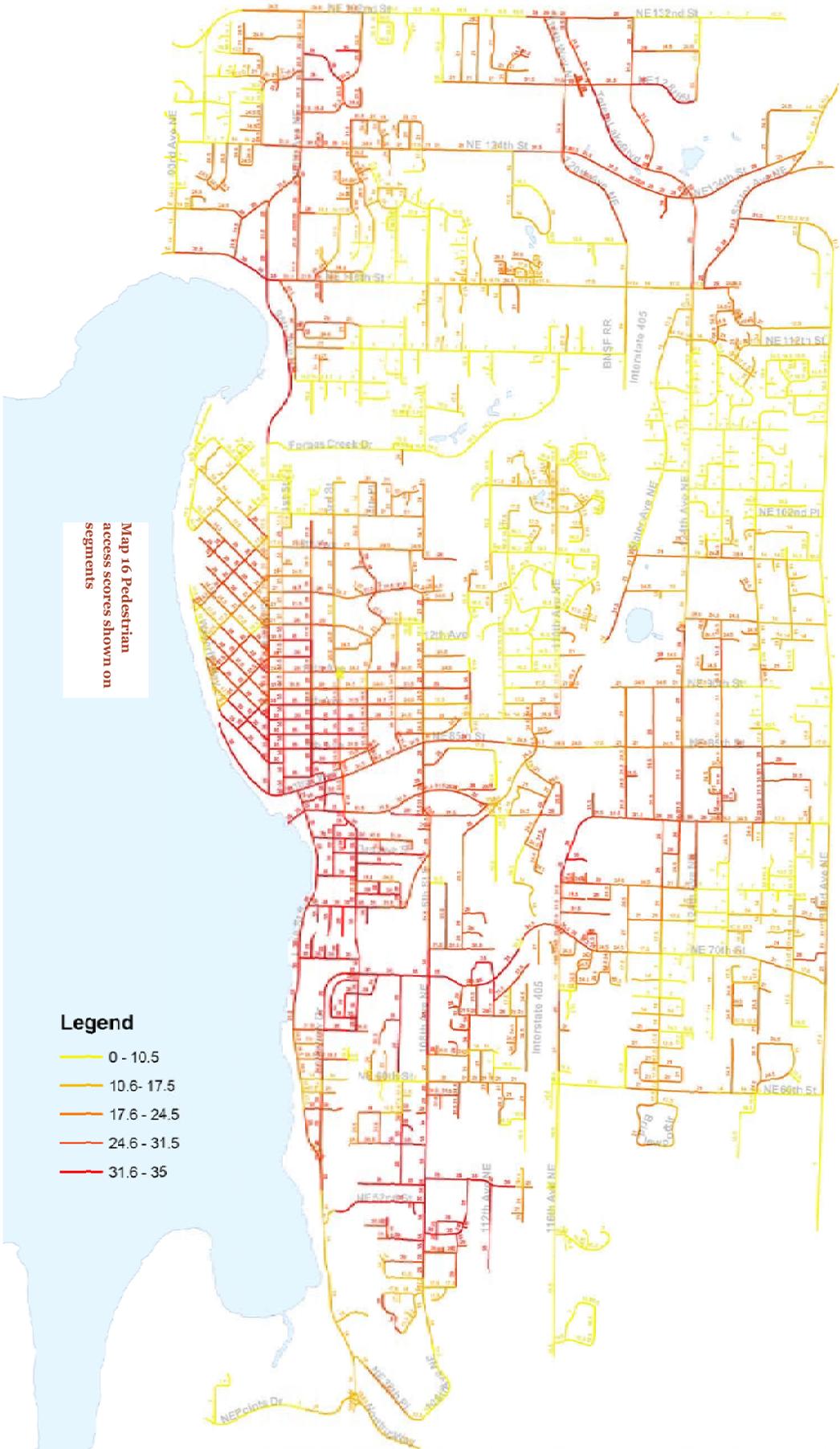
The system described here gives about twice as much weight to the project's proximity to pedestrian traffic "generators" like parks, commercial areas and schools.

The revised ranking system also weights school walk routes more heavily – about 8% to 17% of the total score compared to about 4% in the existing method.

¹² Each segment passes through multiple 25' grid squares. The value of the highest scoring grid square was assigned to the segment.

Map 15 Pedestrian access scores





MISSING SIDEWALKS

Along with pedestrian access --features that are important because of where the segment is-- there are other important characteristics that are associated with existing conditions on the segment itself. Scoring based on these factors; the type of roadway¹³, the existing sidewalk and whether or not the segment is on a school walk route is incorporated in the Missing Sidewalk category. Table 12 summarizes how the factors are used to score each link. Unlike the pedestrian access component, the missing sidewalk component is computed directly by road segment.

The type of road –its functional classification – is a surrogate measure for the auto volume on a segment. In one sense it is also a predictor of crash history. For the five year period 2003-2007 only 5% of all crashes took place on local streets the rest occurred on arterials or collectors. Very few (2 out of 165, about 1%, during the period 1996-2007) crashes involved vehicles striking pedestrians that were not crossing the street. Therefore, based on crash history, constructing sidewalk may not have an important direct effect on safety, but it does have an important and direct effect on pedestrian comfort and that effect is proportionate to the volume of the adjacent street. When pedestrian comfort is improved, the number of pedestrians who walk regularly will increase, supporting the goals of this plan.

Table 12 Segment scores based on street classification, school walk routes and walkway completion.

MISSING SIDEWALK <i>segments where Sidewalks are not complete on both sides</i>				
Street Class	School walk route points	Existing walkway		
		Neither side complete		One side complete
Principal	+3	12		10
Minor		10		8
Collector	+2	8		6
Local	+1	No walkway	Some walkway on one or both sides	1
		2		

¹³ The types of roadways are based on functional classification: Principal arterials, minor arterials, collectors and local streets. Functional classification is closely associated with the street's auto volume.

Constructing sidewalks along school walk routes is an important value to the community. Therefore a higher priority is given to segments that are on school walk routes.

The nature of the walkway that is currently available is also a consideration when determining the priority of a route for additional sidewalk. For arterials and collectors, there are two categories of completion; either sidewalks are complete on one side or it is not. There are various subcategories, within each of the larger categories such as complete one side, with some sidewalk on the other side or some sidewalk on both sides but neither side is complete and so on. Figure 8 on Page 26 shows that very few segments that fall within any of these subcategories. Therefore, they can be collapsed into the two major groups described above. For local streets the picture is a little different. There are many more miles of local streets and two subcategories have more than 10 centerline miles of segments. For local street segments where sidewalks are not complete, a distinction is made between those segments where there is no sidewalk at all and those where there are some sidewalks on one or both sides.

For a given sidewalk completion status, the highest priority for sidewalk improvements is assigned to principal arterials. Minor arterials and collectors receive the next most points and local streets receive the fewest points. Similarly, within a given street classification, the most points are given to segments where sidewalk is not already complete on one side. For local streets, more points are given to segments where there is some sidewalk but it is not complete on one side. This supports Goal G3 and the desire to build upon sidewalk that is already in place and fill in gaps, first on busy streets.

Map 17 shows the segment scores based on the missing sidewalk analysis. Like the pedestrian analysis scores, the missing sidewalk scores were translated into a 1-35 range because this section of the ranking accounts for 35% (see Page 74) of the project score.

Scoring projects

The purpose of the prioritization system is to be able to evaluate different projects against each other and decide which should be built first.

Sidewalk projects are scored by using the segment scores from Maps 16 and 18 and then adding the appropriate values from Tables 12, 13, 14 and 15.

Place example here.

EXISTING CONDITIONS

Along with location and segment specific features, determining the priority of projects also depends on characteristics that are measured on a project by project basis. As points are assigned for location and segment elements, points are also assigned for project specific features.

SURFACE

For walkways adjacent to streets, asphalt and gravel are usually better than nothing, but not as good as concrete sidewalks with curb and gutter. Asphalt and gravel are acceptable surfaces for trails and sometimes gravel is used for equestrian paths.

Points are assigned based on the amount of non-concrete walkway on a segment. If there are no complete walkways of any type, the maximum points are assigned. No points are assigned if there is concrete sidewalk on both sides. Points are assigned even if there is a complete sidewalk on one side, but it is not concrete.

For a given set of existing conditions more points are assigned to street classifications with higher volumes. Extra points are given for school walk routes. A maximum of 10 points is assigned (see Table 13).

WIDTH

When determining where sidewalk should be built, priority is given to locations where there is the least area to walk. Segments where at least one side has areas at least 4' wide to walk on get higher priority than segments where both sides have areas 4' or wider. For a given set of existing conditions more points are assigned to street classifications with higher volumes. Extra points are given for school walk routes. A maximum of 10 points is assigned (see Table 14).

FISCAL

As mentioned above, the fiscal component of project evaluation is taken from the existing project evaluation criteria. It is made up of three subparts; the project's basic construction cost it's maintenance cost and its affect on the cost of existing maintenance operations. A maximum of 10 points can be assigned to a project that has lower than average construction and maintenance costs (see Table 15).

Table 13 Points for projects based on existing surface conditions

<i>Walkway completion and Surface</i> 10 POINT MAXIMUM	<i>Functional class</i>				<i>School Walk routes</i>
	Principal	Minor	Collector	Local	
<i>Neither side is complete and neither is concrete</i>	10	9	8	7	Add 2 points for school walk route
<i>Only one side is complete, and it is not concrete</i>	9	8	7	6	
<i>Both sides are complete, but neither is concrete</i>	8	7	6	5	
<i>Only one side is complete and it is concrete</i>	7	6	5	4	
<i>Both sides are complete and only one is concrete</i>	6	5	4	3	
<i>Both sides are complete and both are concrete</i>	0	0	0	0	0

Table 14 Points for projects based on existing walkway width

<i>Width (area reserved for pedestrians)</i> 10 POINT MAXIMUM	<i>Functional class</i>				<i>School Walk routes</i>
	Principal	Minor	Collector	Local	
<i>Both sides are less than 4' wide</i>	10	10	8	6	Add 2 points for school walk route
<i>One side is less than 4' wide</i>	7	6	5	4	
<i>Neither side is less than 4' wide</i>	0	0	0	0	0

Table 15 Points for projects based on fiscal factors

<i>Fiscal factors 10 POINTS MAXIMUM</i>		
<i>Difference between forecast project unit construction costs and the standard unit construction costs for a similar project</i>		
<i>More than 25% greater than standard unit costs</i>	<i>0-25% greater than standard unit costs</i>	<i>Less than standard unit costs</i>
<i>0 points</i>	3 points	6 points
<i>Difference between forecast maintenance costs of project and the standard maintenance costs for a similar project</i>		
<i>Greater costs</i>	Similar costs	Lower costs
<i>0 points</i>	1 point	2 points
<i>Project affect on existing maintenance needs</i>		
<i>Greater than existing</i>	Same as existing	Less than existing
<i>0 points</i>	1 point	2 points

SECTION 6: NETWORK AND PROJECT PRIORITIZATION OF FACILITIES FOR CYCLISTS

DEFINING A NETWORK

This plan is formulated on the idea that a basic bicycle network will be established followed by an evaluation of places that need improvement and prioritization of the projects that are necessary to make those improvements.

The first step is to determine a bicycle facility network that will guide where investments are made in the medium term (0-10 years). All streets must have appropriate accommodation for cyclists, but not necessarily bicycle lanes. Most of the street miles in Kirkland are low volume and do not need special facilities to safely carry cyclists. Striped bicycle lanes are generally limited to collectors and arterials that have volumes over 3000 ADT.

Respondents to the bicycle survey indicated that cyclists are interested in regional destinations/relatively longer routes. Therefore, a starting point for developing a bicycle network is to examine the endpoints of Kirkland roads and identify the places they lead to. These are shown in the table below. The routes in the left hand side of the table should be on the bicycle network.

Table 16 Regional destinations that connect to streets in Kirkland

<i>Connecting Route leaving Kirkland</i>	<i>Route destinations</i>
Juanita Drive	Kenmore/B. G. Trail
124th Ave NE, BNSF row	Woodinville
Lake Washington Blvd	Bellevue
100th Ave NE	Bothell/Samm Rvr Trail
NE 132nd St, NE 124th St.	Sammamish River Trail
116th Ave. NE	Bellevue SR 520 Trail
108th Ave NE,	Bellevue
132nd Ave NE Sbd	Overlake/Bellevue/520 Trail
132nd Ave NE Nbd	Woodinville
NE 100th Ave (via Willows Rd), NE 80th St. (via 140th Ave NE) NE 70th St.	Redmond
BNSF right of way	Woodinville/Bellevue

Some streets were specifically described as important by the survey respondents. These routes should also be on the bicycle network.

- LW Blvd/Lake St/Central Way/Market Street/Juanita Drive from S. city limits to west city limits.
- 100th Ave NE between NE 124th and NE 132nd St.
- NE 68th St/NE 70th St between west of the BNSF and 132nd Ave. This suggests adding Lakeview Dr. between NE 68th St. and Lake Washington Blvd. along with State Street

Bicycle network and bicycle lanes

Bicycle lanes are generally suggested when auto volume exceeds 5,000 vehicles per day. Therefore, some segments of the bicycle network do not need bicycle lanes to adequately support bicycle travel.

Portions of the bicycle network that don't need bicycle lanes will still be signed for wayfinding.

between NE 68th St. and Central Way. Adding these last two pieces connects 68th/70th to something on the west end.

- 116th Avenue NE between S. Kirkland City limit and NE 80th St. This suggests adding another connection all the way to Totem Lake via 124th Ave. NE/Totem Lake Blvd./120th Ave NE. Adding 122nd NE between NE 80th and NE 60th Streets completes that N/S corridor.
- 108th Avenue/6th Street between S. city limits and Central Way

Kirkland has a existing bicycle facilities on an number of streets and those streets that must also be on the network

- 132nd Ave NE/NE 120th St. between south City Limits and Slater Ave.
- NE 132nd Street between east city limits and west city limits
- NE 80th St./I-405 overpass and portions of Kirkland Ave/Kirkland Way between 132nd Ave NE and Downtown
- NE 116th Street between 100th Ave NE and Slater Ave.
- NE 100th Street NE/18th Ave between 132nd Ave NE and Market St.
- 108th Avenue NE/6th Street from south city limits to Kirkland Way

The Eastside Rail Corridor and will eventually form the centerpiece of the off-street bicycle and pedestrian network in Kirkland.

- ERC right-of-way
- NE 60th St between 132nd Ave NE and Lake Washington Blvd
- 7th Ave, 6th St., between ERC and Central Way
- NE 112th St/Forbes Creek Dr. between ERC and Market St.
- 120th Ave NE/116th Ave NE between NE 112th St. and NE 132nd St. this suggests including NE 128th St between 116th Ave NE and 120th Ave NE.

Combining all the segments noted above result in the network shown on Map 18.

CROSS KIRKLAND TRAIL

A multi use trail on the former Burlington Northern Santa Fe Railroad right-of-way is Kirkland's highest priority non-motorized transportation project (See Goal G1). The right-of-way provides unprecedented opportunities for a number of reasons. Because it is designed for rail traffic it is practically flat. It cuts through the center of Kirkland on a diagonal, connecting Totem Lake, downtown and Houghton. Grade separation is already in place at I-405 and other key arterials but there is still adequate opportunity to connect to the street system through at-grade crossings. The trail can provide excellent regional connections to the north and south.

NE 85th and NE 124th Streets

From a connectivity perspective, it would be ideal for both NE 85th and NE 124th Street to be part of the bicycle network. Although both were carefully considered for inclusion, neither NE 124 nor NE 85th Streets are part of the bicycle network. Reasons for this include:

- Auto volume of 30,000-40,000 vehicles per day with speed limits of 35 MPH combine to make both streets uncomfortable for most cyclists.
- Bicycle lanes cannot be placed through restriping, and given the speed and volume of auto traffic such lanes alone would be unlikely to make either street feel comfortable for cyclists.
- Interchanges at I-405 are barriers on both routes.
- There are no plans to develop NE 85th as a bicycle route in Redmond.
- NE 80th Street provides a reasonably close parallel route to NE 85th Street.

As a part of the 2008 resurfacing program, 10' wide inside travel lanes were striped on a section of NE 124th Street between NE 116th Avenue and about 108th Avenue. If this restriping is successful as judged by comments from the public and crash experience, other sections of both streets may be restriped to allow wider outside lanes. Wider outside lanes will provide some support to the experienced riders that tend to use both facilities. Also, a climbing lane is proposed for the long hill on eastbound NE 124th Street between 100th and 105th Avenues.



Efforts to develop the trail began in the mid 1990's but were stalled by the fact that the railroad was not willing to provide access to the right-of-way. As this plan is being prepared, the Port of Seattle is poised to obtain the right-of-way and sell a trail easement to King County. There are still questions about the future of passenger rail in the corridor and how some bridges will support a trail, but the promise of an outstanding trail is closer than ever to being realized. See Goal G1.

LOCATIONS THAT NEED IMPROVEMENT

Once the network is identified, the next step is to identify areas on the network that need improvements. In large part, this was done using information from the bicycle survey and public comment along with staff and Transportation Commission comments. In some cases the same segment has multiple projects. Usually this is the case when there is a simple project such as restriping that can provide an interim improvement and a more complicated and comprehensive project such as widening to provide bicycle lanes.

- Cross-Kirkland trail on the Eastside Rail Corridor right-of-way.
- 98th Ave NE /100th Ave NE between NE 116th and NE 132nd Sts.
- 116th Ave NE between NE 124th and NE 132nd Sts. No bicycle facilities on street
- Connection across Cross-Kirkland trail between 18th Ave and NE 100th St.
- Kirkland Way between Railroad Avenue and 6th Street.
- NE 60th St. across Cross-Kirkland trail.
- 116th Ave NE between S. city limits and NE 60th St.
- NE 70th St at I-405 interchange
- Lake St. between 2nd Street S. and Central Way
- 6th St. S. between Kirkland Way and Central Way
- Central Way between Market St. and 6th Street
- Various signalized intersections where bicycle lanes are dropped such as: 98th Ave./NE 116th St, State St/NE 68th, Central/3rd, Central/6th

POTENTIAL PROJECTS

After defining the bicycle network and areas where improvements are needed, treatments for those areas were developed. These improvements are shown in Table 17, 18 and 19, and on Map 19. In some cases, a segment has multiple treatments. For example one project might simply restripe wider outside lanes on a segment of

Sharrows

Sharrow is a nickname for shared lane markings and are also known as SLM. Their purpose is to indicate to motorists and cyclists that an area of the roadway is to be shared by both users. The City of San Francisco did research* to develop the sharrow marking; finding it the most effective of several they tried.

The City of Seattle has begun to install sharrows and they are included in the Seattle Bicycle Master Plan.



A bicyclist pedals toward a sharrow along Stone Way N. in Seattle. Grant M. Haller/Seattle P-I.

Sharrows are not a direct substitute for bicycle lanes, so they should not be used where bicycle lanes are feasible.

*San Francisco's Shared Lane Pavement Markings: Improving Bicycle Safety FINAL REPORT February 2004 San Francisco Department of Parking & Traffic

roadway while another reconstructs that same section to provide enough width for full width bicycle lanes.

Projects are broken into three groups: Those that require restriping alone or restriping and minor construction; those that require construction; and those that involve the eastside rail corridor. The restriping projects tend to be lower cost, but in some cases do not provide the level of improvement that the far more expensive widening projects provide. The Cross-Kirkland trail projects will be most valuable as connections once the trail is completed.

Because there are relatively few projects in each category further project prioritization is not necessary. Therefore, work should continue within the restriping program to complete the restriping projects. Projects that are associated with the Cross-Kirkland trail should be pursued as a part of trail development. The construction projects should be evaluated for funding from the CIP non-motorized construction budget.

Map 19 Bicycle network and improvements

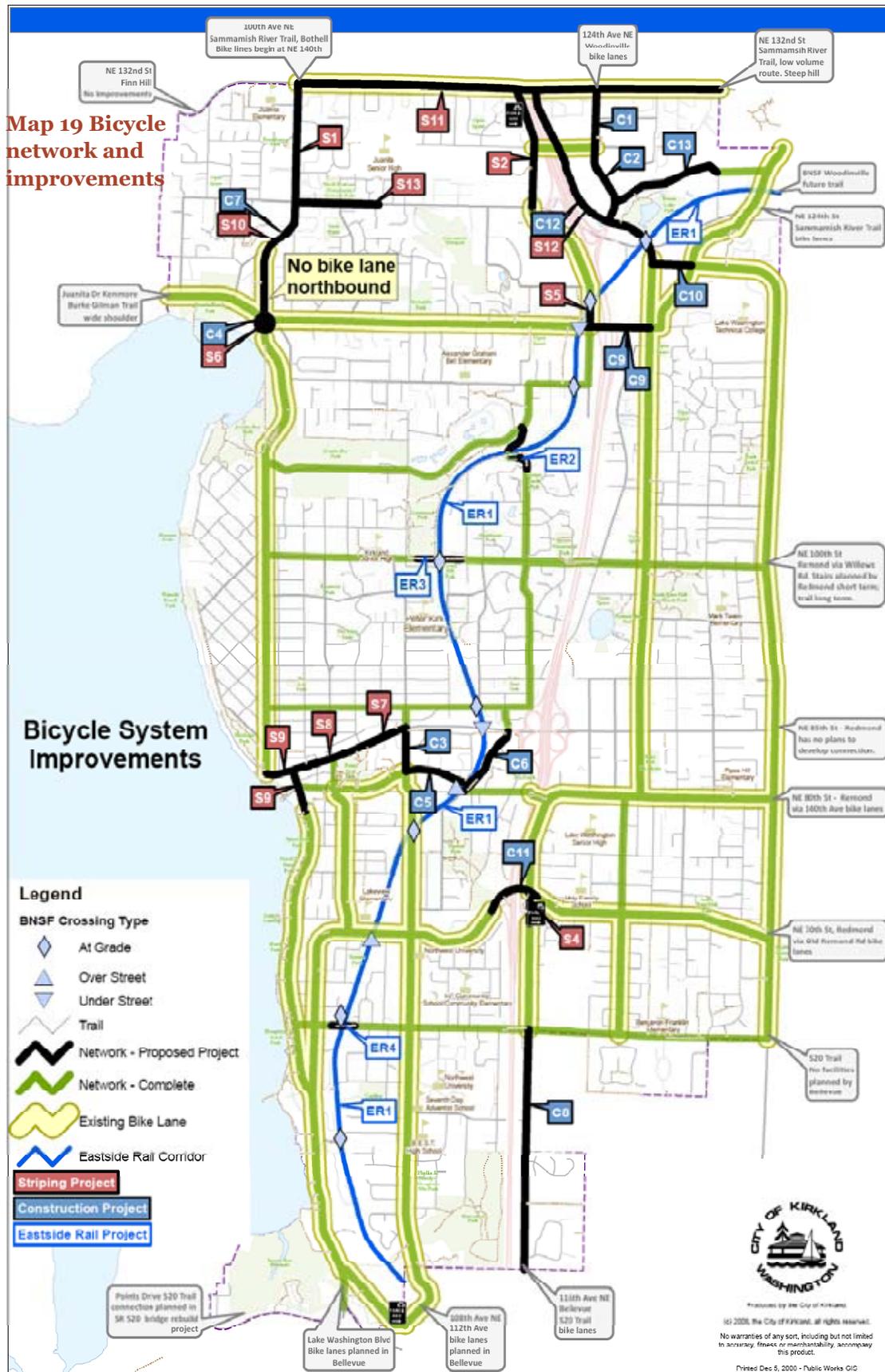


Table 17 Bicycle network projects that require construction

PROJECTS THAT REQUIRE CONSTRUCTION				
Number	Street	From	to	project
C1.	120th Avenue NE	NE 128th Street	NE 132nd Street	Add bicycle lanes. Not in initial scope of CIP project, but can be added.
C2.	120th Avenue NE	Totem Lake Blvd	NE 128th Street	Add bicycle lanes Not in initial scope of CIP project, but can be added.
C3.	6th Street	Kirkland Avenue	Central Way	Add bicycle lanes. Parkplace redevelopment would add lanes on west side.
C4.	98th Avenue NE	Juanita Bay bridge	NE 116th Street	Widening/rebuilding Possibly include a bicycle lane for NB left turn.
C5.	Kirkland Way	Railroad Avenue	NE 85th Street	Widen for bicycle lanes
C6.	Kirkland Way	6th Street	Railroad Avenue	RR bridge/overpass is a major obstruction. From 6th to about 4th could be restriped for bicycle lanes if parking was removed on one side.
C7.	98th Avenue NE	NE 116th Street	NE 124th Street	Widening to include bicycle lanes. Expensive and difficult. Probably done in connection with redevelopment.
C8.	116th Avenue NE	City limits	NE 60th Street	Add bicycle lanes. Design funded as CIP project NM-0001.
C9.	NE 116th Street	120th Avenue NE	124th Avenue NE	Complete bicycle lanes. Funded by WSDOT nickel project. Scheduled for construction in 2010.
C10.	NE 120th Street	124th Ave NE	Slater Ave NE	Construct new road connection. Funded CIP project ST 0057 construction in 2012. Project includes bicycle lanes.
C11.	NE 70th Street	I-405 west ramps	116th Avenue NE	Rebuild interchange . Unfunded WSDOT responsibility. NE 70th and NE 85th Street interchanges would be rebuilt together.
C12.	Totem Lake Blvd	NE 124th Street	NE 132nd Street	Add bicycle lanes
C13.	Totem Lake Way	east end	NE 126th Place	Construct trail to connect Totem Lake with 132nd Avenue. Unfunded CIP project NM 0043 estimated cost \$4.3m.

Table 18 Bicycle system improvements that require striping

PROJECTS THAT CAN BE COMPLETED THROUGH RESTRIPIING AND/OR MINOR CONSTRUCTION				
Number	Street	From	To	Project/Notes
S1.	100th Avenue NE	NE 124th Street	NE 132nd Street	Restripe to 5 car lanes@ 10 + 2 bicycle lanes @5'. Requires narrowing medians, coordinate with King County to extend north to connect to existing bicycle lanes.
S2.	116th Ave/Way	NE 124th Street	NE 132nd Street	Restripe for NB climbing lane. Perhaps add shared lane markings on downhill side.
S3.	Lake Street	2nd Street S	Central Way	Shared lane marking (sharrow). May also be able to extend bicycle lanes north of 2nd Street S.
S4.	116th Avenue NE	Houghton P&R S. entrance	NE 70th Street	Restripe for bicycle lanes in both directions. Need WSDOT approval, to narrow lanes, since area is in the limited access area of I-405.
S5.	120th Avenue NE	NE 116th Street	N. of BNSF	Restripe to complete Sbdn lane
S6.	98th Avenue NE	Juanita Bay bridge	NE 116th Street	Restripe for wider outside lanes can add some width, but need to be careful to keep left turn lane of adequate width.
S7.	Central Way	4th Street	6th Street	Stripe wider outside lane Parkplace could provide extra width for eastbound lane.
S8.	Central Way	Lake Street	4th Street	Eastbound; stripe bicycle lane Westbound; stripe wider outside lane
S9.	Central Way	Market Street	Lake Street	Shared lane marking (sharrow), may be able to fit a bicycle lane in westbound
S10.	98th Avenue NE	NE 116th Street	NE 124th Street	Restripe for slightly wider outside lanes If project S1 completed, this could be sharrows especially Sbdn between NE 124 and existing bicycle lanes at 120th PL.
S11.	NE 132nd Street	100th Avenue NE	132nd Avenue NE	Restripe for uniform width. Requires coordination/agreement with King County.
S12.	Totem Lake Blvd	NE 124th Street	NE 132nd Street	Restripe. Not enough width for standard bicycle lanes. May result in wide outside lanes or climbing lane/shared lane combination.
S13.	NE 124th Street	100th Avenue NE	105th Avenue NE	Stripe bicycle climbing lane eastbound. Requires median narrowing.
S14.	116th Avenue NE	City Limits	NE 60th Street	Narrow car lanes, more evenly balance shoulder widths to provide additional space for bicycles.
S15.	Various	At intersections		Look for locations where bicycle lanes can/should be continued through intersections. Consider sharrows.

Table 19 Bicycle projects that involve the Eastside Rail Corridor

PROJECTS THAT INVOLVE THE CROSS-KIRKLAND TRAIL/EASTSIDE RAIL CORRIDOR				
Number	Street	From	to	project
ER 1.	Eastside rail corridor	Southwest city limits	Northeast city limits	Complete a multipurpose trail on the eastside rail corridor. Waiting for BNSF/Port of Seattle/King County agreement.
ER 2.	116th Avenue NE Highlands	North end of 116th Avenue	Forbes Creek Drive	Connect to and across BNSF right-of-way. This could connect at other locations, purpose is to connect Highlands neighborhood to right-of-way.
ER 3.	NE 100th Street	6th Street	111th Avenue NE	Construct trail to connect through park and across BNSF
ER 4.	NE 60th Street	BNSF	BNSF	Construct trail to connect across railroad, approaches very steep.

SECTION 7: PROGRAMMATIC ELEMENTS

PEDESTRIANS

ADA TRANSITION PLAN

Kirkland is steadily making walkways more accessible. Substandard facilities were identified in the 2004 sidewalk inventory and are gradually being replaced, while new construction complies with current standards. Most cities have adopted ADA transition plans as required by Title II of the Americans with Disabilities Act. Title II mandates that public agencies such as the City of Kirkland operate each service with accessibility to those with disabilities.

Title II also dictates that a public entity must evaluate its facilities and public areas to determine whether or not they are in compliance with the nondiscrimination requirements of the ADA. The regulations detailing compliance requirements were issued in July 1991. The requirements include completing a self-evaluation to identify any areas not within compliance of the ADA standards. Next, a transition plan is to be prepared describing any necessary structural or physical changes needed to make all required areas accessible and compliant with ADA.

Although the City of Kirkland has conducted most of the steps necessary to complete a transition plan, a formal plan has not been completed. In order to comply with regulations such a plan should be prepared and adopted. Goal G6 describes this work.

OBSTRUCTIONS

Despite the programs described in Section 2, walkway obstructions due to brush, debris and recycling or waste containers are a common complaint among Kirkland's pedestrians. This Project would include some measure of the magnitude of the problem, review the processes that are in place to assure clear sidewalks and develop strategies to increase the amount of clear walkways. Goal G6 describes this work.

SAFETY AT INTERSECTIONS

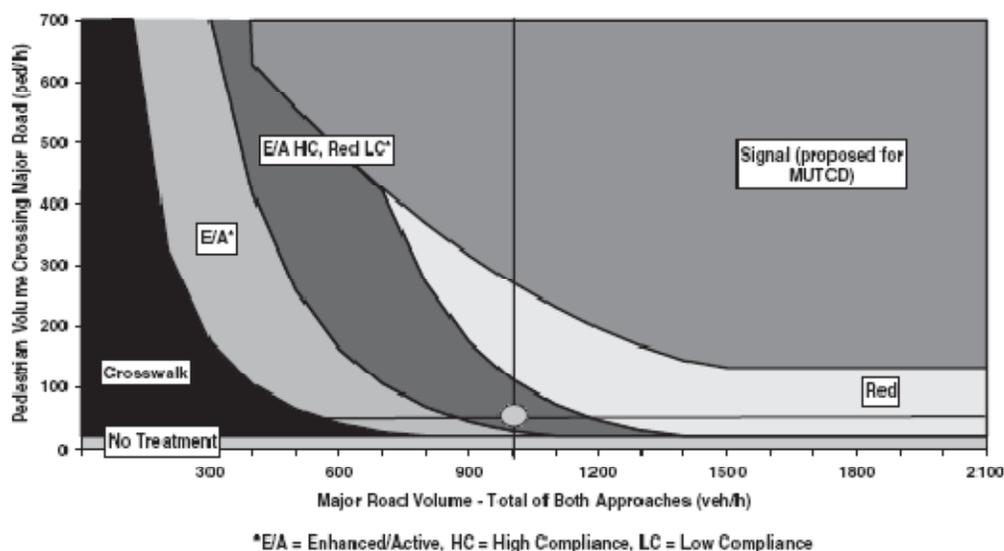
Data shows that most pedestrian crashes happen at intersections (see Figures 11, and 12 on Pages 32 and 33). At signalized intersections, slightly more than half of the crashes involve turning vehicles. Many of these crashes could be avoided if pedestrians looked more carefully for turning vehicles and if drivers were more aware of the presence of pedestrians. Increasing the prevalence of these behaviors is not likely to be accomplished through traditional engineering measures. Instead, campaigns directed at changing behavior are more appropriate. An example of this type of effort is the Take it to Make campaign that focused on getting pedestrians to use pedestrian flags. A similar program should be conducted to increase the number of pedestrians that look for turning vehicles. Emphasis should be placed on understanding why pedestrians don't look for turning vehicles and developing strategies to overcome those barriers. The Take it to Make effort was grant funded and it is likely that a program of this type would also require grant funding.

CROSSWALK SAFETY REVIEW

All uncontrolled crosswalks were reviewed in 2003. This review is discussed in Section 3. A ranking system that was new at the time was used to evaluate the risk of crashes at uncontrolled crosswalks. This evaluation was combined with actual crash data to develop a list of candidate improvements. Since 2003 two other evaluation criteria have been developed, the Pedestrian Intersection Safety Index¹⁴ and Guidelines for Pedestrian Crossing Treatments¹⁵

The intersection safety index is a method that allows a specific number reflecting the safety potential of any crossing at an intersection. The Guidelines for Pedestrian Crossing Treatments goes beyond the 2003 analysis to identify the type of treatment that is best suited for a particular crosswalk. Potential Treatments may range from a marked crosswalk only to a traffic signal. Goal G5 supports crosswalk safety.

Figure 44 A sample chart from Guidelines for Pedestrian Crossing Treatments showing the relationship between street volume, pedestrian volume and treatment type.



BICYCLES

The programs in the following sections support Goal G8.

WAYFINDING SIGNS

Bicycle wayfinding signs are being installed by cities throughout the region. Wayfinding signs in Kirkland should be of the same style that is used by the City of Seattle, Bellevue and Redmond. There are two types of signs that will make up the signing system as shown in Figure 45. On

¹⁴ Pedestrian and Bicyclist Intersection Safety Indices: User Guide, Publication No. FHWA-HRT-06-130, Federal Highway Administration, April 2007

¹⁵ National Cooperative Highway Research Project Report 562 Improving Pedestrian Safety at Unsignalized Crossings Transportation Research Board, 2006

streets that are part of the bicycle network and on other streets that intersect with streets on the bicycle network, signs will be placed that show the distance and direction to key destinations. On regional routes or trails with designated names (like the Lake Washington Loop or the future Cross-Kirkland Trail) a second type of route specific sign will be used to identify the trail and on other streets that intersect with the trail. On the order of 150 signs would be needed to sign the existing network.

Figure 45 Two types of bicycle wayfinding signs used communities surrounding Kirkland. The sign on the left is used at junctions on the bicycle network. The sign on the right is used on named routes, such as the Lake Washington Loop.

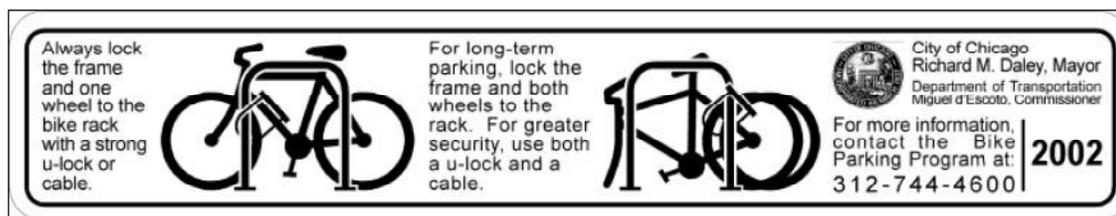


BICYCLE PARKING

Existing requirements for bicycle parking are discussed in Section 2. Based on the number of comments obtained in the bicycle survey and based on comments received prior to the survey, there is strong support for additional bicycle parking. Experts on bicycle parking agree that simple, "inverted U" shaped racks best meet the goals of effective bicycle parking; namely that the bicycle is supported in two places and that the racks are both secure and easy to use. In Kirkland, these racks could be incorporated on wide sidewalks between street trees and street lights. Another option is to convert street space into areas for storing multiple racks. The following tasks should be completed to improve bicycle parking in Kirkland. (See Goal G8).

- Identify where bicycle parking should be added candidates include Downtown, Juanita, Totem Lake, and/or other commercial areas.
- Identify the amount of additional parking needed. This could be based on having parking available within a certain distance, on increasing the existing supply by a certain amount, on developing locations where parking can be easily located or on other factors
- Revise the zoning code to require bicycle parking as a part of right-of-way improvements
- Review existing zoning code requirements for
- Add specifications for bicycle rack design and installation to the Pre-Approved plans
- Create additional bicycle parking
- Explore requiring special events in Downtown to provide bicycle parking.

Figure 46 This information is printed on stickers and placed on bicycle racks in Chicago

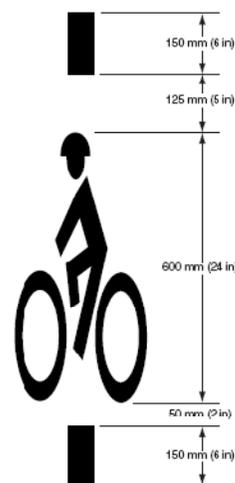


TRAFFIC SIGNALS

In Kirkland, most traffic signals are activated by loops buried in the pavement. The loops have an electric current passing through them making a circuit. When a vehicle passes over a loop the properties of the circuit change, the traffic signal equipment detects the change and the signal turns green for the direction where the vehicle is. Loops are most sensitive at their edges. Cars and trucks are large enough that they easily cover the loop and are therefore easy for the traffic signal equipment to detect them. Sometimes it's hard for cyclists to get a signal to respond because they don't know where to stop in order to activate the loop.

In order to make it easier for cyclists to activate the signals, markings like the one shown in Figure 47 will be placed to give cyclists a clear location of where to stop. About 275 markings will be needed. This work could likely be accomplished through the City's pavement marking program.

Figure 47 Marking that could be used at traffic signals to indicate where cyclists should stop



STREET SWEEPING

Kirkland's existing sweeping program is described in Section 2. A number of respondents to the survey cited increased sweeping of bicycle lanes as a measure that would improve their bicycling experience. A main purpose of street sweeping is to keep debris from clogging the stormwater system. Therefore, it's important to sweep both minor and major streets frequently. Increasing the sweeping of bicycle lanes by decreasing sweeping of other streets is not realistic. In order to sweep bicycle lanes more often, more person-hours would have to be added to the sweeping program. Given budget constraints this is probably not realistic. The spot sweeping of bicycle lanes is relatively inexpensive because the sweeper is out almost every day and can make a pass on the way to or from another job.

Two ideas should be considered to reduce debris in the bicycle lanes. One is the wider promotion of the fact that cyclists can call to get spot sweeping done and the other is the reconsideration of spreading sand for snow and ice control.

NE 116TH STREET/JUANITA DRIVE/98TH AVENUE NE INTERSECTION

This intersection was one that was viewed as difficult by both pedestrians and cyclists who responded to the survey. It is heavily traveled by cyclists connecting between Juanita Drive and downtown Kirkland on the popular Lake Washington Loop route, it's in the center of the Juanita Business district and used to connect to both Juanita Bay Park and Juanita Beach Park. It is also heavily traveled by motorists. There was one pedestrian crash and no bicycle crashes in the period 2003 to 2007.

In support of Goal G5, it is proposed that a Road Safety Audit (RSA) be conducted at this intersection. An RSA is a formal safety examination of an existing or future roadway that is conducted by a multidisciplinary (for example, traffic signal engineer, police officer, roadway designer, expert in disabled access, pedestrian safety expert, etc) team of people who don't work for the City and who were not involved with the development of the current configuration. The main objective of an RSA is to address the safe operation of roadways and crossings to ensure a high level of safety for all road users. RSAs are not intended to be a review of design standards or policies, but rather a review of site elements that, alone or combined, could contribute to safety concerns.¹⁶

¹⁶ Pedestrian Road Safety Audit Guidelines and Prompt lists. FHWA SA-07-007, USDOT FHWA July, 2007.

SECTION 8: EQUESTRIAN SYSTEM

INTRODUCTION

Urban equestrians face unique challenges in their use of the City's transportation system. Paved surfaces are not ideal for equestrians because they provide poor traction for horses and can be hard on their joints. In addition, horses can be frightened by other users of the transportation system such as motorists and cyclists.

To accommodate the needs of the equestrian community, it is important that care be given to the design and construction of equestrian facilities. These should incorporate the following considerations:

Shared equestrian and pedestrian use of a path can generally be safely managed. Where possible, some separation of equestrians from cyclists and motorists is desirable.

Equestrian paths should not be paved. Rather, paths should be constructed with a specially designed, stabilized granolithic mix to provide appropriate footing and to retain their integrity in Puget Sound's wet climate.

Clearances should be designed with the use by horse and rider in mind. Paths should be wide enough to support two-way travel equestrian travel and have enough vertical clearance for a horse and rider.

Figure 48 Placeholder Picture



EXISTING FACILITIES

Bridle Trails State Park is a regional hub for equestrian activities and the key equestrian facility available to Kirkland residents. It has been owned by the State since the 1880s and has been a popular riding area for equestrians since the 1930s. In the 1960s, citizens successfully petitioned the State to make it a State Park.

The park encompasses 481 acres of forested land and includes 28 miles of equestrian/pedestrian trails as well as horse show arenas and spectator stands. It is a mark of how significant this facility is that, in 2002, users established the Bridle Trails Park Foundation. This 501c3 non-profit organization acts in partnership with the State to fund operating costs for the park.

In the neighborhoods north and west of Bridle Trails State Park, residents ride to the park and to areas within the larger region. Kirkland's Land Use Code establishes most of the area around the park as Low Density Residential. Much of it is zoned to allow one unit per acre, while some allows 1 -3 units per acre. This reduced density helps preserve the option for owning horses in the areas surrounding the park.

Placeholder text box

Kirkland's Land Use Code establishes most of the area around the park as Low Density Residential.

PROPOSED FACILITIES

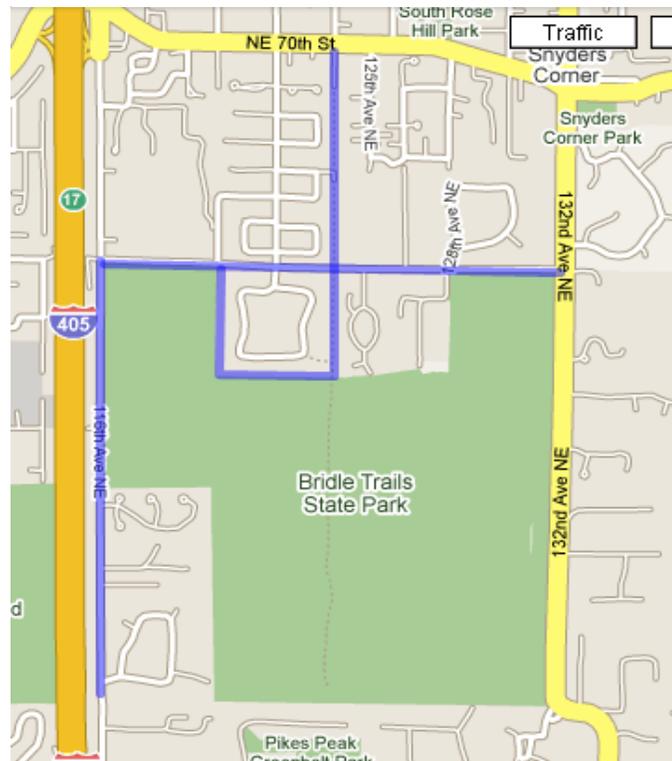
To take advantage of the equestrian opportunities presented by Bridle Trails State Park, a series of equestrian trails are planned along the surrounding and nearby rights-of-way. The trails need to be designed and constructed to accommodate the special needs of equestrians as described earlier in this chapter.

Map 20 shows the system of equestrian routes in the areas surrounding Bridle Trails State Park.

The proposed facilities are multi-use trails along:

- the east side of 116th Avenue NE from NE 60th Street south to the Kirkland city limit
- the south side of NE 60th Street from 116th Avenue NE to 132nd Avenue NE
- the 124th Avenue NE right-of-way from NE 60th Street to NE 70th Street
- The perimeter of the Bridlewood Circle development

Map 20 Placeholder for equestrian map



ACTION ITEMS

The following Action Items are necessary to implement and manage the equestrian element facilities described above:

Complete design of the 116th Avenue NE facility (2009)

Finalize equestrian path design standards for inclusion in City's Pre-Approved Plans (2009)

Secure funding for the construction of the 116th Avenue NE facility

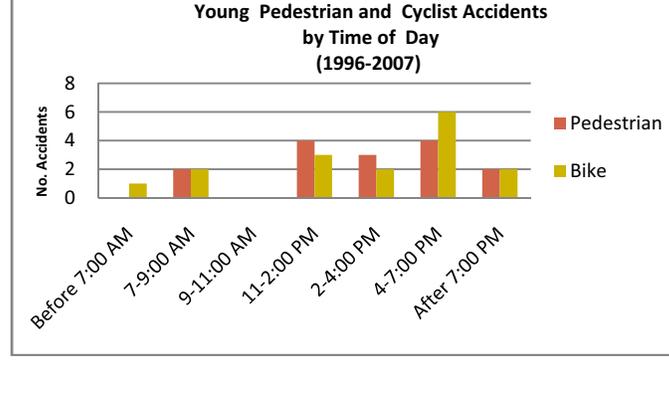
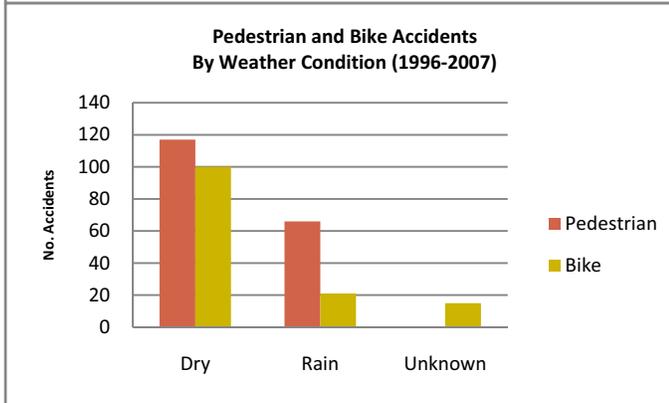
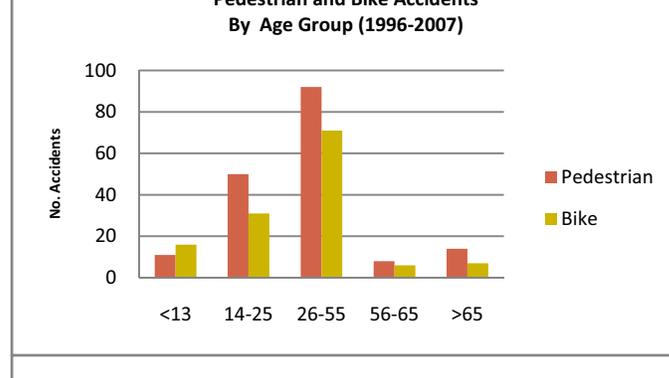
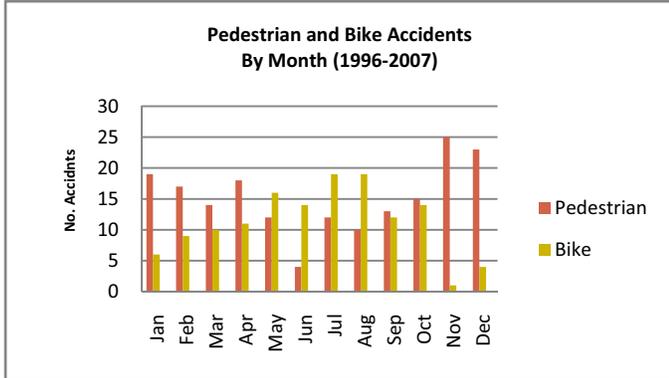
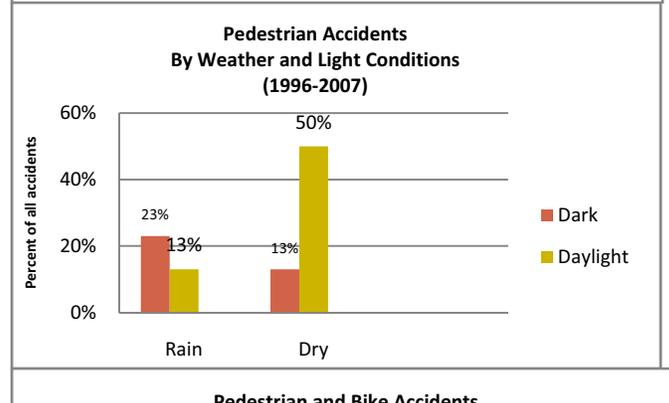
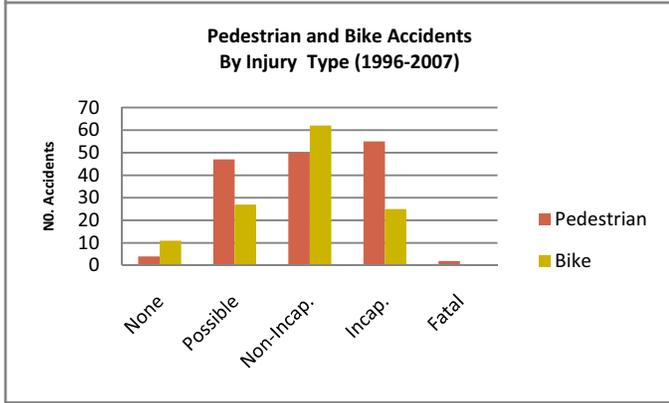
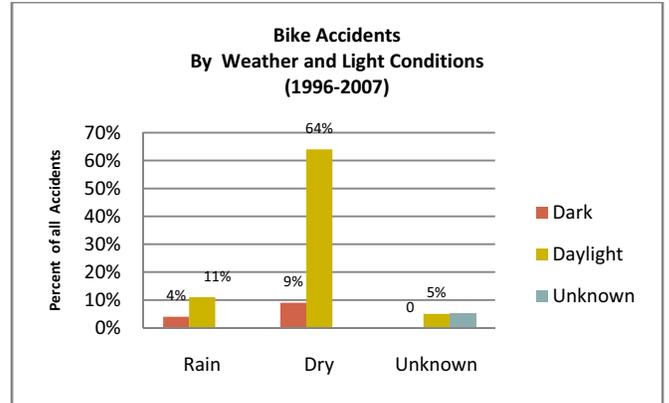
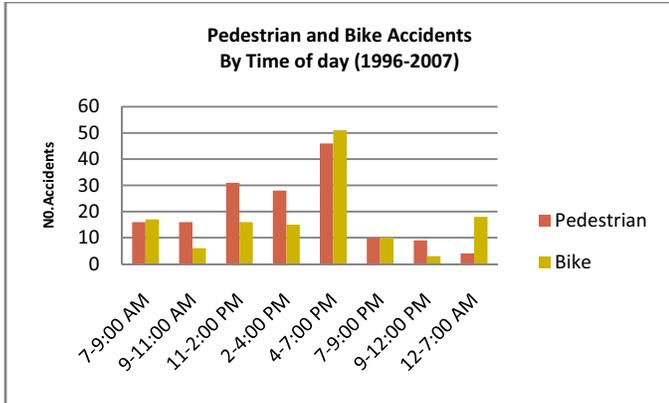
Seek funding for the design and construction of the remaining facilities

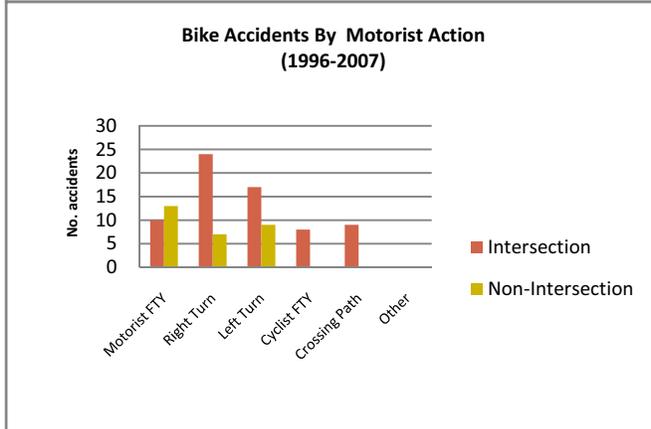
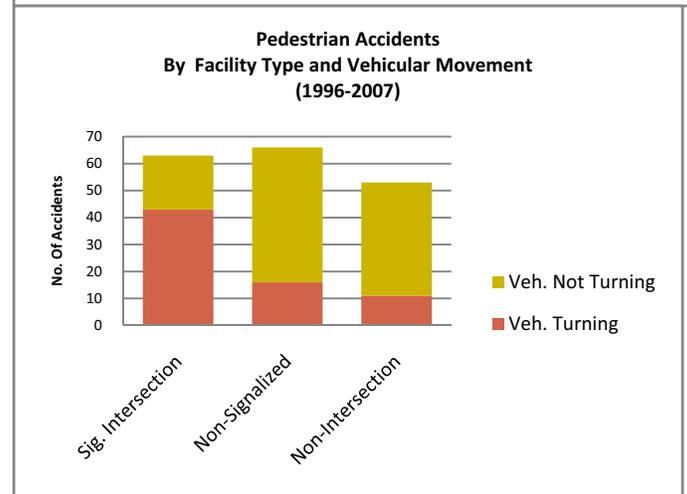
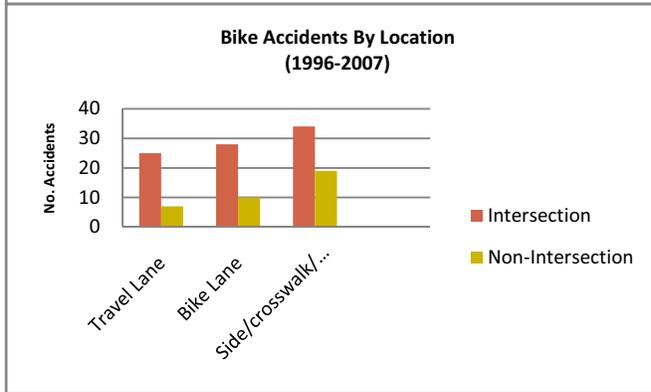
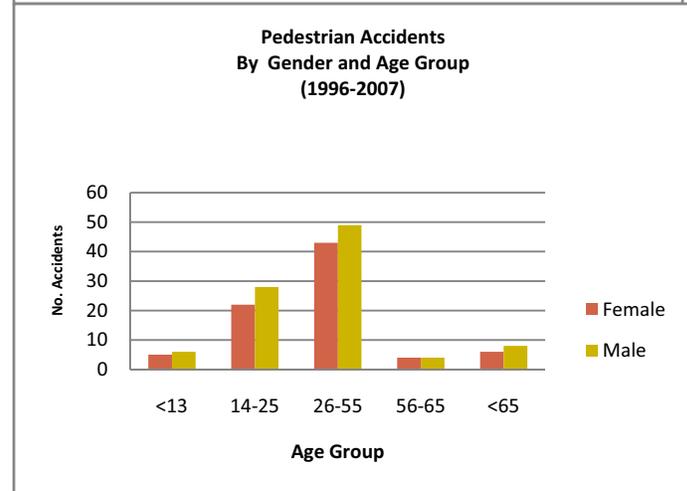
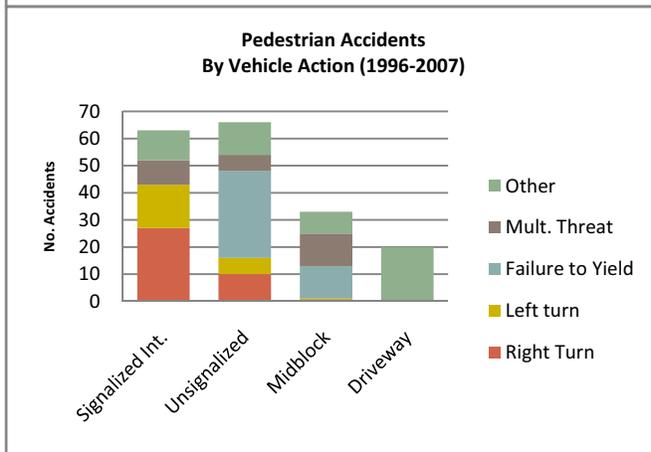
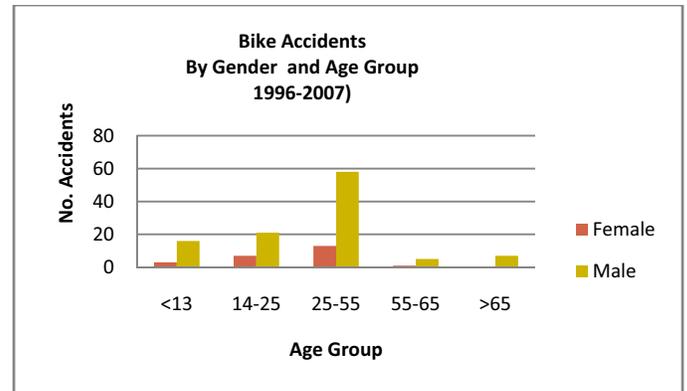
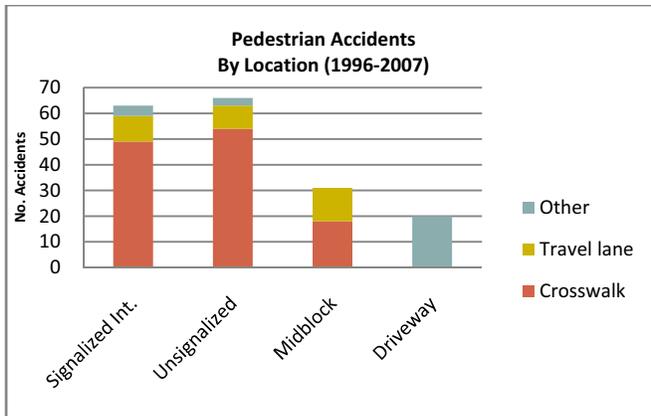
Preserve and maintain access through the existing equestrian easements around Bridle Trails State Park (ongoing)

APPENDIX A ON-LINE SURVEY

Under development

APPENDIX B CRASH DATA





APPENDIX C CROSSWALK EVALUATION

Under development

APPENDIX D BACKGROUND ON RANKING SIDEWALK PROJECTS

Under development

Parks

1. 132nd Square Park
2. Bridle Trails State Park
3. Brookhaven Park
4. Carillon Woods
5. Cedar View Park
6. Crestwoods Park
7. David E. Brink Park
8. Everest Park
9. Forbes Creek Park
10. Forbes Lake Park
11. Heritage Park
12. Highlands Park
13. Houghton Beach Park
14. Juanita Bay Park
15. Juanita Beach Park
16. Kiwanis Park
17. Marina Park
18. Mark Twain Park
19. Marsh Park
20. McAuliffe Park
21. North Kirkland Community Center and Park
22. North Rose Hill Woodlands Park
23. Ohde Avenue Pea Patch
24. Peter Kirk Park
25. Phyllis A. Needy Park
26. Reservoir Park
27. Rose Hill Meadows
28. Settler's Landing
29. South Rose Hill Park
30. Spinney Homestead Park
31. Street End Park
32. Taylor Fields at Houghton Landfill
33. Terrace Park
34. Tot Lot Park
35. Totem Lake Park
36. Van Alst Park
37. Watershed Park
38. Waverly Beach Park
39. Yarrow Bay Wetlands

Commercial Areas

1. Bridle Trails: BCX, BN1
2. Carillion Point: PLA 15A
3. Downtown: CBD 1-8
4. Houghton: BC
5. Juanita: JBD 1-2, 4-6
6. Lake Washington Blvd.: BN
7. Market Street south: MSC 3
8. Market Street north: MSC 2
9. NE 85th Street: RH1 A-B, 2 A-C, 3, 4, 5 A-C, 7
10. Totem Lake: TL 2, 4 A-C, 5, 6 A,B, 8, NRH 1A, 1B, 4

Schools

Lake Washington School District

Elementary (k-6)

1. AG Bell
2. Juanita
3. Peter Kirk
4. Mark Twain
5. Rose Hill
6. Lakeview
7. Ben Franklin

Jr. High (7-9)

- 8. Kirkland
- 9. Rose Hill Shares campus with Stella Schola
- High Schools (10-12)
 - 10. Juanita Shares campus with Futures School
 - 11. Lake Washington Shares campus with Northstar Jr. High
- Choice Schools
 - 12. Community Elementary (1-6) Shares campus with International School
 - 13. Stella Schola (6-9) Shares campus with Rose Hill Jr. High
 - 14. Northstar Jr. High (7-9) Shares campus with Lake Washington High
 - 15. International School (7-12) Shares campus with Community Elementary
 - 16. BEST High School (9-12) Shares campus with Family Learning Center
 - 17. Futures School (10-12) Shares campus with Juanita High School
 - 18. Family Learning Center (k-12) Shares campus with BEST High School
- Other Schools
 - 19. Holy Family (k-8)
 - 20. Seventh Day Adventist (k-8)
 - 21. Lake Washington Technical College
 - 22. Northwest University

Transit Routes

No	Route	Peak hour only	Freeway in Kirkland	Serves high schools
1	230			
2	234			
3	236			
4	238			X
5	244			
6	245			
7	248			
8	252	X	Between Totem Lake freeway station and Seattle	
9	255			
10	257	X	Between Totem Lake freeway station and Seattle	X
11	260	X	Between NE 116th St. and Seattle. Stops at Houghton Freeway Stop	
12	265	X	Between Houghton P&R and Seattle	
13	277	X	Between Houghton P&R and Seattle	X
14	291	X		
15	342		Serves only Totem Lake Freeway Station and Houghton Freeway stop	
16	532	X	Serves only Totem Lake Freeway Station	
17	535		Serves only Totem Lake Freeway Station	
18	540			
19	935			

APPENDIX E TRANSPORTATION PROJECT EVALUATION FORM



CITY OF KIRKLAND

TRANSPORTATION PROJECT EVALUATION FORM

PROJECT INFORMATION

Project: _____

Limits: _____

Description: _____

Proposed By: _____ Date: _____

Rated By: _____ Date: _____

INITIAL PROJECT SCREENING

Does the project conflict with any specific policy provisions of the Comprehensive Plan?

- Yes: project eliminated from consideration
- No: project ranked using following criteria

PROJECT VALUES

	<u>POSSIBLE</u>	<u>THIS PROJECT</u>
• FISCAL	20	
• PLAN CONSISTENCY	10	
• NEIGHBORHOOD INTEGRITY	15	
• TRANSPORTATION CONNECTIONS	15	
• MULTIMODAL (NON-SOV)	20	
• SAFETY	20	
TOTAL	100	_____

(Note to Rater: Please address all of the following questions recording any assumptions or comments in the margin adjacent to the question. Record scores for each question and transfer each value total to this cover sheet.)

FISCAL

- _____ (50) 1. What is the City's ability to leverage funds from all non-City sources (i.e. grants, private funds)?

(a)		x	(b)	
<u>Chance to leverage</u>			<u>Amount leveraged</u>	
0%	0		0-25%	1
1-25%	1		26-49%	2
26-50%	2		50-74%	3
51-75%	3		75-100%	4
76-100%	4			

(Rater: Multiply (a) x (b) = leverage factor (LF))

<u>LF</u>	<u>SCORE</u>
0-1	0
2-3	15
4-6	25
7-11	35
12-16	50

- _____ (30) 2. How does the project unit construction cost deviate from standard unit construction cost? (Compare like projects: i.e. paths to paths, and not paths to sidewalks.)

>25% Greater than standard unit costs	0
0-25% Greater than standard unit costs	15
Less than standard unit costs	30

- _____ (10) 3. How will the maintenance costs for conceptual design of project compare with the maintenance costs for a standard project design? (Standard project design is defined as the current requirements as set forth in the street standards.)

Greater than standard maintenance cost	0
Standard maintenance cost	5
Reduce costs of existing infrastructure or less than standard maintenance cost	10

FISCAL VALUES (Continued)

_____ (10)	4.	How will the conceptual design of the project affect existing maintenance needs?	
		Greater than existing	0
		Same	5
		Less than existing	10

_____ VALUE SCORE
(100 max)

x .20 VALUE WEIGHT

===== VALUE TOTAL

PLAN CONSISTENCY

_____ (50) 1. Is the project generally consistent with or generated from adopted regional plans, such as Eastside Transportation Plan, King County Transit Six-Year Plan?

No	0
Project is not inconsistent	25
Project is generated from a regional plan	50

_____ (50) 2. Is the project identified by the 20 year project list in the Capital Facilities Element of Kirkland's Comprehensive Plan or the Non-Motorized Transportation Plan (NMTP)?

Project is not in either plan	0
Project is identified as a priority 2 route in the NMTP	25
Project is in the Comprehensive Plan, listed as a priority 1 route in the NMTP or is an approved school safe walk route.	50

_____ VALUE SCORE
(100 max)

x .10 VALUE WEIGHT

VALUE TOTAL

=====

NEIGHBORHOOD INTEGRITY

<u> </u>	(40)	1.	Does the project have public support?	
			Clearly opposed by the public	0
			Support/opposition of the public unknown or balanced	20
			Clearly supported by the public (i.e. Neighborhood Association, PTA letter)	40
<u> </u>	(20)	2.	Is the project generally consistent with the neighborhood in regards to street widths, landscaping, and appropriate buffers?	
			No	0
			Neutral	5
			Yes	15
			Yes & superior design	20
<u> </u>	(20)	3.	How will the project impact through traffic on neighborhood access/collector streets?	
			Will significantly divert traffic onto neighborhood access/collector streets	0
			Will have minimal impact on neighborhood access/ collector streets	10
			Will divert traffic away from neighborhood access/ collector streets	20
<u> </u>	(20)	4.	Is the project identified in a neighborhood plan or does the project support the goals of the neighborhood plan?	
			Does not support goals or conflicts	0
			No impact on goals of the plan	10
			Identified in the plan or supports the goals of the plan	20

 VALUE SCORE
(100 max)

 x .15 VALUE WEIGHT

 VALUE TOTAL

TRANSPORTATION CONNECTIONS

- _____ (28) 1. Does the project provide a missing segment of an existing incomplete transportation network which is specifically identified in the Comprehensive Plan, the Non-Motorized Transportation Plan or is an approved school safe walk route?

No 0

Pedestrian Network

Yes for a priority 2 network or a school safe walk route on a local street 14

Yes for a priority 1 network or a school safe walk route on a collector or arterial 28

Bicycle Network

Yes for a priority 2 network 14

Yes for a priority 1 network 28

Transit/HOV Network

Yes for a moderate improvement 14

Yes for a substantial improvement 28

Road Network

Yes for a moderate improvement 14

Yes for a substantial improvement 28

- _____ (72) 2. Does the project improve pedestrian, bicycle, transit/HOV or road connections near activity centers?

(72) Pedestrian:

Activity Centers	Project Within 1/4 Mile of a Center		Project Within 1/2 Mile of a Center	
School	18 points		12 points	
Community Facility⁽¹⁾	12 points		6 points	
Business District⁽²⁾	12 points		6 points	
Transit/HOV Facility	Facility 12	Route 6	Facility 6	Route 3
Regional Center⁽³⁾	6 points		3 points	
Improves a Connection within a Business District			12 points	

TRANSPORTATION CONNECTIONS (Continued)

(72) Bicycle:

Activity Centers	Project Within 1/2 Mile of a Center		Project Within 1 Mile of a Center	
School	18 points		12 points	
Community Facility ⁽¹⁾	12 points		6 points	
Business District ⁽²⁾	12 points		6 points	
Transit/HOV Facility	Facility 12	Route 6	Facility 6	Route 3
Regional Center ⁽³⁾	6 points		3 points	
Improves a Connection within a Business District				
			12 points	

(72) Transit/ HOV:

Activity Centers	Project Within 1/4 Mile of a Center		Project Within 1/2 Mile of a Center	
School	18 points		12 points	
Community Facility ⁽¹⁾	12 points		6 points	
Business District ⁽²⁾	12 points		6 points	
Transit/HOV Facility	Facility 12	Route 6	Facility 6	Route 3
Regional Center ⁽³⁾	6 points		3 points	
Improves a Connection within a Business District				
			12 points	

Footnotes:

(1) Community Facility includes parks, libraries, hospitals, fire stations, city hall,

community centers, the Boys and Girls club and similar facilities.

(2) Business District includes commercial or employment centers.

(3) Regional Center includes Totem Lake area and Downtown Kirkland.

(72) Roads:

Connects To	Connects From		
	Arterial Street	Collector Street	Local Access Street
Arterial Street	72 points	72 points	0 points
Collector Street	72 points	72 points	36 points
Local Access Street	0 points	36 points	72 points

For multi-modal projects, the project will receive the same number of points as the highest rated mode.

TRANSPORTATION CONNECTIONS (Continued)

(72) Signals:

Warrants	<75%	>75%	Meets
1. Minimum Volume	0	6	12
2. Interruption	0	6	12
3. Ped Volume	0	6	12
9. Four Hour Volume	0	6	12
10. Peak Hour Delay	0	6	12
11. Peak Hour Volume	0	6	12

_____ VALUE SCORE
(100 max)

x .15 VALUE WEIGHT

VALUE TOTAL

=====

MULTIMODAL (NON-SOV)

_____ (45)	1.	Does the project provide non-SOV modes to the existing facility that currently do not exist?	
		Adds transit/HOV mode	15
		Adds bicycle mode	15
		Adds pedestrian mode	15
_____ (30)	2.	Will the project impact the effectiveness of any existing non-SOV modes (minimum standard)?	
		Denigrates existing non-SOV mode(s)	0
		No impact	15
		Improves existing non-SOV mode(s)	30
_____ (25)	3.	Does the project add one or more non-SOV modes to an existing regional corridor/facility or provide a new regional corridor/facility?	
		Pedestrian	5
		Bike - one way	5
		Bike - two way	10
		Transit	10

	VALUE SCORE
(100 max)	
	VALUE WEIGHT
x .20	
	VALUE TOTAL

SAFETY

_____ (10)	1.	Does the conceptualized design of the project meet generally accepted practices?	
		No	0
		Yes	10
_____ (25)	2.	What are the existing conditions for each mode of the project?	
_____ (25)		<u>Bicycle:</u>	
		Traffic volume is low, wide vehicular lanes	0
		Traffic volume is moderate, wide vehicular lanes which will allow cars to pass	5
		Traffic volume is high, wide vehicular lanes which will allow cars to pass	10
		Pavement is narrow, moderate volume of traffic	15
		Pavement is narrow, high volume of traffic	20
		Pavement is too narrow, to provide bicycle lane, traffic and parking demand are heavy	25
_____ (25)		<u>Pedestrian</u>	
_____ (25)		Pathway:	
		High parking demand on shoulder, low traffic volume, sidewalk/pathway currently available on one side	0
		High parking demand on shoulder, high traffic volume, sidewalk pathway available on one side	5
		Moderate parking demand on shoulder, low traffic volume, no existing sidewalk/pathway available	10
		Low parking demand on shoulder, high traffic volume, low turning movements, no existing sidewalk/pathway	15
		Low parking demand on shoulder, high traffic volume, high turning movements, no existing facilities	20
		Ability to prohibit or no parking demand on shoulder, high traffic volume/turning movements, no existing facilities	25
_____ (25)		Sidewalk:	
		Sidewalk separated pathway available, low traffic volume	0
		Wide paved shoulder or pathway both sides, low traffic volume	5
		Wide gravel/dirt shoulder four to eight feet wide one side, moderate traffic volume	10

SAFETY (Continued)**Sidewalk: (Continued)**

Paved shoulder one to four feet wide present both sides, moderate traffic volume	15
No shoulder present on one side (must walk in vehicle lane), one to four feet other side, high traffic volume	20
No shoulder either side (must walk in vehicle lane), high traffic volume	25

_____ (25) **Crosswalk:**

Low pedestrian/traffic volume	0
Moderate pedestrian/traffic volume	10
Vulnerable population in proximity, moderate pedestrian/traffic volume	20
Vulnerable population in proximity, high pedestrian/traffic volume; high number of ped. accidents	25

_____ (25) **Roadway:** *(Note: Rater can substitute documented accidents along proposed project for relative ranking in this category).*

Roadway meets design standards (site distance, curves, travel lane widths, shoulders, etc.); saturated development (95 to 100% developed) feeding roadway	0
Roadway meets design standards; surrounding property mostly developed (50 to 95% developed)	5
Certain areas of the roadway below design standards, surrounding property mostly developed	10
Overall roadway is below design standards; surrounding property has significant undeveloped parcels with developable property (25 to 50% developed)	15
Certain areas of the roadway are potentially hazardous and substandard; surrounding property has significant undeveloped parcels	20
Overall roadway is potentially hazardous and substandard; high current or anticipated development (0 to 25% developed) will feed roadway	25

SAFETY (Continued)_____ (25) Traffic Signal:

Accident Rate for Intersection

Not rated	0
0.25 accidents - 0.75 accidents/MEV	5
0.75-1.0 accidents/MEV	10
1.0 - 1.5 accidents/MEV	15
1.5 - 2.0 accidents/MEV	20
Greater than 2 accidents/MEV	25

_____ (25) Transit/HOV:

Not on an existing transit route, low need	0
Identified Transit route, high pedestrian/traffic volumes	25

_____ (15) 3. What is the degree of improvement proposed by the project compared to the existing condition(s). To determine, *After condition - Before condition = Number of points*; calculate total for all proposed project modes.

_____ (15) Bicycle:

No bike facilities available	0
Class III - no dedicated lane, but widened shoulder	5
Class II - on street, striped bike lane (5 feet wide)	10
Class I - separated trail	15

_____ (15) Pedestrian:

No pedestrian facilities available	0
Gravel shoulder (4 foot minimum)	5
Paved shoulder (4 foot minimum)	10
Sidewalk	12
Separated Trail	15

_____ (15) Crosswalk:

Unmarked crossing	0
Illuminated crossing/median island and warning signs	5
Traffic signal	10
Grade separation (under/overpass)	15

_____ (15) Roadway:

No existing roadway	0
Gravel/dirt roadway; no storm drainage	5
Existing paved roadway	10
Minimum roadway per zoning code	15

SAFETY (Continued)

- _____ (15) Traffic Signal:
 - Stop sign controlled 0
 - No separate turn phases 5
 - Protected/permissive turns 10
 - Protected turns only 15
- _____ (15) Transit/HOV:
 - No transit facilities available 0
 - Increases safety for transit 15

_____ (10) 4. Does the proposed project maintain or enhance the safety of the following modes?

	Positive impact enhances (2.5)	No impact neutral (1)	Negative Impact inhibits/reduces (0)	Total
Bicycle	_____	_____	_____	_____
Pedestrian	_____	_____	_____	_____
Vehicular	_____	_____	_____	_____
Transit/HOV	_____	_____	_____	_____

_____ (25) 5. Does the proposed project provide access for a vulnerable population (i.e. park, elementary school, mobility challenged, wheelchairs, retirement homes, hospital, Boys & Girls Club, Senior Center)?

- No surrounding facilities will access 0
- Facility within 8 to 15 blocks (½ to 1 mile) 5
- Facility within 4 to 8 blocks (¼ to ½ mile) 10
- Facility within 4 blocks (¼ mile) 15
- One facility accessed directly 20
- More than one facility accessed directly 25

_____ (15) 6. Does the proposed project maintain or enhance the emergency vehicle network?

- Inhibits/reduces 0
- Maintains or neutral 8
- Enhances 15

SAFETY (Continued)

_____ VALUE SCORE
(100 max)

x .20 VALUE WEIGHT

===== VALUE TOTAL

SECTION 5: PROJECT PRIORITIZATION OF FACILITIES FOR PEDESTRIANS

Like previous non-motorized plans, this plan does not propose specific pedestrian projects. Instead, it proposes a ranking system for evaluating sidewalk construction projects. This replaces the priority 1 and priority 2 route networks contained in earlier plans. As described on Page 51, the priority networks from previous plans fed information to the Project Ranking System. This plan revises that ranking system, originally developed to evaluate all kinds of projects, with a system tailored to sidewalk ranking. In general, the ranking system gives first priority to construction of facilities on higher volume streets, close to schools, parks, commercial areas and bus routes. It favors construction on school walk routes. And, it favors locations where existing walkways are narrow and not constructed from concrete. See Goal G3.

Four sections make up the ranking system:

Access potential *35 % of total score*

Access potential measures the proximity of a given street segment to uses that pedestrians walk to. It reflects the responses to the pedestrian survey; errands, exercise and transit are typical uses for those who answered the survey.

Missing sidewalks *35% of total score*

This category evaluates the amount of sidewalk already constructed, favoring locations that have no sidewalk over those that have sidewalk on one side. This is also one of the places where school walk routes are taken into account and given extra points.

Existing Conditions *20% of total score*

Existing walkway surface type and walkway width are examined in this category. More points are given for projects that build where concrete sidewalk is not already present on the segment and where walkways are less than 4' wide.

Fiscal *10% of total score*

This category is based on the existing project scoring criteria; it evaluates the anticipated cost of the project relative to typical projects of the same type.

ACCESS POTENTIAL

Proximity to parks, commercial areas, bus routes and schools are the location factors used to develop a system for prioritizing sidewalk construction. Each of the four destinations is ranked relative to each other; Schools and Parks at 30% and Transit and Commercial areas at 20%. Using Kirkland's GIS system, the city was divided into a grid of 25' squares then, points were assigned to each square based distance to the various features. Each square was assigned a value based on the number and proximity of features attractive to pedestrians as shown in the table below.

Table 1 Relative weighting between and within destination types.

<i>Destination</i>	<i>Relative weighting within destination by type</i>				<i>Total % weighting for destination</i>
Schools	One school		Shared campus		30%
	1/8 mile or closer	between 1/4 and 1/8mile	1/8 mile or closer	between 1/4 and 1/8mile	
	1.25	1.00	1.30	1.10	
Transit	Peak hour		All-day		20%
	1/8 mile or closer	Between 1/4 and 1/8mile	1/8 mile or closer	Between 1/4 and 1/8mile	
	0.95	0.75	1.25	1.00	
Parks and Commercial areas (counted separately)	1/8 mile or closer	Between 1/4 and 1/8mile	Not used, only one type		Parks 30%
	1.25	1.00			Commercial areas 20%

Higher weights were given to parks and schools than to transit and commercial areas to reflect their higher importance as expressed by the community. For simplicity, each park and commercial area are considered to draw the same amount of pedestrian traffic (hence equal weighting among parks and among commercial areas) even though different parks have different features as do different commercial areas. Different weightings were given within the school and transit categories. Campuses with more than one school get higher weighting than campuses with only one school. Transit that runs all day gets higher weighting than transit that only runs in the peak period. Proximity to features is measured separately. For example, if a particular location is within 1/4 mile of three different parks, it will receive three times the value of a site within 1/4 mile of only one park. The only exception to this is transit. Scores for transit are capped at 5 routes; in other words a location that is close to more than 5 routes scores the same as one that is close to only 5 routes. This helps to prevent locations where transit routes meet from having too high an influence on the overall score.

Distances of ¼ and ⅛ miles were used because they are conservative in that only a few people would consider distances of ¼ mile or less to be inconvenient.

Distances were measured from the edges of parks because it is less likely to exclude any possible access. Some parks have only one or two discrete entrances, others have many entrances.

Adjacent commercial areas were combined to avoid double counting. For example, the nine separate zones that make up Totem Lake are considered one, not nine separate areas each with its own influence. Distances to schools are measured from the edges of the school buildings to compensate for the large and irregular boundaries of some school properties. This also helps to account for the fact that some campuses have multiple schools on their campus. For simplicity, it's assumed that transit stops are uniformly spread along the routes and distances can be measured from the routes. Portions of routes along freeways are not considered, although stops at freeways are.

Peak hour transit routes typically run in one direction, for example to Seattle in the morning and the other direction –to Kirkland for example -- in the evening. There are typically eight or less runs on these peak hour routes in each direction as opposed to the 40 or so in each direction on an all day route with evening coverage. Therefore, peak hour routes get fewer points.

Schools are included here because they can generate walking trips that are outside the school day or made by non-students. These might include trips to use play fields, to attend athletic events or for evening activities. School walk routes which are intended for use by elementary school students, are accounted for elsewhere.

Map 15 shows the results of the pedestrian access analysis.

Each segment in the roadway system was given a score based on the pedestrian access ranking described above¹. These scores were translated into a 1-35 range because this section of the ranking accounts for 35% of the project score (see Page 74). Map 16 shows access scores on road segments. More details on this process are in Appendix D.

Comparing the existing and proposed project ranking systems.

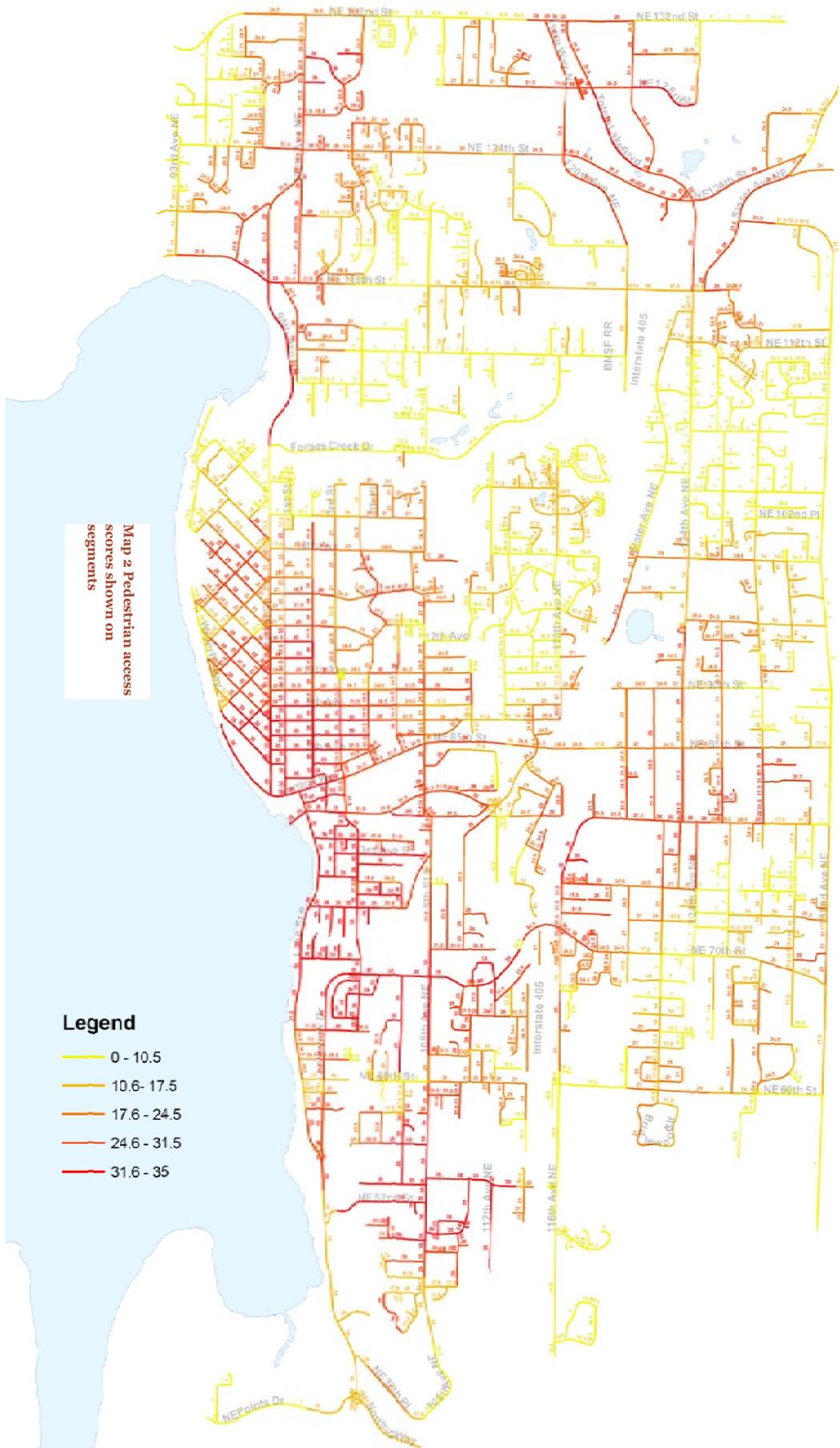
The existing project ranking system is described beginning on page 49. Most of the factors that have been used in the existing system are also used in the new system. These factors include:

- Proximity to pedestrian generators like parks, schools, commercial areas
- Width of existing shoulder, presence of existing walkway
- Type of existing walkway
- School walk route

The system described here gives about twice as much weight to the project's proximity to pedestrian traffic "generators" like parks, commercial areas and schools.

The revised ranking system also weights school walk routes more heavily – about 8% to 17% of the total score compared to about 4% in the existing method.

¹ Each segment passes through multiple 25' grid squares. The value of the highest scoring grid square was assigned to the segment.



MISSING SIDEWALKS

Along with pedestrian access --features that are important because of where the segment is-- there are other important characteristics that are associated with existing conditions on the segment itself. Scoring based on these factors; the type of roadway², the existing sidewalk and whether or not the segment is on a school walk route is incorporated in the Missing Sidewalk category. Table 12 summarizes how the factors are used to score each link. Unlike the pedestrian access component, the missing sidewalk component is computed directly by road segment.

The type of road –its functional classification – is a surrogate measure for the auto volume on a segment. In one sense it is also a predictor of crash history. For the five year period 2003-2007 only 5% of all crashes took place on local streets the rest occurred on arterials or collectors. Very few (2 out of 165, about 1%, during the period 1996-2007) crashes involved vehicles striking pedestrians that were not crossing the street. Therefore, based on crash history, constructing sidewalk may not have an important direct effect on safety, but it does have an important and direct effect on pedestrian comfort and that effect is proportionate to the volume of the adjacent street. When pedestrian comfort is improved, the number of pedestrians who walk regularly will increase, supporting the goals of this plan.

Table 2 Segment scores based on street classification, school walk routes and walkway completion.

MISSING SIDEWALK <i>segments where Sidewalks are not complete on both sides</i>				
Street Class	School walk route points	Existing walkway		
		Neither side complete		One side complete
Principal	+3	12		10
Minor		10		8
Collector	+2	8		6
Local	+1	No walkway	Some walkway on one or both sides	1
		2		

² The types of roadways are based on functional classification: Principal arterials, minor arterials, collectors and local streets. Functional classification is closely associated with the street's auto volume.

Constructing sidewalks along school walk routes is an important value to the community. Therefore a higher priority is given to segments that are on school walk routes.

The nature of the walkway that is currently available is also a consideration when determining the priority of a route for additional sidewalk. For arterials and collectors, there are two categories of completion; either sidewalks are complete on one side or it is not. There are various subcategories, within each of the larger categories such as complete one side, with some sidewalk on the other side or some sidewalk on both sides but neither side is complete and so on. Figure 8 on Page 26 shows that very few segments that fall within any of these subcategories. Therefore, they can be collapsed into the two major groups described above. For local streets the picture is a little different. There are many more miles of local streets and two subcategories have more than 10 centerline miles of segments. For local street segments where sidewalks are not complete, a distinction is made between those segments where there is no sidewalk at all and those where there are some sidewalks on one or both sides.

For a given sidewalk completion status, the highest priority for sidewalk improvements is assigned to principal arterials. Minor arterials and collectors receive the next most points and local streets receive the fewest points. Similarly, within a given street classification, the most points are given to segments where sidewalk is not already complete on one side. For local streets, more points are given to segments where there is some sidewalk but it is not complete on one side. This supports Goal G3 and the desire to build upon sidewalk that is already in place and fill in gaps, first on busy streets.

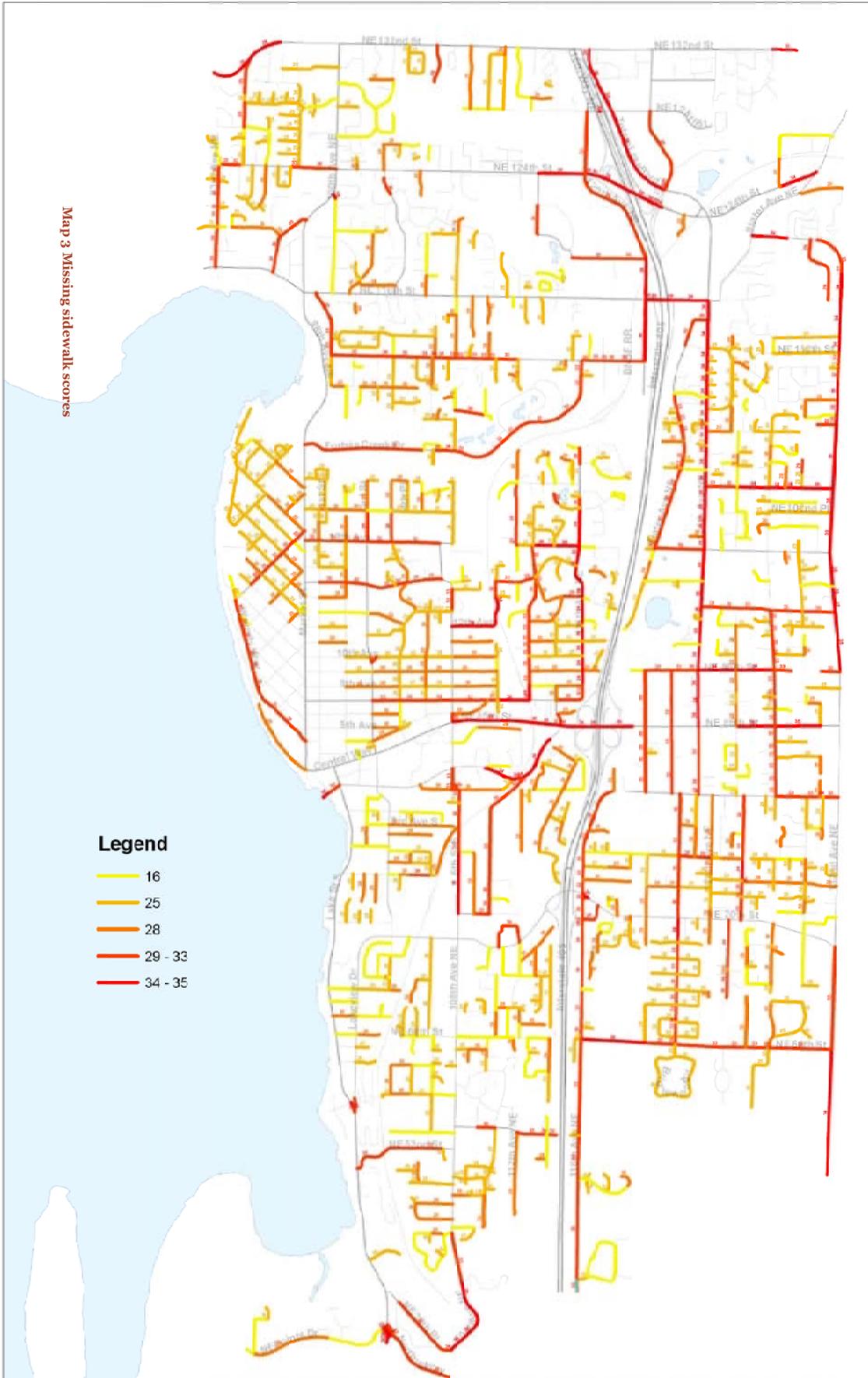
Map 17 shows the segment scores based on the missing sidewalk analysis. Like the pedestrian analysis scores, the missing sidewalk scores were translated into a 1-35 range because this section of the ranking accounts for 35% (see Page 74) of the project score.

Scoring projects

The purpose of the prioritization system is to be able to evaluate different projects against each other and decide which should be built first.

Sidewalk projects are scored by using the segment scores from Maps 16 and 18 and then adding the appropriate values from Tables 12, 13, 14 and 15.

Place example here.



EXISTING CONDITIONS

Along with location and segment specific features, determining the priority of projects also depends on characteristics that are measured on a project by project basis. As points are assigned for location and segment elements, points are also assigned for project specific features.

SURFACE

For walkways adjacent to streets, asphalt and gravel are usually better than nothing, but not as good as concrete sidewalks with curb and gutter. Asphalt and gravel are acceptable surfaces for trails and sometimes gravel is used for equestrian paths.

Points are assigned based on the amount of non-concrete walkway on a segment. If there are no complete walkways of any type, the maximum points are assigned. No points are assigned if there is concrete sidewalk on both sides. Points are assigned even if there is a complete sidewalk on one side, but it is not concrete.

For a given set of existing conditions more points are assigned to street classifications with higher volumes. Extra points are given for school walk routes. A maximum of 10 points is assigned (see Table 13).

WIDTH

When determining where sidewalk should be built, priority is given to locations where there is the least area to walk. Segments where at least one side has areas at least 4' wide to walk on get higher priority than segments where both sides have areas 4' or wider. For a given set of existing conditions more points are assigned to street classifications with higher volumes. Extra points are given for school walk routes. A maximum of 10 points is assigned (see Table 14).

FISCAL

As mentioned above, the fiscal component of project evaluation is taken from the existing project evaluation criteria. It is made up of three subparts; the project's basic construction cost it's maintenance cost and its affect on the cost of existing maintenance operations. A maximum of 10 points can be assigned to a project that has lower than average construction and maintenance costs (see Table 15).

Table 3 Points for projects based on existing surface conditions

<i>Walkway completion and Surface</i> 10 POINT MAXIMUM	<i>Functional class</i>				<i>School Walk routes</i>
	Principal	Minor	Collector	Local	
<i>Neither side is complete and neither is concrete</i>	10	9	8	7	Add 2 points for school walk route
<i>Only one side is complete, and it is not concrete</i>	9	8	7	6	
<i>Both sides are complete, but neither is concrete</i>	8	7	6	5	
<i>Only one side is complete and it is concrete</i>	7	6	5	4	
<i>Both sides are complete and only one is concrete</i>	6	5	4	3	
<i>Both sides are complete and both are concrete</i>	0	0	0	0	0

Table 4 Points for projects based on existing walkway width

<i>Width (area reserved for pedestrians)</i> 10 POINT MAXIMUM	<i>Functional class</i>				<i>School Walk routes</i>
	Principal	Minor	Collector	Local	
<i>Both sides are less than 4' wide</i>	10	10	8	6	Add 2 points for school walk route
<i>One side is less than 4' wide</i>	7	6	5	4	
<i>Neither side is less than 4' wide</i>	0	0	0	0	0

Table 5 Points for projects based on fiscal factors

<i>Fiscal factors 10 POINTS MAXIMUM</i>		
<i>Difference between forecast project unit construction costs and the standard unit construction costs for a similar project</i>		
<i>More than 25% greater than standard unit costs</i>	<i>0-25% greater than standard unit costs</i>	<i>Less than standard unit costs</i>
<i>0 points</i>	3 points	6 points
<i>Difference between forecast maintenance costs of project and the standard maintenance costs for a similar project</i>		
<i>Greater costs</i>	Similar costs	Lower costs
<i>0 points</i>	1 point	2 points
<i>Project affect on existing maintenance needs</i>		
<i>Greater than existing</i>	Same as existing	Less than existing
<i>0 points</i>	1 point	2 points

**CITY OF KIRKLAND****Police Department****123 Fifth Avenue, Kirkland, WA 98033 425.587.3400****www.ci.kirkland.wa.us**

MEMORANDUM

To: David Ramsay City Manager

From: Chief Eric Olsen
Sgt Rob Saloum

Date: January 1, 2009

Subject: Police Explorer Recognition

RECOMMENDATION:

The City Council recognize the Police Explorers for their efforts and contributions to the City at a upcoming Council meeting.

BACKGROUND DISCUSSION:

The City of Kirkland through its Police Department has a Police Explorer Post. The post consists of young men and women between the ages 14 and 21 with an interest in law enforcement and criminal justice. The explorers attend bi-monthly meetings conducted by police officers functioning as advisors. The explorers take part in police related training and assist at private and city sponsored events throughout the year.

Some of the events attended are:

- Kirkland Marathon
- Wednesday Market
- Seafair Marathon
- Classic Car Show
- Race for Hope 5k
- 12K's of Christmas
- Ronald McDonald House Christmas Cruise

The explorers donate hundreds of hours of their time working within the City to help make Kirkland a better place to live and work.

Kirkland Police Department Explorers



Shaping the Leaders of Tomorrow



About the Explorer Program

- The Kirkland Police Explorer program provides realistic hands on training in the field of law enforcement.



- The goal of the program is to prepare participants for a career in law enforcement.



Training

- Explorers attend two meetings a month, which consist of classroom and practical training exercises.
- Also attend Explorer Academy.



2008 Summer Academy



Volunteering

Explorers provide traffic control and crowd control at community events.

City events:

- 4th of July parade
- Fireworks
- Ronald McDonald House Christmas Cruise

Private events:

- Kirkland marathon
- Wednesday Market
- Seafair Marathon
- Classic Car Show
- Race for Hope 5K
- 12k's of Christmas







CITY OF KIRKLAND

City Manager's Office

123 Fifth Avenue, Kirkland, WA 98033 425.587.3001

www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Erin J. Leonhart, Intergovernmental Relations Manager

Date: January 12, 2008

Subject: 2009 LEGISLATIVE UPDATE 1 – JANUARY 20, 2009

The 2009 State Legislative Session began on January 12th. Due to the timing of this memo, little information is available about the new session. An updated matrix tracking Kirkland's legislative agenda will be provided at the January 20th Council meeting.



CITY OF KIRKLAND
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MEMORANDUM

To: Kirkland City Council

From: David Ramsay

Date: January 12, 2009

Subject: 2009 City Council Retreat

The 2009 City Council Retreat is planned for March 20 – 21. One of the decisions made during the recent budget process was to hold the retreat locally. We have selected a couple of options for Council's consideration. They are: the Evergreen Medical Center and the Seattle Times facility in Bothell.

Initial direction from Council regarding the agenda for the retreat was to limit the number of topics. With this in mind, we are recommending that the agenda be limited to the following two issues.

- Budget Update and Financial Planning
- City Council Goals and Performance Measurement

The budget update would focus on an analysis of current performance and trends. The financial planning discussion would include such issues as the upcoming utility tax vote, potential impact of the Federal economic stimulus package and contingency-based strategy options (i.e. dependent on budget performance).

The City Council Goal session would provide the opportunity to really focus on this issue. Some progress has been made in previous attempts to establish these goals and develop a related system that would guide the City's decision making. Please find attached several reports regarding these previous efforts. The first is a summary from the 2006 Retreat of the "Focus Areas" selected by the City Council. As you will see, the Council selected 10 focus areas and supplemented these with specific comments.

The issue of Council goals was re-visited at the 2008 Retreat (report attached). A framework was suggested that included a series of "core functions" (similar to the focus areas) each with their own value statement, goals (short, medium and long) and performance measures. The format for such a document was recognized as being particularly important. An example from the City of Gresham, Oregon was of particular interest (attached).

We have done some initial work on a goal format based on the 2008 Retreat. Please find attached a rough draft that begins to fill-in the goal framework with some suggestions for the vision and mission statements and the value and goal statements for each service area. A very important missing piece is the actual Council goals which would be included in the "City Council Agenda." The purpose of this rough draft would be to help facilitate the Council's goal discussion.

Council's direction at this time regarding both the retreat topics and the site would be appreciated. Staff will then proceed to developing the background information for the retreat notebooks.

2006 Council Retreat Focus Areas in Order of Priority

ECONOMIC DEVELOPMENT*****

- Fiscal management (revenue, services, jobs)
- Smart growth
- Business environment
- Paradigm shift to urban center (Totem Lake)
- Social environment
- Business starts and retention

NEIGHBORHOODS****

- Need better connection between
- People need to feel connected to community
- Character of neighborhoods (trees, etc.)
- Changing character of neighborhoods (housing targets)
- Maintaining quality of neighborhoods
- Enhance communications with neighborhoods
- Relationship with businesses

HOUSING****

- Cost of housing
- Aging population
- Pricing people out of market
- Affordable for low/medium income
- Choices – land use
- Housing for least affluent reveals the soul and face of a community
- Foundation of character of neighborhoods
- Public lands

ENVIRONMENTAL STEWARDSHIP***

- Citizen expectation
- So important to quality of life and health
- Core values – leadership/model regional
- Preservation
- Development/”green buildings”
- Alternative energy sources

- Protect water through public stewardship
- Open space

LONG RANGE PLANNING***

- Future of the City – decisions we need to make today for the future
- Can't afford not to
- The diverging lines

COMMUNITY INVOLVEMENT**

- Inform better
- We need to do better (see survey)
- Need two-way communication (need staff person?)
- Need public involvement strategies for every project
- Leadership development/diversity of thought
- Add new people
- 40 gates (there are many ways to enter involvement)
- Economic development (people need to know why)

ANNEXATION**

- Expectation under GMA
- Adds 35,000 people
- 7.5 square miles (we can do better as larger city)
- Effect on level of service
- How to retain core values
- Cost/benefit
- Price our city pays
- Lots of work

PUBLIC SAFETY*

- New building
- Primary purpose of government
- Strategic plan needs to move forward
- Need better jail
- Standards
- Needs to grow with City of Kirkland
- Not easy or cheap

TRANSPORTATION

- Affects everyone
- Need mechanism to make decisions regarding transportation growth
- Options (e.g. bikes, other)
- Land use issues
- Traffic/regional issues
- Congestion
- Safety
- Price of transportation solutions

HUMAN SERVICES

- Responsible development
- We are a leader on the eastside
- Need to pursue being decent (decency principles)
- Spend money in the most effective ways
- City would need to pay
- Federal/State safety net in shreds

**CITY OF KIRKLAND****City Manager's Office**

123 Fifth Avenue, Kirkland, WA 98033 425.587.3001

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MEMORANDUM**To:** Kirkland City Council**From:** David Ramsay**Date:** February 29, 2008**Subject:** **City Council Goals**

The challenge for any organizational goal setting process is twofold. First, is balancing the need to provide a conceptual framework (i.e. strategic) with the desire to actually get things done (i.e. tactical). Secondly, is to find ways to integrate these goals into the organization's on-going decision making processes (e.g. Comprehensive Plan and City Budget) so that they actually have an impact. The aim of the attached "City Council Goal Statement" is to find the proper balance that is a relevant guide for decision making and achieving meaningful results.

In the preparation of this report, we have used the following definitions for the key terms.

Vision – The place or thing that you want to become; what you will look like in the future if you have successfully attained your goals; a picture in your mind of how you want things to be.

Mission – What you do and for whom; the reason for your existence; the framework for what you are doing.

Core Functions – The basic services that are provided in order to accomplish your mission.

Values – Statements about what you believe about specific elements of your vision and mission; commonly held truths that guide your decisions and goals.

Goals – Specific statements about what you are striving to achieve; together your goals will move you toward your vision; your goals are in keeping with your values.

Under this proposed format, the foundation for the conceptual framework is provided by both the suggested vision and mission statements. As you will see in the attached report, a number of options are provided for each. (In addition, examples from other organizations are also attached.) The next step is a series of "core functions" (what the City does) and organizational values (how we do it) that have been developed to support the vision and mission. These are:

Core Functions

1. High Quality Neighborhoods
2. Strong Economic Base
3. Public Safety
4. Dependable Infrastructure
5. Diverse Housing

6. Environmental Stewardship
7. Balanced Transportation System
8. Supportive Human Services
9. Quality Parks and Recreational Opportunities

Organizational Values

1. Encouraging community involvement
2. Showing that we care
3. Insuring financial integrity
4. Providing high quality customer service
5. Maintaining a positive and safe work environment
6. Working as a team
7. Thinking ahead
8. Participating in regional partnerships

A suggested value statement and a goal have been developed for each of the core functions. The combination of the vision, mission, core functions with the value statements and goals along with the organizational values is designed to provide the overall conceptual framework. The actual services, programs and projects will be identified through the development of a “City Council Agenda” for each core function. (Other terms that could be used include “Work Program” or “Work Plan.”) This agenda would consist of short-term (1 year), medium-term (2 – 5 years) and long-term (6 – 10 years) items. Both services/programs (i.e. new and/or improved) and capital projects should be included.

There would be two methods to assure accountability for core function performance. The first would be an annual assessment of the City Council Agenda in order to determine if the identified agenda items were accomplished as scheduled and/or if adjustments are needed. Secondly, would be a series of performance measures for each core function that would be evaluated annually. The attached report contains examples of potential performance measures.

Under this goal setting format, the City Council with staff support would work through a process of establishing a “City Council Agenda” for each core function. A suggested first step would be a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis of each core function. Such a SWOT analysis was prepared for a previous Council Retreat item on goal setting and is attached. This could be used as a starting place for this exercise. A professional facilitator could be helpful in moving this process along and achieving consensus. Once the initial set of agendas was established, the Council would review them annually (e.g. at the Council Retreat) and make needed adjustments.

A companion process would be needed to develop “agendas” for each of the organizational values. It is suggested that this process be assigned to City staff that would prepare a draft for Council’s review. This process could be initiated at the upcoming Management Retreat in April.

If this document is to provide meaningful guidance, it is essential that it be fully integrated into the key processes of the City. These would include:

- Comprehensive Plan

- City budget process
- Departmental strategic plans
- Financial reporting
- City web page
- Key City documents (e.g. Council agenda and business cards)
- Employee performance evaluations

Attached are several examples of how cities are attempting to achieve this integration.

Questions and Discussion Items

For the Council Retreat, there are a number of policy issues and questions that could be discussed. These include:

1. Is this overall approach to “goal setting” acceptable to Council? If yes; are there changes/improvements to the proposed system that need to be made? If not; are there other systems that should be considered?
2. Which, if any, of the suggested vision and mission statements work best for Council? Do Council Members have some other alternatives or are there elements of these statements that should be combined into new options?
3. Are the suggested core functions and organizational values the appropriate ones? Are there ones that should be added, modified or deleted? Are there changes that need to be made to the suggested value statements for each core function?
4. Is the concept of a “City Council Agenda” acceptable to Council including the use of short, medium and long-term items?
5. Is this process suggested for developing the “City Council Agendas” for each core function acceptable? If so, would the Council like to use a facilitator? Does the Council want to some initial work on the agendas at this retreat (e.g. brainstorming)? Follow-up options could include: scheduling another “mini-retreat” for this purpose, scheduling this item for future study sessions, including this item on upcoming Council meeting agendas (i.e. working through them one at a time). Which of these options are preferable or are there other approaches that should be considered?
6. Are the suggested performance measures the appropriate ones? Are there changes that need to be made? How should they be used?
7. Is it appropriate to refer the organizational values to City staff for some initial work on developing agendas for each value or would Council prefer a different approach?
8. What are some good ways to make effective use of the organizational values both for City employees and in the community?
9. How can the results of this goal setting be integrated into key City decision making processes?

CITY COUNCIL GOAL STATEMENT

VISION

Option 1

We recognize that Kirkland is a special place. The City is endowed with a beautiful physical setting, a strong sense of history, attractive neighborhoods, vibrant business districts, exceptional park system, a real sense of community and high quality city services. (Based on the “Council Philosophy” statement)

Option 2

Kirkland is an attractive, vibrant and inviting place to live, work and visit. Our lakefront community is a destination for residents, employees and visitors. Kirkland is a community with a small-town feel, retaining its sense of history, while adjusting gracefully to changes in the twenty-first century. (Based on the Comprehensive Plan)

Option 3

We recognize that Kirkland is a special place that has a strong sense of history and community resulting from a unique combination of an ideal location, vibrant neighborhoods and business districts including a charming downtown, a strong sense of community and high quality city services.

Option 4

Kirkland is a special place that is endowed with a beautiful physical setting. Our lakefront community is a destination place for residents, employees and visitors. We have a strong sense of history and value our neighborhoods with their sense of community, vibrant business districts and abundant natural resources.

Option 5

Kirkland is an attractive, vibrant and inviting place to live, work and visit.

MISSION

Option 1

We provide a place that people want to be.

Option 2

To create a City that is attractive, vibrant and an inviting place to live, work and visit.

Option 3

We are committed to the enhancement of Kirkland as a community for living, working and leisure with an excellent quality of life that preserves the City’s existing charm and natural amenities.

Option 4

We recognize that Kirkland is a very special place and feel privileged to serve its citizens. We are committed to preserving its unique identity, enhancing its natural beauty and fostering a sense of community. This is accomplished by efficiently providing high quality services, encouraging participation and inclusiveness and serving as careful stewards of our environment.

CORE FUNCTIONS

We accomplish our vision and mission by providing value-based services for the following “core functions.” We set goals for each of these functions and we hold ourselves accountable by continually measuring our performance.

High Quality Neighborhoods

Value Statement

Kirkland is made up of distinct neighborhoods each with its own unique character. We celebrate this while striving to maintain an overall sense of community.

Goal

To work closely with each neighborhood to ensure that high quality services are provided, neighborhood associations are supported and issues are responsively addressed.

City Council Agenda

Short-term (1 year)

Medium-term (2- 5 years)

Long-term (6 – 10 years)

Performance Measures

1. At least 90% of residents rate their neighborhood as a very good place to live.
2. At least 90% of residents participating in Neighborhood Services’ programs rate them as good or excellent.
3. At least 90% of Neighborhood Association Chairs feel very well supported by the Neighborhood Services Program.

Strong Economic Base

Value Statement

Kirkland’s diverse economy provides a variety of employment opportunities, a broad range of goods and services and a strong tax base (Comp.Plan FG-4) that supports the provision of high quality City services. Our business environment represents a distinct niche in the Central Puget

Sound market. Each of our business districts plays a unique role in the City's economic structure.

Goal

To develop an environment that recognizes the value of Kirkland businesses, encourages entrepreneurship and supports their efforts with business-friendly investments, policies and strategies.

City Council Agenda

Short-term (1 year)

Medium-term (2 – 5 years)

Long-term (6 – 10 years)

Performance Measures

1. The number of jobs in Kirkland will increase by at least 1% each year.
2. Revenue from sales tax will increase annually by 5% based on a five year rolling average.
3. At least 80% of Kirkland businesses rate Kirkland as a very good place to do business.

Public Safety

Value Statement

Fundamental to our high quality of life is the strong emphasis placed on ensuring that all those who live, work, shop, play and visit in Kirkland feel safe. This is achieved through a community-based approach to police, fire, emergency medical, municipal court, emergency preparedness and code enforcement services that focuses on both the prevention of problems and a timely response when they do occur.

Goal

Plan for and implement public safety systems that promote a strong sense of safety in our community.

City Council Agenda

Short-term (1 year)

Medium-term (2 – 5 years)

Long-term (6 – 10 years)

Performance Measures

1. At least 60% of building fires are contained to the area of origin.
2. At least 90% of Kirkland residents feel safe walking in their neighborhoods after dark.
3. At least 90% of all EMS response times are under 5 minutes.

Dependable Infrastructure

Value Statement

It is essential that the City have a well-maintained infrastructure consisting of an integrated system of roads, sidewalks, water, sewer and surface water systems, parks, technology systems and City buildings. This requires both a commitment to making long-term capital improvement investments and on-going attention to systems maintenance.

Goal

To maintain the appropriate level of investment in the City's infrastructure that protects the value of existing assets and provides new assets to meet the growing needs of the community.

City Council Agenda

Short-term (1 year)

Medium-term (2 – 5 years)

Long-term (6 – 10 years)

Performance Measures

1. The condition of the City's streets is maintained at a Pavement Management System rating of at least 70.
2. 95% of Kirkland residents rate the condition of the City's parks as very good.
3. Something to do with a percentage of investment (of total value of infrastructure) through CIP projects in the water, sewer and surface water systems.

Diverse Housing

Value Statement

The City's housing stock should meet the needs of a diverse community by providing a wide range of types, styles, size, and affordability. The City's housing policies, strategies and investments should be forward looking in order to achieve the desired level of housing diversity and meet the housing unit targets consistent with the Growth Management Act.

Goal

To develop and implement strategies that promote the development and maintenance of a housing stock that meets a diverse range of incomes and needs.

City Council Agenda

Short-term (1 year)

Medium-term (2 years)

Long-term (3 years)

Performance Measures

1. X% of the City's housing units should be affordable to those at 80% of King County's median household income.
2. The City and ARCH working with developers and human service agencies will produce 60 units of low-income (50% of median income) and 42 units of moderate-income (80% of median income) housing annually.
3. The City meets the housing unit targets consistent with the Growth Management Act as set forth by the x.

Environmental Stewardship

Value Statement

We are committed to the protection of our natural environment. A natural resource management system must recognize the interdependence of sensitive areas including wetlands and the urban forest and their role in water quality, clean air and wildlife preservation. Integral to this effort will be strategies focusing on sustainable development standards, waste reduction and cleaner air through reductions in miles driven and emissions.

Goal

To practice and promote sustainable practices that protect our environment for current residents and future generations.

City Council Agenda

Short-term (1 year)

Medium-term (2 - 5 years)

Long-term (6 – 10 years)

Performance Standards

1. At least 75% of single family residence waste and 25% of multi-family residence waste will be diverted from the landfill and the City's total waste will be reduced by at least x% a year.
2. The City's water quality index will be maintained at least x.
3. The City's carbon emissions will be reduced by at least x% each year towards a goal of y by the year 2020.

Balanced Transportation System

Value Statement

Key to the effective movement of people and goods is an integrated multi-modal transportation system. This system must provide alternatives to the single occupancy vehicle travel including pedestrian, bicycle and transit facilities. The design should facilitate connections between the neighborhoods, public spaces, businesses and the regional transportation system.

Goal

To develop and maintain an integrated, multi-modal transportation system that provides options for the efficient movement of people and materials.

City Council Agenda

Short-term (1 year)

Medium-term (2 – 5 years)

Long-term (6 – 10 years)

Performance Standards

1. The percentage of Kirkland residents who commute to work in other than a single occupancy vehicle will increase x% each year towards a goal of y%.
2. The 10 largest employers in Kirkland will have a transportation mode split of at least x.
3. Pedestrian paths will be increased by x miles and bicycle paths will increase by y miles each year.

Supportive Human Services

Value Statement

We care about the health and well-being of everyone in our diverse community. In addition to providing high quality services to all of Kirkland, there is a particular attention focused on those who have special needs including older adults, youth, immigrants, disabled and low-income residents. Partnering with human service and faith-based organizations is integral to the effectiveness of these services.

Goal

To provide a coordinated system of human services designed to meet the special needs of our community.

City Council Agenda

Short-term (1 year)

Medium-term (2 – 5 years)

Long-term (6 – 10 years)

Performance Standards

1. 100% of the agencies receiving City funding will demonstrate measurable results in improving the health and well-being of Kirkland residents.
2. City staff will conduct monitoring visits to 100% of the funded agencies to ensure compliance with their established performance measures.
3. At least 95% of Kirkland’s human service agencies feel well-supported by the City.

Quality Parks and Recreational Opportunities

Value Statement

Our exceptional park and recreation system is integral to the high quality of life in Kirkland. The park system and its facilities contain a balance of programmed areas for organized activities and open space including unique natural areas. A wide variety of recreational services are provided aimed at promoting the community's health and enjoyment.

Goal

To meet the leisure needs of the community, provide recreational opportunities and promote the community's health.

City Council Agenda

Short-term (1 year)

Medium-term (2 – 5 years)

Long-term (6 – 10 years)

Performance Standards

1. The percentage of Kirkland residents that evaluate the City's parks as very good is at least 90%
2. There is at least x acres of natural areas restored annually.
3. The number of participants in Kirkland recreational programs increases by at least 5% annually.

ORGANIZATIONAL VALUES

We are committed to the following values in the accomplishment of our mission.

Encouraging community involvement

We value the meaningful participation of the community in City decision-making processes and services and recognize that fair and equal access is the most effective means of building trust and credibility. By providing information, discussing issues and receiving input through a variety of formats, individuals and key stakeholder groups are encouraged to be informed and get involved.

Showing that we care

We are a caring organization that is concerned about the well-being of all our citizens and employees; particularly those who are in need. We are thoughtful stewards of our environment and value the natural beauty of our community.

Insuring financial integrity

We endorse a set of fiscal policies that ensure the prudent management of City resources and services. By engaging in long-term financial planning, sound budgetary practices and thorough auditing, we can meet both the City's current financial needs and long-term investment responsibilities.

Providing high quality customer service

We recognize that our primary role is that of a service provider to the community. To insure that these services are "Kirkland Quality," we are committed to the design of customer-based service delivery systems, responsiveness and continuous improvement.

Maintaining a positive work environment

We believe that our employees are the City's most important assets and are the key to providing high quality services. In order to attract and retain outstanding staff, we are committed to a work place that in addition to fair compensation values integrity, safety, working hard, communication, participation, having fun and respect.

Working as a team

We believe that integral to our effectiveness is the belief in the importance of team work. Participation can range from teams within departments to inter-departmental efforts to those involving both City staff and the community and other agencies. Knowing how to be a good team player is an essential skill for all Kirkland employees.

Thinking ahead

We understand that in order to maintain our current levels of service quality and improve them; whenever possible we anticipate rather than react. This will require that all departments regularly engage in long-range planning and continuous improvement to on-going operations processes.

Participating in regional partnerships

We recognize the value of pursuing opportunities for regional partnerships with other cities and public agencies, non-profits organizations and the private sector. Such relationships have the potential to increase efficiency through an economy of scale and offer the ability to share specialized and often costly services, equipment and facilities.

CITY OF KIRKLAND***COUNCIL PHILOSOPHY*****UNIQUE COMMUNITY CHARACTER**

We recognize that Kirkland is a special place. The City is endowed with a beautiful physical setting, a strong sense of history, attractive neighborhoods, vibrant business districts and an exceptional park system.

A SAFE COMMUNITY

We place a strong emphasis on ensuring that all those who live, shop, work and play in Kirkland feel safe. This is done through a community-based approach that focuses on the prevention of police, fire, emergency medical and code enforcement related problems.

ENVIRONMENTAL STEWARDSHIP

We commit to the proactive protection of our environment. An integrated system of natural resource management focuses on the preservation of wetlands, trees, open space and other sensitive areas, water quality, clean air and waste reduction.

COMMUNITY INVOLVEMENT

We value the meaningful participation of the community in City decision-making processes and services. By providing information in a variety of formats, key stakeholder groups and individual residents are encouraged to get involved.

INVESTMENT IN THE INFRASTRUCTURE

We recognize that high-quality infrastructure is fundamental to our quality of life. An integrated system of a balanced transportation strategy, comprehensive parks program, city buildings and water and sewer facilities require both a commitment to significant capital expenditures and on-going maintenance costs.

HUMAN SERVICES

We care about the well being of all those in our diverse community. In addition to providing high quality services to all of Kirkland, there is particular attention focused on those with special needs including seniors, youth, minorities, disabled, low-income and the challenge of affordable housing.

FINANCIAL STABILITY

We endorse a set of fiscal policies that ensure the prudent management of City resources. By proactively planning for the City's needs, establishing sound budgetary practices, focusing on business retention and encouraging responsible economic development, the city is able to provide both high quality infrastructure and services.

ORGANIZATIONAL VALUES

We believe that our employees are the City's most important assets in the provision of high quality services to the community. In addition to providing them with the needed resources, a workplace environment is maintained that values effective communication, mutual respect, inclusion, and integrity. We develop proactive strategies for issues that emphasize effective planning, participation and results.

II. VISION/Framework GOALS

A. VISION STATEMENT



Welcome to Kirkland sign

The Vision Statement is a verbal snapshot of Kirkland in the year 2022. It summarizes the desired character and characteristics of our community. It provides the ultimate goals for our community planning and development efforts.

The Vision Statement is an outgrowth of a community visioning process that occurred in 1992 and then again in 2002. The process in 1992 involved a series of community workshops in which approximately 250 Kirkland citizens worked to articulate commonly held desires for the Kirkland of the future. In 2002, the City sponsored an outreach program called “Community Conversations – Kirkland 2022.” The program centered around a video produced by the City about Kirkland’s past, present and future with three questions focusing on a preferred future vision. Nearly 1,000 people participated in one of the 51 conversations held by a wide range of groups in the community to discuss their preferred future in 20 years. In addition, individuals participated by viewing the video program on the City’s cable channel or on the City’s Internet web site and responding to the questions by mail or e-mail to the City. The responses from all three formats were summarized into major themes reflecting commonly held desires and formed

the basis for the Vision Statement. The community visioning program was awarded the Puget Sound Regional Council’s 2020 Vision Award for its high level of innovation, creativity and success.

The Vision Statement is intended to set a direction instead of being a mere prediction. Rather than describing the features of Kirkland as we think they are likely to be, it expresses what we would like our community to become and believe we can achieve. It acknowledges past and current trends and Kirkland’s relationship to external factors, but also assumes an ability to shape the future in a positive way. The Vision Statement, therefore, is optimistic, affirming and enhancing the best of our attributes, past and existing, and aspiring for those we hope to have.

A VISION FOR KIRKLAND

Kirkland in 2022 is an attractive, vibrant, and inviting place to live, work and visit. Our lakefront community, with its long shoreline, provides views and access to the lake and is a destination place for residents and visitors. Kirkland is a community with a small-town feel, retaining its sense of history while adjusting gracefully to changes in the twenty-first century.

The City is a place where people are friendly and helpful, ideas are respected and action is taken based on collaborative decisions. We have a diverse population made up of various income and age groups from various ethnic and educational backgrounds. We are committed to developing and strengthening a healthy community by creating programs that assist those in need, encourage individual expressions, provide enrichment opportunities for an increasingly diverse population, and promote healthy lifestyles. High quality local schools are important to us. Our neighborhood, business, and civic associations; our faith-based groups; and our school organizations have strong citizen involvement.

Our neighborhoods are secure, stable and well-maintained, creating the foundation for our high quality of life. Each neighborhood has its own character which is a community asset. People from all economic, age, and ethnic groups live here in a variety of housing

II. VISION/Framework GOALS

types. Our residential areas are well-maintained with single-family and multifamily homes and include traditional subdivisions, waterfront-oriented neighborhoods, urban villages and an equestrian community. We have worked to increase diversity and affordability, such as smaller homes on smaller lots, compact developments and accessory housing units. Mixed land uses in neighborhoods help to minimize driving. Many of our apartments and condominiums are close to commercial areas and transportation hubs.

Kirkland's economy is strong and diverse. A healthy mix of businesses provides valuable economic returns including varied employment opportunities and high wages, a strong tax base with sustainable revenues that help fund public services, and a broad range of goods and services. Our business districts are attractive, distinctive and integral to the fabric of the City. Many serve as community gathering places and centers of cultural activity. Businesses choose to locate in Kirkland because of our innovative and entrepreneurial spirit and because they are regarded as valued members of the community.

Downtown Kirkland is a vibrant focal point of our hometown with a rich mix of commercial, residential, civic, and cultural activities in a unique waterfront location. Our Downtown maintains a human scale through carefully planned pedestrian and transit-oriented development. Many residents and visitors come to enjoy our parks, festivals, open markets and community events.

Totem Lake Urban Center is an economic and employment center with a wide range of retail, office, industrial and light manufacturing uses as well as a regional medical center surrounded by related services. It is a compact mixed-use urban village with extensive pedestrian- and transit-oriented amenities, higher intensity residential development, public gathering places and cultural activities.

We accommodate growth and change while maintaining strong linkages with our past. Important historic landmarks are preserved, and new development occurs in a manner that is compatible with and respectful of its historic context.

Our transportation system offers a variety of ways to meet our mobility needs and provides efficient and convenient access to all areas of Kirkland and regional centers. Improved transit service and facilities allow us to commute within Kirkland and to other regional destinations without overburdening our neighborhood streets. The City is pedestrian-friendly. Paths for safe pedestrian, bicycle and other transportation modes interconnect all parts of the City. In addition to the transportation functions they provide, our streets and paths are people-friendly and provide public spaces where people socialize.

The City has excellent police and fire protection, dependable water and sewer service, and well-maintained public facilities. Emergency preparedness for natural or manmade disasters is a high priority. We work closely with other jurisdictions on regional issues that affect our community. For recreation, we like to bike or walk to one of our many parks. We have well-maintained playgrounds, play fields, sport courts, indoor facilities and trails in or near each neighborhood. Our recreational programs offer a variety of year-round activities for all ages. Public access to our waterfront is provided by an unparalleled and still-expanding system of parks, trails, and vistas.

We preserve an open space network of wetlands, stream corridors, and wooded hillsides. These natural systems provide habitat for fish and wildlife and serve important biological, hydrological and geological functions. Streets are lined with a variety of trees, and vegetation is abundant throughout the City. The water and air are clean. We consider community stewardship of the environment to be very important.

Kirkland in 2022 is a delightful place to call home.

B. VISION/Framework GOALS

INTRODUCTION

The Framework Goals express the fundamental principles for guiding growth and development in Kirkland over the 20-year horizon of the Comprehensive Plan. They are based on and provide an extension of

II. VISION/Framework GOALS

the aspirations and values embodied in the Vision Statement. By nature they are forward-looking and future-oriented. Even so, they were developed with a keen awareness of Kirkland's history and a strong appreciation for the high quality of life which that history has given us. The Framework Goals address a wide range of topics and form the foundation for the goals and policies contained in other elements of the Comprehensive Plan. Although all of the Framework Goals broadly apply to all Comprehensive Plan elements, some of the Framework Goals are more applicable to some elements than others. Each element identifies the Framework Goals that are particularly relevant to that element.



Public art in Downtown Kirkland

All Framework Goals are intended to be achievable. They are not prioritized to give importance to some goals over others. Tradeoffs among goals will be necessary as they are applied to particular circumstances; but over time, it is intended that an appropriate balance will be achieved.

FG-1: Maintain and enhance Kirkland's unique character.

Discussion: To those who come to Kirkland to live, work, shop, or play, Kirkland is a unique and special place. Each of the City's neighborhoods and business districts has its own distinctive identity. A prime goal is to protect and improve those qualities that make our neighborhoods and our business districts so attractive. Some of the important characteristics are a small-town feel; strong sense of place; waterfront orienta-

tion; long shoreline with public views and access; pedestrian- and transit-friendly business districts; a human-scale downtown; a thriving urban center, numerous and diverse parks; neighborhoods with a variety of housing types, styles, and ages; abundant open space; historic structures; and a network of bike and pedestrian paths. The Comprehensive Plan must seek to support these and any other features which significantly contribute to the City's desired character.

FG-2: Support a strong sense of community.

Discussion: Kirkland is far more than a product of its physical features. We have a strong sense of community supported by friendly and helpful people, a network of neighborhood, business, homeowners and civic associations, good schools and recreational opportunities. A wide range of human services and enrichment opportunities are available to encourage a stable and healthy community. New ideas are respected and shared to improve the quality of life in Kirkland and the region. Parks, outdoor markets, festivals, community events and neighborhood retail districts foster good will and provide an opportunity for people to mingle and converse. Continued support of these attributes is important.

FG-3: Maintain vibrant and stable residential neighborhoods and mixed-use development, with housing for diverse income groups, age groups, and lifestyles.

Discussion: Maintaining vibrant and safe neighborhoods as desirable places to live is a high priority. Part of the appeal of existing neighborhoods is their diversity, in terms of housing types, size, style, history, maturity, and affordability. An essential part of this diversity is maintaining the integrity of existing single-family neighborhoods. We have experienced changes in the composition of our population. These changes include an aging population, smaller households, racial and ethnic diversity and a broader range of household income. At the same time, Kirkland has experienced rising housing costs, making it increasingly difficult to provide low- and moderate-cost housing. To meet the needs of Kirkland's changing population, we

II. VISION/Framework GOALS

must encourage creative approaches to providing suitable housing by establishing varied and flexible development standards and initiating programs which maintain or create housing to meet specific needs. Mixed-use and transit-oriented neighborhood retail are encouraged and integrated with our neighborhoods.

FG-4: Promote a strong and diverse economy.



Carillon Point public access areas

Discussion: Kirkland's economy provides a variety of employment opportunities, a broad range of goods and services, and a strong tax base. We are fortunate to have a diversity of successful business sectors, including retail services, offices, industrial and high technology companies, medical and educational institutions, and home-based businesses. A large number of creative and innovative entrepreneurs are attracted to Kirkland by our many cultural, recreational and civic activities and our beautiful setting.

Numerous commercial districts offer distinctive business locations. Our historic Downtown is an attractive lakeside pedestrian-oriented district. Our largest commercial area, Totem Lake, is a vibrant regional retail and employment center. Other significant business nodes are located in Rose Hill, Juanita, Houghton, Yarrow Bay and Bridle Trails. These districts are integrated into the fabric of the community in a manner

that respects and complements the character of our neighborhoods and the quality of the natural environment.

To protect and strengthen our economy, public and private interests must work together to create a climate that allows existing businesses to prosper and attract new businesses compatible with Kirkland's economic goals and character.

FG-5: Protect and preserve environmentally sensitive areas, and a healthy environment.

Discussion: In addition to Lake Washington, Kirkland contains a variety of natural features which, through a mixture of circumstance and conscious action, have been preserved in a natural state. Features such as wetlands, streams and smaller lakes play an important role in maintaining water quality, preventing floods, and providing wildlife habitat. Vegetation preservation throughout the City, particularly on steep hillsides, helps provide soil stability and oxygen to our ecosystem, and prevent erosion. Apart from their biological, hydrological, or geological functions, natural areas also make a significant contribution to Kirkland's unique identity. They provide visual linkages with the natural environment, accentuate natural topography, define neighborhood and district boundaries, and provide visual relief to the built environment. Maintaining clean air and water provides the community with a healthy environment. Efforts to maintain significant sensitive areas, natural features, the urban forest and vegetation, clean air and water through active community stewardship is critical to our quality of life.

FG-6: Identify, protect and preserve the City's historic resources, and enhance the identity of those areas and neighborhoods in which they exist.

Discussion: Kirkland is fortunate to have a richness and quality based on its long and colorful history. The numerous historic buildings, sites and neighborhoods reflect various stages of the City's development. These resources provide evidence of the community's

II. VISION/Framework GOALS

historical continuity, and contribute to Kirkland's identity. They are important visible reminders of where we have been and they deserve active protection and enhancement.

FG-7: Encourage low impact development and sustainable building practices.

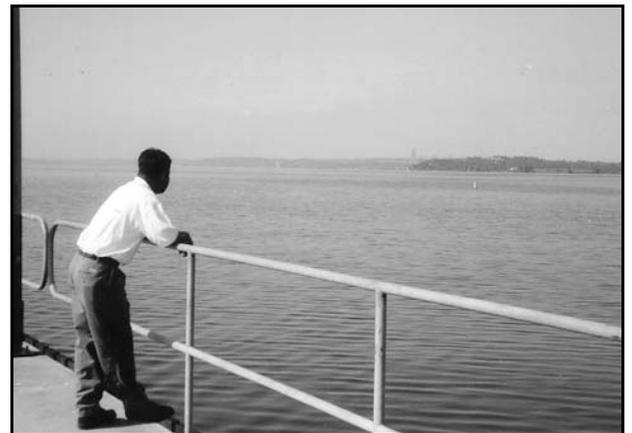
Discussion: As Kirkland develops and rebuilds, we have an opportunity to create a healthier and more environmentally sensitive community and to save energy and building costs. Low impact development practices strive to mimic nature by minimizing impervious surface, infiltrating surface water through bio-filtration and bio-retention facilities, retaining contiguous forested areas and maintaining the character of the natural hydrologic cycle. Sustainable building practices cover all aspects of development, including site preparation and layout, material selection and building construction, operation and maintenance.

Utilizing these practices has many benefits: construction and maintenance costs are lowered; water quality and efficiency are improved; surface water runoff is reduced and treated; stream and fish habitat impacts are lessened; native trees and other vegetation are preserved; and recycled materials are used. Some examples of the practices include integrated building and site design, vegetated roofs, reduced impervious surface, reused waste water for irrigation, alternative heating and cooling systems, and recycled building materials and landscaping used to reduce heat emissions and to treat surface runoff. The practices may evolve over time as the market, science and technology changes.

Kirkland encourages many of these practices through our sensitive area ordinance, projects to restore our natural systems, recycling programs and public education.

FG-8: Maintain and enhance Kirkland's strong physical, visual, and perceptual linkages to Lake Washington.

Discussion: Kirkland's history, identity and character are strongly associated with its proximity and orientation to Lake Washington. The City is famous for its system of waterfront parks, which provide a broad range of passive and active recreational activities and environmental protection. Complementing the parks is a system of shoreline trails that has been installed as lakefront properties develop or redevelop. West-facing slopes have afforded lake and territorial views from public spaces within many neighborhoods. Downtown Kirkland strongly benefits from its adjacency to Moss Bay. Linkages to the lake in the Juanita and Yarrow Bay business districts are limited with existing development blocking most of the shoreline. Opportunities should be pursued to increase public access to the lake in these districts. Maintaining and improving these linkages to the lake, requiring paths to complete the shoreline trail system and continuing to obtain waterfront parks where feasible are important.



Lake Washington

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FG-9: Provide safety and accessibility for those who use alternative modes of transportation within and between neighborhoods, public spaces, and business districts and to regional facilities.

Discussion: An important part of Kirkland's existing character is its safety and accessibility for pedestrians, bicyclists and alternative modes of transportation. Such alternatives provide an opportunity for daily exercise which promotes a healthy lifestyle and results in a reduction in vehicle emissions and cleaner air. To meet this goal, we need a completely connected system of pathways for pedestrians, bicyclists and alternative mode users that is safe and convenient. Such pathways can take a variety of forms, ranging from concrete sidewalks, bike lanes, and bridges to unimproved trails. The need for pedestrian pathways and bike lanes is especially important to the most common destinations, such as schools, parks, public buildings, transportation, and business districts. Also important in fostering pedestrian and bike accessibility are land use patterns, site designs, and building designs which encourage and facilitate access for pedestrians, bicyclists and other users. The paths should also be designed to provide public spaces where people socialize and should connect to the regional pedestrian and bicycle trail systems.

FG-10: Create a transportation system which allows the mobility of people and goods by providing a variety of transportation options.

Discussion: The increase in employment, housing and total population both within Kirkland and throughout the region has increased the use of our roads. Historically, there is also a dependence on car ownership and the number of miles most people drive alone each week. At the same time, road building has been slowed because of insufficient funds, an unwillingness to disrupt established neighborhoods, and doubts about the effectiveness of road building to solve congestion.

There will be no single or simple solution to the congestion problems that decrease our mobility. Greater emphasis than in the past is placed on providing viable alternatives to driving, or at least driving alone. Although some road widening may be necessary, mobility options should include better transit, more car pooling, greater pedestrian, bicycle and other modes of mobility, better street connections, and land use strategies which reduce the need to drive, such as mixing uses and locating shops and services close to home. In addition, because Kirkland's transportation system is but a small part of a complex regional network, it is necessary for our transportation planning to be closely coordinated with neighboring jurisdictions and regional plans.

The street system and transit centers provide an opportunity to add to our sense of community. These facilities should be people-friendly and provide public spaces where people socialize.

FG-11: Maintain existing park facilities, while seeking opportunities to expand and enhance the current range of facilities and recreational programs.



Marina Park in Downtown Kirkland

Discussion: Kirkland is regionally known for its outstanding park system. Kirkland's parks also provide a prominent source of community identity and pride. The City is perhaps best known for its extensive and diverse system of lakefront parks. In addition, Kirk-

II. VISION/Framework GOALS

land has a rich variety of well-maintained parks, including neighborhood playgrounds, ballfields, tennis, basketball and skate courts, walking trails, natural and landscaped open spaces, an outdoor swimming pool, indoor community centers, and senior citizen and youth centers. Recreational programs offer year-round, low cost or free activities for all age groups. It has been a long-standing City policy that the range and quality of park facilities and programs now available to Kirkland residents keep pace with future population growth. To ensure wise use of available resources, planning for future park facilities must be coordinated with other public and private providers of recreation services. Where possible, multiple use of public facilities, such as City-school park partnerships, should be sought. At a minimum, park facilities should be maintained close to current levels of service. Because of the importance of parks in defining Kirkland's character and promoting a healthy community, the City also should continue to explore ways to enhance the park system beyond the needs generated by new growth, including additional funding sources such as grants, special property tax levies or impact fees.

FG-12: Ensure public safety.

Discussion: Police and fire protection are essential to the community's quality of life. Prompt response times with appropriate resources are critical. The City-operated municipal court is convenient and cost-effective. The City also has a central role in emergency preparedness and responding to natural and manmade disasters. Plans should be in place and well-coordinated with local hospitals, schools, communication systems and other jurisdictions.

FG-13: Maintain existing adopted levels of service for important public facilities.

Discussion: Facilities and services for transportation, police and fire protection, water supply, sanitary sewer, and surface water control are essential for the day-to-day functioning of the City. The levels of service now provided by these facilities are generally satisfactory. Maintaining the adopted level for these

services as growth occurs is a high priority, and construction of required capital facilities must be phased accordingly. Similarly, some localized deficiencies exist in the sanitary sewer and water supply systems that will require correction. Where possible, we should continue to improve all of these facilities and services above the minimum adopted level of service to preserve our quality of life and the environment. The City should also explore additional ways to fund needed improvements, such as through grants, special property tax levies and/or impact fees. In planning for public facilities, the interrelationship of Kirkland's facilities to regional systems must be recognized.

FG-14: Plan for a fair share of regional growth, consistent with State and regional goals to minimize low-density sprawl and direct growth to urban areas.

Discussion: Although Kirkland is a unique and special place, it is not isolated. Kirkland is part of a large and growing metropolitan area. Regional planning policies seek to direct growth to existing and emerging urban areas within the metropolitan region. Consequently, Kirkland must accommodate a fair share of such growth. To do so, development in Kirkland must use land efficiently. Fortunately, Kirkland's development pattern is already well established and has accommodated compact developments at many locations. Accepting a fair share of regional growth, therefore, will not require fundamental shifts in the City's overall pattern or character of development. Even so, careful attention must be paid to ensure that growth is accommodated in a manner that complements rather than detracts from Kirkland's unique character while being consistent with State and regional goals to minimize low-density sprawl and direct growth to urban areas.

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FG-15: Solve regional problems that affect Kirkland through regional coordination and partnerships.

Discussion: Many challenges facing Kirkland and other local communities may only be solved through regional planning, funding and action. Transportation, affordable housing, employment, and natural resource management are just a few of the issues that need regional coordination. A city-by-city approach often results in impacts on neighboring communities. Interlocal cooperation, consistent standards and regulations between jurisdictions and regional planning and implementation are important to solving these regional issues.

FG-16: Promote active citizen involvement and outreach education in development decisions and planning for Kirkland's future.

Discussion: Kirkland's future will be determined by a myriad of independent actions taken by individuals and groups who live, work, shop, and play here. Planning for the future offers the opportunity for all community members to cooperatively identify a vision for the City's future and to coordinate their actions in achieving that vision. If such planning is to have meaning, however, a broad base of credibility and responsibility must be established. To ensure that this occurs, the City should actively encourage community participation from all sectors of the City in the ongoing preparation and amendment of plans and implementing actions. This involvement should also include community outreach educational programs to inform and solicit ideas. For development decisions, the City should actively encourage collaboration and consensus with the community, stakeholders and developers to assure predictable and timely results.

FG-17: Establish development regulations that are fair and predictable.

Discussion: Achieving the desired future for Kirkland will depend on actions undertaken by both governmental agencies and private property owners. To

ensure that public and private actions support the Comprehensive Plan and are consistent with public health, safety, and welfare, governmental regulation of development will continue to be necessary. Such regulation, however, must fairly balance public interests with private property rights. It is important also that regulations be clearly written to assure predictable results, fair and cost-effective, and that they be administered expeditiously to avoid undue delay.

Vision Statement

Kirkland is an attractive and inviting community in which to live, work and visit.

CITY OF KIRKLAND

CITY COUNCIL GOALS

Mission Statement

To provide high quality services by being responsive, efficient, caring and inclusive.

SERVICE AREAS	NEIGHBORHOODS	ECONOMIC DEVELOPMENT	PUBLIC SAFETY	DEPENDABLE INFRASTRUCTURE	DIVERSE HOUSING
VALUE STATEMENT	Kirkland is made up of distinct neighborhoods each with its own unique character. We celebrate this while striving to maintain an overall sense of community.	Kirkland’s diverse economy provides a variety of employment opportunities, a broad range of services and a strong tax base that supports the provision of high quality City services. Our business environment represents a distinct niche in the Central Puget Sound market. Each of our business districts plays a unique role in the City’s economic structure.	Fundamental to our high quality of life is the strong emphasis placed on ensuring that all who live, work, shop, play and visit in Kirkland feel safe. This is achieved through a community-based approach to police, fire, emergency medical, municipal court, emergency preparedness and code enforcement services that focus on both the prevention of problems and a timely response when they do.	It is essential that the City have a well-maintained infrastructure consisting of an integrated system of roads, sidewalks, water, sewer, and surface water systems, parks, technology systems and City buildings. This requires both a commitment to making long-term capital improvement investments and on-going attention to systems maintenance.	The City’s housing stock should meet the needs of a diverse community by providing a wide range of types, styles, size, and affordability. The City’s housing policies, strategies and investments should be forward looking in order to achieve the desired level of housing diversity and meet the housing unit targets consistent with the Growth Management Act.
GOAL	To work closely with each neighborhood to ensure that high quality services are provided, neighborhood associations are supported and issues are responsively addressed.	To develop an environment that recognizes the value of Kirkland businesses, encourages entrepreneurship and supports their efforts with business-friendly investments, policies and strategies.	Plan for and implement public safety systems that promote a strong sense of safety in our community.	To maintain the appropriate level of investment in the City’s infrastructure that protects the value of existing assets and provides new assets to meet the growing needs of the community.	To develop and implement strategies that promote the development and maintenance of a housing stock that meets a diverse range of incomes and needs.
CITY COUNCIL AGENDA	Short term (1 year) Medium term (2-5 years) Long term (6-10 years)	Short term (1 year) Medium term (2-5 years) Long term (6-10 years)	Short term (1 year) Medium term (2-5 years) Long term (6-10 years)	Short term (1 year) Medium term (2-5 years) Long term (6-10 years)	Short term (1 year) Medium term (2-5 years) Long term (6-10 years)
PERFORMANCE MEASURES	<ul style="list-style-type: none"> •At least 90% of residents rate their neighborhood as a very good place to live. •At least 90% of residents participating in Neighborhood Services Programs rate them as good or excellent. •At least 90% of Neighborhood Association chairs feel very well supported by the Neighborhood Services Program. 	<ul style="list-style-type: none"> •The number of jobs in Kirkland will increase by at least 1% each year. •Revenue from sales tax will increase annually by 5% based on a five year rolling average •At least 80% of Kirkland businesses rate Kirkland as a very good place to do business. 	<ul style="list-style-type: none"> •At least 60% of building fires are contained to the area of origin. •At least 90% of Kirkland residents feel safe walking in their neighborhoods after dark. •At least 90% of all EMS response times are under 5 minutes. 	<ul style="list-style-type: none"> •The condition of the City’s streets is maintained at a Pavement Management System rating of at least 70. •95% of Kirkland residents rate the condition of the City’s parks as very good. •Something to do with a percentage of investment (of total value of infrastructure) through Capital Improvement Projects in the water, sewer and surface water systems. 	<ul style="list-style-type: none"> •X% of the City’s housing units should be affordable to those at 80% of King County’s median household income. •The City and A Regional Coalition for Housing (ARCH) working with developers and human service agencies will produce 60 units of low-income (50% of median income) and 42 units of moderate-income (80% of median income) housing annually. •The City meets the housing targets consistent with the Growth Management Act as set forth by the X.

SERVICE AREAS	ENVIRONMENTAL STEWARDSHIP	BALANCED TRANSPORTATION	SUPPORTIVE HUMAN SERVICES	PARKS & RECREATION
VALUE STATEMENT	<p>We are committed to the protection of our natural environment. A natural resource management system must recognize the interdependence of sensitive areas including wetlands and the urban forest and their role in water quality, clean air and wildlife preservation. Integral to this effort will be strategies focusing on sustainable development standards, waste reduction and cleaner air through reductions in miles driven and emissions.</p>	<p>Key to the effective movement of people and goods is an integrated multi-modal transportation system. This system must provide alternatives to the single occupancy vehicle travel including pedestrian, bicycle, and transit facilities. The design should facilitate connections between the neighbors, public spaces, businesses and the regional transportation system.</p>	<p>We care about the health and well-being of everyone in our diverse community. In addition to providing high quality services to all of Kirkland, there is a particular attention focused on those who have special needs including older adults, youth, immigrants, disabled, and low-income residents. Partnering with human service and faith-based organizations is integral to the effectiveness of these services.</p>	
GOAL	<p>To practice and protect our environment for current and future residents.</p>	<p>To develop and maintain an integrated, multi-modal transportation system that provides options for the efficient movement of people and materials.</p>	<p>To provide a coordinated system of human services designed to meet the special needs of our community.</p>	
CITY COUNCIL AGENDA	<p>Short term (1 year) Medium term (2-5 years) Long term (6-10 years)</p>	<p>Short term (1 year) Medium term (2-5 years) Long term (6-10 years)</p>	<p>Short term (1 year) Medium term (2-5 years) Long term (6-10 years)</p>	<p>Short term (1 year) Medium term (2-5 years) Long term (6-10 years)</p>
PERFORMANCE MEASURES	<ul style="list-style-type: none"> •At least 75% of single family residence waste and 25% of multi-family residence waste will be diverted from the landfill and the City's total waste will be reduced by at least X% a year. •The City's water quality index will be maintained at least X. •The City's carbon emissions will be reduced by at least X% each year towards a goal of Y by the year 2020. 	<ul style="list-style-type: none"> •The percentage of Kirkland residents who commute to work in other than a single-occupancy vehicle will increase X% each year towards a goal of Y%. •The 10 largest employers in the City of Kirkland will have a transportation mode split of at least X. •Pedestrian paths will be increased by X miles and bicycle paths will increase by Y miles each year. 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •



CITY OF GRESHAM

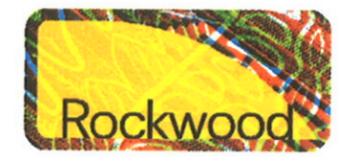
PROGRESSIVE AND RESPONSIVE GOVERNMENT

FAIR, EFFECTIVE AND EFFICIENT SERVICES

SERVICE AREAS	BUSINESS AND ECONOMIC DEVELOPMENT	PEOPLE AND COMMUNITY	GOVERNANCE AND SERVICE	GROWTH AND DEVELOPMENT
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STATEMENTS OF PUBLIC INTEREST AND BENEFIT

- Through urban renewal, support the development of businesses that create family wage jobs and advance the quality of housing and community for current and future Rockwood residents (GRDC).
- Stabilize and recruit industry and business to create family wage jobs.



- Create a safe Gresham through public safety programs tailored to meet the changing needs of the community.
- Advance and encourage a wide range of parks, recreation, and creative activities.
- Build and promote the community's sense of identity and pride.



- Strengthen Gresham's relationships with local, regional, state, and federal governments to develop the partnerships needed to advance the City's interests.
- Cultivate and mentor informed decision makers for sustained and effective leadership.
- Promote, enhance, and encourage public dialogue and meaningful participation in City government.
- Develop and foster a skilled workforce that reflects Gresham's diversity.
- Explore partnerships and options for alternative funding sources.
- Effectively manage resources to help preserve the City's financial stability.
- Be active in planning for Gresham's future

- Foster a distinctive, attractive community with a strong sense of place.
- Preserve and protect natural resources and vital environmental areas.
- Encourage a wide variety of transportation options.



2008 COUNCIL WORK PLAN PROJECTS

- Rockwood Cultural Marketplace
- Economic Development Strategy
- Industrial Land Use Assessment
- Financial Planning for Rockwood/West Gresham Urban Renewal Area

- Public Safety Funding Strategy
- Sports Park
- Rental Housing Inspection Program
- Affordable Housing Policies
- Center for the Arts
- Parks, Recreation, Trails and Natural Areas System Plan
- Public Safety Facility and Staffing Study
- Station 31 Replacement/Remodel

- East County Justice Center
- Annual Citizen Survey
- Business Income Tax
- Budget Process and Long Term Financial Plan
- Bureau of Emergency Communications (BOEC) Funding
- Development Review Process Improvement
- Legislative Priorities
- Regional Issues Agenda

- Centers Parking Strategy
- Civic Light Rail Station and Plaza
- Civic Metro Site Development
- Development Code Improvement Project
- Kane Road Improvements
- Kelly Creek Headwaters Urbanization Planning
- Natural Resource and Urban Forestry Management (Metro Title 13)
- Regional Center Planning Implementation
- Residential Districts Review
- Springwater Annexation and Development Strategy
- Sustainability Policy Implementation
- Transportation Maintenance Funding Strategy

PERFORMANCE MEASURES

- Active recruitments locating in Gresham
- Active recruitments locating in Oregon, but not Gresham
- Active recruitments locating in Portland, but not Gresham
- Economic Development partnerships formed or strengthened
- Number of employees working for businesses located within the City of Gresham
- Industrial site development – number of sites
- Industrial site development – number of acres
- Number of shovel ready sites

- Percentage of citizens surveyed who feel safe in Gresham
- Type 1 person crimes per 1,000 population
- Police response times to priority 1 and 2 calls
- EMS total emergency response time
- Percentage of fires contained to room of origin
- Percentage of citizens surveyed who said that Gresham is a good/excellent place to live
- Parks accessibility

- Accounts payable turn rate
- Avg. workers comp. claim cost
- Closed utility account delinquency rate
- General fund debt service
- Facilities maintenance effort
- Revenue/debt affordability ratios
- Net direct debt per capita
- Cash liquidity
- Fund balance reserves
- Annual rate of return on City investments
- CIP Performance
- Grant dollars as percentage of actuals (Parks, Transportation, Police, Fire)
- Percentage of Gresham citizens in poverty
- Volunteer hours contributed to the City
- Percentage citizens satisfied with use of tax dollars

- Percentage citizens believe govern. keeps promises
- Percentage citizens agree opportunity for public input
- Percentage of voters voting in Fed/State elections
- Percentage of voters voting in local elections
- Percentage citizens rate Gresham good/excellent place to live & work
- Sick leave usage
- Number of Workers Comp. Claims (back, training, unrelated to primary job function, by Dept.)
- Percentage minority applicants
- Percentage minorities hired
- Training for City staff
- Avg. number or weeks to fill a position
- Workforce turnover rate
- Internal candidates hired

- Arterial performance – community indicator rating
- Traffic safety crash rating
- Pavement conditions index rating
- Global warming emissions from City operations
- Impervious surfaces constructed with Green Development Practices
- Percentage of businesses located in the City of Gresham that are certified as GREAT
- Average number of days to process single family residential permit
- Average number of days to process Type I and II land use permits
- Average number of days to process commercial structure building permits
- Rental Housing Inspection Program – measures to be determined



KIRKLAND CITY COUNCIL REGULAR MEETING MINUTES
January 06, 2009

1. **CALL TO ORDER**

2. **ROLL CALL**

ROLL CALL:

Members Present: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

Members Absent: None.

3. **STUDY SESSION**

a. **City Council Policies and Procedures**

Joining Councilmembers for this discussion in addition to City Manager Dave Ramsay were Assistant City Manager Marilynne Beard and City Attorney Robin Jenkinson.

4. **EXECUTIVE SESSION**

a. To Discuss Property Acquisition

b. To Discuss Labor Negotiations

5. **SPECIAL PRESENTATIONS**

a. **Sergeant Pat Gallagher - Thirty Year Recognition**

b. **City Wide Food Drive Neighborhood Winner**

Parks and Community Services Deputy Director Carrie Hite introduced Shona Koester, Hopelink Manager, who presented Market Neighborhood representative Penny Sweet with the prize of a neighborhood pool party.

6. **REPORTS**

a. **City Council**

(1) **Regional Issues**

Councilmembers shared information regarding the Polar Bear plunge; Cascade Water Alliance new CEO, Chuck Clark; and a recent Smart Growth Conference.

b. **City Manager**

(1) **City Update Publication**

Communications Manager Marie Stake reviewed the new methods and schedule for publishing future editions of the City Update.

(2) **Calendar Update**

7. **COMMUNICATIONS**

a. **Items from the Audience**

Georgine Foster, 4517 102nd Lane NE, Kirkland, WA
John Gilday, 500 7th Avenue South, Kirkland, WA

b. **Petitions**

None.

8. **CONSENT CALENDAR**

a. **Approval of Minutes:**

(1) December 11, 2008

(2) December 16, 2008

b. **Audit of Accounts:**

Payroll \$ 1,982,385.69

Bills \$ 2,249,359.38

run # 792 check #'s 504802 - 504810

run # 793 check #'s 504813 - 504970

run # 794 check #'s 504996 - 505108

run # 795 check #'s 505110 - 505172

run # 796 check #'s 505173 - 505220

c. **General Correspondence**

(1) Charlie Howard, Transportation Planning Director, Puget Sound Regional Council, Regarding Draft Feasibility Study for Rail on the Eastside Rail Corridor

d. **Claims**

- e. Award of Bids
- f. Acceptance of Public Improvements and Establishing Lien Period
 - (1) 2007 Crosswalk Upgrade Program
- g. Approval of Agreements
- h. Other Items of Business
 - (1) Report on Procurement Activities

Motion to Approve the Consent Calendar.

Moved by Councilmember Mary-Alyce Burleigh, seconded by Deputy Mayor Joan McBride

Vote: Motion carried 7-0

Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

9. PUBLIC HEARINGS

None.

10. UNFINISHED BUSINESS

a. [Approving Kirkland Wednesday Market Temporary Location](#)

Parks and Community Services Deputy Director Carrie Hite reviewed the needs of the Market and the process leading to the recommended temporary location in Marina Park.

Motion to approve the Kirkland Wednesday Market proposed temporary location in Marina Park.

Moved by Deputy Mayor Joan McBride, seconded by Councilmember Mary-Alyce Burleigh

Vote: Motion carried 7-0

Yes: Councilmember Bob Sternoff, Mayor Jim Lauinger, Councilmember Jessica Greenway, Deputy Mayor Joan McBride, Councilmember Mary-Alyce Burleigh, Councilmember Dave Asher, and Councilmember Tom Hodgson.

b. [Ordinance No. 4176 Relating to the Kirkland Cemetery and Repealing and Reenacting Chapter 3.92 of the Kirkland Municipal Code](#)

Parks and Community Services Deputy Director Carrie Hite presented the proposed business plan incorporating recommendations from the Council

Finance Committee.

Councilmember Asher and Deputy Mayor McBride disclosed ownership of lots within the Cemetery and noted that those circumstances would not affect their consideration or vote on the issue.

Motion to Approve the Cemetery Business Plan as presented.

Moved by Deputy Mayor Joan McBride, seconded by Councilmember Jessica Greenway

Vote: Motion carried 6-1

Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

No: Councilmember Dave Asher.

Motion to Approve Ordinance No. 4176, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO THE KIRKLAND CEMETERY AND REPEALING AND REENACTING CHAPTER 3.92 OF THE KIRKLAND MUNICIPAL CODE."

Moved by Councilmember Mary-Alyce Burleigh, seconded by Deputy Mayor Joan McBride

Vote: Motion carried 6-1

Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

No: Councilmember Dave Asher.

[Council recessed for a short break at 8:43 p.m.](#)

c. [Potential Annexation Update](#)

Assistant City Manager Marilynne Beard and Finance and Administrative Services Director Tracey Dunlap provided a review of the proposed methodology and timeline for an update of the potential annexation fiscal model and responded to Council questions and comment.

11. [NEW BUSINESS](#)

a. [Federal Lobbyist Funding](#)

Motion to Approve the staff recommendation for federal lobbyist funding.

Moved by Councilmember Dave Asher, seconded by Councilmember Mary-Alyce Burleigh

Vote: Motion carried 7-0

Yes: Councilmember Bob Sternoff, Mayor Jim Lauinger, Councilmember Jessica Greenway, Deputy Mayor Joan McBride, Councilmember Mary-Alyce Burleigh, Councilmember Dave Asher, and Councilmember Tom Hodgson.

Motion to authorize \$26,000 from the Council reserve and \$5,000 from the Economic Development professional services to fund the federal lobbyist services.

Moved by Councilmember Dave Asher, seconded by Councilmember Mary-Alyce Burleigh

Vote: Motion carried 7-0

Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

- b. [Ordinance No. 4138 and its Summary, Relating to Transportation Demand Management, Repealing and Reenacting Chapter 7.06 of the Kirkland Municipal Code Relating to Commute Trip Reduction, Adopting the City of Kirkland Commute Trip Reduction \(CTR\) Plan and Implementing Measures as Required by RCW 70.94.527](#)

Motion to Approve Ordinance No. 4138 and its Summary, entitled "AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO TRANSPORTATION DEMAND MANAGEMENT, REPEALING AND REENACTING CHAPTER 7.06 OF THE KIRKLAND MUNICIPAL CODE RELATING TO COMMUTE TRIP REDUCTION, ADOPTING THE CITY OF KIRKLAND COMMUTE TRIP REDUCTION (CTR) PLAN AND IMPLEMENTING MEASURES AS REQUIRED BY RCW 70.94.527."

Moved by Councilmember Dave Asher, seconded by Deputy Mayor Joan McBride

Vote: Motion carried 7-0

Yes: Mayor Jim Lauinger, Deputy Mayor Joan McBride, Councilmember Dave Asher, Councilmember Mary-Alyce Burleigh, Councilmember Jessica Greenway, Councilmember Tom Hodgson, and Councilmember Bob Sternoff.

12. ANNOUNCEMENTS

None.

13. [ADJOURNMENT](#)

The Kirkland City Council regular meeting of January 6, 2009 was adjourned at 10:04 p.m.

City Clerk

Mayor



CITY OF KIRKLAND
Planning and Community Development Department
123 Fifth Avenue, Kirkland, WA 98033 425.587.3225
www.ci.kirkland.wa.us

MEMORANDUM

Date: January 8, 2009
To: David Ramsay, City Manager
From: Paul Stewart, Deputy Planning Director
Subject: Correspondence to Sally and Terry Mackle

Recommendation

City Council approve attached letter to be sent to Mr. and Mrs. Mackle regarding the Lakeview Neighborhood Plan.

Background

Mr. and Mrs. Mackle have written a letter to the City Council requesting the City put a review of the Lakeview Neighborhood Plan as a priority for 2009. Staff has drafted a response to their inquiry for Council's approval.

The response indicates that this will be considered as part of the upcoming discussion on the proposed 2009-2011 Planning Work Program. The Planning Commission is scheduled to discuss this at their annual retreat on February 12, 2009 and then pass on a recommendation to the City Council at the joint meeting on March 17, 2009.

4500 Lake Washington Blvd
Kirkland, WA 98033
December 27, 2008

RECEIVED

DEC 29 2008

CITY OF KIRKLAND
CITY MANAGER'S OFFICE

Kirkland City Council
Kirkland, WA

Dear Council Members,

We are writing to request that you put a review of the Neighborhood Plan as an important priority in your yearly budget for Planning and Community Development Department.

We spoke with Eric Shields three years ago at which time he indicated that the Lakeview neighborhood plan would be up for review this coming year. However, because of budget cuts there is a possibility this will be put off.

We had looked forward to being able to sub-divide our almost ½ acre lot if a review would downsize the too large lot size for this area. We believe the hillside of the Blvd has one of the largest lot sizes in the city, a probable remnant of the original property size of decades ago. So it seems reasonable to review this area and bring it up to the intent of the County's Growth Management Act.

There is another reason for our request. Parts of the Lakeview planning area are showing signs of stress. The area of LWB, directly across from the Villagio Apartments, is beginning to look seedy and unkempt. The homes are older and not well maintained, the sidewalks are covered with leaves and debris that is not picked up. One of the major reasons for this is that some of the homes are now rentals and it is well-known fact that rentals are the beginning of a downward spiral in a neighborhood. Having experienced some of the clientele in these rentals, we can certainly vouch for this fact. Loud, late night parties with college-aged people both in and outside the homes have been common over the past several years. Another residence has cars coming and going all day long. This is certainly not the image that Kirkland wants to present along its chief gateway street.

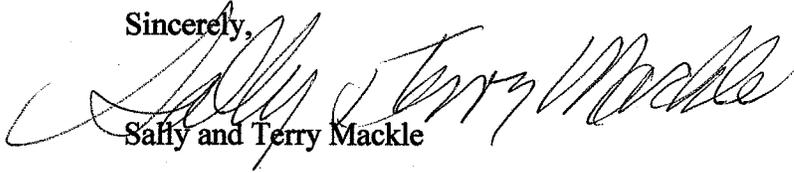
Allowing for smaller lots in this area would help the existing property owners sell their property and allow the new owners to put in new, more desirable homes. The lot size in this area is one of the largest in the city and makes upkeep difficult for homeowners. Often, they choose to neglect this.

Kirkland City Council
Page two

We were going to file a private amendment request to reduce the size of our lot but have discovered that the deadline for next year is past. That is why the Neighborhood Review for Lakeview is important. According to Mr. Shields, it has been years since this part of the city has had a review.

We respectfully request that a review go forward this year.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sally and Terry Mackle". The signature is written in black ink and is positioned above the printed name.

Sally and Terry Mackle

cc: Eric Shields

January 20, 2009

D R A F T

Sally and Terry Mackle
4500 Lake Washington Blvd
Kirkland, WA 98033

Dear Mr. and Mrs. Mackle:

Thank you for your letter requesting the City initiate a review of the Lakeview Neighborhood Plan this year. In April 2008 the City Council adopted the Planning Work Program (attached) which called for an update to the Lakeview and Central Houghton neighborhood plans to begin in 2008. However as a result of staffing levels, budget constraints and efforts on other long range tasks, the Planning Department and Planning Commission were unable to begin the update to the neighborhood plans last year.

Each year City staff puts together the Planning Work Program which identifies the schedule, staffing and priorities for the major long range planning projects. The Planning Work Program is reviewed by the Planning Commission with a recommendation from the Commission to the City Council. The Planning Commission will be reviewing the proposed 2009-2011 Work Program at their retreat on February 12, 2009. The Commission then meets with the City Council at a joint meeting to present their recommendation. The joint meeting is currently scheduled for March 17, 2009. Following the joint meeting, the Council will consider and adopt the work program at a regular meeting.

The City has a strong interest in updating neighborhood plans. As you noted, the City faces a significant gap between city expenses and projected revenue. As a result, the City was unable to provide specific funding for neighborhood plans in the 2009-2010 budget. As the Planning Commission and City Council review the work program, we will need to look at a number of important projects that merit attention and decide how to balance these priorities with available staffing.

A copy of your letter will be transmitted to the Planning Commission for their consideration as part of their discussion on the work program. We certainly understand your interest and will keep this in mind when we also review the work program as recommended by the Planning Commission. I would encourage you to follow this process. If you would like more information, or to find out the status of the work program, please contact Paul Stewart, Deputy Planning Director, at 425-587-3227 or pstewart@ci.kirkland.wa.us. The Planning Commission packets can also be accessed at the City's website at http://www.ci.kirkland.wa.us/depart/Planning/Planning_Commission.htm.

Sincerely,
KIRKLAND CITY COUNCIL

James L. Lauinger
Mayor

Attachment

cc: Paul Stewart, Deputy Planning Director

				2008												2009				2010			
TASK		PROJECT MANAGER	2008 STAFF	J	F	M	A	M	J	J	A	S	O	N	D	1st	2nd	3rd	4th	1st	2nd	3rd	4th
SPECIAL TASKS																							
8	Downtown	McMahan	.4 FTE																				
9	Impact Fees	Swan																					
10	Database Management	Goble	.2 FTE																				
11	Regional Plans	Shields	.1 FTE																				
12	Annexation	Shields/Swan	1.0 FTE																				
	• Potential Annexation Area																						
	• Bridleview Annexation																						



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Van Ingram-Lock, Public Works Management Analyst
Greg Neumann, Interim Public Works Administrative Manager
Daryl Grigsby, Public Works Director

Date: January 8, 2009

Subject: ENERGY STAR PARTNERSHIP

RECOMMENDATION:

It is recommended that City Council receive the presentation delivered by International Council for Local Government Initiatives (ICLEI) and authorize the Mayor to sign the attached letter to join the Energy Star Partnership.

BACKGROUND AND DISCUSSION:

The City of Kirkland has made significant commitments to the environment, from the Natural Resource Management Plan to signing the US Mayors Climate Protection Agreement. Currently, the Green Team and other City staff are developing a Climate Protection Action Plan to reduce government and community greenhouse gas emissions to meet reduction targets as approved by Council via resolution R-4659.

A significant element of implementing the Climate Protection Action Plan will be to reduce energy usage in our government operations and to encourage the community to do the same. ICLEI, of which Kirkland is a member, has been funded by the U.S. Environmental Protection Agency (EPA) to engage in a recruitment effort for the Energy Star Program in 2009. Energy Star is a partnership between the EPA and industry to voluntarily label products that meet certain energy efficiency criteria. Energy Star products include home electronic appliances, office equipment, and light fixtures and bulbs. More than 70% of American households recognize the Energy Star label which appears on over 50 different product categories as well as new homes, commercial buildings and industrial plants. This customer recognition will be critical in outreach efforts as a method to involve the community as we implement our Action Plan.

Energy Star also offers a free program that provides tools to measure and track energy usage (Portfolio Manager) – an attractive offering to our Facilities Division to assist with meeting the Council request for utility tracking and reporting on a quarterly basis. The program also certifies buildings for energy efficiency and provides energy management strategies for business and government agencies.

Energy Star partners receive access to communication materials to encourage the community to take the Energy Star Challenge. In June 2007, the US Conference of Mayors passed a resolution adopting the Energy Star Challenge as a tool to help communities meet the goals of the Mayors Climate Protection Agreement. The Energy Star Challenge is a national call-to-action to improve the energy efficiency of America's commercial and industrial buildings by 10% or more – a potential motivator for businesses in our outreach as well as our own facilities.

As an Energy Star Partner, Kirkland will restate a commitment to improving energy efficiency and reducing environmental impacts as well as:

- “Cut energy costs;
- Create value through energy efficiency;
- Strengthen organizational energy management practices;
- Benchmark energy performance to similar businesses;
- Share experiences and best practices with peers in a “no-sell” environment;
- Keep up with the latest industry developments;
- Demonstrate improved energy and environmental performance through external validation; and
- Earn public recognition for superior performance.”

ATTACHMENT

January 20, 2009

DRAFT

Ms. Jean Lupinacci
Director, ENERGY STAR Commercial & Industrial Branch
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW (6202J)
Washington, DC 20460

Dear Ms. Lupinacci:

With this letter, the City of Kirkland, Washington joins ENERGY STAR® as a Partner, and makes a fundamental commitment to protect the environment through the continuous improvement of our energy performance. We believe that an organization-wide energy management approach will help us enhance our financial health and aid in preserving the environment for future generations. In partnership with ENERGY STAR, we will:

- Measure and track the energy performance of our organization's facilities where possible by using tools such as those offered through ENERGY STAR;
- Develop and implement a plan consistent with the ENERGY STAR Energy Management Guidelines to achieve energy savings;
- Help spread the word about the importance of energy efficiency to our staff and community;
- Support the ENERGY STAR Challenge, a national call-to-action to help improve the energy efficiency of America's commercial and industrial buildings by 10% or more; and
- Highlight our achievements with recognition offered through ENERGY STAR.

We understand that our commitment to measure, track, and improve the energy performance of our organization is supported by the resources and tools offered through ENERGY STAR. In addition, we understand that we will be recognized on the ENERGY STAR web site as a Partner and as a supporter of the ENERGY STAR Challenge. To be eligible for additional recognition, we will share with EPA our progress and milestone achievements. As a Partner, we agree to follow all applicable terms and conditions governing the use of the ENERGY STAR logos, which are registered trade and service marks.

The City of Kirkland looks forward to our partnership with ENERGY STAR.

Sincerely,
KIRKLAND CITY COUNCIL

James L. Lauinger
Mayor

Attachment

**Attachment to Partnership Letter
Organization Information**

Please complete this sheet and send it along with the signed partnership letter. Thank you.

Chief Executive

Name & Title: City of Kirkland
Mailing Address: 123 5th Ave
Kirkland, WA 98033
E-mail Address: jlauinger@ci.kirkland.wa.us
Phone Number: (425) 587-3528
Facsimile: (425) 587-3019

Energy Manager

Communications Director (if applicable)

Name & Title: Gary Thornquist, Facilities Lead
Mailing Address: 123 5th Ave
Kirkland, WA 98033
E-mail Address: gthornquist@ci.kirkland.wa.us
Phone Number: (425) 587-3932
Facsimile: (425) 587-3902

Name & Title: Marie Stake
Mailing Address: 123 5th Ave
Kirkland, WA 98033
E-mail Address: mstake@ci.kirkland.wa.us
Phone Number: (425) 587-3021
Facsimile: (425) 587-3019

My Organization's Primary Business or Function (check one):

- Commercial Real Estate
- Corporate Real Estate
- K-12 Education
- Higher Education
- State Government
- Local Government
- Federal Government
- Healthcare
- Hospitality & Entertainment
- Manufacturing/Industrial, please describe your business, including the NAICS codes which best apply to your industry: _____
- Religious (Congregations)
- Retail
- Other. Please describe: _____

Total amount of building/facility square footage my organization...

Owns 205,300 sq ft
Leases from others Municipal Court – 11,000 sq ft
Manages but does not own _____
Franchises to others _____
Other. Please describe: _____

How did you learn about ENERGY STAR? ICLEI

The government estimates the average time needed to fill out this form is 30 minutes and welcomes suggestions for reducing this level of effort. Send comments (referencing OMB control number) to the Director, Collection Strategies Division, U.S., EPA (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460.



CITY OF KIRKLAND
Department of Parks and Community Services
505 Market St., Kirkland, WA 98033 425.587.3300
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Jason Filan, Parks Operations Manager
Jennifer Schroder, Director of Parks and Community Services

Date: December 30, 2008

Subject: AWARD OF CONTRACT - MARINA DOCK RESURFACING PROJECT

RECOMMENDATION:

It is recommended that City Council award the contract for the Marina Dock Resurfacing project to Epic Construction, LLC of Bellevue, WA in the amount of \$84,627.60

BACKGROUND AND DISCUSSION:

Marina dock's existing decking is reaching the end of its useful life. The wood boards are becoming undulated and worn. Within the Parks & Community Services budget, CIP monies were identified to replace the main thoroughfare of the dock. The new surfacing will provide an improved walking surface while also providing ambient light to the lake bottom.

Given that the project cost was estimated to be well under \$200,000, it was determined that we would use the Small Works Roster process to solicit bids from qualified contractors. On December 9, 2008, notice of the project was sent to all contractors on the Small Works Roster under the category of Site Improvement and Repair – Docks, Bridges, Pilings, Wharfs and Floats. Contractors were given two opportunities to visit the site and ask questions on December 11th.

On December 22, 2008, six bids were received and opened. Following are the results:

Contractor	Total Bid
Epic Construction, LLC	\$84,627.60
Lakeshore Marine Construction	\$96,391.97
Marine Restoration & Construction, LLC	\$96,792.00
Construction International	\$101,370.00
Richard Phillips Marine	\$101,370.00
Talakai Construction	\$119,670.01



CITY OF KIRKLAND

Department of Public Works

123 Fifth Avenue, Kirkland, WA 98033 425.587.3000

www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Daryl Grigsby, Public Works Director
Ray Steiger, P.E., Capital Projects Manager

Date: January 8, 2009

Subject: 116TH AVENUE NE NON-MOTORIZED FACILITIES - ACCEPT WORK

RECOMMENDATION:

It is recommended that the City Council accept the 116th Avenue NE Non-Motorized Facilities Project as constructed by Johansen Excavating, Inc. of Buckley, Washington, and establish the required 45-day lien period.

BACKGROUND DISCUSSION:

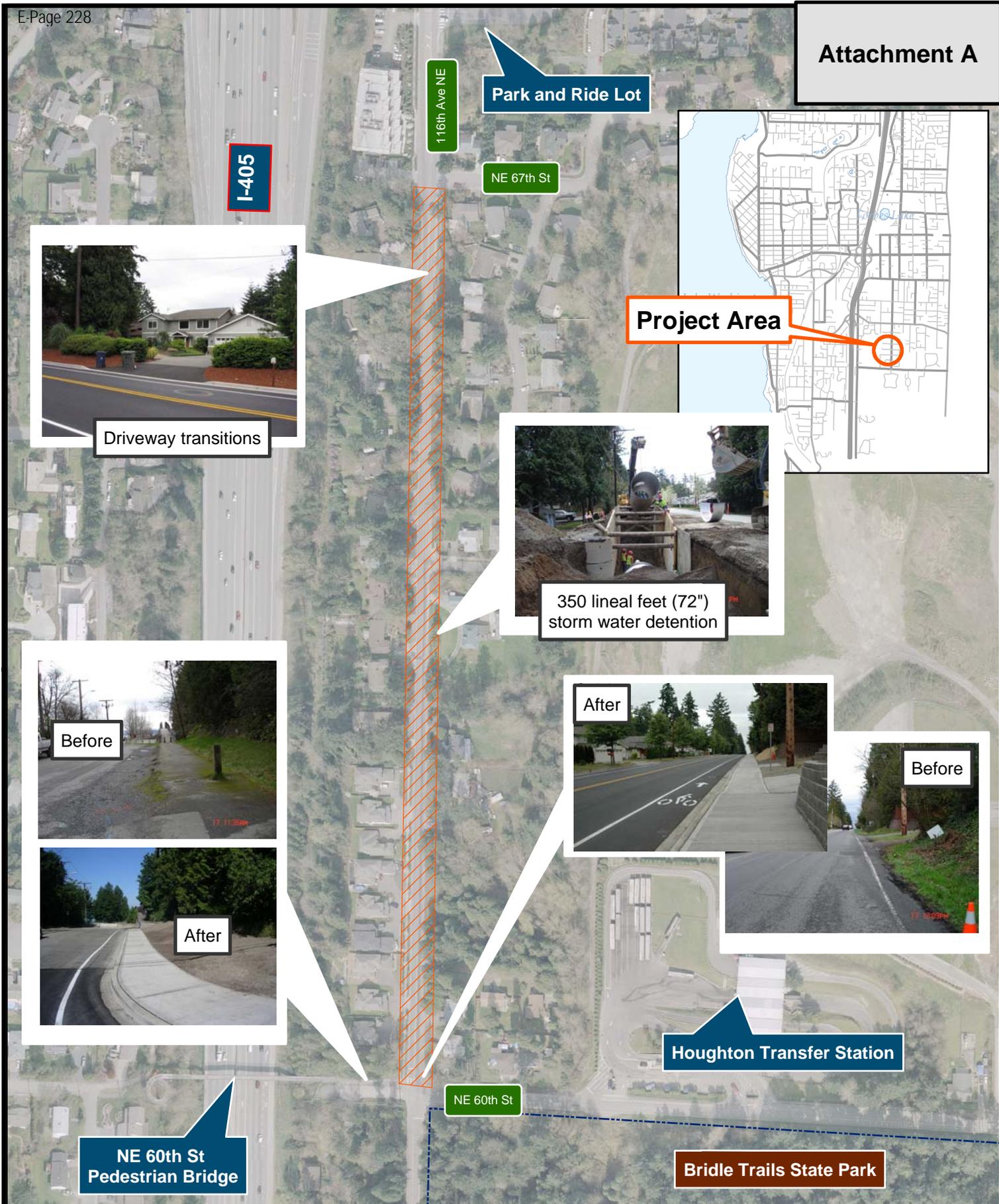
The 116th Avenue NE Non-Motorized Facilities Project consisted of installing non-motorized and surface water improvements between NE 60th Street and NE 67th Street (Attachment A). The work included installing 1,880-lineal feet of bicycle lanes, curb and gutter on both sides, and concrete sidewalk on the east side of 116th Avenue NE; where feasible a planter strip was installed. The protected route completed the 116th Avenue NE pedestrian and bicycle corridor between the NE 60th Street/I-405 pedestrian bridge and the Houghton Park and Ride. Over 350-lineal feet of 72-inch diameter storm pipe, along with two separate treatment systems, were installed to improve surface water quality and reduce the release rate from the site.



At their meeting of January 2, 2008, Council awarded the construction contract to Johansen Excavating in the amount of \$1,080,972.64. The project was physically complete on October 24, 2008, with total payments to the contractor being \$1,016,997.45. During construction, staff was able to team up with the Contractor and developed alternate construction methods as well as coordinate improvement opportunities for the Houghton Transfer Station sanitary sewer system and adjacent private development improvements. The private development is currently under construction and has no need to disturb the sidewalk or roadway. This additional coordination created three change orders, however it also resulted in significant cost and time savings to the Project. The total expenses to construct the Project are \$1,409,400 which is \$177,700 below the available budget of \$1,587,100 (Attachment B). Remaining funds will be returned to appropriate funding sources.

Design for the section of 116th Avenue NE south of NE 60th Street to the Bellevue City limits is currently underway and is to be completed in the fall of 2009. Grant funding is being sought for its construction.

Attachments: (2)



Driveway transitions



350 lineal feet (72") storm water detention



Before



After



After



Before

NE 60th St Pedestrian Bridge

NE 60th St

Park and Ride Lot

NE 67th St

116th Ave NE

Houghton Transfer Station

Bridle Trails State Park

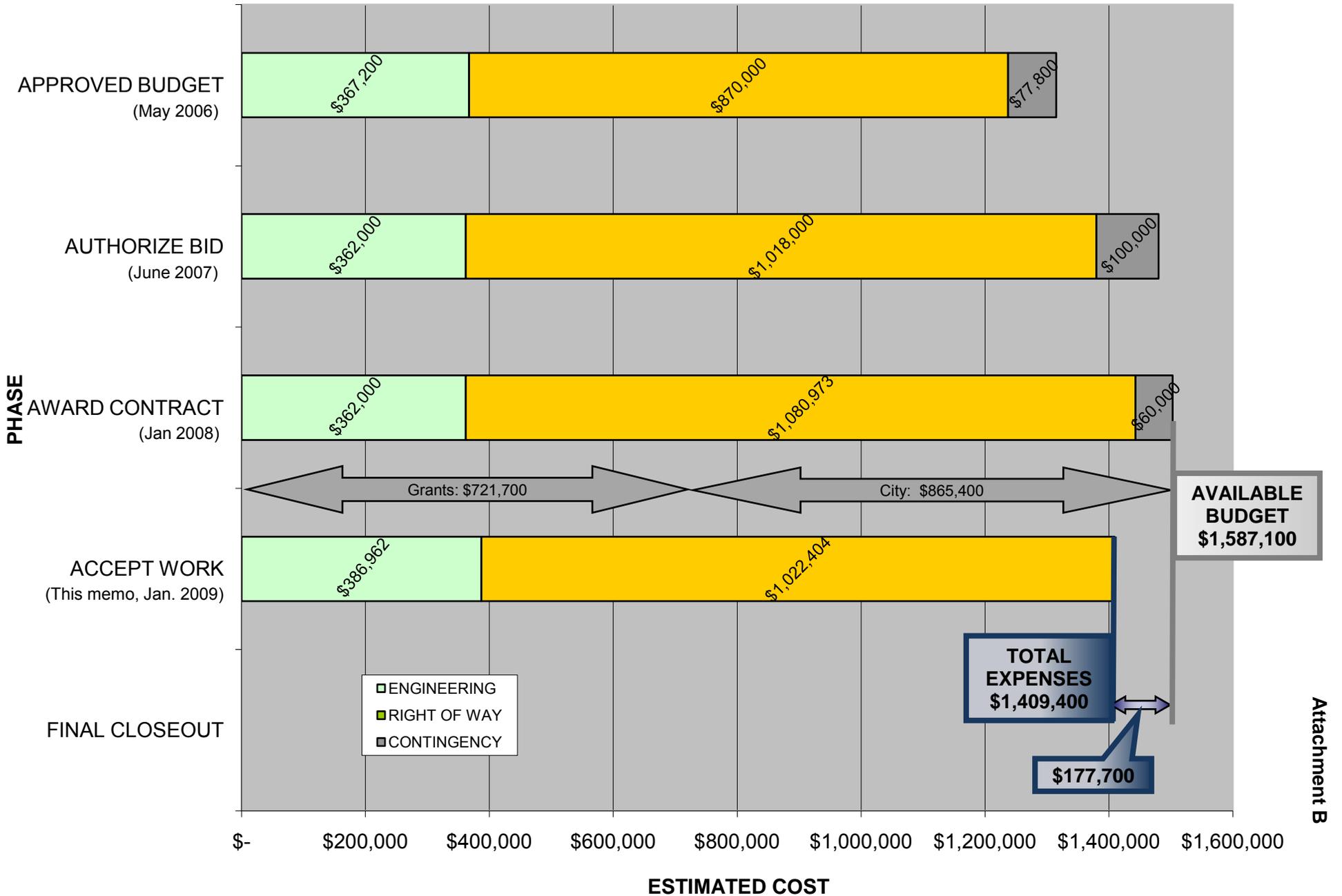
Project Area



Vicinity Map
 116th Avenue NE Non-Motorized Facilities
 (North Section NE 60th Street to NE 67th Street)

116TH AVENUE NE (NORTH SECTION) NON-MOTORIZED FACILITIES

PROJECT BUDGET REPORT





CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.ci.kirkland.wa.us

To: Dave Ramsay, City Manager

From: Daryl Grigsby, Public Works Director
David Godfrey, P.E., Transportation Engineering Manager

Date: January 8, 2009

Subject: Resolution and Agreement for Eastside Transportation Partnership (ETP)

RECOMMENDATION: It is recommended that the Council pass the attached resolution authorizing the City Manager to sign an interlocal agreement for City membership in ETP.

BACKGROUND DISCUSSION: In 1987, Kirkland joined with other Eastside cities, King County, the former Metro, the former PSCOG and WSDOT to establish and participate in a multi-jurisdictional transportation planning effort referred to as the Eastside Transportation Program. This effort produced the first ETP plan. In 1996 and in 1999 and 2003, Council passed similar resolutions endorsing the interlocal agreement under which ETP now operates. A new agreement is being proposed to cover ETP operations from 2009-2012.

The City of Kirkland actively participates in ETP and its current representatives are Councilmember Asher and Councilmember Burleigh.

The transmittal letter from ETP (below) summarizes proposed changes to the agreement. Most of the changes are intended provide more consistency across all the King County Subarea groups; ETP, South County Area Transportation Board (SCATBd) and SeaShore Transportation Forum. The proposed agreement was approved by ETP on December 12, 2008.



MS: KSC-TR-0814
201 South Jackson Street
Seattle, WA 98104-3856
Phone (206) 263-4710 Fax (206) 684-2111

December 30, 2008

The Honorable James Lauinger
Mayor, City of Kirkland
123 Fifth Avenue
Kirkland, WA 98033-6189

Dear Mayor Lauinger:

On December 12, 2008 the Eastside Transportation Partnership (ETP) approved a revised agreement to extend ETP's activities through 2012. The revisions to this agreement, as well as the agreements for the South County Area Transportation Board (SCATBd) and the SeaShore Transportation Forum, were developed by a joint subcommittee with representation from all three boards. The revisions are intended to provide more consistency and clarity for the boards' operations, and more opportunities for coordination among the subareas. Highlights of the proposed changes include the following:

- Clarify voting and non-voting members, and seek consistency among the subareas in representation by the Port of Seattle, State Transportation Commission and local transit agencies from neighboring counties.
- Clarify voting rights on all issues, so that broad discussion is promoted, but voting on recommendations about subarea-based resource issues is limited to those jurisdictions located within the geographic boundaries of the subarea.
- Establish consistent dues of \$100 per voting member for each subarea.
- Establish that one use of the dues shall be used to hold at least one joint meeting annually, to promote discussion of issues that cross subarea boundaries.

Attached is the revised ETP agreement, which we are sending to all participating cities and agencies for their individual approval. We hope that your governing body reviews this and takes action to approve it by mid-January. Approval by your governing body should include authorizing the appropriate person to sign the agreement on your city's behalf. A draft resolution to facilitate that process is attached.

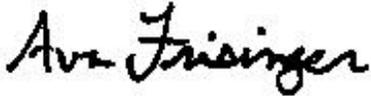
After your city has approved the agreement, please sign in the appropriate signature block and return it to Sally Marks, Supervising Transportation Planner, King County Department of Transportation, 201 S. Jackson Street, Seattle, WA. 98104.

After all the parties have signed, you will receive a completed copy of the agreement for your records.

2009 ETP Agreement
December 30, 2008
Page 3 of 2

If you have questions, please contact Sally Marks at 206-263-4710 or sally.marks@kingcounty.gov. Thank you very much for your cooperation.

Sincerely,



Ava Frisinger
Mayor, Issaquah
ETP Chair



Don Gerend
Deputy Mayor, Issaquah
ETP Vice Chair (Acting)

Attachment: 2009-2012 ETP Agreement
Draft Resolution

cc: The Honorable Dave Asher, Councilmember, City of Kirkland
The Honorable Mary-Alyce Burleigh, Councilmember, City of Kirkland
Kathi Anderson, City Clerk, City of Kirkland
David Godfrey, Traffic Engineer, City of Kirkland

RESOLUTION R-4736

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND SUPPORTING THE CONTINUATION OF THE EASTSIDE TRANSPORTATION PARTNERSHIP (ETP) AS THE EAST KING COUNTY FORUM FOR INFORMATION SHARING, CONSENSUS BUILDING AND COORDINATING TO PROVIDE ADVICE ON REGIONAL TRANSPORTATION ISSUES AND APPROVE CONTINUED PARTICIPATION BY THE CITY OF KIRKLAND.

WHEREAS, the East King County subarea has been involved in multijurisdictional transportation planning to develop coordinated plans for transportation improvements and programs for this area; and

WHEREAS, these plans have been approved and efforts continue to be made to work cooperatively to implement the recommended projects; and

WHEREAS, the ETP has been an effective forum for information sharing, consensus building and providing valuable input on transportation planning and implementation decisions; and

WHEREAS, the ETP recognizes the need to coordinate with its regional partners to address issues that cross subarea and county boundaries;

WHEREAS, the City of Kirkland has participated as a member since 1987;

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

Section 1. The City Manager is hereby authorized and directed to execute on behalf of the City the 2009-2012 Agreement for the Eastside Transportation Partnership substantially similar to the Agreement attached hereto as Exhibit A.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2009.

Signed in authentication thereof this ____ day of _____, 2009.

MAYOR

Attest:

City Clerk

ATTACHMENT A
2009-2012 Agreement
for the
Eastside Transportation Partnership

Parties to Agreement

City of Bellevue	Small Cities
City of Bothell	Beaux Arts
City of Issaquah	Clyde Hill
City of Kenmore	Hunts Point
City of Kirkland	Medina
City of Mercer Island	Yarrow Point
City of Newcastle	Snoqualmie Valley Cities
City of Redmond	Carnation
City of Renton	Duvall
City of Sammamish	North Bend
City of Woodinville	Snoqualmie
Community Transit	Eastside Transportation Association
Eastside Transportation Choices Coalition	King County
Port of Seattle	Puget Sound Regional Council
Snohomish County	Sound Transit
Transportation Improvement Board	Washington State Department of Transportation
Washington State Transportation Commission	

Transmittal date to participating members for approval on December 30, 2008.

THIS AGREEMENT is made and entered into by and among the TOWN OF BEAUX ARTS VILLAGE, hereafter called "Beaux Arts"; the CITY OF BELLEVUE, hereafter called "Bellevue"; the CITY OF BOTHELL, hereafter called "Bothell"; the CITY OF CARNATION, hereafter called "Carnation"; the CITY OF CLYDE HILL, hereafter called "Clyde Hill"; the CITY OF DUVAL, hereafter called "Duvall"; the CITY OF HUNTS POINT, hereafter called "Hunts Point"; the CITY OF ISSAQUAH, hereafter called "Issaquah"; the CITY OF KENMORE, hereafter called "Kenmore"; the CITY OF KIRKLAND, hereafter called "Kirkland"; the CITY OF MEDINA, hereafter called "Medina"; CITY OF MERCER ISLAND, hereafter called "Mercer Island"; the CITY OF NEWCASTLE, hereafter called "Newcastle"; the CITY OF NORTH BEND, hereafter called "North Bend"; the CITY OF REDMOND, hereafter called "Redmond"; the CITY OF RENTON, hereafter called "Renton"; the CITY OF SAMMAMISH, hereafter called "Sammamish"; the CITY OF SNOQUALMIE, hereafter called "Snoqualmie"; the CITY OF WOODINVILLE, hereafter called "Woodinville"; the CITY OF YARROW POINT, hereafter called "Yarrow Point"; KING COUNTY, a legal subdivision of the State of Washington, hereafter called "King County"; SNOHOMISH COUNTY, a legal subdivision of the State of Washington, hereafter called "Snohomish County; the PUGET SOUND REGIONAL COUNCIL, hereafter called the "PSRC"; the CENTRAL PUGET SOUND REGIONAL TRANSIT AUTHORITY, hereafter called "Sound Transit"; SNOHOMISH COUNTY PUBLIC TRANSPORTATION BENEFIT AREA, hereafter called "Community Transit"; the WASHINGTON STATE DEPARTMENT OF TRANSPORTATION, hereafter called "WSDOT"; the WASHINGTON STATE TRANSPORTATION COMMISSION, hereafter called the "Transportation Commission"; the TRANSPORTATION IMPROVEMENT BOARD, hereafter called "TIB"; the PORT OF SEATTLE; the EASTSIDE TRANSPORTATION ASSOCIATION, hereafter called the "ETA"; and the EASTSIDE TRANSPORTATION CHOICES COALITION, hereafter called the "ETCC".

WHEREAS, the parties to this agreement recognize that multi-jurisdictional transportation planning and coordinated transportation plans benefit their citizens; and

WHEREAS, the Eastside Transportation Partnership (ETP) has effectively served as the central forum for information sharing, consensus building, and coordination to develop recommendations for transportation policies, projects and programs for the East King subarea; and

WHEREAS, the King County Comprehensive Plan for Public Transportation - Long Range Policy Framework, adopted in 1993, divided Metro service into three geographic subareas for the purpose of allocating new transit subsidy; and

WHEREAS, the Six-Year Transit Development Plan, adopted in 1995, called for the three subarea transportation boards (the Eastside Transportation Partnership, South County Area Transportation Board, and SeaShore Transportation Forum) to review, refine, and recommend service priorities to the King County Executive; and

WHEREAS, Sound Transit relies on the three subarea transportation boards to review and recommend Sound Transit plans and implementation of projects and services; and

WHEREAS, the geographic subarea boundary area for the East King Subarea is the area represented on the attached map (Exhibit A);

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1.0 Purpose of Agreement

The purpose of the Agreement is to provide for the continuation of the Eastside Transportation Partnership (ETP) as the East forum for local governments to share information, build consensus, and coordinate among jurisdictions and agencies with the goal of providing advice on plans, programs, policies and priorities for regional transportation decisions.

2.0 Role of Subarea Transportation Boards

1. The Eastside Transportation Partnership (ETP) is the forum established for the East subarea of King County for elected officials to provide advice into the following decisions:
 - a. The King County Metro six year transit development plan, and implementation of transit service priorities
 - b. Sound Transit plans and implementation of projects and services
2. The ETP may also provide input on other countywide and regional transportation issues.
3. The three subarea transportation boards shall hold at least one joint meeting annually to address issues of mutual interest and concern and promote regional decisions.

3.0 Voting and Non-voting Members

3.1 The voting members of **ETP** and their voting rights shall be as follows:

Voting Members	Number of Reps.	Voting Rights			
		Sound Transit ¹	Metro Transit ²	Regional Competition ³	Other ⁴
Bellevue	2	Yes	Yes	Yes	Yes
Bothell	2	Yes	Yes	Yes	Yes
Kirkland	2	Yes	Yes	Yes	Yes
Issaquah	2	Yes	Yes	Yes	Yes
Mercer Island	2	Yes	Yes	Yes	Yes
Newcastle	2	Yes	Yes	Yes	Yes
Redmond	2	Yes	Yes	Yes	Yes
Renton	2	Yes	No	Yes*	Yes
Kenmore	2	Yes	Yes	Yes	Yes
Sammamish	2	Yes	Yes	Yes	Yes
Woodinville	2	Yes	Yes	Yes	Yes
Small Cities Coalition	2 (shared)	Yes	Yes	Yes	Yes
Snoqualmie Valley Cities	2 (shared)	No	Yes	Yes	Yes
King County	3	Yes	Yes	Yes	Yes
Snohomish County	1	No	No	No	Yes

3.2 The non-voting members of **ETP** shall be as follows:

Non-Voting Member	Number of Representatives
Sound Transit	1
PSRC	1
WSDOT	1
TIB	1
Community Transit	1
Port of Seattle	1
Washington State Transportation Commission	1
Eastside Transportation Choices Coalition	1
Eastside Transportation Association	1

3.3 A roll call vote shall be taken on recommendations from the subarea board regarding Sound Transit capital and service plans and implementation, Metro Transit service plans, and identification of projects for the regional competition, if prescribed by the process approved by the King County caucus of the Transportation Policy Board. The results shall be recorded by jurisdiction.

¹ Recommendations on Sound Transit capital and service plans and implementation

² Recommendations on Metro Transit service plans

³ Identification of projects for the regional competition, if prescribed by process approved by the King County members of the Transportation Policy Board (*projects in Renton north of the Cedar River)

⁴ Other recommendations including

- Recommendations to the PSRC on plans, policies and programs, such as input on alternatives, policies and criteria for the regional transportation plan; on studies and analyses conducted; on criteria; on funding policies; and on regional priorities.
- Recommendations to the State Legislature, committees and commissions established by the Legislature, such as input on proposed legislation; on recommendations from commissions; and on transportation budgets and priorities.
- Recommendations to WSDOT on projects, policies, programs, priorities and funding, such as input on alternatives, funding, and priorities for major corridors; on tolling; on transportation demand management; on Commute Trip Reduction; on active traffic management; and on state transportation plans.
- Recommendations to the State Transportation Commission, such as input on policies regarding tolling, preservation, capacity improvements and funding.
- Recommendations to the federal delegation on federal legislation, such as input on reauthorization; and on funding priorities.

4.0 Representation and Conduct

4.1 The representation on the Eastside Transportation Partnership (ETP) shall be as follows:

1. Elected officials appointed for a one-year term from each of the participating counties and cities, in the number specified above. King County representation shall be a maximum of two Councilmembers and the King County Executive or his designee. Snohomish County representation shall be the Snohomish County Executive or his designee.
2. High level staff from WSDOT, Community Transit, the Port of Seattle and the PSRC; an East King subarea board member of Sound Transit; the Director of the TIB; and a representative designated by the Washington Transportation Commission.
3. A representative of a private sector group or groups as determined by ETP.

4.2 Each participating member shall appoint an alternate. Designated alternates may vote in place of designated voting representatives in the absence of the designated representative.

4.3 On an annual basis, member jurisdictions shall inform the Lead Agency in writing of its representatives and alternates and provide the appropriate contact information for each.

4.4 The ETP will be responsible for overall program direction, approving Technical Advisory Committee recommendations and providing direction for input on transportation decisions

4.5 The ETP may establish its own bylaws and rules of procedures and may modify these as appropriate. Such bylaws and rules shall be consistent with the provisions of this Agreement and modifications to such bylaws and rules will not alter this Agreement.

4.6 The ETP may establish subcommittees as it determines appropriate.

4.7 With a simple majority of voting members as shown in Section 3.1, the ETP can adopt resolutions, authorize correspondence, request studies, or provide other advisory input to member jurisdictions or regional and state activities, including plans policies, programs, projects or legislative issues.

4.8 Any voting member may request that a minority statement be included in communications or otherwise distributed with the adopted majority position.

5.0 Chair and Vice Chair

5.1 The chair and vice chair of ETP shall be representatives of a member county or city located within the subarea's geographic boundaries. The chair and vice chair shall be elected by a majority of the voting representatives from jurisdictions within the subarea's geographic boundaries.

5.2 The chair and vice chair shall be nominated by a nominating committee established in November of each year, and nominated in December of each year.

5.3 The chair and vice chair shall serve a term of one year from February 1 through January 31 of the following year.

5.4 The chair and the vice chair shall conduct the ETP activities within adopted procedures and guidelines. The chair and vice chair are responsible for setting meeting agendas, ensuring fair opportunity for discussion, signing correspondence, and speaking on behalf of the ETP.

6.0 Technical Advisory Committee (TAC)

6.1 Each member jurisdiction or agency shall appoint at least one planning, public works and/or intergovernmental staff person to the Technical Advisory Committee (TAC). Private sector groups shall not participate in TAC activities. Each member jurisdiction and agency is expected to contribute such staff as is necessary to accomplish the work program adopted by the ETP.

6.2 The TAC shall provide technical assistance as requested by the ETP and shall advise the ETP and their respective members on emergent transportation issues, and be responsible for overall program development including drafting of the work program. The TAC shall also review consultant work, and coordinate its activities with adjacent jurisdictions, including the other subarea transportation forums.

6.3 When appropriate, the TAC will make recommendations for consideration of the ETP. The TAC's recommendations shall be arrived at by consensus of a majority of the TAC members present. If the Technical Advisory Committee is unable to reach consensus on a particular issue, TAC members may present discussion questions or a dissenting opinion to the ETP for consideration.

7.0 Lead Agency

7.1 King County will be the lead agency for the purposes of receipt of funds, contract administration, and disbursement of funds associated with consultant contracts and study-related expenses. King County shall appoint a staff member to serve as Project Manager for special projects. King County shall also provide general administrative and program support for the ETP. King County assumes wage and benefits cost of its staff performing Lead Agency responsibilities.

7.2 Lead Agency responsibilities include administrative and technical support for meetings and ongoing operations; collection, administration and distribution of dues; support to the chair and vice chair; preparation of correspondence and other materials; development and monitoring of work program; and coordination of consultant services or other special projects as directed by the ETP.

8.0 Annual Work Program

The ETP may undertake activities consistent with its purposes and shall prepare an annual progress report and work program for the following year for submittal to its members.

9.0 Financing and Cost Sharing Guidelines

9.1 Yearly Dues -- Each member city will contribute \$100.00 annually per vote awarded to remain members in good standing. The designated Lead Agency shall not be required to pay yearly dues.

This revenue shall be used for special events, including an annual joint meeting of the subarea transportation boards, public education, or other expenses authorized by the ETP.

9.2 The following guidelines shall generally apply:

1. **Annual Review of Financing:** The ETP shall determine by June 30 of each year whether an additional financial contribution will be requested of the ETP jurisdictions.
2. **Voting Members:** If additional financial contributions are determined to be necessary, costs shall be shared among member jurisdictions other than King County by a method as determined by action of the ETP. Unless agreed to otherwise, King County's share shall be limited to the costs of providing staff support.
3. **Non-voting Members:** The member agencies shall not be expected to make a direct funding contribution.
4. **Modification to Agreement Required:** A modification to this agreement specifying cost-sharing, purpose, scope of work and other details is required to obligate a member jurisdiction to funding participation.

10.0 Withdrawal of a Party from this Agreement

Each party, for its convenience and without cause or for any reason whatsoever, may withdraw from participation in this Agreement by providing written notice, sent certified mail, return receipt required, to all of the other parties at least thirty (30) days in advance of the effective date of the withdrawal. A withdrawing party shall not be entitled to a refund of any payments to ETP but shall make any contributions required to be paid to other parties under this Agreement for costs which had been obligated prior to the effective date of the withdrawal. In the event a party withdraws, the remaining parties shall amend this Agreement as necessary to reflect changes in the named parties and cost and revenue allocations. In the event of withdrawal by a party, this Agreement shall terminate as to that party but shall continue in effect with respect to the remaining parties. However, the termination of this Agreement with respect to one or more parties shall not affect any of the parties' rights or obligations, including any rights or obligations of a withdrawing party, that are expressly intended to survive termination.

Each party's funding to perform its obligations under the Agreement, beyond the current appropriation year, is conditional upon appropriation by the party's governing body of sufficient funds to support said obligations. Should such an appropriation not be approved for a future year, a party may exercise its right to withdraw as provided herein.

11.0 Duration

This Agreement shall take effect upon being duly adopted by the governing bodies of all parties and executed by the authorized representatives of all parties. This Agreement shall remain in effect until all the tasks have been completed to the satisfaction of the ETP or until such time as the participating members choose to conclude the program for other reasons, but in no case shall the program extend beyond December 31, 2012, unless terminated earlier or extended in accordance with Section 11.0. If

all parties desire to extend this Agreement beyond December 31, 2012, they shall execute a Statement of Extension. In no event shall the Agreement be extended beyond December 31, 2014.

12.0 Termination

All parties to this Agreement must agree to terminate this Agreement in order for such termination to be effective. If all parties desire to terminate this Agreement, they shall execute a Statement of Termination. Upon termination, no party shall be required to make any additional contributions. Any remaining funds shall be refunded to the parties to this Agreement according to Section 13.0.

13.0 Real and Personal Property

The acquisition of real property is not anticipated under this Agreement. Any personal property acquired pursuant to this Agreement shall be held by the Lead Agency. In the event this Agreement expires or is terminated in accordance with Section 11.0, any personal property other than cash shall remain with the Lead Agency.

14.0 Return of Funds

At such time as this Agreement expires or is terminated in accordance with Section 11.0, any unexpended and uncommitted funds shall be distributed proportionately to those parties to this Agreement at the time of termination based on each party's percentage share of the original contribution.

15.0 Filing

This Agreement shall be filed with the King County Department of Records and Elections.

16.0 Legal Relations

16.1 The parties shall comply with all applicable state and federal laws and regulations.

16.2 This Agreement is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement. No employees or agents of one party or any of its contractors or subcontractors shall be deemed, or represent themselves to be, employees of any other party.

16.3 Each party shall defend, indemnify and hold harmless the other party and all of its officials, employees, principals and agents from all claims, demands, suits, actions, and liability of any kind whatsoever which arise out of, are connected with, or are incident to any negligent acts of the first party, its contractor, and/or employees, agents, and representatives in performing the first party's obligations under this Agreement. The parties agree that their obligations under this paragraph extend to claims made against one party by the other party's own employees. For this purpose, the parties, by mutual negotiation, hereby waive any immunity that, as respects the other party only, would otherwise be available against such claims under the industrial insurance provisions of RCW Title 51. In the event either party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section, against the other party, all such fees, costs and expenses shall be recoverable by the prevailing party.

16.4 The provisions of this Section 16 shall survive and remain applicable to each of the parties notwithstanding any termination or expiration of this Agreement and notwithstanding a party's withdrawal from this Agreement.

17.0 Entirety and Modifications

17.1 This Agreement merges and supersedes all prior negotiations, representations and agreements between the parties relating to the subject matter hereof and constitutes the entire agreement between the parties.

17.2 This Agreement may be modified or extended only by written instrument signed by all the parties hereto.

18.0 Counterparts

The signature pages of this Agreement may be executed in any number of counterparts, each of which shall be an original.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed and delivered by its duly authorized officer or representative as of the date set forth below its signature.

Town of Beaux Arts Village	City of Bellevue	City of Bothell
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
City of Carnation	City of Clyde Hill	City of Duvall
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
City of Hunts Point	City of Issaquah	City of Kenmore
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
City of Kirkland	City of Medina	City of Mercer Island
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
City of Newcastle	City of North Bend	City of Redmond
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
City of Renton	City of Sammamish	City of Snoqualmie
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
City of Woodinville	City of Yarrow Point	
By: _____	By: _____	
Date: _____	Date: _____	
Community Transit	Eastside Transportation Association	Eastside Transportation Choices Coalition
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
King County	Port of Seattle	Puget Sound Regional Council
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
Snohomish County	Sound Transit	Transportation Improvement Board
By: _____	By: _____	By: _____
Date: _____	Date: _____	Date: _____
Washington State Department of Transportation	Washington State Transportation Commission	
By: _____	By: _____	
Date: _____	Date: _____	

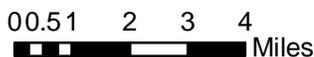
Exhibit A (map of subarea) attached

Exhibit A



East King County Subarea 2008 Eastside Transportation Partnership (ETP)

The information included on this map has been compiled by King County staff from a variety of sources and is subject to change without notice. King County makes no representations or warranties, expressed or implied, as to accuracy, completeness, timeliness or rights to the use of such information. King County shall not be liable for any general, special, indirect, incidental, or consequential damages including, but not limited to, lost revenues or lost profits resulting from the use or misuse of the information contained on this map. Any sale of this map or information on this map is prohibited except by written permission of King County.



-  East King Subarea
-  SCATBD and ETP
-  SeaShore and ETP
-  ETP Boundary
-  Cedar River
-  Roads

**CITY OF KIRKLAND****Department of Public Works****123 Fifth Avenue, Kirkland, WA 98033 425.587.3800****www.ci.kirkland.wa.us**

MEMORANDUM

To: David Ramsay, City Manager

From: Katy Coleman, Development Engineering Analyst
Daryl Grigsby, Public Works Director

Date: January 7, 2009

Subject: RESOLUTION TO RELINQUISH THE CITY'S INTEREST IN A PORTION OF UNOPENED RIGHT-OF-WAY

RECOMMENDATION:

It is recommended that the City Council adopt the enclosed Resolution relinquishing interest, except for a utility easement, in a portion of unopened alley being identified as the north 8 feet of the unopened alley abutting the south boundary of the following described property: Lots 8 and 9, Block 173, Town of Kirkland, according to the plat thereof recorded in Volume 6 of Plats, page 53, records of King County, Washington.

BACKGROUND DISCUSSION:

The unopened portion of the alley abutting the property of 327 9th Avenue was originally platted and dedicated in 1890 as Town of Kirkland. The Five Year Non-User Statute provides that any street or right-of-way platted, dedicated, or deeded prior to March 12, 1904, which was outside City jurisdiction when dedicated and which remains unopened or unimproved for five continuous years is then vacated. The subject right-of-way has not been opened or improved.

Robert A. Roller and Cheri L. Aldred, owners of the property abutting this right-of-way, submitted information to the City claiming the right-of-way was subject to the Five Year Non-User Statute (Vacation by Operation of Law), Laws of 1889, Chapter 19, Section 32. After reviewing this information, the City Attorney believes the approval of the enclosed Resolution is permissible.

Attachments: Vicinity Maps
Resolution

Copy: Rob Jammerman, Development Engineering Manager

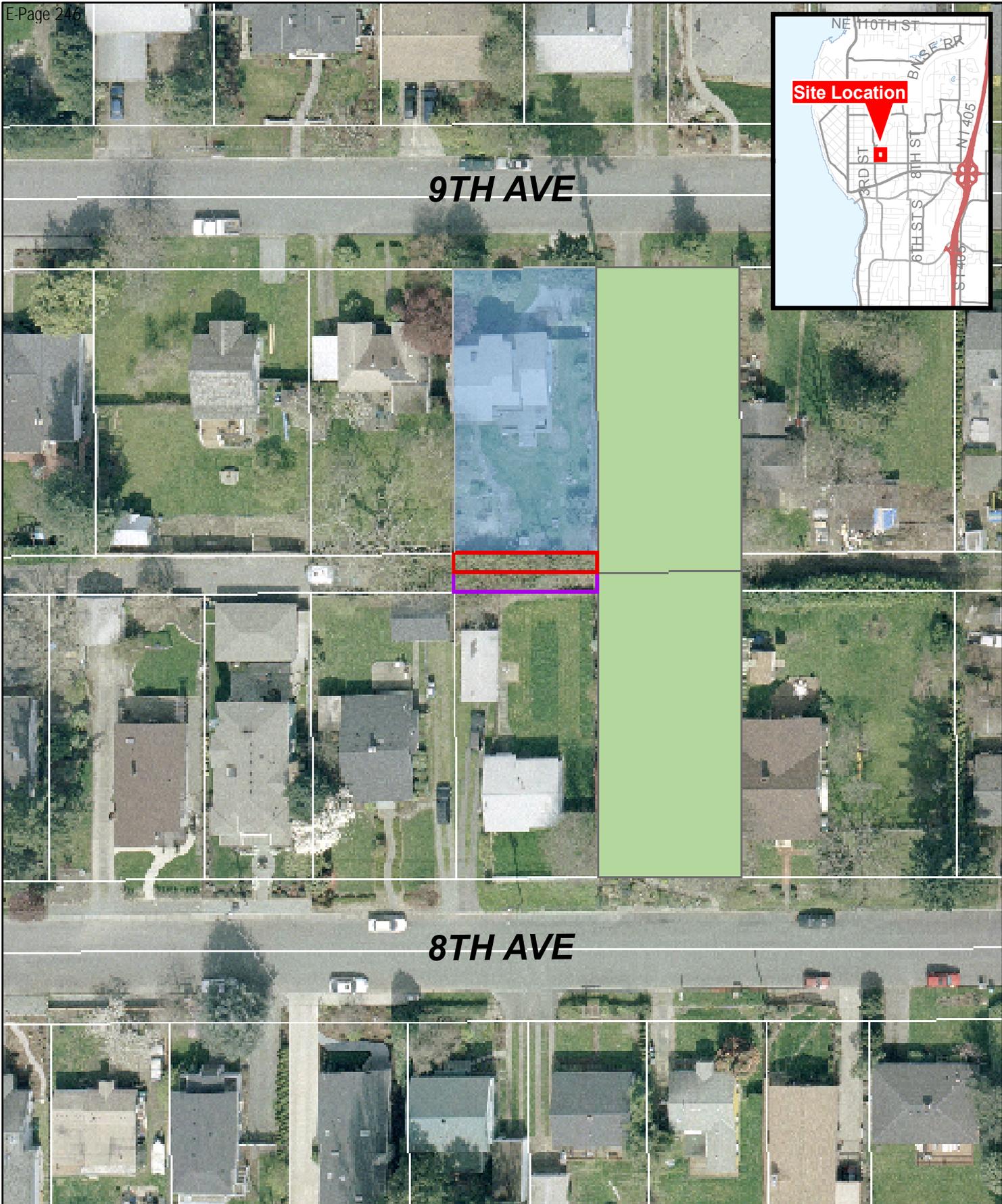


Roller/Aldred Property Non-User Vacation 327 9TH AVE

- | | | | |
|--|------------------------|---|----------------------------|
|  | Roller/Aldred Property |  | Pedestrian Easement |
|  | Proposed Vacation |  | Building Outline |
|  | Other Pending Vacation |  | Granted Non-User Vacations |



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 Printed January 6, 2009 - Public Works GIS



Roller/Aldred Property Non-User Vacation 327 9TH AVE

- | | | | |
|--|-------------------------|---|----------------------------|
|  | Roller/Aldred Property |  | Pedestrian Easement |
|  | Proposed Vacation |  | Granted Non-User Vacations |
|  | Other Pending Vacations | | |



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RESOLUTION R-4737

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RELINQUISHING ANY INTEREST THE CITY MAY HAVE, EXCEPT FOR A UTILITY EASEMENT, IN AN UNOPENED RIGHT-OF-WAY AS DESCRIBED HEREIN AND REQUESTED BY PROPERTY OWNERS ROBERT A. ROLLER AND CHERI L. ALDRED

WHEREAS, the City has received a request to recognize that any rights to the land originally dedicated in 1890 as right-of-way abutting a portion of the Town of Kirkland have been vacated by operation of law; and

WHEREAS, the Laws of 1889, Chapter 19, Section 32, provide that any county road which remains unopened for five years after authority is granted for opening the same is vacated by operation of law at that time; and

WHEREAS, the area which is the subject of this request was annexed to the City of Kirkland, with the relevant right-of-way having been unopened; and

WHEREAS, in this context it is in the public interest to resolve this matter by agreement,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kirkland as follows:

Section 1. As requested by the property owners Robert A. Roller and Cheri L. Aldred, the City Council of the City of Kirkland hereby recognizes that the following described right-of-way has been vacated by operation of law and relinquishes all interest it may have, if any, except for a utility easement, in the portion of right-of-way described as follows:

A portion of unopened alley being identified as the north 8 feet of the unopened alley abutting the south boundary of the following described property: Lots 8 and 9, Block 173, Town of Kirkland, according to the plat thereof recorded in Volume 6 of Plats, page 53, records of King County, Washington.

Section 2. This resolution does not affect any third party rights in the property, if any.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2009

Signed in authentication thereof this ____ day of _____, 2009.

MAYOR

Attest:

City Clerk

**CITY OF KIRKLAND****Department of Public Works****123 Fifth Avenue, Kirkland, WA 98033 425.587.3800****www.ci.kirkland.wa.us**

MEMORANDUM

To: David Ramsay, City Manager

From: Katy Coleman, Development Engineering Analyst
Daryl Grigsby, Public Works Director

Date: January 7, 2009

Subject: RESOLUTION TO RELINQUISH THE CITY'S INTEREST IN A PORTION OF UNOPENED RIGHT-OF-WAY

RECOMMENDATION:

It is recommended that the City Council adopt the enclosed Resolution relinquishing interest, except for a utility easement, in a portion of unopened alley being identified as the south 8 feet of the unopened alley abutting the north boundary of the following described property: Lots 24 and 25, Block 173, Town of Kirkland, according to the plat thereof recorded in Volume 6 of Plats, page 53, records of King County, Washington.

BACKGROUND DISCUSSION:

The unopened portion of the alley abutting the property of 324 8th Avenue was originally platted and dedicated in 1890 as Town of Kirkland. The Five Year Non-User Statute provides that any street or right-of-way platted, dedicated, or deeded prior to March 12, 1904, which was outside City jurisdiction when dedicated and which remains unopened or unimproved for five continuous years is then vacated. The subject right-of-way has not been opened or improved.

David and Jenifer Walden, the owners of the property abutting this right-of-way, submitted information to the City claiming the right-of-way was subject to the Five Year Non-User Statute (Vacation by Operation of Law), Laws of 1889, Chapter 19, Section 32. After reviewing this information, the City Attorney believes the approval of the enclosed Resolution is permissible.

Attachments: Vicinity Maps
Resolution

Copy: Rob Jammerman, Development Engineering Manager



9TH AVE

3RD ST

8TH AVE

Walden Property Non-User Vacation
324 8TH AVE

-  Walden Property
-  Proposed Vacation
-  Other Pending Vacation
-  Pedestrian Easement
-  Building Outline
-  Granted Non-User Vacations

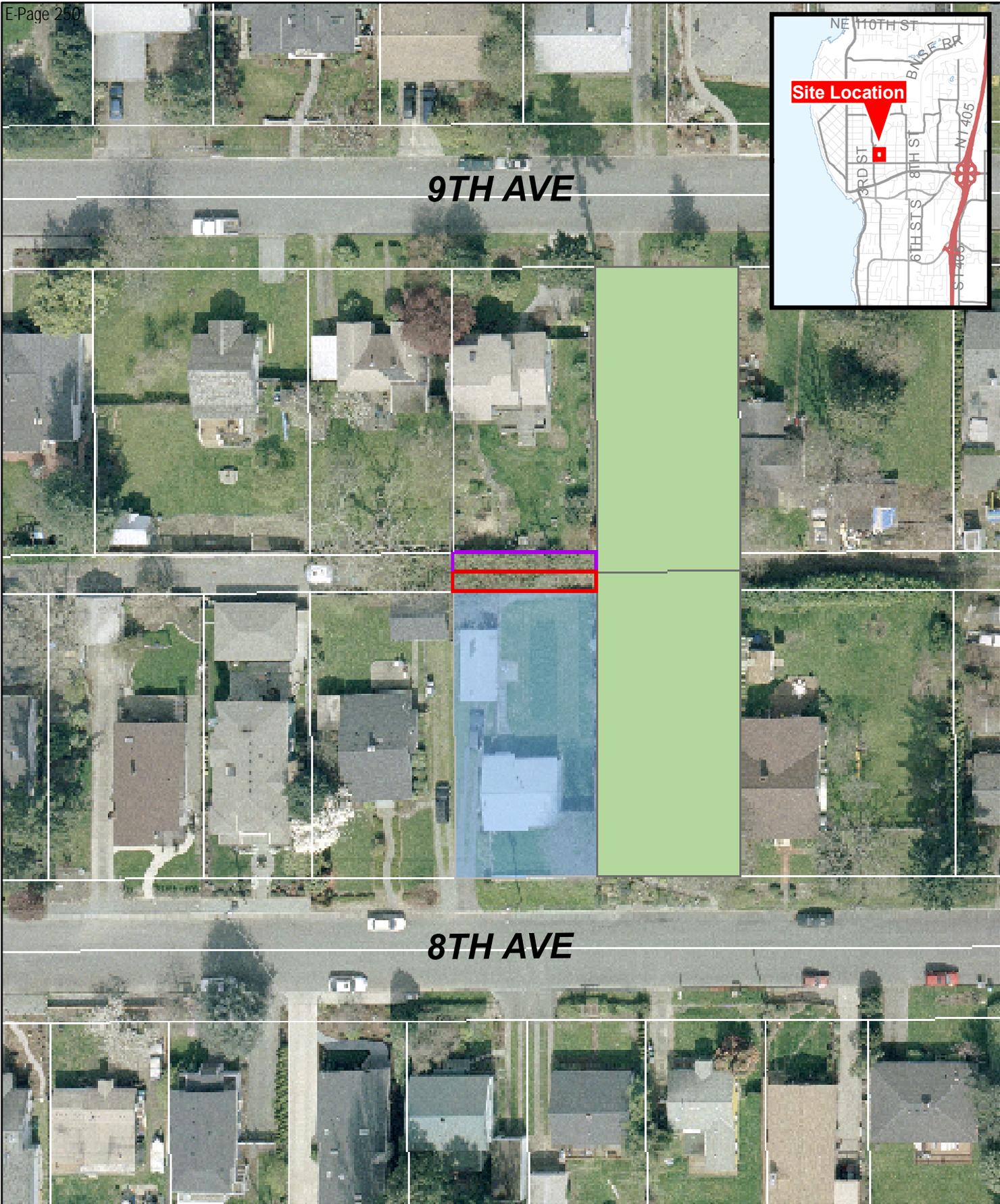


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 Printed January 6, 2009 - Public Works GIS



9TH AVE

8TH AVE



Walden Property Non-User Vacation
324 8TH AVE

- Walden Property
- Pedestrian Easement
- Proposed Vacation
- Granted Non-User Vacations
- Other Pending Vacations



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RESOLUTION R-4738

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND RELINQUISHING ANY INTEREST THE CITY MAY HAVE, EXCEPT FOR A UTILITY EASEMENT, IN AN UNOPENED RIGHT-OF-WAY AS DESCRIBED HEREIN AND REQUESTED BY PROPERTY OWNERS DAVID J. AND JENIFER L. WALDEN

WHEREAS, the City has received a request to recognize that any rights to the land originally dedicated in 1890 as right-of-way abutting a portion of the Town of Kirkland have been vacated by operation of law; and

WHEREAS, the Laws of 1889, Chapter 19, Section 32, provide that any county road which remains unopened for five years after authority is granted for opening the same is vacated by operation of law at that time; and

WHEREAS, the area which is the subject of this request was annexed to the City of Kirkland, with the relevant right-of-way having been unopened; and

WHEREAS, in this context it is in the public interest to resolve this matter by agreement,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Kirkland as follows:

Section 1. As requested by the property owners David J. and Jenifer L. Walden, the City Council of the City of Kirkland hereby recognizes that the following described right-of-way has been vacated by operation of law and relinquishes all interest it may have, if any, except for a utility easement, in the portion of right-of-way described as follows:

A portion of unopened alley being identified as the south 8 feet of the unopened alley abutting the north boundary of the following described property: Lots 24 and 25, Block 173, Town of Kirkland, according to the plat thereof recorded in Volume 6 of Plats, page 53, records of King County, Washington.

Section 2. This resolution does not affect any third party rights in the property, if any.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2009

Signed in authentication thereof this ____ day of _____, 2009.

MAYOR

Attest:

City Clerk



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

MEMORANDUM

To: Dave Ramsay
From: Tracey Dunlap, Director of Finance and Administration
Date: January 5, 2009
Subject: Cabaret Music License

RECOMMENDATION:

City Council authorizes the issuance of a Cabaret Music License to the J Bay Bar and Grill.

BACKGROUND DISCUSSION:

The request and recommended action being presented to the City Council is consistent with the Municipal Code and City Council practice.

BACKGROUND DISCUSSION:

The J Bay Bar and Grill, located at 9736 NE 120th Place, has made application for a Cabaret Music License. Staff has completed its review/investigation and the above referenced establishment has met the requirements of the Municipal Code. Staff recommends the issuance of a Cabaret Music License be granted.

The restrictions contained within KMC 7.20.030 are the standards by which the police department representatives reviewing applications are legally allowed to approve or deny the issuance of a license. The City's application form was last updated in 2006 and was updated to include a perjury statement and waiver to allow a more stringent background check. These checks are completed prior to approval by the police department representative assigned to complete the investigation. The application form was also updated to include wording allowing approval by the designee of the Chief of Police, as has been past practice.



CITY OF KIRKLAND

123 FIFTH AVENUE KIRKLAND, WASHINGTON 98033-6189 425.587.3140

LICENSE APPLICATION FOR CABARET, CELEBRATION, PUBLIC DANCE

This application may be used for the procurement of any of the following: **a Public Dance License** whereby a public dance shall include any dance to which the general public is admitted for which an attendance charge or donation is imposed as a condition of attendance; **a Celebration License** for a one-time event, **a Cabaret License** permitting music only, or permitting both music and dancing, in a place of business in which food or liquor is sold and consumed on the premises.

This license may be issued to the manager of the place of business or in the name of a corporation or partnership. Full information must be supplied with references to all of the partners, officers and directors of the corporation, as required by City ordinances. Upon report by the Chief of Police, this application will be referred to the City Council for final determination.

PLEASE PRINT OR TYPE

1. CHECK ONE

- * Application for Public Dance License \$ 100.00 yearly
 - * Application for Public Dance Permit \$ 25.00 per dance
 - ** Application for Cabaret Music License \$ 100.00 yearly
 - ** Application for Cabaret Dance License \$ 250.00 yearly
 - Application for Celebration License \$ 25.00 one day - one-time
- Date of Event Only 12/22/08

(* Application must be submitted 48 hours prior to dance.)

(** \$ 15.00 deposit for investigative costs required with application.)

2. Name of Applicant: Kya Michel Applicant's Telephone: 206-795-4354
Applicants Address: 9736 NE 120th PL
3. Name of Business: T Bay Bar and Grill Business Telephone: 425-242-1655
4. Will any admission fee be charged for the listed activity? If so, how much? NO
5. Name and address where event is to be held (if different from business address): _____
6. Name of Manager: Chris Cheuk Manager's Telephone: 425-614-8187
Manager's Address: 9736 NE 120th PL Kirk
7. Name of person(s) or corporation to whom or which license is to be issued: T Bay Bar and Grill
DBA capname - The Kayak Grill Inc
8. Qualifications of person signing this application:
 - a. How long have you resided in King County? 23 years
 - b. How long have you resided in the State of Washington? 23 years
 - c. Previous address: 14220 109th Ave NE Dates at that address: 3/05 - Pres
9. Have you ever been convicted of committing a felony? NO

DECLARATION:

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

10. Signature and official capacity of applicant: Michelle President
11. Signature of person accepting fee: Patricia Asale Date: 12/19/2008

RETURN COMPLETED FORM AND PAYMENT TO:

City of Kirkland/Licensing
123 Fifth Avenue
Kirkland WA 98033
(425) 587-3140 or Fax (425)587-3110

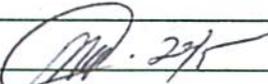


FOR OFFICIAL USE ONLY

Record of Report of Chief of Police/or his designee

I hereby recommend ISSUANCE of license for which application has been made.

Remarks: _____

Signature of the Chief of Police  M. MURSIÑO Date: 12-19-08

Action of the Kirkland City Council (where applicable)

Application Approved by _____ Date: _____

Application Approved by _____ Date: _____

Reason for Disapproval _____

License No. _____ Date: _____

Receipt No. _____ Date: _____

Fee Amount: _____





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

MEMORANDUM

To: David Ramsay, City Manager

From: Barry Scott, Purchasing Agent

Date: January 8, 2009

Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF JANUARY 20, 2009

This report is provided to apprise the Council of recent and upcoming procurement activities where the cost is estimated to be in excess of \$50,000. The "Process" column on the table indicates the process being used to determine the award of the contract.

The City's major procurement activities initiated since December 19, 2008 are as follows:

	Project	Process	Estimate/Price	Status
1.	2008 Water System Improvement Project - South	Invitation for Bids	\$705,000	Invitation for Bids to be issued week of 1/12 or week of 1/19.

Please contact me if you have any questions regarding this report.



CITY OF KIRKLAND
Department of Public Works
 123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
 www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Tim Llewellyn, Fleet Supervisor
Daryl Grigsby, Public Works Director

Date: January 2, 2009

Subject: SURPLUS EQUIPMENT RENTAL VEHICLES/EQUIPMENT FOR SALE

RECOMMENDATION:

It is recommended that the City Council approve the surplusing of the Equipment Rental vehicles/equipment listed below:

BACKGROUND DISCUSSION:

The surplusing of vehicles or equipment which has been replaced with new vehicles or equipment, or no longer meet the needs of the City, is consistent with the City's Equipment Rental Replacement Schedule Policy. The following equipment has been replaced by new equipment, and if approved for surplusing, will be sold in accordance with purchasing guidelines at public auction or to public agencies.

<u>Fleet #</u>	<u>Year</u>	<u>Make</u>	<u>VIN/Serial Number</u>	<u>License #</u>	<u>Mileage</u>
C03-03	2003	Ford Crown Victoria	2FAFP71W03X141356	35072D	86,136
P05-05	2005	Ford Crown Victoria	2FAHP71W15X119667	38319D	75,222
P06-07	2006	Ford Crown Victoria	2FAHP71W96X105257	40542D	70,519

For clarification purposes, C03-03, was retired after its expected 2.5 years as a Police Patrol vehicle. C03-03 was then transferred to Crime Prevention for use by a School Resource Officer for an additional 3 years beyond its original anticipated service life of 2.5 years.

P05-05 is a Police Patrol vehicle which exceeded its anticipated useful life of 2.5 years by an additional 1.5 years of service.

P06-07 is a Police Patrol vehicle which exceeded its anticipated useful life of 2.5 years by an additional 0.5 years of service.

The City's Equipment Rental Replacement Schedule is used as a guideline for vehicle replacement and amortization of equipment. Fleet Management staff evaluates each vehicle and determines the actual replacement date according to vehicle condition.

The above vehicles will be sold at public auction.

Cc: John Hopfauf, Street Manager

**CITY OF KIRKLAND**

Planning and Community Development Department
123 Fifth Avenue, Kirkland, WA 98033 425.587-3225
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Eric Shields, Planning Director
Jeremy McMahan, Planning Supervisor
Jon Regala, Senior Planner

Date: January 8, 2009

Subject: CENTRAL BUSINESS DISTRICT AMENDMENTS PUBLIC HEARING, FILE NO. ZON08-00019

RECOMMENDATION

Conduct the public hearing on the draft amendments to the Central Business District (CBD) and either adopt the amendments as drafted or provide staff with direction to revise the amendments and return for adoption at a subsequent meeting. Three ordinances are attached:

- Ordinance 4177 amending the text of the Kirkland Zoning Code to adopt new regulations (Attachment 4)
- Ordinance 4178 amending the zoning map to split the CBD 1 zone into CBD 1A and CBD 1B zones for purposes of maximum building heights (Attachment 6)
- Ordinance 4179 repealing the interim regulations for CBD 1 and 2 (Attachment 8)

In addition, the attached Resolution would approve amendment to the Design Guidelines for Pedestrian Oriented Business Districts in support of the Zoning Code amendments (Attachment 10).

Staff has identified one specific parcel in the CBD 1B area that is problematic under both existing rules and the draft amendments. The parcel in question is south of Second Avenue South on Lake Street and serves as currently serves as a parking lot for the Fish Café. Analysis and options are discussed later in this memo.

BACKGROUND

Issue: In CBD 1, the current Zoning Code establishes allowed heights in a range of 2-4 or 2-5 stories (depending on location) and requires the Design Review Board (DRB) to determine the allowed heights through the Design Review process utilizing the Downtown Plan policies of the Comprehensive Plan (Attachment 1). The City Council received two appeals of DRB approvals in 2008 and subsequently determined that the current regulations lacked clarity and predictability and placed an inappropriate level of discretion on the DRB. In order to remove the discretion and uncertainty of the Downtown Plan policies, the Council has directed the creation of clear zoning regulations and supporting design guidelines that implement the policies in question. The Council's fundamental goal for these amendments is to clearly specify maximum allowed heights, minimum upper story step backs, and

minimum retail standards in the Zoning Code so these are not highly discretionary decisions that are deferred to the DRB and require interpretation of Comprehensive Plan policies.

To avoid the vesting of additional developments under the existing Zoning Code, the City Council enacted an interim ordinance (O-4149) imposing additional height limits within the CBD 1 and 2 zones. The effective date was November 1, 2008 and the ordinance remains in effect for 180 days unless repealed. In order to provide timely consideration of potential amendments and to avoid overburdening of the Planning Commission, the City Council also enacted an interim ordinance (O-4143) for the City Council to conduct the public hearings on proposed amendments rather than the Planning Commission.

Process: The City Council held four study sessions in 2008 (October 16th, November 10th, November 24th, and December 16th) to consider the issues, review solutions, and provide staff with direction on draft regulations and guidelines. Videos from those public meetings are available for viewing on the City's website.

At the request of the City Council, the Design Review Board has held three study sessions (November 17 and December 12, 2008 and January 5, 2009) to advise the City Council on code and design issues. Audio recordings of those public meetings are available on the City's website.

The DRB reviewed the most recent draft of the regulations and guidelines on January 5th and provided additional comments that staff has incorporated into the draft regulations and guidelines. The exception is a DRB suggestion to replace the term "upper story step back" with the term "upper floor offset". Staff tried the "offset" language but concluded that it made the guidelines less clear. A better definition of the "step back" is included at the beginning of the applicable guidelines and should help with the distinction.

Public Notice: The City has completed the following measures to ensure broad distribution of the public hearing notice and easy access to information about the proposed amendments:

- Created a project webpage with a summary of the amendments and information on all public meetings and the Council hearing. All meeting packets are posted for viewing.
- Postcard notification of the hearing with a link to project webpage was mailed to:
 - All 922 property owners within the affected CBD zones
 - All 489 property owners within a 300' radius of the affected zones
- Published in the Seattle Times (official City newspaper) and mailed to Kirkland Reporter
- E-mailed the postcard and web page link to:
 - Neighborhood Bulletin list serve
 - Downtown Advisory Committee
 - Kirkland Downtown Association
 - Chamber of Commerce
 - Kirkland Alliance of Neighborhoods
 - Planning Commission
 - DRB
 - CBD Commercial Property Owners group
 - CBD Condo Owners group
- Posted hearing notice on KGOV channel

Meetings: Staff has met with a number of downtown developers, property owners, the Chamber of Commerce Public Policy Committee, and others to review the draft amendments. Individuals identified a number of good things about the proposed changes and a number of issues they saw with the proposed changes. The most consistent positive comment identified is the certainty and predictability created. A summary of some of the issues identified include:

- Concern about the size of the minimum 30' upper story setback along Lake Street and Central Way.
- Concern about impacts of upper story setbacks where they apply to sites with multiple street frontages and to shallower parcels.
- Concern about a 15' retail height (rather than existing 13'-15' range) in terms of losing some flexibility and the potential proportions of the space for smaller sites.
- The restrictions on banks in terms of limiting tenant flexibility in a down economy and the traditional downtown presence of banks.
- The restrictions on banks and drive-throughs in terms of not being restrictive of those uses on all streets in CBD 1 or relating the allowed height to the use (e.g. – no additional height if banks are not “superior retail”).

SUMMARY OF AMENDMENTS

The matrix below shows which changes affect each CBD zone. All of the proposed changes will affect properties in CBD 1. Proposed changes which affect retail height at the street level will affect all CBD zones except CBD 5. Proposed changes which affect measuring building height in terms of feet rather than stories will affect all CBD zones except CBD 5 and CBD 8 where such rules are already being applied. Attachment 4 contains the full text of changes to the Kirkland Zoning Code (KZC).

Proposed Changes	CBD 1	CBD 2	CBD 3	CBD 4	CBD 6	CBD 7	CBD 8
Require 13' average sidewalk width with 12' minimum	x						
Prohibit banks and related financial uses along Park Lane and Lake Street South	x						
Eliminate size and roof coverage modifications to rooftop appurtenances	x						
Measure height in feet instead of stories	x	x	x	x	x	x	Already measured in feet
Require minimum 15' ground floor retail height	x	x	x	x	x	x	x
Along Lake Street - require 30' upper story setback above 2 nd story (3 rd , 4 th , and 5 th * stories)	x						
Along Central Way - require 30' upper story setback above 3 rd story (4 th and 5 th * stories)	x						
Along all other streets - require 20' average upper story setback above 2 nd story (3 rd , 4 th , and 5 th * stories)	x						
Allow ground floor public space tradeoff for additional upper story building area	x						
Adopt supporting design guidelines	x	x	x	x	x	x	x

X = Applies to Zone
* Where 5th Story is Allowed

Below is a summary of the draft changes with the basic rationale for the amendments included in italics:

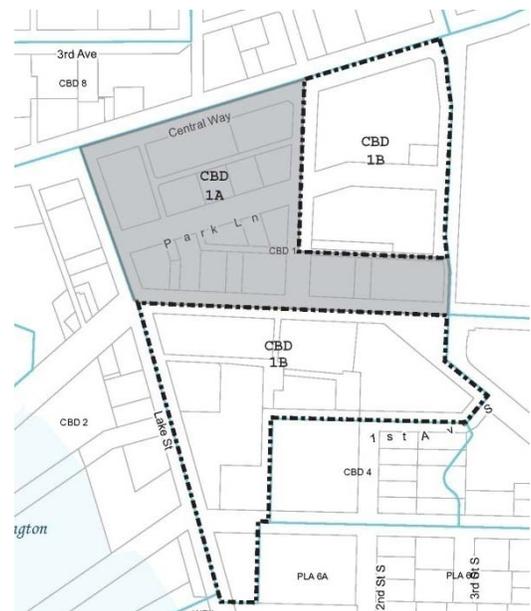
Requirements for Building Height

In order to remove the uncertainty about allowed heights, the draft zoning would replace the existing language specifying height in a range of stories with specific maximum heights. To establish clarity about how high buildings can be, the draft zoning specifies maximum heights in feet rather than in number of stories. In addition, where the Downtown Plan establishes specific height limits above Lake Street and Central Way, the draft zoning would codify a maximum height above those streets for a specified depth.

- **CBD 1:** CBD 1 is proposed to be divided into a CBD 1A zone and a CBD 1B zone (see diagram and Attachment 6) to correspond to the 4-story and 5-story height districts established in the Comprehensive Plan.

In terms of maximum allowed heights, the Zoning Code would be amended to allow 45 feet (rather than 4 stories) in CBD 1A and 55 feet (rather than 5 stories) in CBD 1B (see Attachment 4). These limits are consistent with the allowed height in the Downtown Plan policies.

Also, consistent with the Downtown Plan policies, the Zoning Code would be amended to limit the height of rooftop appurtenances in CBD 1 such that they would not be allowed to be above the allowed height for parapets and/or peaked roofs (see Attachment 4).



Proposed CBD1A & 1B Zoning Districts

***Rationale:** The Zoning Code currently specifies allowed heights in CBD 1 in a range of 2-5 stories and requires building over two stories to demonstrate compliance with all provisions of the Downtown Plan through the design review process. The Downtown Plan establishes policies for where various building heights are appropriate and under what conditions the maximum heights can be achieved. The Downtown Plan is a section of the Comprehensive Plan. Comprehensive Plans are policy documents and typically not regulatory in nature. Recent appeals have led to the conclusion that as a policy document, the Downtown Plan is subject to varying interpretations and has proven ill-suited to providing the regulatory clarity needed for downtown development. Therefore, the City Council has directed the creation of clear zoning regulations to codify Downtown Plan height policies. They have also directed that the draft regulations establish maximum acceptable building heights in feet without the variability found in the Downtown Plan.*

- **CBD 2, 3, 4, 6, and 7:** To establish consistency between CBD zones, the draft regulations include revisions to other CBD zones where height is currently measured in stories. The regulations would establish height limits in feet for all CBD zones. In the draft regulations, the conversion to feet consistently applies the maximum story heights (15' retail stories and 13' office stories) to establish a maximum building height.

Rationale: Consistent with the amendments for CBD 1, Council has indicated a desire to clearly establish acceptable building heights that are independent of what uses occur within that allowed height. It has been noted that there may be cases where lower floor to floor heights could allow one more story than the current zoning would allow. For example, in an area like CBD 7 currently designated for 3 stories regardless of use, the maximum height of one story of retail (15') plus two stories of office (2 x 13') above is 41'. If an applicant chose to build lower residential stories, it would be possible to build a four story building.

Requirements for Upper Story Setbacks in CBD 1

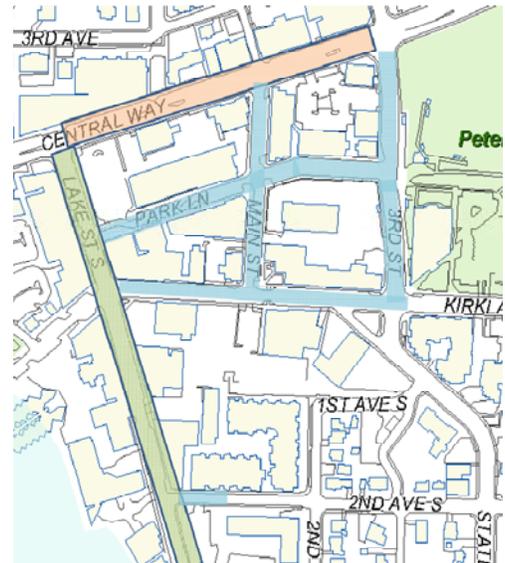
In order to establish clear massing requirements for buildings in CBD 1, the draft regulations establish specific dimensions for upper story setbacks and define setbacks as the horizontal distance between the property line and any exterior wall of the building. As shown in the diagram below, different standards are proposed for Lake Street, Central Way, and all other streets. Draft design guidelines are also established to address the design of the allowed building mass (see Attachment 10).

- Lake Street frontage: The draft CBD 1 chart requires that no portion of a building may exceed 28 feet (equivalent to two stories) within 30 feet of Lake Street. The setback is measured from current property lines. The setback could be reduced to a minimum of 25 feet in exchange for additional public space at the ground level (one square foot of floor space in exchange for each square foot lost for the dedication of the public space). Supporting design guidelines are created to provide the DRB direction and authority for the arrangement of open space trade-offs and modulation of facades.

Rationale: The Downtown Plan policies state that "Buildings should be limited to two stories along all of Lake Street South to reflect the scale of development in Design District 2". One of the issues discussed by Council is the depth of a structure necessary for it to be considered a two story building. The draft regulation establishes the 25-30 foot depth as the appropriate dimension.

- Central Way frontage: The draft CBD 1 chart requires that no portion of a building may exceed 41 feet (equivalent to three stories) within 30 feet of Central Way. The setback is measured from current property lines. The setback could be reduced to a minimum of 25 feet in exchange for additional public space at the ground level (one square foot of floor space in exchange for each square foot lost for the dedication of the public space). Supporting design guidelines are created to provide the DRB direction and authority for the arrangement of open space trade-offs and modulation of facades along Central.

Rationale: The downtown Plan policies state that "Building up to three stories in height may be appropriate along Central Way to reflect the scale of Development in Design District 8...". Because the policy wording



parallels the policy for Lake Street, the depth of the setback is set at 25-30 feet. The Plan also discourages creation of a continuous three story street wall.

- **All other frontages:** The draft CBD 1 chart requires an average upper story setback of 20 feet. This average setback would be required for stories above the second story and would apply to the area of building within 30 feet of the property line. This regulation would apply to buildings within CBD 1A and 1B along Park Lane, 3rd Street, Main Street, 2nd Avenue South, and Kirkland Avenue. The regulations establish specific requirements for the reduction of the building mass within the 30' zone. The arrangement of the allowed massing will be determined through the design review process subject to new guidelines established in the Design Guidelines for Pedestrian Oriented Business Districts (Attachment 10). The guidelines establish provisions for building step backs (defined as the horizontal distance between a building façade and the building façade of the floor below) and provisions for modulation and vertical and horizontal definition of building forms. The average setback could be reduced to a minimum of 15 feet in exchange for additional public space at the ground level (one square foot of floor space in exchange for each square foot lost for the dedication of the public space).

Rationale: The Downtown Plan policies speak in general terms stating that buildings above the second story should be setback from the street to preserve human scale, achieve architectural scale, and reduce building mass. In locations where a bonus story is allowed, the policies encourage significant upper story step backs and building form stepped back at the third, fourth, and fifth story where applicable.

Maximizing the massing along pedestrian oriented street is not acceptable. By reducing mass at the upper stories, focus is reoriented towards the building base and back to the pedestrian experience. As shown in the diagram below, the challenge has been to establish specific standards to reduce the massing of upper stories along pedestrian-oriented streets.

Staff evaluated projects that have been approved or built within CBD 1 to determine how much massing above the second story has been approved by the DRB. The following table summarizes the data.

Project	Area within 30' zone	3RD STORY	4TH STORY	5TH STORY	AVERAGE ABOVE 2ND
Kirkland Central	6930.00	11.66	11.66	15.09	12.80
Heathman	5490.00	12.77	15.54	N/A	14.16
Merrill Gardens	4613.00	17.37	17.37	24.17	19.64
McLeod north	7521.00	22.89	27.33	N/A	25.11
McLeod all	11327.00	25.13	28.03	N/A	26.58
Bank of America	8793.00	18.24	18.65	25.67	20.85
PROJECT AVERAGE		16.59	18.11	21.64	18.51

Based on these data, the Council and DRB have studied a 20' average setback within 30' of the property line. Requiring the massing reductions within the 30' zone is important in that it prioritizes reductions that are visible

from pedestrian oriented streets and ensures that buildings step back from those streets consistent with Downtown Plan policies.

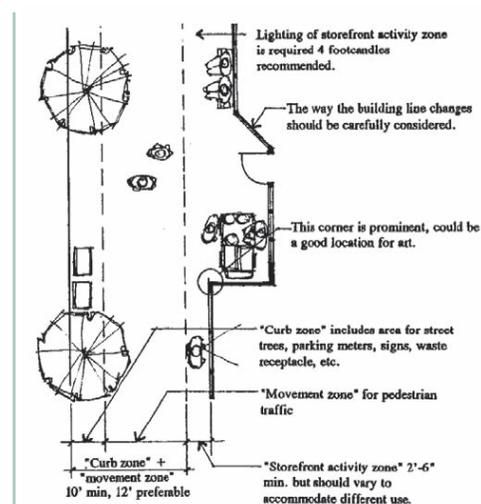
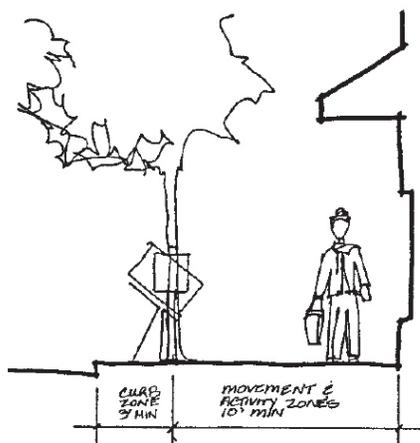
Requirements for Retail

In order to eliminate the vagaries of the term “superior retail” from the regulatory regime, the City Council reviewed retail requirements within the CBD and discussed requirements that would enhance the retail environments. Although the current requirements for “superior retail” are only triggered when a bonus story is sought, an early conclusion was reached that the design all new retail space in CBD 1 should be of a high quality. Thus, the draft amendments would enhance retail requirements for all development in CBD 1 regardless of height.

- **CBD 1:** Increase sidewalk widths from 10' to an average of 13 feet with a 12-foot minimum. This proposed change has been incorporated into the CBD use zone charts with additional language in KZC Section 110.52.

Rationale: The Downtown Plan policies encourage projects to provide “superior retail space” as one justification for the bonus 4th or 5th story. The Council determined that the policy relates to both design and use of the space. Regarding design, research of approved projects (Merrill Gardens, the Heathman Hotel, Kirkland Central, and Bank of America site) indicates that in designing for “superior retail” (which partially justified height bonuses), the DRB has consistently focused on the public realm by providing wider than required sidewalks and/or public open space in the form of plazas. In addition, as shown in the illustration below, the City’s Design Guidelines for Pedestrian-Oriented Business Districts currently indicate the need for a minimum 13’ sidewalk width to accommodate sidewalk uses and activities.

Sidewalk Width – Curb Zone



- **CBD 1:** Prohibit banks and related financial service uses along Park Lane and Lake Street with an exemption for banks that existed prior to 2004.
- **CBD 1:** Require an average minimum 30-foot depth of retail space along all streets with a minimum depth of 20'. Previously the Code only required a 30' retail space as an intervening use if ground floor offices or residential were proposed.

Rationale: As noted above, Council discussed both design and use of retail space as they relate to the “superior retail space” policy. In terms of design, the draft regulations and guidelines reflect a desire to ensure high quality retail design throughout CBD 1 regardless of location. Regarding use of the space, the draft regulations reflect a distinction by Council about the character of different streets in CBD 1 and a desire to limit the expansion of bank uses at the street level. Park Lane and Lake Street were identified as streets that have a stronger traditional pedestrian retail character (only one existing bank) than other CBD 1 streets that have different pedestrian retail characteristics (6 banks). As a means of protecting the established character of Lake Street and Park Lane, the draft regulations prohibit the expansion of banking uses on these key retail streets.

The 30' retail depth requirement would ensure retail continuity by prohibiting uses such as parking garages, hotel rooms, or schools from taking up what should be street front retail space.

- CBD 1, 2, 3, 4, 6, 7, 8: Require a minimum 15-foot retail ground floor height. Design guidelines have been revised to support the taller retail frontage (e.g. improved glazing/window standards).

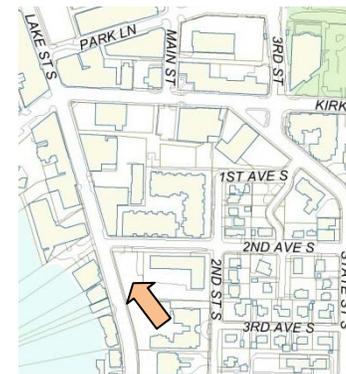
Rationale: The City Council considered height of retail space as a design and a use issue in that taller retail spaces allow for a greater diversity of retail tenants and provide a more dynamic retail streetscape. Because the proposed height limits in all zones assume higher ground floor retail space, Council has supported application of this requirement to all retail in the CBD zones. Note that although CBD 5 is not included, the approved Park Place Master Plan and Design Guidelines require higher retail spaces for Park Place too.

FISH CAFÉ PARKING LOT SITE - ISSUES

The draft regulations apply the same standards to all properties within CBD 1. Based on prior conceptual design review discussions for development of this site, staff sees the following issues related to the draft regulations that are unique to this site:

- The site is south of the traditional retail core and it may be difficult to attract retail to the site, particularly retail that would extend across the entire Lake Street and Second Avenue South Frontage.
- Previous conceptual design review for the site indicates that access to the site would require multiple curb cuts.
- The limited depth of the site may not be conducive to deeper retail (30' average) while allowing for parking behind.

Given these issues and the nexus between Comprehensive Plan policies for the 5th story and the policies for “superior retail”, it is possible that the draft regulations for retail requirements and height allowances are not practical for this site. Alternative solutions would be to adapt the regulations by modifying the retail requirement, reducing the height allowance, or both. Staff is meeting with various developers and property owners to review the draft regulations in advance of the public hearing and hope to meet with representatives of this property to discuss options.



CRITERIA FOR AMENDMENTS TO THE TEXT OF THE ZONING CODE

Kirkland Zoning Code section 135.25 provides that the City may amend the text of the Zoning Code only if it finds that:

1. The proposed amendment is consistent with the applicable provisions of the Comprehensive Plan.

The proposed amendments are consistent with the Comprehensive Plan. A detailed matrix listing the proposed amendment and the supporting policies for the Downtown Plan section of the Comprehensive Plan is included as Attachment 1. The proposed amendments are intended to codify the provisions of the Comprehensive Plan related to height, massing, and retail requirements. The fundamental goal of the amendments is to move away from regulating downtown development through Comprehensive Plan policies to a more appropriate and defensible process of regulating through the Zoning Code and supporting design guidelines.

2. The proposed amendment bears a substantial relation to public health, safety, or welfare.

The proposed amendments bear a substantial relation to public welfare. The codification of Comprehensive Plan policies for development in the Central Business District will ensure that development will occur in a manner that is consistent with the community's vision for the future growth and character of the downtown.

3. The proposed amendment is in the best interest of the residents of Kirkland.

The codification of more clear and predictable development rules for Kirkland's Central Business District will benefit the entire community. Downtown developers will not face the risk of highly discretionary decisions about building height and mass. Community members will be able to review the regulations and understand more clearly what can be built in downtown. The Design Review Board will be able to focus on the design of high quality buildings in downtown and not cast in the position of deciding building heights. The resultant certainty and predictability should allow the community to move forward toward building the vision of the Downtown Plan with less contention than has been the case in the past.

ATTACHMENTS

1. Downtown Plan section of the Comprehensive Plan
2. Comprehensive Plan consistency matrix
3. Public Comment
4. Ordinance 4177 amending the text of the Kirkland Zoning Code
5. Ordinance 4177 publication summary
6. Ordinance 4178 amending the zoning map to split the CBD 1 zone into CBD 1A and CBD 1B zones
7. Publication summary of Ordinance 4178
8. Ordinance 4179 repealing the interim regulations for CBD 1 and 2
9. Resolution amending the Design Guidelines for Pedestrian Oriented Business Districts

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A. VISION STATEMENT

Downtown Kirkland provides a strong sense of community identity for all of Kirkland. This identity is derived from Downtown's physical setting along the lakefront, its distinctive topography, and the human scale of existing development. This identity is reinforced in the minds of Kirklanders by Downtown's historic role as the cultural and civic heart of the community.

Future growth and development of the Downtown must recognize its unique identity, complement ongoing civic activities, clarify Downtown's natural physical setting, enhance the open space network, and add pedestrian amenities. These qualities will be encouraged by attracting economic development that emphasizes diversity and quality within a hometown setting of human scale.

B. LAND USE

A critical mass of retail uses and services is essential to the economic vitality of the Downtown area.

The Downtown area is appropriate for a wide variety of permitted uses. The area's economic vitality and identity as a commercial center will depend upon its ability to establish and retain a critical mass of retail uses and services, primarily located west of 3rd Street. If this objective is not reached, it relegates the Downtown to a weaker and narrower commercial focus (i.e., restaurant and offices only) and lessens the opportunities and reasons for Kirklanders to frequent the Downtown.

The enhancement of the area for retail and service businesses will best be served by concentrating such uses in the pedestrian core and shoreline districts and by encouraging a substantial increase in the amount of housing and office floor area either within or adjacent to the core. In implementing this land use concept as a part of Downtown's vision, care must be

taken to respect and enhance the existing features, patterns, and opportunities discussed in the following plan sections on urban design, public facilities, and circulation.

Land use districts in the Downtown area are identified in Figure C-3.

Figure C-3 identifies five land use districts within the Downtown area. The districts are structured according to natural constraints such as topographical change, the appropriateness of pedestrian and/or automobile-oriented uses within the district, and linkages with nearby residential neighborhoods and other commercial activity centers.

CORE AREA

Pedestrian activity in the core area is to be enhanced.

The core area should be enhanced as the pedestrian heart of Downtown Kirkland. Land uses should be oriented to the pedestrian, both in terms of design and activity type. Appropriate uses include retail, restaurant, office, residential, cultural, and recreational.

Restaurants, delicatessens, and specialty retail shops, including fine apparel, gift shops, art galleries, import shops, and the like constitute the use mix and image contemplated in the Vision for Downtown. These uses provide visual interest and stimulate foot traffic and thereby provide opportunities for leisure time strolling along Downtown walkways for Kirklanders and visitors alike.

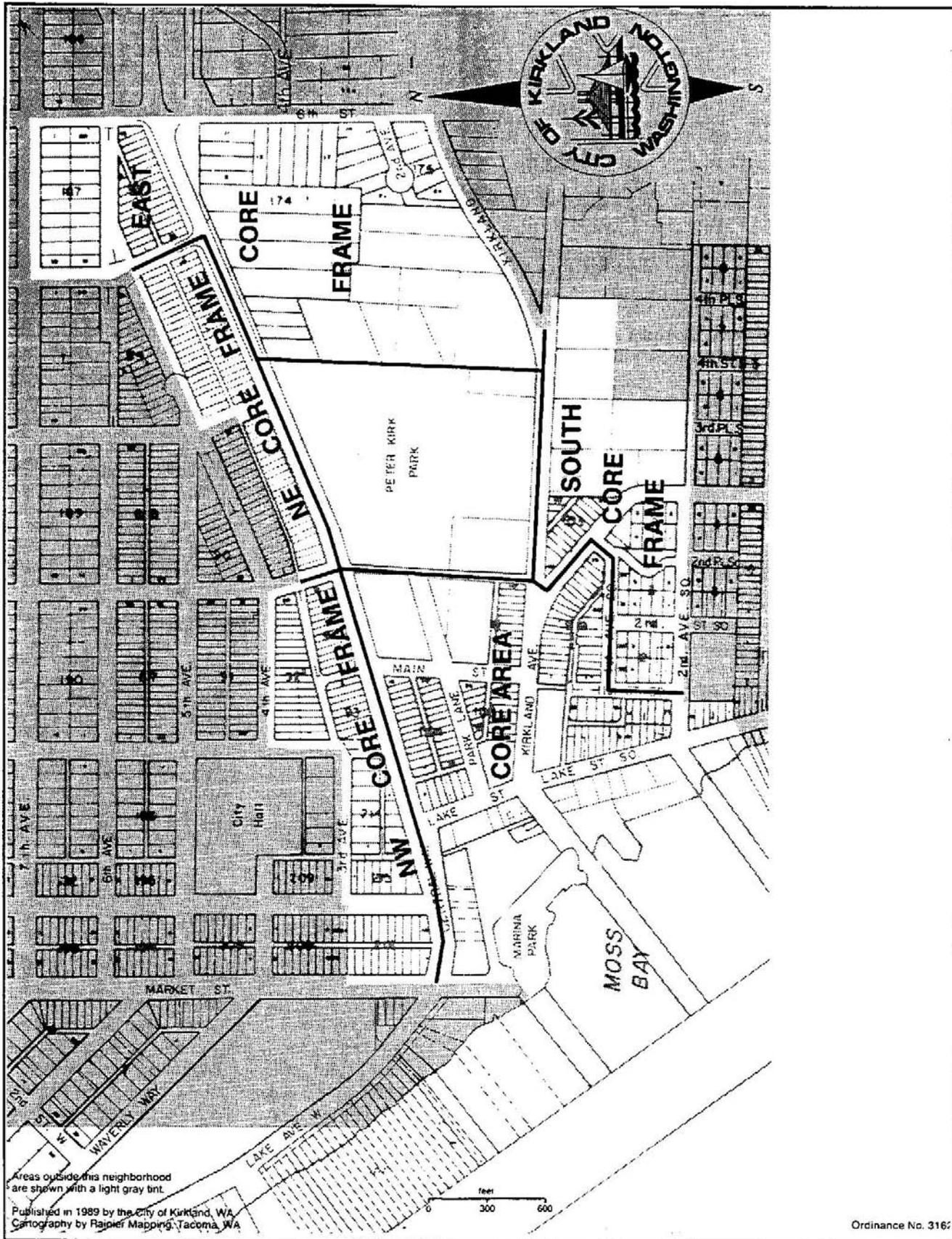


Figure C-3: Downtown Land Use Districts

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Drive-through facilities and ground-floor offices are prohibited.

The desired pedestrian character and vitality of the core area requires the relatively intensive use of land and continuous compact retail frontage. Therefore, automobile drive-through facilities should be prohibited. Similarly, office uses should not be allowed to locate on the ground level. These uses generally lack visual interest, generate little foot traffic, and diminish prime ground floor opportunities for the retail uses that are crucial to the ambiance and economic success of the core area.

The attractiveness of the core area for pedestrian activity should be maintained and enhanced. Public and private efforts toward beautification of the area should be promoted. Mitigation measures should be undertaken where land uses may threaten the quality of the pedestrian environment. For example, in areas where take-out eating facilities are permitted, a litter surcharge on business licenses should be considered as a means to pay for additional trash receptacles or cleaning crews.

The creation and enhancement of public open spaces is discussed.

Public open spaces are an important component of the pedestrian environment. They provide focal points for outdoor activity, provide refuge from automobiles, and stimulate foot traffic which in turn helps the retail trade. The establishment and use of public spaces should be promoted. Surface parking lots should be eliminated in favor of structured parking. In the interim, their role as one form of open area in the Downtown should be improved with landscaped buffers adjacent to rights-of-way and between properties. Landscaping should also be installed where rear sides of buildings and service areas are exposed to pedestrians.

A high-priority policy objective should be for developers to include only enough parking stalls in their projects within the core area to meet the immediate need and to locate the majority of their

parking in the core frame. This approach would reserve the majority of core land area for pedestrian movement and uses and yet recognize that the adjacent core frame is within a very short walk.

The City should generally avoid vacating alleys and streets in the core area. The existing network of street and alleys provides a fine-grained texture to the blocks which allows service access and pedestrian shortcuts. The small blocks also preclude consolidation of properties which might allow larger developments with less pedestrian scale. Vacations may be considered when they will not result in increased building mass and there is a substantial public benefit. Examples of public benefit might include superior pedestrian or vehicular linkages, or superior public open space.

NORTHWEST CORE FRAME

Office and office/multifamily mixed-use projects are appropriate in the Northwest Core Frame.

The Northwest Core Frame includes the area south of City Hall and north of the core area. This area should develop with office, or office/multifamily mixed-use projects, whose occupants will help to support the commercial establishments contained in the core. Retail and restaurant uses are desirable provided that they have primary access from Central Way.

This area presents an excellent opportunity for the development of perimeter parking for the core area and is so shown in the Downtown Master Plan (Figure C-4). Developers should be encouraged to include surplus public parking in their projects, or to incorporate private parking “transferred” from projects in the core or funded by the fee-in-lieu or other municipal source. While pedestrian pathways are not as critical in this area as they are in the core, drive-through facilities should nevertheless be encouraged to locate elsewhere, to the east of 3rd Street.

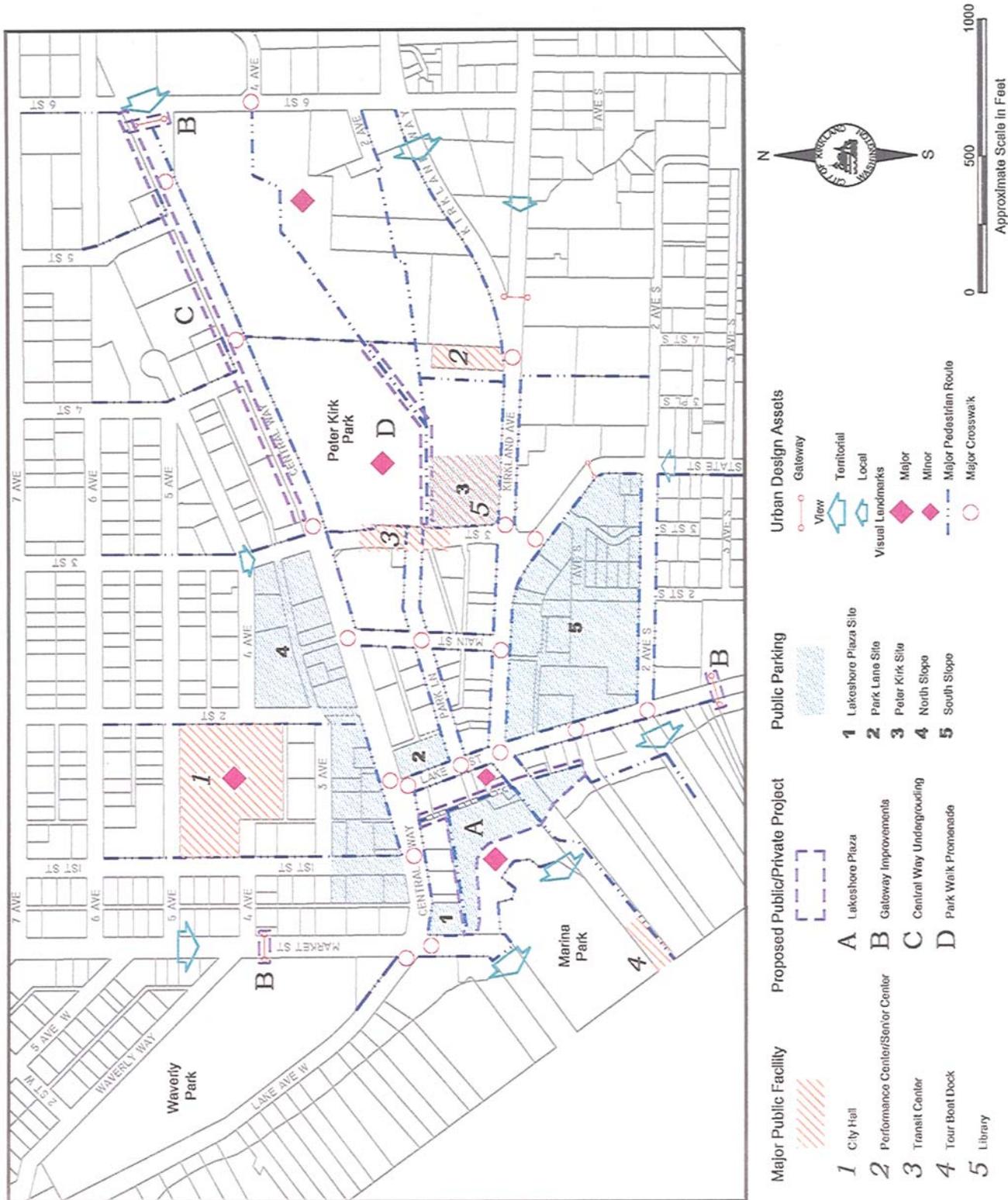


Figure C-4: Downtown Master Plan

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NORTHEAST CORE FRAME

A broad range of commercial uses should be encouraged in the Northeast Core Frame.

The Northeast Core Frame currently contains the bulk of the Downtown area's automobile-oriented uses. Redevelopment or new development in this area should be encouraged to represent a broader range of commercial uses.

Future development should set the bulk of structures back from the street while providing low, one-story retail shops at the edge of the sidewalk. Development should also underground utilities, and incorporate parking lot landscaping and a reduction in lot coverage in site design. This will present an open, green face to Central Way and, in conjunction with Peter Kirk Park on the south side of the street, create a tree-lined boulevard effect as one approaches the core area from the east.

EAST CORE FRAME

Development in the East Core Frame should be in large, intensively developed mixed-use projects.

The East Core Frame includes the area where the Kirkland Parkplace shopping center is located, and extends northerly to 7th Avenue. Developments in this area should continue to represent a wide range of uses, in several large, mixed-use projects. However, because the area between Central Way and Kirkland Way provides the best opportunities in the Downtown for a vital employment base, this area should continue to emphasize office redevelopment over residential.

Limited residential use should be allowed adjoining the eastern edge of Peter Kirk Park as a complementary use. These residential uses should be designed to accommodate the active nature of the park (e.g., noise, lighting, etc.) to avoid potential conflicts between future residents and park uses.

The north side of Central Way, within the East Core Frame, has been redeveloped to nearly its full potential with high density residential uses.

SOUTH CORE FRAME

Retail, office, and office/multifamily mixed-use projects are suitable for the South Core Frame.

The South Core Frame immediately abuts the southern boundary of the core area. This area is suitable for retail, office, and office/multifamily mixed-use projects.

Public parking may be provided in the South Core Frame.

The South Core Frame, like the Northwest Core Frame, presents an excellent opportunity for the development of close-in public parking. Developers should be allowed to include surplus public parking in their projects in this area or to accommodate private parking "transferred" from the core or funded by "fee-in-lieu" or other municipal source.

The western half of the South Core Frame should develop more intensively than the eastern half of this area, due to its proximity to the Downtown core. The vacation of 1st Avenue South, west of 2nd Street South, and 1st Street South should be considered as a means of concentrating more intensive development to the west.

Mitigation measures to reduce impacts on single-family residences may be required.

As this area lies just north of an established single-family neighborhood, mitigation measures may be required to minimize the impacts of any new nonresidential development on these single-family homes. These measures may include the restriction of vehicle access to projects within the South Core Frame to nonresidential streets. Public

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improvements, such as physical barriers to restrict traffic flow in these areas, may be considered. The architectural massing of projects in this area should be modulated both horizontally and vertically to reduce their visual bulk and to reflect the topography which presently exists.

C. URBAN DESIGN

The urban design of Downtown Kirkland consists of many disparate elements which, together, define its identity and “sense of place.” This document provides policy guidelines for the design of private development and a master plan for the development of the public framework of streets, pedestrian pathways, public facilities, parks, public buildings, and other public improvements (see Figure C-4).

The following discussion is organized into three sections:

- A. Downtown Design Guidelines and Design Review;
- B. Building Height and Design Districts; and
- C. The Image of the City: Urban Design Assets.

DOWNTOWN DESIGN GUIDELINES AND DESIGN REVIEW

Mechanics of Design Review are described.

The booklet entitled “Design Guidelines,” which is adopted in Chapter 3.30 of the Kirkland Municipal Code, contains policy guidelines and concepts for private development in Downtown Kirkland. The booklet includes an explanation of the mechanics of the Design Review process to be used for all new development and major renovations in the Downtown area. Discretion to deny or condition a design proposal is based on specific Design Guidelines adopted by the City Council and administered by the Design Review Board and

Planning Department. Design Review enables the City to apply the Guidelines in a consistent, predictable, and effective manner.

The Guidelines are intended to balance the desired diversity of project architecture with the equally desired overall coherence of the Downtown’s visual and historic character. This is to be achieved by injecting into each project’s creative design process a recognition and respect of design principles and methods which incorporate new development into Downtown’s overall pattern. The Guidelines would be applied to any specific site in conjunction with the policy guidance provided by the Downtown Master Plan and the following text regarding Design Districts.

The Design Review Process enables the City to require new development to implement the policy guidance contained in the Guidelines, the Master Plan for Downtown, and to protect and enhance the area’s urban design assets. A more complete description of how Design Review should operate is found in the Zoning Code.

BUILDING HEIGHT AND DESIGN DISTRICTS

Figure C-5 identifies eight height and design districts within Downtown Kirkland. The boundaries of these districts are determined primarily by the topographical characteristics of the land and the area’s proximity to other noncommercial uses.

Design District 1

Maximum building height in Design District 1 is between two and five stories, depending on location and use.

This district is bordered by Lake Street, Central Way, 3rd Street, and generally 1st Avenue South. When combined with District 2, this area corresponds to the core area as shown in Figure C-3.

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The maximum building height in this area should be between two and five stories with no minimum setback from property lines. Stories above the second story should be set back from the street. To preserve the existing human scale of this area, development over two stories requires review and approval by the Design Review Board based on the priorities set forth in this plan.

Buildings should be limited to two stories along all of Lake Street South to reflect the scale of development in Design District 2. Along Park Lane west of Main Street, Third Street, and along Kirkland Avenue, a maximum height of two stories along street frontages will protect the existing human scale and pedestrian orientation. Buildings up to three stories in height may be appropriate along Central Way to reflect the scale of development in Design District 8 and as an intermediate height where adequately set back from the street. A continuous three-story street wall should be avoided by incorporating vertical and horizontal modulations into the design of buildings.

The portions of Design District 1 designated as 1A in Figure C-5 should be limited to a maximum height of three stories. As an incentive to encourage residential use of upper floors and to strengthen the retail fabric of the Core Area, a fourth story of height may be allowed. This additional story may be considered by the Design Review Board for projects where at least two of the upper stories are residential, the total height is not more than four feet taller than the height that would result from an office project with two stories of office over ground floor retail, stories above the second story are set back significantly from the street and the building form is stepped back at the third and fourth stories to mitigate the additional building mass, and the project provides superior retail space at the street level. Rooftop appurtenances and related screening should not exceed the total allowed height, and should be integrated into the height and design of any peaked roofs or parapets.

The portions of Design District 1 designated as 1B in Figure C-5 provide the best opportunities for new development that could contribute to the pedestrian fabric of the Downtown. Much of the existing development in these areas consists of older auto-

oriented uses defined by surface parking lots and poor pedestrian orientation. To provide incentive for redevelopment and because these larger sites have more flexibility to accommodate additional height, a mix of two to four stories in height is appropriate. East of Main Street, development should combine modulations in building heights with modulations of facade widths to break large buildings into the appearance of multiple smaller buildings. South of Kirkland Avenue, building forms should step up from the north and west with the tallest portions at the base of the hillside to help moderate the mass of large buildings on top of the bluff. Buildings over two stories in height should generally reduce the building mass above the second story.

As with Design District 1A, an additional story of height may be appropriate in 1B to encourage residential use of the upper floors and to strengthen the retail fabric in the Core Area. This additional story may be considered by the Design Review Board for projects where at least three of the upper stories are residential, the total height is not more than one foot taller than the height that would result from an office project with three stories of office over ground floor retail, stories above the second story are set back significantly from the street and the building form is stepped back at the third, fourth, and fifth stories to mitigate the additional building mass, and the project provides superior retail space at the street level. Rooftop appurtenances and related screening should not exceed the total allowed height, and should be integrated into the height and design of any peaked roofs or parapets.

Design considerations of particular importance in this area are those related to pedestrian scale and orientation. Building design at the street wall should contribute to a lively, attractive, and safe pedestrian streetscape. This should be achieved by the judicious placement of windows, multiple entrances, canopies, awnings, courtyards, arcades, and other pedestrian amenities. Service areas, surface parking, and blank facades should be located away from the street frontage.



Figure C-5: Downtown Height and Design Districts

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Design District 2

One to three stories in building height above Central Way or Lake Street are appropriate in Design District 2, depending on location.

This area is bordered by the shoreline, Central Way, Lake Street, and 3rd Avenue South. This area serves as the link between Downtown and the Lake and helps define the traditional pedestrian-oriented retail environment. In addition, the existing low development allows public views of the Lake from many vantages around the Downtown and allows evening sun into the Downtown core. To emphasize this link and the traditional role, building heights in this area should remain low. Two stories above the street are appropriate along Central Way and south of Kirkland Avenue. Along Lake Street South between Kirkland Avenue and Central Way, buildings should be limited to one story above the street. Two stories in height may be allowed in this area where the impacts of the additional height are offset by substantial public benefits, such as through-block public pedestrian access or view corridors. Buildings over one story in this area should be reviewed by the Design Review Board for both design and public benefit considerations. These benefits could also be provided with the development of the Lakeshore Plaza project identified in the Downtown Master Plan (see Figure C-4). Building occurring in conjunction with that project or thereafter should be reviewed in relation to the new context to determine whether two stories are appropriate. South of Second Avenue South, buildings up to three stories above Lake Street South are appropriate. Buildings over two stories should be reviewed by the Design Review Board to ensure an effective transition along the street and properties to the south.

As in District 1, pedestrian orientation is an equally important design consideration in District 2. In addition, improvements related to the visual or physical linkage between building in this area and the lake to the west should be incorporated in building design.

The public parking lot located near Marina Park at the base of Market Street is well suited for a parking structure of several levels, due to its topography. Incentives should be developed to encourage the use of this site for additional public parking.

Design Districts 3 and 7

Maximum building height is three stories in Design Districts 3 and 7.

These districts are east of 3rd Street, north of Central Way, and south of Peter Kirk Park. Maximum building height should be three stories, with a minimum front yard setback of 20 feet and maximum lot coverage of 80 percent. Lower portions of projects with a pedestrian orientation should be allowed to encroach into the setbacks to stimulate pedestrian activity and links to eastern portions of the Downtown. Street trees and ground cover are appropriate along Kirkland Avenue and Central Way. By keeping structures in this area relatively low-rise and set back from the street, views from upland residences can be preserved and the openness around Peter Kirk Park enhanced.

In Design District 3, the restriction of access points to nonresidential streets may be necessary in order to prevent a negative impact of development in this area on the single-family enclave which exists to the south.

Design District 4

Maximum building height to be four stories.

This district is located south of 1st Avenue South, east of 1st Street South. Land in this area is appropriate for developments of four stories in height.

The method for calculating building height should be modified for this area as described in the discussion of height calculation for structures in District 8. The

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opportunity to take advantage of substantial grade changes with terraced building forms also exists in the western half of District 4.

Vehicular circulation will be an important consideration in project design in this area. The restriction of access points to nonresidential streets in order to prevent a negative impact of development in this area on the single-family enclave which exists to the south may be necessary.

Design District 5

Building heights of two to five stories are appropriate in Design District 5.

This district lies at the east side of Downtown between Central Way and Kirkland Way. Maximum building height should be between three and five stories. The existing mix of building heights and arrangement of structures within the district preserves a sense of openness within the district and around the perimeter. Placement, size, and orientation of new structures in this district should be carefully considered to preserve this sense of openness. Buildings over two stories in height should be reviewed by the Design Review Board for consistency with applicable policies and criteria. Within the district, massing should generally be lower toward the perimeter and step up toward the center. Facades facing Central Way, Kirkland Way, and Peter Kirk Park should be limited to between two and three stories, with taller portions of the building stepped back significantly. Buildings over three stories in height should generally reduce building mass above the third story.

Buildings fronting Peter Kirk Park and the Performance Center should be well modulated, both vertically and horizontally, to ease the transition to this important public space. Buildings should not turn their backs onto the park with service access, blank walls, etc. Landscaping and pedestrian linkages should be used to create an effective transition. Residential development should be designed to integrate into both the office/retail character of the zone and the active urban nature of

Peter Kirk Park. Residential development should also be limited to those portions of the property fronting on park green space, rather than those portions fronting the Teen Center and Performance Center.

Design considerations related to vehicular and pedestrian access, landscaping, and open space are particularly important in this area. The intersection of 6th Street and Central Way is a prominent gateway to the Downtown. New development in this area should have a positive impact on the image of Kirkland and should be designed to enhance this entry. Within the district, a north-south vehicular access between Central Way and Kirkland Way should be preserved and enhanced with pedestrian improvements.

Design District 6

Maximum building heights of two to four stories are appropriate for Design District 6.

This large block of land located between 5th Street and 6th Street, north of Central Way, and south of 7th Avenue, is identified as a major opportunity site for redevelopment elsewhere in this document. Figure C-6 contains a schematic diagram of design and circulation considerations that should be incorporated in the redevelopment of this district. Development of this district should be relatively intensive and should be physically integrated through pedestrian access routes, design considerations, and intensive landscaping.

Safe, convenient, and attractive pedestrian connections across the district should be provided. This path should be designed under a covered enclosure or arcade along the storefronts in this area. Visual interest and pedestrian scale of these storefronts will contribute to the appeal of this walkway to the pedestrian. A connection of this pathway to Central Way should be made, with a continuation of the overhead enclosure to unify this pedestrian route.

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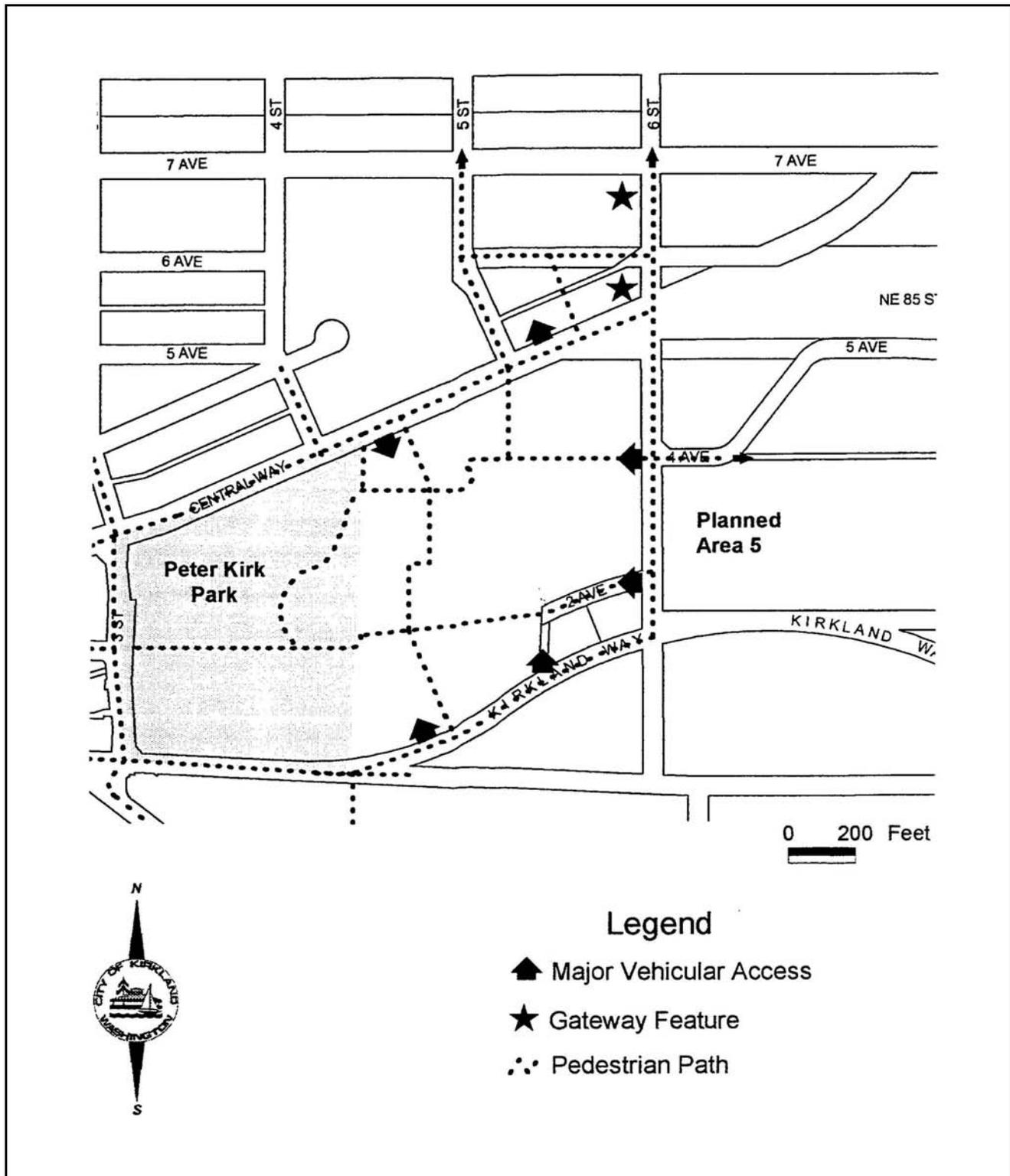


Figure C-6: Design Districts 5 and 6 - Circulation and Gateways

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Design considerations related to vehicular and pedestrian access, landscaping, and open space are particularly important in this area. The intersection of 6th Street and Central Way is a prominent gateway to the Downtown. New development in this area should have a positive impact on the image of Kirkland and should be designed to enhance this entry.

A substantial building setback or mitigating design such as the site configuration on the south side of Central Way is necessary in order to preserve openness at this important gateway site. The northeast and southeast corners of this block should be set aside and landscaped to provide public open spaces or miniparks at these gateways. Side-yard setbacks, however, should be minimal to reduce the appearance of a building surrounded by a parking area.

The northern portion of this district should be developed in uses that are residential both in function and scale. Access to this portion of the site may be either from 7th Avenue or from one of the adjacent side streets. Some of the significant trees along 7th Avenue should be incorporated into the site design as a means of softening the apparent mass of any new structures and to provide additional elements of continuity facing the single-family residences along 7th Avenue. In addition, building mass should step down toward 7th Avenue and design consideration should be given to the massing and form of single family homes to the north.

Design District 8

Building heights of two to four stories are appropriate, depending on location.

This district is located north of Central Way and south of 4th Avenue, between Market Street and 3rd Street. Maximum building height should be three stories abutting Central Way and two stories at 3rd and 4th Avenues. Structures which do not abut either of these streets should be allowed to rise up to four stories.

Building height calculation should require terracing of building forms on sloped sites.

Where dramatic elevation changes exist in this district, an innovative method of calculating height is appropriate. In order to encourage the terracing of building forms on the hillside, building height should be calculated relative to the ground elevation above which the individual planes of the structure lie. Additional bulk controls should apply to restrict the height within 100 feet of noncommercial neighborhoods to the same height allowed in the adjacent zone. Heights on the north side should step down to ease the transition to the core area and moderate the mass on top of the hillside.

Vehicular circulation to nonresidential portions of projects within this area should not occur on primarily residential streets. In addition, design elements should be incorporated into developments in this area which provide a transition to the residential area to the north.

THE IMAGE OF THE CITY: URBAN DESIGN ASSETS

Many of Downtown's urban design assets are mapped on the Master Plan (Figure C-4) or are discussed explicitly in the text of the Height and Design Districts or the Downtown Design Guidelines. The following text should read as an explanation and amplification of references made in those two parts of the Downtown Plan.

Visual Landmarks

Lake Washington is a major landmark in Downtown Kirkland.

The most vivid landmark in Downtown Kirkland is Lake Washington. The lake provides a sense of openness and orientation and is a prominent feature from two of the three main approaches to the Downtown. Many residents and visitors to Kirkland form their impressions of the community from these important vantage points. The preservation and

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enhancement of views from the eastern (Central Way) and northern (Market Street) gateways is a high-priority policy objective.

Despite the prominence from these vantage points, the core area is not well oriented to capitalize on its waterfront setting. The existing activity centers of the retail core and the lake are separated by large surface parking lots. The City and property owners around Marina Park should aggressively pursue opportunities to correct this deficiency by structuring the existing surface parking below a public plaza. This open space amenity could redefine the Downtown and become the focal point of the community.

Other outstanding visual landmarks include the large green expanse of Peter Kirk Park, which provides an open space relief to the densely developed Downtown core to the west. The library and Senior Center building at the southeast edge of Peter Kirk Park, as well as the METRO transit center at the western boundary of the park, are also well-known local landmarks.

The City Hall facility provides an important visual and civic landmark on the northern slope above the Downtown. Marina Park and the pavilion structure situated there are also symbolic reference points of community, recreational, and cultural activities.

There are a number of features in and nearby the Downtown area with historic significance which add to its visual character and historic flavor. These landmarks include the historic buildings on Market Street and the old ferry clock on Lake Street at Kirkland Avenue. These structures should be recognized for their community and historic value, and their preservation and enhancement should have a high priority. In contrast to the bland architecture of many of the buildings in the Downtown constructed since the 1940's, some of the older structures help define the character of the Downtown. The City will consider preserving this character through a process of inventorying these structures and adopting historic protection regulations. New regulations could range from protecting the character of designated historic buildings to protecting the actual structure. Some

form of preservation would provide continuity between the Downtown vision and its unique past.

Public Views

Important Downtown views are from the northern, southern, and eastern gateways.

A number of dramatic views exist in the Downtown and its immediate vicinity due to the hills, the valley, and the sloping land areas which form the bowl-like topography which characterizes the City's center. One of the views most often associated with Downtown Kirkland is from the eastern gateway, where Central Way meets 6th Street. From this vantage point, the hills north and south of the core area form a frame for a sweeping view of Lake Washington in the distance and the Olympic mountain range beyond.

Another striking view, identified in Figure C-4, is from the Market Street entry into Downtown. This approach is met with a view of the lake, Marina Park and its pavilion, and the City's shoreline. This view could be enhanced with redevelopment of the GTE site, where the existing massive building substantially diminishes this broad territorial view.

Where the Kirkland Avenue and 2nd Avenue South rights-of-way cross Lake Street and continue to Lake Washington, an unobstructed view of open water is visible to pedestrians and people traveling in vehicles. These views are very valuable in maintaining the visual connection and perception of public accessibility to the lake. These views should be kept free of obstruction.

Gateways

Topographic changes define gateways into the Downtown area.

The gateways into Downtown Kirkland are very clear and convey a distinct sense of entry. Two of the Downtown's three major gateways make use of a change in topography to provide a visual entry into the area.

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At the eastern boundary of the Downtown area, Central Way drops toward the lake, and the core area comes clearly into view. This gateway could be enhanced by an entry sign, similar to one located farther up the hill to the east, or some other distinctive structure or landscaping feature.

A second major gateway is the Downtown's northern entrance where Market Street slopes gradually down toward Marina Park. The historic buildings at 7th Avenue begin to form the visual impression of Downtown's character and identity, and the landscaped median adds to the boulevard feeling of this entryway. Some type of sign or other feature could be incorporated into the improvements to the Waverly site.

At the Downtown's southern border, the curve of Lake Street at about 3rd Avenue South provides a very clear gateway into the commercial core. It is at this point that the transition from residential to retail uses is distinctly felt. Here, also, is an opportunity to enhance this sense of entry by creation of literal gateposts, signs, or landscape materials.

Pathways

An extensive network of pedestrian pathways covers the Downtown area.

The size and scale of Downtown Kirkland make walking a convenient and attractive activity. An extensive network of pedestrian pathways covers the Downtown area, linking residential, recreational, and commercial areas. Downtown Kirkland is a pedestrian precinct unlike virtually any other in the region. It is almost European in its scale and quality.

The core of the shopping district, with its compact land uses, is particularly conducive to pedestrian traffic. Both sides of Lake Street, Park Lane, and Kirkland Avenue are major pedestrian routes. Many residents and visitors also traverse the land west of Lake Street to view and participate in water-oriented activities available there.

The Downtown area's major east/west pedestrian route links the lake with Peter Kirk Park, the Kirkland Parkplace shopping center, and areas to the east. For the most part, this route is a visually clear pathway, with diversity and nearby destinations contributing to its appeal to the pedestrian. Enhancement and improved definition of this important east-west pedestrian corridor would help link Park Place with the rest of the shopping district.

Minor pedestrian routes link the residential areas north of Central Way and south of Kirkland Avenue. These linkages need to be strengthened in order to accommodate the residential and office populations walking from the Norkirk Neighborhood and core frames, respectively. Additional improvements, such as brick paver crosswalks, pedestrian safety islands, and signalization, are methods to strengthen these north-south linkages.

Enhancement of Downtown pedestrian routes should be a high-priority objective.

Enhancement of the Downtown area's pedestrian routes should be a high-priority policy and design objective. For example, minor architectural features and attractive and informative signs should be used to identify public pathways. Public and private efforts to make pedestrian walkways more interesting, functional, convenient, and safe, should be strongly supported. Figure C-4 highlights a number of projects proposed for this purpose. These projects are discussed in detail elsewhere in this text.

D. PUBLIC FACILITIES

OPEN SPACE/PARKS

Four major park sites are critical to the Downtown's feeling of openness and greenery. These parks weave a noncommercial leisure-time thread into the fabric of the area and provide a valuable amenity, enhancing Downtown's appeal as a destination. Each of the major approaches to the Downtown is met with a park, with the Waverly site and Marina Park enhancing the northern entry, and Peter Kirk

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Park and Dave Brink Park augmenting the eastern and southern approaches. Physical improvements in and near these parks should strengthen their visual prominence and prevent view obstruction.

Marina Park and Peter Kirk Park in particular are well-used by families and recreational groups. Public facilities at these parks should continue to expand opportunities for residents, such as the installation of permanent street furniture and play equipment for children at Marina Park.

Pedestrian improvements should be made to improve connections between parks and nearby facilities.

Downtown projects which are not directly related to the parks should continue to locate adjacent to the parks, and in some cases, should share access or parking. Impacts from projects, such as the tour boat dock at Marina Park and the METRO transit center at Peter Kirk Park, should be minimized. Efforts to provide continuity between these facilities and the parks through the use of consistent walkway materials, landscaping, and other pedestrian amenities, will help to reduce the appearance of a separation of uses at these locations.

The boat launch ramp which exists at Marina Park is an important amenity in the community. It should be retained until another more suitable location is found.

OTHER PUBLIC FACILITIES

City Hall and the Library/Senior Center facility add to the community atmosphere and civic presence in the Downtown area. The plan for Downtown developed in 1977 recommended that the City Hall facility be moved from its previous location in the core area to its present site overlooking the Downtown from the northern slope. In its new location, City Hall is close enough to Downtown to contribute workers to the retail and restaurant trade, as well as to provide a visually prominent and symbolic landmark when viewed from the Downtown.

Public efforts to assist the Downtown business district should be continued.

The City should help to foster economic vitality in the Downtown by working with the private sector and by encouraging independent efforts toward economic development by the private sector. Such assistance to the business community might include supporting efforts to establish local improvement or business improvement districts. This could take the form of seed money for preliminary studies and the dissemination of information.

Other public efforts to strengthen the Downtown business climate should include the continued promotion of public projects such as the tour boat dock, in addition to continued support for private projects such as the Lakeshore Plaza Boardwalk, which would help to implement public policy goals.

E. CIRCULATION

PEDESTRIAN

Pedestrian routes should have equal priority to vehicular routes in Downtown circulation.

Pedestrian amenities and routes should continue to be improved, and should be given equal priority with that of vehicular routes for circulation within the Downtown. Modifications to the street network and traffic patterns should not be allowed to disrupt Downtown pedestrian activity and circulation.

To be a truly successful walking environment, the core area of the Downtown must be safe, convenient, and pleasant for the pedestrian. Pedestrian safety would be increased greatly by reducing opportunities for conflicts with cars. The reprogramming of crosswalk signals to favor the pedestrian would discourage jaywalking and allow sufficient time for slower walkers to cross the street.

Convenience to the pedestrian will be enhanced by improving the directness and ease of pedestrian

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routes. “Shortcuts” between streets, or even between buildings, can link pedestrian routes over large distances where vehicles cannot circulate. Coordinated public directory signs and maps of walkways should be developed to clearly identify public pathways for the pedestrian.

A system of overhead coverings should be considered to improve the quality of pedestrian walkways year-round.

The pleasures of walking in the Downtown area would be enhanced by the installation of minor public improvements, such as street furniture (benches, planters, fountains, sculptures, special paving treatments), flower baskets, and coordinated banners and public art. The creation of a system of overhead coverings such as awnings, arcades, and marquees would provide protection to the pedestrian during inclement weather, allowing for pedestrian activity year-round. All of these features would add visual interest and vitality to the pedestrian environment.

Brick crosswalks have been installed at 3rd Street and Park Lane in conjunction with the METRO transit center facility. The expansion of the use of brick for crosswalks throughout the Downtown should be considered. In any case, additional restriping of crosswalks in the Downtown area should be actively pursued.

The establishment and improvement of pedestrian pathways between activity centers should be a high-priority policy objective. Major pedestrian routes within the Downtown area are identified in Figure C-4. Major pathways include the extensive east-west “spine” or “Park Walk Promenade,” which links the lake with points east of 6th Street and the shoreline public access trail.

The Downtown Master Plan also identifies other important pedestrian routes which provide north-south pedestrian access. Improvements to these pathways should be promoted, particularly at the intersection of 6th Street and Central Way. Elevated crosswalks should be considered among the

alternatives reviewed for pedestrian access across Central Way. Disadvantages to elevated crosswalks which should be considered are potential view blockage and the loss of on-street pedestrian traffic.

The portion of the Park Walk Promenade spanning Peter Kirk Park was installed by the City during renovation of the park facilities. The walk serves the Senior Center and library, as well as commercial areas to the east and west. This walkway should be expanded upon when the remaining land south of Kirkland Parkplace develops.

Figure C-4 illustrates pedestrian system improvements for the two major routes which are intended to serve several purposes. These projects would improve the safety, convenience, and attractiveness of foot traffic in the Downtown, provide shelter from the weather, and create a unifying element highlighting the presence of a pedestrian linkage.

A large public plaza should be constructed west of buildings on Lake Street to enhance the Downtown’s lake front setting (See Figure C-4).

The Lakeshore Plaza shown on the Downtown Master Plan envisions a large public plaza constructed over structured parking. Ideally, the plaza would be developed through public/private partnerships to provide a seamless connection between the Downtown and the lake. The plaza would be at the same grade as Lake Street and would provide visual and pedestrian access from a series of at-grade pedestrian connections from Central Way and Lake Street.

The Park Walk Promenade identified on the Downtown Master Plan should consist of a series of minor structures placed at prominent locations along the walkway in order to clearly identify the pathway throughout its length, as well as to provide some protection during wet weather. The plexiglas and metal “space frames” used at Mercer Island’s Luther Burbank Park and at the Seattle Center are possible design options for protective structures. The concrete and metal gateway feature where Parkplace

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abuts Peter Kirk Park is a good model for visual markers along the east-west pedestrian spine.

VEHICULAR

Automobiles and public transit are the modes of transportation which move people in and out of the Downtown, and often between the core area and the frame. Within the Downtown, pedestrian circulation should be given equal priority with vehicular circulation. A primary circulation goal should be to emphasize pedestrian circulation within the Downtown, while facilitating vehicle access into and out of the Downtown.

Alternate traffic routes should be considered.

Lake Street should be designated to function as a major pedestrian pathway. The objectives for land use and pedestrian circulation should be seriously considered during any plans for traffic and roadway improvements on Lake Washington Boulevard. The goal to discourage commuter traffic on the boulevard should not be viewed independently from the need to retain vehicle access for tourists, shoppers, and employees to the Downtown.

State Street should continue to serve as a major vehicular route, bringing shoppers and workers into the Downtown area. Sixth Street should be developed to accommodate additional vehicles. Future plans for Lake Street and Lake Washington Boulevard may include the diversion of cars from the Downtown area, and 6th Street would provide the most appropriate north/south alternative route. The existence of commercial development on this street renders it more appropriate than State Street to handle substantial commuter traffic.

The use of public transportation to the Downtown should be encouraged.

Third Street has been designed for the pedestrian and public transit user, with the METRO transit center located on this street. The use of public transportation as an alternative for people who work

or shop in the Downtown should be encouraged. Increased use of this mode of transportation would help to reduce traffic congestion and parking problems in the core area.

The number of vehicular curb cuts in the Downtown area should be limited. Both traffic flow in the streets and pedestrian flow on the sidewalks are disrupted where driveways occur. In the core frame in particular, the placement of driveways should not encourage vehicles moving to and from commercial areas to travel through residential districts.

PARKING

The core area is a pedestrian-oriented district, and the maintenance and enhancement of this quality should be a high priority. Nevertheless, it should be recognized that pedestrians most often arrive in the core via an automobile which must be parked within easy walking distance of shops and services. To this end, as discussed elsewhere in this chapter, private projects which include a substantial amount of surplus parking stalls in their projects should be encouraged to locate these parking stalls in the core frame.

The Downtown area contains a variety of parking opportunities. Four public parking lots exist in the Downtown area: at the west side of Peter Kirk Park, the street-end of Market Street at Marina Park, in Lakeshore Plaza, and at the intersection of Central Way and Lake Street. These lots are shown on the Downtown Master Plan (Figure C-4).

Public parking to be a permitted use on private properties north and south of the core area.

Other sites that would be appropriate for public parking include the north and south slope of the Downtown as shown in Figure C-4. Public parking in these areas would help to serve core-area businesses, while not detracting from the dense pattern of development critical to the pedestrian environment there.

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4. PERIMETER AREAS

More intensive development of existing parking areas should be considered as a way to provide more close-in public parking. Certain sites, such as the Market Street-End lot and the Peter Kirk lot would adapt well to structured parking due to the topography in the immediate vicinity of these lots. Structuring parking below Lakeshore Plaza could make more efficient use of the available space and result in a dramatic increase in the number of stalls available.

The fee-in-lieu of parking alternative allows developers in the core area to contribute to a fund instead of providing required parking on site. The City's authority to spend the monies in this fund should be expanded to include the use of the funds on private property in conjunction with parking facilities being provided by private developers.

Another option for off-site parking should be considered which would allow developers to provide the parking required for their projects elsewhere in the core area or core frame. This alternative should include the construction of parking stalls in conjunction with another developer, if it can be shown that the alternative parking location will be clearly available to the public and is easily accessible to the core area.

The City's parking management and enforcement program should be maintained. The program should be evaluated periodically to assess its effectiveness, with revisions made when necessary.

A. LIVING ENVIRONMENT

The Central Neighborhood contains a wide variety of housing types, including many single-family residences and multifamily units. It is the intent of the Comprehensive Plan to provide a range of housing opportunities, and a continued broad range is planned for the Central Neighborhood (Figure C-1).

Considerations for low-density residential development are discussed.

The various residential densities designated for land in the Central Neighborhood, and particularly for the areas lying south of Kirkland Avenue, will be compatible if certain concerns are addressed. For example, a low-density designation is appropriate in any area developed predominantly in single-family homes, if the likelihood exists that these structures will be maintained for the lifetime of this Plan. Similarly, an area should remain committed to low-density uses if a higher-density development in the area could not be adequately buffered from single-family houses.

Considerations for medium- and high-density residential development are discussed.

A medium-density designation is appropriate for areas where sufficient land area is available to separate such development from adjacent single-family uses. In addition, medium-density residential development should not be allowed where it would significantly increase traffic volumes on streets where single-family housing is the predominant land use. Other considerations include the overall compatibility of medium-density development with adjacent single-family uses, with respect to height, setbacks, landscaping, and parking areas. If special precautions are taken to reduce adverse impacts on existing single-family homes, higher densities may be allowed. Within the Central Neighborhood, land surrounding the Downtown is generally most appropriate for these higher-density developments.

Medium-density residential development permitted in block between Kirkland Avenue and Kirkland Way, along 6th Street South, as well as south and west of Planned Area 6.

The block of land lying east of 6th Street, between Kirkland Way and Kirkland Avenue, is largely developed in a mix of single-family and multifamily uses. Medium-density residential development at a

COMPREHENSIVE PLAN CONSISTENCY MATRIX

The criteria for amendments to the Kirkland Zoning Code require that the City Council find that the proposed amendment is consistent with the applicable provisions of the Comprehensive Plan. In this case, the intent of the City Council is to explicitly codify the policies found in the Downtown Plan section of the Comprehensive Plan. The matrix below summarizes the Downtown Plan policies in the first column and the related draft amendments in the second column. The complete text of the Downtown Plan is included as Attachment 1.

Policies For All development	Regulatory Response
2-4 stories in 1A, 2-5 stories in 1B	
<ul style="list-style-type: none"> ▪ Stories above 2nd setback (stepped back) from street 	<ul style="list-style-type: none"> ▪ Establish a building setback formula and supporting design guidelines that require buildings to step back above the 2nd story (see CBA 1A/1B, draft General Regulation 5.c & d).
<ul style="list-style-type: none"> ▪ Buildings 2 stories along Lake Street 	<ul style="list-style-type: none"> ▪ Limit buildings to two stories within 30' of Lake Street (see CBA 1A/1B, draft General Regulation 5.a and d).
<ul style="list-style-type: none"> ▪ Street frontages 2 stories along: <ul style="list-style-type: none"> ○ Park Lane west of Main ○ 3rd Street ○ Kirkland Avenue 	<ul style="list-style-type: none"> ▪ Establish a building setback formula and supporting design guidelines that require buildings to step back above the 2nd story (see CBA 1A/1B, draft General Regulation 5.c & d). Applies to all CBA 1A/1B streets other than Lake Street and Central Way).
<ul style="list-style-type: none"> ▪ Buildings up to 3 stories along Central, avoid continuous 3 story street wall 	<ul style="list-style-type: none"> ▪ Limit buildings to three stories within 30' of Central Way (see CBA 1A/1B, draft General Regulation 5.b and d).
Areas designated 1B best opportunities for new development	
<ul style="list-style-type: none"> ▪ Mix of 2-4 stories 	<ul style="list-style-type: none"> ▪ Limit portions of buildings along Lake Street to two stories (see CBD 1A/1B, draft General Regulation 5.a and d). Limit portions of buildings along Central Way to three stories (see CBA 1A/1B, draft General Regulation 5.b and d). Limit height off all other street frontages through average setback requirements above the second story (see CBA 1A/1B, Draft General Regulation 5.c & d).
<ul style="list-style-type: none"> ▪ East of Main modulate height and façade widths to break large buildings into appearance of multiple smaller buildings 	<ul style="list-style-type: none"> ▪ See average setback requirement (CBA 1A/1B, draft General Regulation 5.c & d) and draft new design guidelines. See also existing requirements for vertical and horizontal modulation in Design Guidelines for Pedestrian Oriented Business Districts.
<ul style="list-style-type: none"> ▪ South of Kirkland Avenue building from steps up from north and west, tallest at base of hillside 	<ul style="list-style-type: none"> ▪ See average setback requirement.
<ul style="list-style-type: none"> ▪ Buildings over 2 stories generally reduce mass above 2nd story 	<ul style="list-style-type: none"> ▪ See average setback requirement.

Policies for “Bonus” Story	Regulatory Response
<p>Additional 4th story in Design District 1A, additional 5th story in District 1B</p>	<ul style="list-style-type: none"> ▪ Amend zoning map to divide CBD 1 into CBD 1A and CBD 1B zones consistent with the Design Districts (see draft ordinance 0-4178). ▪ Establish allowed height in feet rather than stories (see draft use zone charts). ▪ Allow 45’ maximum height in CBD 1A (see draft CBD 1A/1B use zone charts). ▪ Allow 55’ maximum height in CBD 1B (see draft CBD 1A/1B use zone charts).
<ul style="list-style-type: none"> ▪ At least 2 upper stories are residential in 1A, at least 3 upper stories are residential in 1B 	<ul style="list-style-type: none"> ▪ Establish maximum building heights based on the height of one story of retail (at 15’ minimum) with three (CBD 1A) or four (CBD 1B) stories of residential (at 10’ typical) above. Because office stories are typically taller than residential stories, the allowed heights will continue to incentive residential use of upper stories (more residential stories would fit within the height envelope). The draft code is not so prescriptive as to require the uppermost stories to be residential. See draft CBD 1A/1B use zone charts.
<ul style="list-style-type: none"> ▪ Height is less than 4’ taller than a 3 story office project in 1A (current code allows at 41’), less than 1’ taller than a 4 story office project in 1B (current code allows 54’) 	<ul style="list-style-type: none"> ▪ Establish maximum building heights of 45’ in CBD 1A and 55’ in CBD 1B (see draft CBD 1A/1B use zone charts).
<ul style="list-style-type: none"> ▪ Stories above 2nd stepped back significantly 	<ul style="list-style-type: none"> ▪ See average setback requirement (CBA 1A/1B, draft General Regulation 5.c & d) and draft new design guidelines. Note guidelines that require building mass to recede as height increases.
<ul style="list-style-type: none"> ▪ Building form stepped back at 3rd, 4th, and 5th stories 	<ul style="list-style-type: none"> ▪ See average setback requirement (CBA 1A/1B, draft General Regulation 5.c & d) and draft new design guidelines. Note guidelines that require building mass to recede as height increases.
<ul style="list-style-type: none"> ▪ Project provides superior retail space at street level 	<ul style="list-style-type: none"> ▪ Establish enhanced retail design standards that apply to all of CBA 1A/1B, regardless of height. ▪ Require retail uses at the street level at a minimum average depth of 30’ (see draft CBD 1A/1B General Regulation 3). ▪ Require minimum retail height of 15’ (see draft KZC 50.62.2) and draft storefront glazing guidelines (note that existing guidelines already establish strong retail design standards). ▪ Increase sidewalk width requirement from 10’ to minimum 13’ average (see draft CBD 1A/1B General Regulation 4). ▪ Establish open space/plaza incentives in conjunction with upper story setback requirements (see draft CBD 1A/1B General Regulation 5.d). ▪ Prohibit “Banking and Related Financial Institution” and related drive through uses on Park Lane and Lake Street. Grandfather use existing prior to 2004 (Bank of America). See draft 50.12.025 Special Regulations.
<ul style="list-style-type: none"> ▪ Height of rooftop appurtenances and screening limited and integrated into roof form 	<ul style="list-style-type: none"> ▪ Limit height of rooftop appurtenances to not exceed height of roof form (up to 4’ for flat roofs with parapets, up to 8’ for pitched roofs). Modifications not permitted (see draft KZC 50.62.3).



The Opus Group
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January 7, 2009

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Phone 425.467.2700 | Fax 425.467.2701

Kirkland City Council Members
Kirkland City Hall
123 5th Avenue
Kirkland, WA 98033

RE: Kirkland CBD Zoning Amendments

Dear Council Members,

As stakeholders in the Antique Mall site on Park Lane in CBD 1B, we appreciate your desire to provide clarity and certainty in the new zoning amendments. After reviewing the latest draft amendments, we are pleased with the overall draft, but some items cause us concern in regard to the Antique Mall site.

One unique aspect about CBD 1B is the potential to have multiple sites that front more than one street. This is especially true in the case of the Antique Mall, where the property fronts multiple streets. During previous study sessions, it was mentioned that there would potentially be provisions allowing exceptions to the step back requirements when a site fronts more than one street. It appears that no provisions are in the current draft and this is concerning given the impact on the developable square footage. We calculate that as currently drafted, a 20' average step back equates to roughly a 24% reduction on the majority of floor plates for residential use, which is a tremendous loss both in the mutually desired density for the site as well as financial value of the completed project.

Residential buildings unlike office buildings typically do not have rectangular floor plates. Residential buildings inherently tend to provide plenty of modulation by how the units lay out in order to provide the units with views, light and air. The typical residential building design is a "U" or "E" shaped building. In either of these designs, portions of the building naturally step back, but not easily or efficiently on multiple sides. We strongly urge you to consider, in the case of residential buildings, only a required step back on the primary street front when a building faces multiple streets. Also, in the current amendment, the average step back calculation considers only the first 30' of a step back, which we believe is not right and recommend that a step back be counted for it's entire depth.

Again, thank you for your effort to provide certainty in the development process. Our intention is only to point out what we think are unintended consequences of the draft regulations and we hope you agree that these requirements have an excessive impact on this site and create an inequitable burden on this property.

Thomas B. Parsons
Opus Northwest, L.L.C.

Kirk Johnson
Capstone Partners, L.L.C.

Jon Regala

From: Alan F Wilson [bigal@rockisland.com]
Sent: Tuesday, December 30, 2008 1:52 PM
To: Jon Regala
Subject: Downtown Plan

Jon,

We think your work is excellent and the new Kirkland Downtown Plan is well formulated.

We must go to our strength, which is The Village of Kirkland! There is no way to compete with the City of Bellevue; nor should we desire to do so.

Economic viability will come if we adopt the plans you and the City Planners have outlined.
Please pass on our comments to the City Council and all interested parties.

Best wishes for The New Year, and Thanks to You All,

Alan and Donna Wilson
108 Second Ave So. #301
Kirkland WA 98033

#425-828-2298

ORDINANCE 4177

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING, AND LAND USE AND AMENDING ORDINANCE NO. 3719, AS AMENDED, THE KIRKLAND ZONING ORDINANCE, TO AMEND THE HEIGHT REGULATIONS, BUILDING STEPBACKS, SIDEWALK WIDTHS, BANKING AND RELATED FINANCIAL USE LIMITATIONS, ROOFTOP APPURTENANCE ALLOWANCES, AND DIMENSIONAL REQUIREMENTS FOR RETAIL IN CENTRAL BUSINESS DISTRICT (CBD) ZONE 1; TO AMEND GROUND FLOOR RETAIL HEIGHT REQUIREMENTS IN CBD ZONES 1, 2, 3, 4, 6, 7, AND 8; AND TO MEASURE HEIGHT IN FEET INSTEAD OF STORIES IN CBD ZONES 1, 2, 3, 4, 6, AND 7; REPEALING ORDINANCE NO. 4143; AND APPROVING A SUMMARY ORDINANCE FOR PUBLICATION, FILE NO. ZON08-00019.

WHEREAS, on October 21, 2008, the City Council passed Ordinance No. 4149 adopting interim regulations limiting the height of buildings with Central Business District (CBD) Zones 1, 2, 3, 4, 6, 7, and 8; and

WHEREAS, on October 21, 2008, the Kirkland City Council also passed Ordinance No. 4143, adopting an interim zoning regulation for the process by which amendments to the text of the Kirkland Zoning Code (KZC) initiated by the City Council for Central Business District Zones 1, 2, 3, 4, 6, 7, and 8 including KZC Ch. 142, Design Review, would be considered; and

WHEREAS, Ordinance No. 4143 recited that owing to the workload of the Planning Commission and the time sensitivity of the issues, it would be beneficial for the City Council conduct the review without receiving a recommendation and report from the Planning Commission; and

WHEREAS, Ordinance No. 4143 adopted findings and conclusions supporting its action adopting the interim regulation; and

WHEREAS, the City Council held study sessions on October 16, November 10, November 24, and December 16, 2008, to consider the issues, review solutions, and provide staff with draft regulations and guidelines; and

WHEREAS, at the request of the City Council, the Design Review Board held study sessions on November 17 and December 12, 2008, and January 5, 2009, to advise the City Council on Zoning Code and design issues; and

WHEREAS, on December 23, 2008, draft regulations were forwarded to the Washington State Department of Community, Trade and Economic Development, as required by RCW 36.70A.106, for expedited review; and

WHEREAS, in accordance with the State Environmental Policy Act (SEPA), a SEPA Addendum to Existing Environmental Documents issued by the responsible official as provided in WAC 197-11-600, has accompanied the legislative proposal through the consideration process; and

WHEREAS, the City Council has determined that the interim regulation established for the review process on October 21, 2008, with the passage of Ordinance No. 4143 will not longer be necessary when the Zoning Code amendments adopted by this ordinance are effective; and

WHEREAS, on January 20, 2009, the City Council held a public hearing and considered the draft ordinance incorporating the Zoning Code amendments initiated by the City Council and the advice of the Design Review Board;

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

Section 1. Ordinance No. 4143, passed October 21, 2008, is hereby repealed.

Section 2. Zoning text amended: The following specified sections of the text of Ordinance No. 3719, as amended, the Kirkland Zoning Ordinance, be and are hereby amended as set forth in Attachment A attached to this ordinance and incorporated by reference.

Section 3. If any section, subsection, sentence, clause, phrase, part or portion of this ordinance, including those parts adopted by reference, is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4. 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 _____, 2009.

Signed in authentication thereof this ____ day of _____, 2009.

MAYOR

Attest:

City Clerk

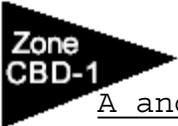
Approved as to Form:

City Attorney

CHAPTER 50 - CENTRAL BUSINESS DISTRICT (CBD) ZONES

50.05 User Guide.

The charts in KZC [50.12](#) contain the basic zoning regulations that apply in the CBD 1 zones of the City. Use these charts by reading down the left hand column entitled Use. Once you locate the use in which you are interested, read across to find the regulations that apply to that use.

 A and <u>1B</u>	Section 50.10 – GENERAL REGULATIONS
	The following regulations apply to all uses in this zone unless otherwise noted: 1. Refer to Chapter 1 KZC to determine what other provisions of this code may apply to the subject property. 2. Height measured at the midpoint of the frontage of the subject property on the abutting right-of-way, excluding First Avenue South. Buildings exceeding two stories must demonstrate compliance with the design regulations of Chapter 92 KZC and all provisions contained in the Downtown Plan. The City will determine compliance with these requirements through Design Review (D.R.).

Section 50.10, General Regulations continued on next page

Section 50.10, General Regulations continued

3. The street level floor of all buildings shall be limited to one or more of the following uses: Retail; Restaurant or Tavern; Banking and Related Financial Services; or Entertainment, Cultural and/or Recreational Facility use. The required uses shall have a minimum depth of 20' and an average depth of at least 30' (as measured from the face of the building on the abutting right-of-way). The Design Review Board (or Planning Director if not subject to D.R.) may approve a minor reduction in the depth requirements if the applicant demonstrates that the requirement is not feasible given the configuration of existing improvements and that the design of the retail frontage will maximize visual interest. Lobbies for residential, hotel, and office uses may be allowed within this space subject to applicable design guidelines.

4. Where public improvements are required by KZC Chapter 110, sidewalks on Pedestrian-Oriented Streets within CBD 1A and 1B shall be as follows:

a. Sidewalks shall be a minimum width of 12'. The average width of the sidewalk along the entire frontage of the subject property abutting each pedestrian-oriented street shall be 13'. The sidewalk configuration shall be approved through D.R.

5. Upper level setback requirements are as follows. For purposes of the following regulations, the term "setback" shall refer to the horizontal distance between the property line and any exterior wall of the building.

a. **Lake Street:** No portion of a building within 30' of Lake Street may exceed a height of 28' above Lake Street except as provided in Section 50.62. The measurement shall be taken from the property line abutting Lake Street prior to any potential right-of-way dedication.

b. **Central Way:** No portion of a building within 30' of Central Way may exceed a height of 41' above Central Way except as provided in Section 50.62. The measurement shall be taken from the property line abutting Central Way prior to any potential right-of-way dedication.

c. **All other streets:** Within 30' of any front property line, other than Central Way or Lake Street, all stories above the second story shall maintain an average setback of at least 20' from the front property line (prior to any potential right-of-way dedication).

The required upper story setbacks for all floors above the second story shall be calculated as Total Upper Story Setback Area as follows:

Total Upper Story Setback Area = (Linear feet of front property line(s), not including portions of the site without buildings that are set aside for

vehicular areas) x (Required average setback) x (Number of stories proposed above the second story). See Plate XY.

d. The Design Review Board is authorized to allow a reduction of the 30' setback from Lake Street and Central Way to not less than 25'; and a reduction in the 20' required average setback from all other streets to not less than a 15' average subject to the following:

- 1) Each square foot of additional building area proposed within the setback is offset with an additional square foot of public open space (excluding area required for sidewalk dedication) at the street level.
- 2) The public open space is located along the sidewalk frontage and is not covered by buildings.
- 3) For purposes of calculating the offsetting square footage, along Central Way, include the open space area at the second and third stories located directly above the proposed ground level public open space. Along all other streets, include the open space area at the second story located directly above the proposed ground level public open space.
- 4) The design and location is consistent with applicable design guidelines.

e. The Design Review Board is authorized to allow rooftop garden structures within the setback area.

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.12	 USE  REGULATIONS	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.010	Restaurant or Tavern	D.R., Chapter 142 KZC	None	0'	0'	0'	100%	2 to 4 stories above each abutting right-of-way.	D	E	One per each 125 sq. ft. of gross floor area. See KZC 50.60.	1. Drive-in or drive-through facilities are prohibited.
.020	Any Retail Establishment, other than those specifically listed, limited or prohibited in this zone, selling goods or providing services, excluding banking and related financial services											1A - 45' above each abutting right-of-way. 1B - 55' above each abutting right-of-way.

Section 50.12

Zone
CBD-1

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS

Section 50.12	 USE  REGULATIONS	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.025	Banking and Related Financial Services (see spec reg. 2)	D.R., Chapter 142 KZC	None	0'	0'	0'	100%	2 to 4 stories above each abutting right-of-way. 1A - 45' above each abutting right-of-way 1B - 55' above each abutting right-of-way	D	E	One per each 350 sq. ft. of gross floor area. See KZC 50.60.	1. Drive-through facilities are permitted as an accessory use if: <ol style="list-style-type: none"> The drive-through facility existed prior to January 1, 2004, OR the drive-through facility will replace a drive-through facility which existed on January 1, 2004, and which drive-through facility: <ol style="list-style-type: none"> Was demolished to allow redevelopment of the site on which the primary use was located; and Will serve the same business served by the replaced facility, even if that business moves to a new location; and Does not result in a net increase in the number of drive-through lanes serving the primary use; and The Public Works Department determines that vehicle stacking will not impede pedestrian or vehicular movement within the right-of-way, and that the facility will not impede vehicle or pedestrian visibility as vehicles enter the sidewalk zone; and The vehicular access lanes will not be located between the street and the buildings and the configuration of the facility and lanes is generally perpendicular to the street; and Any replacement drive-through facility is reviewed and approved pursuant to Chapter 142 KZC for compliance with the following criteria: <ol style="list-style-type: none"> The design of the vehicular access for any new drive-through facility is compatible with pedestrian walkways and parking access. Disruption of pedestrian travel and continuity of pedestrian-oriented retail is limited by minimizing the width of the facility and associated curb-cuts.

2. Unless this use existed on the subject property prior to January 1, 2004, this use may not be located within the 30' depth (established by General Regulation #3 on the street level floor of a building fronting on Park Lane or Lake Street.

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.12	USE  REGULATIONS 	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.030	Hotel or Motel See General Regulation #3	D.R., Chapter 142 KZC	None	0'	0'	0'	100%	2 to 5 stories above each abutting right-of-way.	D	E	One for each room. See Spec. Reg. 2 and KZC 50.60.	1. The following uses are not permitted in this zone: a. Vehicle service stations. b. Vehicle and/or boat sale, repair, service or rental. c. Drive-in facilities and drive-through facilities. 2. The parking requirement for hotel or motel use does not include parking requirements for ancillary meetings and convention facilities. Additional parking requirements for ancillary uses shall be determined on a case-by-case basis.
.040	Entertainment, Cultural and/or Recreational Facility							2 to 4 stories above each abutting right-of-way.			See KZC 50.60 and 105.25.	

1A - 45'
above each abutting right-of-way
1B - 55'
above each abutting right-of-way

Section 50.12

Zone
CBD-1

USE ZONE CHART

Section 50.12	USE REGULATIONS	DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS											
		Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)		
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure	
			Front	Side	Rear								
.060	Private Club or Lodge	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2 to 4 stories above each abutting right-of-way.	D	B	See KZC 50.60 and 105.25.	<ol style="list-style-type: none"> 1. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. 2. Ancillary assembly and manufacture of goods on premises may be permitted as part of an office use if: <ol style="list-style-type: none"> a. The ancillary assembled or manufactured goods are subordinate to and dependent on this office use; and b. The outward appearance and impacts of this office use with ancillary assembly and manufacturing activities must be no different from other office uses. 2. 3. The following regulations apply to veterinary offices only: <ol style="list-style-type: none"> a. May only treat small animals on the subject property. b. Outside runs and other outside facilities for the animals are not permitted. c. Site must be designed so that noise from this use will not be audible off the subject property. A certification to this effect signed by an Acoustical Engineer, must be submitted with the D.R. and building permit applications. d. A veterinary office is not permitted if the subject property contains dwelling units. 	
.070	Office Use							D					One per each 350 sq. ft. of gross floor area. See KZC 50.60.
.080	Stacked or Attached Dwelling Units							A					1.7 per unit. See KZC 50.60.
.090	School, Day-Care Center or Mini School or Day-Care Center	B	See KZC 50.60 and 105.25.										

See General Regulation #3

See General Regulation #3

1A - 45' above each abutting right-of-way
1B - 55' above each abutting right-of-way

See General Regulation #3

Section 50.12	USE REGULATIONS	DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS										
		Required Review Process	Lot Size	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)
				REQUIRED YARDS (See Ch. 115)			Lot Coverage	Height of Structure				
			Front	Side	Rear							
.100	Assisted Living Facility See Special Regulation 3. <div style="border: 1px solid blue; padding: 2px; width: fit-content;">See General Regulation #3</div>	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2 to 5 stories above each abutting right-of-way. <div style="border: 1px solid blue; padding: 2px; width: fit-content; margin-top: 5px;">1A - 45' above each abutting right-of-way 1B - 55' above each abutting right-of-way</div>	D	A	1.7 per independent unit. 1 per assisted living unit. See KZC 50.60.	1. A facility that provides both independent dwelling units and assisted living units shall be processed as an assisted living facility. 2. A nursing home use may be permitted as part of an assisted living facility use in order to provide a continuum of care for residents. If a nursing home use is included, the following parking standard shall apply to the nursing home portion of the facility: a. One parking stall shall be provided for each bed. 3. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension.
.110	Public Utility, Government Facility, or Community Facility <div style="border: 1px solid blue; padding: 2px; width: fit-content;">See General Regulation #3</div>						2 to 4 stories above each abutting right-of-way. <div style="border: 1px solid blue; padding: 2px; width: fit-content; margin-top: 5px;">See General Regulation #3</div>	D See Special Reg. 1.	B	See KZC 50.60 and 105.25.	1. Landscape Category B or C may be required depending on the type of use on the subject property and the impacts associated with the use on nearby uses.	
.120	Public Park <div style="border: 1px solid blue; padding: 2px; width: fit-content;">See General Regulation #3</div>	Development standards will be determined on a case-by-case basis. See Chapter 49 KZC for required review process.										

50.14 User Guide.

The charts in KZC [50.17](#) contain the basic zoning regulations that apply in the CBD 2 zones of the City. Use these charts by reading down the left hand column entitled Use. Once you locate the use in which you are interested, read across to find the regulations that apply to that use.

	<p>Section 50.15 – GENERAL REGULATIONS The following regulations apply to all uses in this zone unless otherwise noted:</p>
	<p>1. Refer to Chapter 1 KZC to determine what other provisions of this code may apply to the subject property.</p>
	<p>2. See KZC 50.20 for regulations regarding bulkheads and land surface modification.</p>
	<p>3. Along Lake Street South, north of Kirkland Avenue, buildings exceeding one story above Lake Street South shall demonstrate compliance with the Design Regulations of Chapter 92 KZC and all provisions of the Downtown Plan. Through Design Review (D.R.) the City shall find that any allowance for additional height is clearly outweighed by identified public benefits such as through-block public pedestrian access or through-block view corridors (does not apply to Public Access Pier or Boardwalk and Moorage Facility for One or Two Boats uses).</p>
	<p>4. In no case shall the height exceptions identified in KZC 50.62 and 115.60(2)(d) result in a structure which exceeds 28 feet above the abutting right-of-way (does not apply to Public Access Pier or Boardwalk, Moorage Facility for One or Two Boats uses and General Moorage Facility Uses).</p>
	<p>5. South of Second Avenue South, maximum height of structure is three stories above Lake Street South as measured at the midpoint of the frontage of the subject property on Lake Street South. Buildings exceeding two stories shall demonstrate compliance with the design regulations of Chapter 92 KZC and all provisions of the Downtown Plan (does not apply to Public Access Pier or Boardwalk and Moorage Facility for One or Two Boats uses).</p>
	<p>6. For purposes of measuring building height, if the subject property abuts more than one right-of-way, the applicant may choose which right-of-way shall be used to measure the allowed height of structure (does not apply to Public Access Pier or Boardwalk, Moorage Facility for One or Two Boats, and General Moorage Facility uses).</p>
	<p>7. May not use land waterward of the high waterline to determine lot size or to calculate allowable density.</p>
<p>8. Development in this zone may also be regulated under the City's Shoreline Master Program; consult that document.</p>	

[link to Section 50.17 table](#)

41'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS													
Section 50.17	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)		
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure	
				Front	Side	Rear							
.010	A Retail Establishment, other than those specifically listed, limited, or prohibited in this zone, selling goods or providing services, including banking and related financial services	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2 stories above the abutting right-of-way measured at the midpoint of the frontage of the subject property on each right-of-way.	D	E	One per each 350 sq. ft. of gross floor area. See KZC 50.60. 1. The following provisions, which supersede any conflicting provisions of this Chapter, apply only if the subject property abuts or includes a portion of Lake Washington: a. A high waterline yard equal in depth to the greater of 15 feet or 15 percent of the average parcel depth is hereby established on the subject property. b. Balconies that are at least 15 feet above finished grade may extend up to four feet into the high waterline yard. c. No structure, other than moorage structures, may be waterward of the high waterline. For regulation regarding moorages, see the moorage listings in this zone. d. Must provide public pedestrian access from an adjoining right-of-way to and along the entire waterfront of the subject property within the high waterline yard. In addition, the City may require that part or all of the high waterline yard be developed as a public use area. The City shall require signs designating public pedestrian access and public use areas. 2. The following uses are not permitted in this zone: a. Vehicle service stations. b. The sale, service and/or rental of motor vehicles, sailboats, motor boats, and recreational trailers; provided, that motorcycle sales, service, or rental is permitted if conducted indoors. c. Drive-in facilities and drive-through facilities. 3. Ancillary assembly and manufacture of goods on the premises of this use are permitted only if: a. The assembled or manufactured goods are directly related to and dependent upon this use, and are available for purchase and removal from the premises. b. The outward appearance and impacts of this use with ancillary assembly or manufacturing activities must be no different from other retail uses. 4. The parking requirement for hotel or motel use does not include parking requirements for ancillary meetings and convention facilities. Additional parking requirements for ancillary uses shall be determined on a case-by-case basis.		
	.020											Entertainment, Cultural and/or Recreational Facility	See KZC 50.60 and 105.25.
	.030											Hotel or Motel	One for each room. See Special Regulation 4 and KZC 50.60.
	.040											Restaurant or Tavern	One per each 125 sq. ft. of gross floor area. See KZC 50.60.

Section 50.17

Zone
CBD-2

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS													
Section 50.17	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Lot Coverage	Height of Structure	Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)
			Lot Size	REQUIRED YARDS (See Ch. 115)									
				Front	Side	Rear							
.050	School, Day-Care Center, or Mini School or Day-Care Center	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2-stories above the abutting right-of-way measured at the midpoint of the frontage of the subject property on each right-of-way.	D	B	See KZC 50.60 and 105.25.	<ol style="list-style-type: none"> The following provisions, which supersede any conflicting provisions of this Chapter, apply only if the subject property abuts or includes a portion of Lake Washington: <ol style="list-style-type: none"> A high waterline yard equal in depth to the greater of 15 feet or 15 percent of the average parcel depth is hereby established on the subject property. Balconies that are at least 15 feet above finished grade may extend up to four feet into the high waterline yard. No structure, other than moorage structures, may be waterward of the high waterline. For regulations regarding moorages, see the moorage listings in this zone. A six-foot-high fence is required along all property lines adjacent to outside play areas. Structured play areas must be setback from all property lines by at least five feet. Hours of operation may be limited by the City to reduce impacts on nearby residential uses. An on-site passenger loading area may be required depending on the number of attendees and the extent of the abutting right-of-way improvements. These uses are subject to the requirements established by the Department of Social and Health Services (WAC Title 388). 	

28'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.17	USE  REGULATIONS 	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.060	Assisted Living Facility See Special Regulation 4.	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2-stories above the abutting right-of-way measured at the midpoint of the frontage of the subject property on each right-of-way.	D	A	1.7 per independent unit. 1 per assisted living unit. See KZC 50.60.	<ol style="list-style-type: none"> A facility that provides both independent dwelling units and assisted living units shall be processed as an assisted living facility. A nursing home use may be permitted as part of an assisted living facility use in order to provide a continuum of care for residents. If a nursing home use is included, the following parking standard shall apply to the nursing home portion of the facility: <ol style="list-style-type: none"> One parking stall shall be provided for each bed. The following provisions, which supersede any conflicting provisions of this Chapter, apply only if the subject property abuts or includes a portion of Lake Washington: <ol style="list-style-type: none"> A high waterline yard equal in depth to the greater of 15 feet or 15 percent of the average parcel depth is hereby established on the subject property. Balconies that are at least 15 feet above finished grade may extend up to four feet into the high waterline yard. No structure, other than moorage structures, may be waterward of the high waterline. For regulations regarding moorages, see the moorage listings in this zone. Must provide public pedestrian access from an adjoining right-of-way to and along the entire waterfront of the subject property within the high waterline yard. In addition, the City may require that part or all of the high waterline yard be developed as a public use area. The City shall require signs designating public pedestrian access and public use areas. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension.

28'

Section 50.17

Zone
CBD-2

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.17	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.070	Private Club or Lodge	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2-stories above the abutting right-of-way measured at the midpoint of the frontage of the subject property on each right-of-way.	D	B	See KZC 50.60 and 105.25.	<ol style="list-style-type: none"> The following provisions, which supersede any conflicting provisions of this Chapter, apply only if the subject property abuts or includes a portion of Lake Washington: <ol style="list-style-type: none"> A high waterline yard equal in depth to the greater of 15 feet or 15 percent of the average parcel depth is hereby established on the subject property. Balconies that are at least 15 feet above finished grade may extend up to four feet into the high waterline yard. No structure, other than moorage structures, may be waterward of the high waterline. For regulations regarding moorages, see the moorage listings in this Zone. Must provide public pedestrian access from an adjoining right-of-way to and along the entire waterfront of the subject property within the high waterline yard. In addition, the City may require that part or all of the high waterline yard be developed as a public use area. The City shall require signs designating public pedestrian access and public use areas. Ancillary assembly and manufacture of goods on premises may be permitted as part of an office use if: <ol style="list-style-type: none"> The ancillary assembled or manufactured goods are subordinate to and dependent on this office use; and The outward appearance and impacts of this office use with ancillary assembly and manufacturing activities must be no different from other office uses. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. Veterinary offices are not permitted in this zone.
.080	Office Use									D	One per 350 sq. ft. of gross floor area. See KZC 50.60.	

28'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.17		Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.090	Stacked or Attached Dwelling Units	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2-stories above the abutting right-of-way measured at the midpoint of the frontage of the subject property on each right-of-way.	D	A	1.7 per unit. See KZC 50.60.	<ol style="list-style-type: none"> The following provisions, which supersede any conflicting provisions of this Chapter, apply only if the subject property abuts or includes a portion of Lake Washington: <ol style="list-style-type: none"> A high waterline yard equal in depth to the greater of 15 ft. or 15 percent of the average parcel depth is hereby established on the subject property. Balconies that are at least 15 feet above finished grade may extend up to four feet into the high waterline yard. No structure, other than moorage structures, may be waterward of the high waterline. For regulations regarding moorages, see the moorage listings in this Zone. Must provide public pedestrian access from an adjoining right-of-way to and along the entire waterfront of the subject property within the high waterline yard. In addition, the City may require that part or all of the high waterline yard be developed as a public use area. The City shall require signs designating public pedestrian access and public use areas. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension.
.100	Public Access Pier or Boardwalk		Landward of the high waterline 0' 0' 0'	Waterward of the high waterline 0' 10' 0'	See Special Regulation 8.	--	Pier decks may not be more than 24 feet above mean sea level. Diving boards and similar features may not be more than 3 feet above the deck.	--	See Spec. Reg. 7.	--	<ol style="list-style-type: none"> No accessory uses, buildings, or activities may be permitted as part of this use. If a structure will extend waterward of the Inner Harbor Line, the applicant must obtain a lease from the Washington State Department of Natural Resources prior to proposing this use. May not treat structures with creosote, oil base, or toxic substances. Must provide at least one covered and secured waste receptacle. All utility lines must be below the pier deck and, where feasible, underground. Piers must be adequately lit; the source of the light must not be visible from off the subject property. The pier or boardwalk must display the street address of the subject property. The address must be oriented to and visible from the lake with letters and numbers at least four inches high. The side property line yards may be reduced for over water public access piers or boardwalks which connect with waterfront public access on adjacent property. 	

28'

Section 50.17

Zone
CBD-2

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS

Section 50.17	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.110	Moorage Facility for One or Two Boats	D.R., Chapter 142 KZC.	None	Landward of the high waterline 0' 0' 0'	Waterward of the high waterline 0' 10' 0'	See Special Regulation 5.	100%	Pier decks may not be more than 24 feet above mean sea level. Diving boards and similar features may not be more than 3 feet above the deck.	--	See Spec. Reg. 9.	See KZC 50.60 and 105.25.	<ol style="list-style-type: none"> No accessory use, buildings, or activities are permitted as part of this use. Various accessory components are permitted as part of a General Moorage Facility. See that listing in this zone. Moorage structures may not extend waterward beyond a point 150 feet from the high waterline. In addition, piers and docks may not be wider than is reasonably necessary to provide safe access to the boats, but not more than eight feet in width. If moorage structures will extend waterward of the Inner Harbor Line, the applicant must obtain a lease from the Washington State Department of Natural Resources prior to proposing this use. May not treat structures with creosote, oil-based, or toxic substances. Moorage structures may not be closer than 25 feet to another moorage structure not on the subject property. Must provide at least one covered and secured waste receptacle. All utility lines must be below the pier deck and, where feasible, underground. Piers must be adequately lit; the source of the light must not be visible from off the subject property. Moorage structures must display the street address of the subject property. The address must be oriented to and visible from the lake, with letters and numbers at least four inches high. Covered moorage is not permitted. A high waterline yard equal in depth to the greater of 15 feet or 15 percent of the average parcel depth is hereby established on the subject property. No structure other than moorage structures may be within the high waterline yard.

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.17	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.120	General Moorage Facility	Process IIA, Chapter 150 KZC, and D.R., Chapter 142 KZC.	None, but must have at least 100 ft. of frontage on Lake Washington.	0'	0'	0'	100%	Landward of the high waterline, 2 stories above average building elevation. Waterward of the high waterline, pier decks may not be more than 24 feet above mean sea level. Diving boards and similar features may not be more than 3 feet above the deck.	See Spec. Reg. 5.	B See Spec. Reg. 14.	See KZC 50.60 and 105.25.	<ol style="list-style-type: none"> The City will determine the maximum allowable number of moorages based on the following factors: <ol style="list-style-type: none"> The topography of the area. The ability of the land waterward of the high waterline to support the moorages. The nature of nearby uses. The potential for traffic congestion. The effect on existing habitats. Moorage structures may not be larger than is reasonably necessary to provide safe and reasonable moorage for the boats to be moored. The City will specifically review the size and configuration of moorage structures to insure that: <ol style="list-style-type: none"> The moorage structures do not extend waterward of the point necessary to provide reasonable draft for the boats to be moored, but not beyond the Outer Harbor Line. The moorage structures are not larger than is necessary to moor the specified number of boats. The moorage structures will not interfere with the public use and enjoyment of the water or create a hazard to navigation. The following accessory components are allowed if approved through Process IIB, Chapter 152 KZC: <ol style="list-style-type: none"> Gas and oil sale for boats, if: <ol style="list-style-type: none"> Storage tanks are underground and on dry land; and The use has facilities to contain and clean up oil and gas spills. An over-water shed, which is no more than 50 square feet and not more than 10 feet high as measured from the deck, accessory to oil and gas sale for boats. Boat and motor sales and leasing. Boat or motor repair and service if: <ol style="list-style-type: none"> This activity is conducted on dry land and either totally within a building or totally sight screened from the adjoining property and the right-of-way; and All dry land motor testing is conducted within a building. Meeting and special events rooms. Must provide public pedestrian access from an adjoining right-of-way to and along the entire waterfront of the subject property within the high waterline yard. In addition, the City may require that part or all of the high waterline yard be developed as a public use area. The City shall require signs designating public pedestrian access and public use areas. The City may require the applicant to install a buffer between the subject property and adjoining property. The City will use the requirements of Chapter 95 as a guide for requiring a buffer.

28'

REGULATIONS CONTINUED ON NEXT PAGE

Section 50.17

Zone
CBD-2

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.17	USE REGULATIONS 	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.120	General Moorage Facility (continued)										6. At least one pump-out facility shall be provided for use by the general public. This facility must be easily accessible to the general public and clearly marked for public use. 7. Must provide public restrooms unless moorage is available only for the residents of dwelling units on the subject property. 8. If moorage structures will extend waterward of the Inner Harbor Line, the applicant must obtain a lease from the Washington State Department of Natural Resources prior to proposing this use. 9. May not treat moorage structures with creosote, oil-based, or toxic substances. 10. No moorage structure may be within: a. 100 feet of a public park; b. 50 feet of any abutting lot that contains a detached dwelling unit; and c. 25 feet of another moorage structure not on the subject property. 11. Must provide at least two covered and secured waste receptacles. 12. All utility lines must be below the pier decks and, where feasible, underground. 13. Piers must be adequately lit; the source of the light must not be visible from off the subject property. 14. Moorage structures must display the street address of the subject property. The address must be oriented to and visible from the lake, with letters and numbers at least four inches high. 15. Covered moorage is not permitted. Aircraft moorage is not permitted. 16. A high waterline yard equal in depth to the greater of 15 feet or 15 percent of the average parcel depth is hereby established on the subject property. No structure other than moorage structures may be within the high waterline yard. 17. Balconies that are at least 15 feet above finished grade may extend up to four feet into the high waterline yard. 18. No structures, other than moorage structures, may be waterward of the high waterline.	

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.17	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.130	Public Utility	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	2-stories above the abutting right-of-way measured at the midpoint of the frontage of the subject property on each right-of-way.	D	B	See KZC 50.60 and 105.25.	1. May be permitted only if locating this use in the immediate area of subject property is necessary to permit efficient service to the area or the City as a whole. 2. No structures, other than moorage structures, may be waterward at the high water-line. For regulations regarding moorages, see the moorage listings in this zone.
.140	Government Facility											
.150	Community Facility											
.160	Public Park	Development standards will be determined on a case-by-case basis. See Chapter 49 KZC for required review process.										

28'

50.24 User Guide.

The charts in KZC [50.27](#) contain the basic zoning regulations that apply in the CBD 3 zones of the City. Use these charts by reading down the left hand column entitled Use. Once you locate the use in which you are interested, read across to find the regulations that apply to that use.

	<p>Section 50.25 – GENERAL REGULATIONS</p> <p>The following regulations apply to all uses in this zone unless otherwise noted:</p>
	<p>1. Refer to Chapter 1 KZC to determine what other provisions of this code may apply to the subject property.</p>
	<p>2. No portion of a structure within 100 feet of the southerly boundary of 2nd Avenue South abutting Planned Area 6C may exceed 25 feet above average building elevation (does not apply to Detached Dwelling Unit uses).</p>
	<p>3. Site and building design must include installation of pedestrian linkages consistent with the major pedestrian routes in the Downtown Plan chapter of the Comprehensive Plan (does not apply to Detached Dwelling Unit uses).</p>

[link to Section 50.27 table](#)

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS													
Section 50.27	USE ⇩ REGULATIONS ⇩	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)		
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure	
				Front	Side	Rear							
.010	Entertainment, Cultural, and/or Recreational Facility	D.R., Chapter 142 KZC.	None	20' See Spec. Reg. 4.	0'	0'	80% See Spec. Reg. 4.	3 stories above average building elevation.	D See Spec. Reg. 3.	E	See KZC 105.25.	<ol style="list-style-type: none"> 1. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. 2. The parking requirement for hotel or motel use does not include parking requirements for ancillary meetings and convention facilities. Additional parking requirements for ancillary uses shall be determined on a case-by-case basis. 3. Landscape Category B is required if the subject property is adjacent to Planned Areas 6C, 6D, or 6J. 4. The required front yard for this use shall be zero feet for one story at street level. No parking may encroach into the required 20-foot front yard. If this use provides a zero-foot front yard, the lot coverage for the entire property shall be 100 percent. 	
.020	Hotel or Motel												One for each room. See Spec. Reg. 2.
.030	Restaurant or Tavern												

41'

Section 50.27

Zone
CBD-3

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS

Section 50.27	USE ↓ REGULATIONS ↑	Required Review Process	Lot Size	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)
				REQUIRED YARDS (See Ch. 115)			Lot Coverage	Height of Structure				
				Front	Side	Rear						
.040	Any Retail Establishment, other than those specifically listed, limited, or prohibited in this zone, selling goods or providing services including banking and related financial services	D.R., Chapter 142 KZC.	None	20' See Spec. Reg. 5.	0'	0'	80% See Spec. Reg. 5.	3-stories above average building elevation.	D See Spec. Reg. 4.	E	One per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> The following uses are not permitted in this zone: <ol style="list-style-type: none"> Vehicle service stations. The sale, service and/or rental of motor vehicles, sailboats, motor boats, and recreational trailers; provided, that motorcycle sales, service, or rental is permitted if conducted indoors. Drive-in facilities and drive-through facilities. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. Ancillary assembly and manufacture of goods on the premises of this use are permitted only if: <ol style="list-style-type: none"> The assembled or manufactured goods are directly related to and dependent upon this use, and are available for purchase and removal from the premises. The outward appearance and impacts of this use with ancillary assembly or manufacturing activities must be no different from other retail uses. Landscape Category B is required if the subject property is adjacent to Planned Areas 6C, 6D, or 6J. The required front yard for this use shall be zero feet for one story at street level. No parking may encroach into the required 20-foot front yard. If this use provides a zero-foot front yard, the lot coverage for the entire property shall be 100 percent.

41'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.27	USE ⇓ REGULATIONS ⇓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.050	Private Lodge or Club See Spec. Reg. 3.	D.R., Chapter 142 KZC.	None	20' See Spec. Reg. 4.	0'	0'	80%	3 stories above average building elevation.	D See Spec. Reg. 2.	B	See KZC 105.25.	<ol style="list-style-type: none"> 1. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. 2. Landscape Category C is required if the subject property is adjacent to Planned Areas 6C, 6D, or 6J. 3. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. This special regulation shall not apply along portions of State Street and Second Avenue South not designated as pedestrian-oriented streets. 4. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.

41'

Section 50.27

Zone
CBD-3

USE ZONE CHART

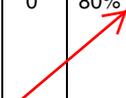
DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS

Section 50.27	USE ⇩	REGULATIONS ⇩	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
				Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
					Front	Side	Rear						
.060	Office Use See Spec. Reg. 5.	D.R., Chapter 142 KZC.	None	20' See Spec. Reg. 6.	0'	0'	80%	3 stories above average building elevation.	D See Spec. Reg. 4.	D	One per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. The following regulations apply to veterinary offices only: <ol style="list-style-type: none"> May only treat small animals on the subject property. Outside runs and other outside facilities for the animals are not permitted. Site must be designed so that noise from this use will not be audible off the subject property. A certification to this effect, signed by an Acoustical Engineer, must be submitted with the D.R. and building permit applications. A veterinary office is not permitted if the subject property contains dwelling units. Ancillary assembly and manufacture of goods on the premises of this use are permitted only if: <ol style="list-style-type: none"> The assembled or manufactured goods are directly related to and dependent upon this use, and are available for purchase and removal from the premises. The outward appearance and impacts of this use with ancillary assembly or manufacturing activities must be no different from other retail uses. Landscape Category C is required if the subject property is adjacent to Planned Areas 6C, 6D, or 6J. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. This special regulation shall not apply along portions of State Street and Second Avenue South not designated as pedestrian-oriented streets. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure. 	

41'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS													
Section 50.27	USE ⇩	REGULATIONS ⇩	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
				Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
					Front	Side	Rear						
.070	Stacked or Attached Dwelling Units See Spec. Reg. 1.	D.R., Chapter 142 KZC.	None	20' See Spec. Reg. 2.	0'	0'	80%	3 stories above average building elevation.	D	A	1.7 per unit.	<ol style="list-style-type: none"> This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. This special regulation shall not apply along portions of State Street and Second Avenue South not designated as pedestrian-oriented streets. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure. 	
.080	Detached Dwelling Units	None	3,000 sq. ft.	20'	5'	10'	70%	If adjoining a low density zone, then 25' above average building elevation. Otherwise, 30' above average building elevation.	D	A	2.0 per unit.	<ol style="list-style-type: none"> For this use, only one dwelling unit may be on each lot regardless of size. This use may only be located west of State Street. Chapter 115 KZC contains regulations regarding home occupations and other accessory uses, facilities, and activities associated with this use. 	

41'



Section 50.27

Zone
CBD-3

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS

Section 50.27	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.090	Church	D.R., Chapter 142 KZC.	None	20' See Spec. Reg. 4.	0'	0'	80%	3 stories above average building elevation.	D See Spec. Reg. 3.	B	One per every four people based on maximum occupancy of any area of worship. See Spec. Reg. 2.	<ol style="list-style-type: none"> 1. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. 2. No parking is required for day-care or school ancillary to the use. 3. Landscape Category C is required if the subject property is adjacent to Planned Areas 6C, 6D, or 6J. 4. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.
.100	School, Day-Care Center, or Mini-School or Day-Care Center			20' See Spec. Reg. 7.					D		See KZC 105.25.	<ol style="list-style-type: none"> 1. A six-foot-high fence is required along all property lines adjacent to outside play areas. 2. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. 3. Structured play areas must be setback from all property lines by at least five feet. 4. Hours of operation may be limited by the City to reduce impacts on nearby residential uses. 5. An on-site passenger loading area may be required depending on the number of attendees and the extent of the abutting right-of-way improvements. 6. These uses are subject to the requirements established by the Department of Social and Health Services (WAC Title 388). 7. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.

41'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.27	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.110	Assisted Living Facility See Special Regulation 3.	D.R., Chapter 142 KZC.	None	20'	0'	0'	80%	3 stories above average building elevation.	D	A	1.7 per independent unit. 1 per assisted living unit.	<ol style="list-style-type: none"> 1. A facility that provides both independent dwelling units and assisted living units shall be processed as an assisted living facility. 2. A nursing home use may be permitted as part of an assisted living facility use in order to provide a continuum of care for residents. If a nursing home use is included, the following parking standard shall apply to the nursing home portion of the facility: <ol style="list-style-type: none"> a. One parking stall shall be provided for each bed. 3. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. This special regulation shall not apply along portions of State Street and Second Avenue South not designated as pedestrian-oriented streets. 4. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.
.120	Public Utility			20' See Spec. Reg. 3.					C See Special Reg. 1.			<ol style="list-style-type: none"> 1. Landscape Category A or B may be required depending on the type of use on the subject property and the impacts associated with the use on nearby uses. 2. Landscape Category C is required if the subject property is adjacent to Planned Areas 6C, 6D, or 6J. 3. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.
.130	Government Facility or Community Facility								D See Special Regs. 1 and 2.			
.140	Public Park	Development standards will be determined on a case-by-case basis. See Chapter 49 KZC for required review process.										

41'

50.29 User Guide.

The charts in KZC [50.32](#) contain the basic zoning regulations that apply in the CBD 4 zones of the City. Use these charts by reading down the left hand column entitled Use. Once you locate the use in which you are interested, read across to find the regulations that apply to that use.

	<p>Section 50.30 – GENERAL REGULATIONS</p> <p>The following regulations apply to all uses in this zone unless otherwise noted:</p>
	<p>1. Refer to Chapter 1 KZC to determine what other provisions of this code may apply to the subject property.</p>
	<p>2. Structures east of Second Street South shall be set back 10 feet from Second Avenue South (does not apply to Detached Dwelling Unit and Public Park uses).</p>
	<p>3. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure (does not apply to Public Park uses).</p>
	<p>4. Maximum height of structure is 55.4 feet above average building elevation west of Second Street South, including any adjacent structure in CBD-1 west of 2nd Street South developed with a structure in this zone.</p>
	<p>5. No portion of a structure within 100 feet of the southerly boundary of Second Avenue South abutting Planned Area 6C shall exceed 35 feet. No portion of a structure within 40 feet of First Avenue South shall exceed 3 stories (does not apply to Detached Dwelling Unit uses).</p>
	<p>6. Development shall not isolate any existing detached dwelling unit in this zone (does not apply to Detached Dwelling Unit and Public Park uses).</p>

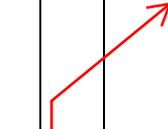
[link to Section 50.32 table](#)

41'



DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.32	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.010	Restaurant or Tavern	D.R., Chapter 142 KZC.	None	0'	0'	0'	100%	4 stories above average building elevation or existing grade.	D See Spec. Reg. 3.	E	One per each 125 sq. ft. of gross floor area.	<ol style="list-style-type: none"> No aspect or component of this use, including open dining areas, may be oriented towards Second Avenue South. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. Landscape Category B is required if subject property is adjacent to Planned Area 6C. Drive-in or drive-through facilities are prohibited.
.020	Entertainment, Cultural or Recreational Facility								D See Spec. Reg. 4.		See KZC 50.60 and 105.25.	<ol style="list-style-type: none"> No aspect or component of this use, including hotel/motel rooms and open dining areas, may be oriented toward Second Avenue South. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. The parking requirement for hotel or motel use does not include parking requirements for ancillary meetings and convention facilities. Additional parking requirements for ancillary uses shall be determined on a case-by-case basis. Landscape Category B is required if subject property is adjacent to Planned Area 6C.
.030	Hotel or Motel										One for each room. See Spec. Reg. 3.	<ol style="list-style-type: none"> The parking requirement for hotel or motel use does not include parking requirements for ancillary meetings and convention facilities. Additional parking requirements for ancillary uses shall be determined on a case-by-case basis. Landscape Category B is required if subject property is adjacent to Planned Area 6C.
.040	Any Retail Establishment, other than those specifically listed, limited, or prohibited in this zone, selling goods or providing services including banking and related financial services.										One per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> The following uses are not permitted in this zone: <ol style="list-style-type: none"> Vehicle service stations. The sale, service and/or rental of motor vehicles, sailboats, motor boats, and recreational trailers; provided, that motorcycle sales, service, or rental is permitted if conducted indoors. Drive-in facilities and drive-through facilities. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. Ancillary assembly and manufacture of goods on the premises of this use are permitted only if: <ol style="list-style-type: none"> The assembled or manufactured goods are directly related to and dependent upon this use and are available for purchase and removal from the premises. The outward appearance and impacts of this use with ancillary assembly or manufacturing activities must be no different from other retail uses. Landscape Category B is required if subject property is adjacent to Planned Area 6C.

54'



Section 50.32

Zone
CBD-4

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS

Section 50.32	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.050	Private Lodge or Club	D.R., Chapter 142 KZC.	None	10'	0'	0'	100%	4 stories above average building elevation or existing grade.	D See Spec. Reg. 2.	B	See KZC 105.25.	<ol style="list-style-type: none"> Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. Landscape Category C is required if subject property is adjacent to Planned Area 6C.
.060	Office Use								D See Spec. Reg. 4.	D	One per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> The following regulations apply to veterinary offices only: <ol style="list-style-type: none"> May only treat small animals on the subject property. Outside runs and other outside facilities for the animals are not permitted. Site must be designed so that noise from this use will not be audible off the subject property. A certification to this effect, signed by an Acoustical Engineer, must be submitted with the D.R. and building permit applications. A veterinary office is not permitted if the subject property contains dwelling units. Ancillary assembly and manufacture of goods on premises may be permitted as part of an office use if: <ol style="list-style-type: none"> The ancillary assembled or manufactured goods are subordinate to and dependent on this office use; and The outward appearance and impacts of this office use with ancillary assembly and manufacturing activities must be no different from other office uses. Primary vehicle access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. Landscape Category C is required if subject property is adjacent to Planned Area 6C.
.070	Church								D See Spec. Reg. 3.	B	One per every 4 people based on maximum occupancy load of any area of worship. See Spec. Reg. 2.	<ol style="list-style-type: none"> Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. No parking is required for daycare or school ancillary to the use. Landscape Category C is required if subject property is adjacent to Planned Area 6C.
.080	Stacked or Attached Dwelling Units								D See Spec. Reg. 1.	A	1.7 per unit.	<ol style="list-style-type: none"> Landscape Category C is required if subject property is adjacent to Planned Areas 6C.

54'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.32	USE ↓ REGULATIONS ↑	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.090	School, Day-Care or Mini-School or Day-Care Center	D.R., Chapter 142 KZC.	None	10'	0'	0'	100%	4 stories above average building elevation of existing grade.	D	B	See KZC 105.25.	<ol style="list-style-type: none"> 1. A six-foot-high fence is required along all property lines adjacent to outside play areas. 2. Primary vehicular access to the subject property may not be directly from Second Avenue South between Second Street South and State Street unless no other alternative exists. 3. Structured play areas must be setback from all property lines by at least five feet. 4. Hours of operation may be limited by the City to reduce impacts on nearby residential uses. 5. An on-site passenger loading area may be required depending on the number of attendees and the extent of the abutting right-of-way improvements. 6. These uses are subject to the requirements established by the Department of Social and Health Services (WAC Title 388).
.100	Assisted Living Facility								D See Spec. Reg. 3.	A	1.7 per independent unit. 1 per assisted living unit.	<ol style="list-style-type: none"> 1. A facility that provides both independent dwelling units and assisted living units shall be processed as an assisted living facility. 2. A nursing home use may be permitted as part of an assisted living facility use in order to provide a continuum of care for residents. If a nursing home use is included, the following parking standard shall apply to the nursing home portion of the facility: <ol style="list-style-type: none"> a. One parking stall shall be provided for each bed. 3. Landscape Category C is required if subject property is adjacent to Planned Area 6C.
.110	Detached Dwelling Units	None	3,600 sq. ft.	20'	5'	10'	60%	If adjoining a low density zone, then 25' above average building elevation. Otherwise, 30' above building elevation.	E	A	2.0 per unit.	<ol style="list-style-type: none"> 1. For this use, only one dwelling unit may be on each lot regardless of lot size. 2. Chapter 115 KZC contains regulations regarding home occupations and other accessory uses, facilities, and activities associated with this use.
.120	Public Utility, Government Facility, or Community Facility	D.R., Chapter 142 KZC.	None	10'	0'	0'	100%	4 stories above average building elevation of existing grade.	D See Spec. Reg. 1	B	See KZC 105.25.	<ol style="list-style-type: none"> 1. Landscape Category C is required if subject property is adjacent to Planned Area 6C. Landscape Category A or B may be required depending on the type of use on the subject property and impacts associated with the use on nearby uses.
.130	Public Park	Development standards will be determined on a case-by-case basis. See Chapter 49 KZC for required review process.										

54'

50.39 User Guide.

The charts in KZC [50.42](#) contain the basic zoning regulations that apply in the CBD 6 zones of the City. Use these charts by reading down the left hand column entitled Use. Once you locate the use in which you are interested, read across to find the regulations that apply to that use.

	<p>50.40 – GENERAL REGULATIONS</p> <p>The following regulations apply to all uses in this zone unless otherwise noted:</p>
	<p>1. Refer to Chapter 1 KZC to determine what other provisions of this Code may apply to the subject property.</p>
	<p>2. The entire zone must be physically integrated both in site and building design. In addition, the design and development of the subject property must provide pedestrian linkage through this zone and between Central Way and areas to the north of this zone, consistent with the major pedestrian routes in the Downtown Plan chapter of the Comprehensive Plan.</p>
	<p>3. The City may require that areas of the northeastern and southeastern portions of the subject property be developed with pedestrian scale amenities and landscaping to enhance the entryway into the Central Business District.</p>

[link to Section 50.42 table](#)

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.42	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.010	Restaurant or Tavern See Spec. Reg. 1.	D.R., Chapter 142 KZC.	None	20'	10'	10'	80%	4 stories above average building elevation.	D See Spec. Reg. 4.	E	One per each 125 sq. ft. of gross floor area.	<ol style="list-style-type: none"> These uses are only permitted south of Sixth Avenue. Subterranean parking for these uses may be located north of 6th Avenue; provided, that the parking structures are not visible from 7th Avenue or 5th Street north of 6th Avenue. Vehicular access for these uses and components of these uses, including subterranean parking must be on Central Way or Fifth or Sixth Streets south of Sixth Avenue. The applicant may be required to install traffic diverters or employ other mechanisms to direct nonresidential traffic associated with subject property away from areas north of Sixth Avenue. Access for drive-through facilities must be approved by the Public Works Department. Landscape Category C is required if the subject property is located adjacent to the RS 5.0, or Planned Areas 7B or 7C zones. The required front yard for this use shall be zero feet from Central Way for one or two stories. No parking may encroach into the required 20-foot front yard.

54'

Section 50.42

Zone
CBD-6

USE ZONE CHART

Section 50.42		DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS										
		Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
Front	Side	Rear		Lot Coverage	Height of Structure							
USE ↓ REGULATIONS →	.030	D.R., Chapter 142 KZC.	None	20'	10'	10'	80%	4 stories above average building elevation.	D See Spec. Reg. 6.	E	One per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> These uses are only permitted south of Sixth Avenue. Subterranean parking for these uses may be located north of 6th Avenue provided that the parking structures are not visible from 7th Avenue or 5th Street north of 6th Avenue. The sale, service and/or rental of motor vehicles, sailboats, motor boats, and recreational trailers is not permitted. Motorcycle sales, service, or rental is permitted if conducted indoors. Vehicular access for these uses and components of these uses, including subterranean parking, must be on Central Way or Fifth or Sixth Streets south of Sixth Avenue. The applicant may be required to install traffic diverters or employ other mechanisms to direct nonresidential traffic associated with subject property away from areas north of Sixth Avenue. Ancillary assembly and manufacture of goods on premises may be permitted as part of a retail establishment if: <ol style="list-style-type: none"> The assembled or manufactured goods are directly related to and dependent upon this use, and are available for purchase and removal from the premises. The outward appearance and impacts of this use with ancillary assembly or manufacturing activities must be no different from other retail uses. Access for drive-through facilities must be approved by the Public Works Department. Landscape Category C is required if the subject property is located adjacent to the RS 5.0, or Planned Areas 7B or 7C zones. The parking requirement for hotel or motel use does not include parking requirements for ancillary meetings and convention facilities. Additional parking requirements for ancillary uses shall be determined on a case-by-case basis. The required front yard for this use shall be zero feet from Central Way for one or two stories. No parking may encroach into the required 20-foot front yard.
	See Spec. Reg. 8.			54'								
	.040				Hotel or Motel. See Spec. Reg. 1.	One for each room. See Spec. Reg. 7.						
.050	Entertainment, Cultural and/or Recreational Facility. See Spec. Reg. 1.	See KZC 105.25.										

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Section 50.42

Zone
CBD-6

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.42	USE ↓ REGULATIONS →	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.060	Office Use See Special Regulation 1.	D.R., Chapter 142 KZC.	None	20'	10'	10'	80%	4-stories above average building elevation.	D See Spec. Reg. 5.	D	One per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> These uses are only permitted south of Sixth Avenue. Subterranean parking for these uses may be located north of 6th Avenue provided that the parking structures are not visible from 7th Avenue or 5th Street north of 6th Avenue. Veterinary offices are not permitted in this zone. Vehicular access for this uses and components of this use, including subterranean parking, must be on Central Way or Fifth or Sixth Streets south of Sixth Avenue. The applicant may be required to install traffic diverters or employ other mechanisms to direct nonresidential traffic associated with subject property away from areas north of Sixth Avenue. Ancillary assembly and manufacture of goods on premises may be permitted as part of an office use if: <ol style="list-style-type: none"> The ancillary assembled or manufactured goods are subordinate to and dependent upon this office use; and The outward appearance and impacts of this office use with ancillary assembly or manufacturing activities must be no different from other office uses. Landscape Category C is required if the subject property is located adjacent to the RS 5.0, or Planned Areas 7B or 7C zones. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.
.070	Private Club or Lodge See Special Regulation 1.			See Special Regulation 6.								

54'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.42	USE ↓ REGULATIONS ↑	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.080	Stacked, or Attached Dwelling Units See Special Regulation 1.	D.R., Chapter 142 KZC.	None	20'	10'	10'	80%	4-stories above average building elevation. See also Special Regulation 3.	D See Spec. Reg. 4.	A	1.7 per unit.	<ol style="list-style-type: none"> Along Central Way, this use is only permitted above the ground floor. For any portion of a structure on the subject property within 40 feet of Seventh Avenue or Fifth Street north of Sixth Avenue that does not exceed 30 feet in height above average building elevation, the minimum required side yards are five feet but two side yards must equal at least 15 feet. No portion of a structure on the subject property within 40 feet of Seventh Avenue may exceed 25 feet above the elevation of Seventh Avenue as measured from at the midpoint of the frontage of the subject property on Seventh Avenue. No portion of a structure on the subject property within 40 feet of Fifth Street north of Sixth Avenue may exceed 30 feet above the elevation of Fifth Street, as measured at the midpoint of the frontage of the subject property on Fifth Street. Landscape Category C is required if the subject property is located adjacent to the RS 5.0, or Planned Areas 7B or 7C zones. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure. Along Seventh Avenue, buildings shall be designed with predominantly sloped roof forms. Within 40 feet of Seventh Avenue, the maximum length of any facade is 50 feet and a minimum 50 percent of this area shall be open space.

54'



Section 50.42

Zone
CBD-6

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.42	USE ↓ REGULATIONS →	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.090	School, Day-care, or Mini-School or Day-care Center	D.R., Chapter 142 KZC.	None	20'	10'	10'	80%	4-stories above average building elevation. See also Special Regulation 2.	D See Spec. Reg. 3.	B	See KZC 105.25.	<ol style="list-style-type: none"> For any portion of a structure on the subject property within 40 feet of Seventh Avenue of Fifth Street north of Sixth Avenue that does not exceed 30 feet above average building elevation, the minimum required side yards are five feet but two side yards must equal at least 15 feet. No portion of a structure on the subject property within 40 feet of Seventh Avenue may exceed 25 feet above the elevation of Seventh Avenue as measured at the midpoint of the frontage of the subject property on Seventh Avenue. No portion of a structure on the subject property within 40 feet of Fifth Street north of Sixth Avenue may exceed 30 feet above the elevation of Fifth Street as measured at the midpoint of the frontage of the subject property on Fifth Street. Landscape Category C is required if the subject property is located adjacent to the RS 5.0, or Planned Areas 7B or 7C zones. A six-foot high fence is required along all property lines adjacent to outside play areas. Structured play areas must be setback from all property lines by at least five feet. Hours of operation may be limited by the City to reduce impacts on nearby residential uses. An on-site passenger loading area may be required depending on the number of attendees and the extent of the abutting right-of-way improvements. These uses are subject to the requirements established by the Department of Social and Health Services (WAC Title 388). Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.

54'

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.42	USE ↓ REGULATIONS ↑	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.100	Assisted Living Facility See Spec. Reg. 3.	D.R., Chapter 142 KZC.	None	20'	10'	10'	80%	4-stories above average building elevation. See Special Regulation 6.	D See Spec. Reg. 7.	A	1.7 per independent unit. 1 per assisted living unit.	<ol style="list-style-type: none"> 1. A facility that provides both independent dwelling units and assisted living units shall be processed as an assisted living facility. 2. A nursing home use may be permitted as part of an assisted living facility use in order to provide a continuum of care for residents. If a nursing home use is included, the following parking standard shall apply to the nursing home portion of the facility: <ol style="list-style-type: none"> a. One parking stall shall be provided for each bed. 3. Along Central Way, this use is only permitted above the ground floor. 4. For any portion of a structure on the subject property within 40 feet of Seventh Avenue or fifth Street north of Sixth Avenue that does not exceed 30 feet in height above average building elevation, the minimum required side yards are five feet but two side yards must equal at least 15 feet. 5. The development shall provide significant openness adjacent to Sixth Street. 6. No portion of a structure on the subject property within 40 feet of Seventh Avenue may exceed 25 feet above the elevation of Seventh Avenue as measured at the midpoint of the frontage of the subject property on Seventh Avenue. No portion of a structure on the subject property within 40 feet of Fifth Street north of Sixth Avenue may exceed 30 feet above the elevation of Fifth Street as measured at the midpoint of the frontage of the subject property on Fifth Street. 7. Landscape Category C is required if the subject property is located adjacent to the RS 5.0, or Planned Area 7B or 7C zones. 8. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure. 9. Along Seventh Avenue, buildings shall be designed with predominantly sloped roof forms. 10. Within 40 feet of Seventh Avenue, the maximum length of any facade is 50 feet and a minimum 50 percent of this area shall be open space.

54'

Section 50.42

Zone
CBD-6

USE ZONE CHART

Section 50.42		DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS										
		Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
USE ↓	REGULATIONS ↑		Front	Side	Rear							
.110	Church	D.R., Chapter 142 KZC.	None	20'	10'	10'	80%	4 stories above average building elevation. See also Special Regulation 2.	D See Spec. Reg. 3.	B	See KZC 105.25. See Special Regulation 5.	<ol style="list-style-type: none"> For any portion of a structure on the subject property within 40 feet of Seventh Avenue or Fifth Street north of Sixth Avenue that does not exceed 30 feet above average building elevation, the minimum required side yards are five feet, but two side yards must equal at least 15 feet. No portion of a structure on the subject property within 40 feet of Seventh Avenue may exceed 25 feet above the elevation of Seventh Avenue as measured at the midpoint of the frontage of the subject property on Seventh Avenue. No portion of a structure on the subject property within 40 feet of Fifth Street north of Sixth Avenue may exceed 30 feet above the elevation of Fifth Street as measured at the midpoint of the frontage of the subject property on Fifth Street. Landscape Category C is required if the subject property is located adjacent to the RS 5.0, or Planned Areas 7B or 7C zones. Landscape Category A or B may be required depending on the type of use on the subject property and the impacts associated with the use on nearby uses. No parking is required for daycare or school ancillary to the church use. Ground floor porches and similar entry features may encroach into the required front yard, provided the total horizontal dimensions of such elements may not exceed 25 percent of the length of the facade of the structure.
.120	Public Utility, Government Facility, or Community Facility											
.130	Public Park	Development standards will be determined on a case-by-case basis. See Chapter 49 KZC for required review process.										

54'

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50.44 User Guide.

The charts in KZC [50.47](#) contain the basic zoning regulations that apply in the CBD 7 zones of the City. Use these charts by reading down the left hand column entitled Use. Once you locate the use in which you are interested, read across to find the regulations that apply to that use.

	<p>Section 50.45 – GENERAL REGULATIONS</p> <p>The following regulations apply to all uses in this zone unless otherwise noted:</p>
	<p>1. Refer to Chapter 1 KZC to determine what other provisions of this code may apply to the subject property.</p>
	<p>2. Site design must include installation of pedestrian linkages between public sidewalks and building entrances and between walkways on the subject property and existing or planned walkways on abutting properties consistent with the major pedestrian routes in the Downtown Plan chapter of the Comprehensive Plan (does not apply to Public Utility, Government Facility or Community Facility and Public Park uses).</p>
	<p>3. No setback is required adjacent to Third Street (does not apply to Vehicle Service Station and Public Park uses).</p>

[link to Section 50.47 table](#)

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.47	USE ↓ REGULATIONS ↑	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.010	Vehicle Service Station	D.R., Chapter 142 KZC.	22,500 sq. ft. None	20'	15'	15'	80%	3 stories above average building elevation.	B See Spec. Reg. 3.	E	See KZC 105.25.	<ol style="list-style-type: none"> May not be more than two vehicle service stations at any intersection. Gas pump islands must be setback at least 20 feet from all property lines. Canopies and covers over gas pump islands may not be more than 10 feet to any property line. Outdoor parking and service areas may not be closer than 10 feet to any property line. See KZC 115.105, Outdoor Use, Activity, and Storage, for further regulations. Landscape Category A is required if the subject property is adjacent to Planned Area 7B.
.020	Restaurant or Tavern			20'	0'	0'	80%	See Spec. Reg. 2.	D See Spec. Reg. 1.		1 per each 125 sq. ft. of gross floor area.	<ol style="list-style-type: none"> Landscape Category B is required if the subject property is adjacent to Planned Area 7B, unless drive-in or drive-through facilities are present in which case Landscape Category A shall apply. The required front yard for this use shall be zero feet for one story at street level. No parking may encroach into the required 20-foot front yard. If this use provides a zero-foot front yard, the lot coverage for the entire property shall be 100 percent. For restaurants with drive-in or drive-through facilities: <ol style="list-style-type: none"> One outdoor waste receptacle shall be provided for every eight parking stalls. Access for drive-through facilities shall be approved by the Public Works Department. Drive-through facilities shall be designed so that vehicles will not block traffic in the right-of-way while waiting in line to be served.
.040	Entertainment, Cultural and/or Recreational Facility			20'	0'	0'	80%	See Spec. Reg. 3.	D See Spec. Reg. 2.		See KZC 105.25.	<ol style="list-style-type: none"> The parking requirement for hotel or motel use does not include parking requirements for ancillary meetings and convention facilities. Additional parking requirements for ancillary uses shall be determined on a case-by-case basis. Landscape Category B is required if the subject property is adjacent to Planned Area 7B. The required front yard for this use shall be zero feet for one story at street level. No parking may encroach into the required 20-foot front yard. If this use provides a zero-foot front yard, the lot coverage for the entire property shall be 100 percent.
.050	Hotel or Motel										One for each room. See Spec. Reg. 1.	

Section 50.47

Zone
CBD-7

USE ZONE CHART

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.47	USE ↓ REGULATIONS →	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.060	Any Retail Establishment, other than those listed, limited, or prohibited in this zone, selling goods or providing services, including banking and related financial services	D.R., Chapter 142 KZC.	None	20'	0'	0'	80% See Spec. Reg. 5.	3-stories above average building elevation.	D See Spec. Reg. 4.	E	1 per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> Access for drive-through facilities must be approved by the Public Works Department. Ancillary assembly and manufacture of goods on premises may be permitted only if: <ol style="list-style-type: none"> The assembled or manufactured goods are directly related to and dependent upon this use, and are available for purchase and removal from the premises. The outward appearance and impacts of this use with ancillary assembly or manufacturing activities must be no different from other retail uses. The sale, service and/or rental of motor vehicles, sailboats, motor boats, and recreational trailers is not permitted. Motorcycle sales, service, or rental is permitted if conducted indoors. Landscape Category B is required if the subject property is adjacent to Planned Area 7B. The required front yard for this use shall be zero feet for one story at street level. No parking may encroach into the required 20-foot front yard. If this use provides a zero-foot front yard, the lot coverage for the entire property shall be 100 percent.
.070	Private Lodge or Club See Spec. Reg. 3.			20'	0'	0'	80%		D See Spec. Reg. 2.	B	See KZC 105.25.	<ol style="list-style-type: none"> No parking is required for daycare or school ancillary to the use. Landscape Category C is required if the subject property is adjacent to Planned Area 7B. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension.
.080	Church See Spec. Reg. 3.										One per every four people based on maximum occupancy load of any area of worship. See Spec. Reg. 1.	

DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS												
Section 50.47	USE ↓ REGULATIONS ↓	Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
				Front	Side	Rear						
.090	Office Use See Spec. Reg. 4.	D.R., Chapter 142 KZC.	None	20'	0'	0'	80%	3-stories above average building elevation.	D See Spec. Reg. 3.	D	1 per each 350 sq. ft. of gross floor area.	<ol style="list-style-type: none"> Ancillary assembly and manufacture of goods on premises may be permitted as part of office use if: <ol style="list-style-type: none"> The ancillary assembled or manufactured goods are subordinate to and dependent upon this office use; and The outward appearance and impacts of this office use with ancillary assembly or manufacturing activities must be no different from other office uses. The following regulations apply to veterinary offices only: <ol style="list-style-type: none"> May only treat small animals on the subject property. Outside runs and other outside facilities for the animals are not permitted. Site must be designed so that noise from this use will not be audible off the subject property. A certification to this effect signed by an acoustical engineer must be submitted with the D.R. and building permit applications. A veterinary office is not permitted if the subject property contains dwelling units. Landscape Category C is required if the subject property is adjacent to Planned Area 7B. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension.
.100	School, Day-Care Center, or Mini-School or Day-Care Center See Spec. Reg. 6.								D	B	See KZC 105.25.	<ol style="list-style-type: none"> A six-foot-high fence is required along all property lines adjacent to outside play areas. Structured play areas must be setback from all property lines by at least five feet. Hours of operation may be limited by the City to reduce impacts on nearby residential uses. An on-site passenger loading area may be required depending on the number of attendees and the extent of the abutting right-of-way improvements. These uses are subject to the requirements established by the Department of Social and Health Services (WAC Title 388). This use may be located on the Central Way level of a building only if there is an intervening retail storefront between this use and the right-of-way.

Section 50.47

Zone
CBD-7

USE ZONE CHART

Section 50.47		DIRECTIONS: FIRST, read down to find use...THEN, across for REGULATIONS										
		Required Review Process	MINIMUMS			MAXIMUMS		Landscape Category (See Ch. 95)	Sign Category (See Ch. 100)	Required Parking Spaces (See Ch. 105)	Special Regulations (See also General Regulations)	
			Lot Size	REQUIRED YARDS (See Ch. 115)			Lot Coverage					Height of Structure
USE ↓	REGULATIONS ↑		Front	Side	Rear							
Section 50.47	.110 Assisted Living Facility See Spec. Reg. 3.	D.R., Chapter 142 KZC.	None	20'	0'	0'	80%	3-stories above average building elevation.	D	A	1.7 per independent unit. 1 per assisted living unit.	<ol style="list-style-type: none"> 1. A facility that provides both independent dwelling units and assisted living units shall be processed as an assisted living facility. 2. A nursing home use may be permitted as part of an assisted living facility use in order to provide a continuum of care for residents. If a nursing home use is included, the following parking standard shall apply to the nursing home portion of the facility: <ol style="list-style-type: none"> a. One parking stall shall be provided for each bed. 3. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension.
	1.7 per unit.										<ol style="list-style-type: none"> 1. This use may be located on the street level floor of a building only if there is a retail space extending a minimum of 30 feet of the building depth between this use and the abutting right-of-way. The Planning Director may approve a reduction to the depth requirement for the retail space if the applicant demonstrates that the proposed configuration of the retail use provides an adequate dimension for a viable retail tenant and provides equivalent or superior visual interest and potential foot traffic as would compliance with the required dimension. 	
	.120 Stacked or Attached Dwelling Units See Special Regulation 1.									D	B	
.130 Public Utility, Government Facility, or Community Facility	Development standards will be determined on a case-by-case basis. See Chapter 49 KZC for required review process.											
.140 Public Park	Development standards will be determined on a case-by-case basis. See Chapter 49 KZC for required review process.											

50.62 Building Height Provisions in the CBD

1. ~~In cases where the height of structures is specified in number of stories, the following heights per story are allowed:~~
 - a. ~~Ground floor retail; ground floor restaurant and tavern; ground floor entertainment/cultural and/or recreational facility shall be a minimum of 13 feet in height and a maximum of 15 feet in height.~~
 - b. ~~Office; private club or lodge; church; school, day care center; public utility, government facility, or community facility; public park; ground floor of hotel or motel; retail above the ground floor shall be a maximum of 13 feet.~~
 - c. ~~Residential; hotel or motel above the ground floor shall be a maximum of 10 feet.~~

2. ~~To determine the allowed height of structure, determine the number of stories allowed in the use zone charts and apply the allowed height per story specified in subsection (1) of this section. For example, if three stories are allowed and the proposed use is ground floor retail with two stories of residential above, the allowed height would be 35 feet.~~

~~Buildings which are not constructed with the maximum allowable number of stories may increase the height of the stories actually constructed by an amount that does not result in a height greater than that which would have resulted from a building constructed with the maximum allowable number of stories. For the purpose of this height calculation, it shall be assumed that each unconstructed story would have been used for residential purposes if constructed, and therefore allows an additional 10 feet of height that can be added to the building.~~

~~For example, if three stories are allowed, but only two stories are constructed, an additional 10 feet may be added to the building height.~~

31. Height shall be measured above the point of measurement (e.g. above average building elevation, or above right-of-way) as specified in the particular use zone charts. For purposes of measuring building height above the abutting right(s)-of-way, alleys shall be excluded.

2. ~~Where retail frontage is required along an abutting street, the minimum story height of ground floor retail; ground floor restaurant and tavern; ground floor entertainment, cultural and/or recreational facility shall be 15 feet.~~

43. ~~In addition to the height exceptions established by KZC 115.60, t~~the following exceptions to height regulations in CBD zones are established:

- a. Decorative parapets may exceed the height limit by a maximum of four feet; provided, that the average height of the parapet around the perimeter of the structure shall not exceed two feet.
- b. For structures with a peaked roof, the peak may extend five feet above the height limit if the slope of the roof is greater than three feet vertical to 12 feet horizontal and eight feet above the height limit if the slope of the roof is equal or greater than four feet vertical to 12 feet horizontal.
- c. Within CBD 1A and 1B, the height of rooftop appurtenances and related screening shall not exceed the maximum applicable height limitation beyond the height exceptions established in 3.a and 3.b above. In addition, the appurtenances and screening shall be integrated into the design of the parapet or peaked roof form. The height of rooftop

| appurtenances and the height of related screening may not be modified through Section 115.120.

110.52 Sidewalks and Other Public Improvements in Design Districts

1. This section contains regulations that require various sidewalks, pedestrian circulation and pedestrian-oriented improvements on or adjacent to properties located in Design Districts subject to Design Review pursuant to Chapter [142](#) KZC such as, CBD, JBD, TLN, TC, RHBD, and NRHBD zones.

The applicant must comply with the following development standards in accordance with the location and designation of the abutting right-of-way as a pedestrian-oriented street or major pedestrian sidewalk shown in Plate 34 of Chapter [180](#) KZC. See also Public Works Pre-Approved Plans manual for public improvements for each Design District. If the required sidewalk improvements cannot be accommodated within the existing right-of-way, the difference may be made up with a public easement over private property; provided, that a minimum of five feet from the curb shall be retained as public right-of-way and may not be in an easement. Buildings may cantilever over such easement areas, flush with the property line in accordance with the International Building Code as adopted in KMC Title 21. (See Figure [110.52.A](#) and Plate 34).

2. Pedestrian-Oriented Street Standards – Unless a different standard is specified in the applicable use zone chart, the applicant shall install a 10-foot-wide sidewalk along the entire frontage of the subject property abutting each pedestrian-oriented street. (See Figure 110.52.A).

Required Sidewalk on Pedestrian-Oriented Streets and Major Pedestrian Sidewalks

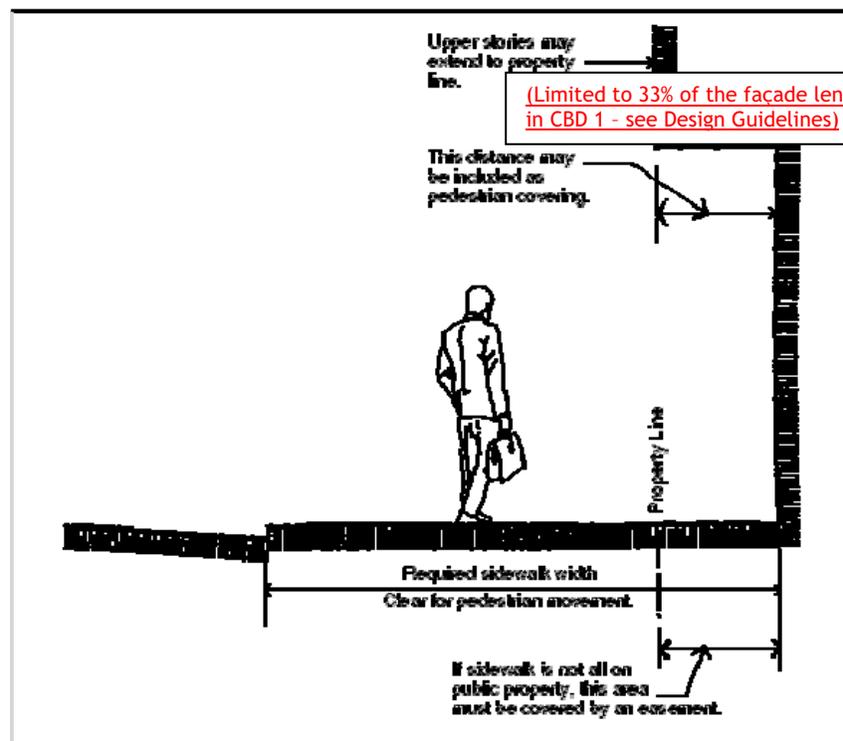


FIGURE 110.52.A

3. Major Pedestrian Sidewalk Standards – If the subject property abuts a street designated to contain a major pedestrian sidewalk in Plate 34, Chapter [180](#) KZC, the applicant shall install that sidewalk on and/or adjacent to the subject property consistent with the following standards:
 - a. Install in the approximate location and make the connections shown in Plate 34;
 - b. A sidewalk width of at least eight feet, unless otherwise noted in Plate 34;
 - c. Have adequate lighting with increased illumination around building entrances and transit stops; and
 - d. If parcels are developed in aggregate, then alternative solutions may be proposed.
4. Streets in the Totem Lake Neighborhood – Streets in the Totem Lake Neighborhood designated as major pedestrian sidewalks in Plate 34.E that are also shown to be within the landscaped boulevard alignment or “Circulator” in Plate 34.D in Chapter [180](#) KZC may have varied or additional requirements, such as wider sidewalks, widened and meandering planting areas, continuous and clustered tree plantings, special lighting, directional signs, benches, varying pavement textures and public art, as determined by the Director of Public Works.
5. NE 85th Street Sidewalk Standards – If the subject property abuts NE 85th Street, the applicant shall install a minimum 6.5-foot-wide landscape strip planted with street trees located adjacent to the curb and a minimum seven-foot-wide sidewalk along the property frontage. Where the public right-of-way lacks adequate width to meet the previous standard, a 10-foot-wide sidewalk with street trees in tree grates may be permitted or in an easement established over private property.

Chapter 142 – DESIGN REVIEW

Sections:

- [142.05](#) User Guide
- [142.15](#) Development Activities Requiring D.R. Approval
- [142.25](#) Administrative Design Review (A.D.R.) Process
- [142.35](#) Design Board Review (D.B.R.) Process
- [142.40](#) Appeals of Design Review Board Decisions
- [142.50](#) Modifications
- [142.55](#) Lapse of Approval for Design Review Board Decisions
- [142.60](#) Bonds

142.05 User Guide

Various places in this code indicate that certain developments, activities, or uses are required to be reviewed through design review or D.R. Design review may either be administrative design review (A.D.R.) or design board review (D.B.R.). This chapter describes these design review processes.

142.15 Development Activities Requiring D.R. Approval

1. Design Board Review (D.B.R.)
 - a. The following development activities shall be reviewed by the Design Review Board pursuant to KZC [142.35](#):
 - 1) New buildings greater than one story in height or greater than 10,000 square feet of gross floor area, or in the Market Street Corridor Historic District (MSC 3 Zone).
 - 2) Additions to existing buildings where:
 - a) The new gross floor area is greater than 10 percent of the existing building's gross floor area; and
 - b) The addition is greater than 2,000 square feet of gross floor area; and
 - c) Either:
 - 1) The existing building and addition total more than 10,000 square feet of gross floor area; or
 - 2) The addition adds another story; or
 - 3) Is in the Market Street Corridor Historic District (MSC 3 zone).
 - 3) Renovations to existing facades, where the building is identified by the City as an historic structure or is in the Market Street Corridor Historic District (MSC 3 zone).
 - b. Exemptions from D.B.R. – The following development activities shall be reviewed through the administrative design process in KZC [142.25](#):

- 1) Any development where administrative design review is indicated in the applicable Use Zone Chart.
 - 2) Any development in the following zones within the NE 85th Street Subarea: RH 8, PR 3.6, RM, PLA 17A.
 - 3) Any development in the MSC 1, MSC 2, and MSC 4 zones located within the Market Street Corridor.
2. Administrative Design Review (A.D.R.) – All other development activities not requiring D.B.R. review under subsection (1) of this section shall be reviewed through the A.D.R. process pursuant to KZC [142.25](#).
 3. Exemptions from Design Review – The following development activities shall be exempt from either A.D.R. or D.B.R. and compliance with the design regulations of Chapter [92](#) KZC:
 - a. Any activity which does not require a building permit; or
 - b. Interior work that does not alter the exterior of the structure; or
 - c. Normal building maintenance including the repair or maintenance of structural members; or
 - d. Any development listed as exempt in the applicable Use Zone Chart.

142.25 Administrative Design Review (A.D.R.) Process

1. Authority – The Planning Official shall conduct A.D.R in conjunction with a related development permit pursuant to KZC [142.25](#).

The Planning Official shall review the A.D.R. application for compliance with the design regulations contained in Chapter [92](#) KZC. In addition, the following guidelines and policies shall be used to interpret how the regulations apply to the subject property:

- a. Design guidelines for pedestrian-oriented business districts, as adopted in KMC 3.30.040.
- b. Design guidelines for the Rose Hill Business District (RHBD) and the Totem Lake Neighborhood (TLN) as adopted in KMC 3.30.040.
- ~~c. The neighborhood plans contained in the Comprehensive Plan for areas where Design Review is required, such as the Downtown Plan, Juanita Business District Plan, the Totem Lake Neighborhood Plan, the North Rose Hill Neighborhood Plan for the North Rose Hill Business District (NRHBD), the NE 85th Street Subarea Plan for the Rose Hill Business District (RHBD), and the Market Street Corridor Plan for the Market Street Corridor (MSC).~~
- dc. For review of attached or stacked dwelling units within the NE 85th Street Subarea and the Market Street Corridor, Appendix C, Design Principles for Residential Development contained in the Comprehensive Plan.

2. Application – As part of any application for a development permit requiring A.D.R., the applicant shall show compliance with the design regulations in Chapter 92 KZC by submitting an A.D.R. application on a form provided by the Planning Department. The application shall include all documents and exhibits listed on the application form, as well as application materials required as a result of a pre-design conference.
3. Pre-Design Conference – Before applying for A.D.R. approval, the applicant may schedule a pre-design meeting with the Planning Official. The meeting will be scheduled by the Planning Official upon written request by the applicant. The purpose of this meeting is to provide an opportunity for an applicant to discuss the project concept with the Planning Official and the Planning Official to designate which design regulations apply to the proposed development based primarily on the location and nature of the proposed development.
4. A.D.R. Approval
 - a. The Planning Official may grant, deny, or conditionally approve the A.D.R. application. The A.D.R. approval or conditional approval will become conditions of approval for any related development permit, and no development permit will be issued unless it is consistent with the A.D.R. approval or conditional approval.
 - b. Additions or Modifications to Existing Buildings
 - 1) Applications involving additions or modifications to existing buildings shall comply with the design regulations of Chapter 92 KZC to the extent feasible depending on the scope of the project. The Planning Official may waive compliance with a particular design regulation if the applicant demonstrates that it is not feasible given the existing development and scope of the project.
 - 2) The Planning Official may waive the A.D.R. process for applications involving additions or modifications to existing buildings if the design regulations are not applicable to the proposed development activity.
5. Lapse of Approval – The lapse of approval for the A.D.R. decision shall be tied to the development permit and all conditions of the A.D.R. approval shall be included in the conditions of approval granted for that development permit.
6. Design Departure and Minor Variations ~~may be requested pursuant to KZC 142.37~~
 - a. ~~General~~ – ~~This section provides a mechanism for obtaining approval to depart from strict adherence to the design regulations or for requesting minor variations from requirements in the following zones:~~
 - 1) ~~In the CBD: minimum required yards; and~~
 - 2) ~~In the Totem Center: minimum required yards, floor plate maximums and building separation requirements; and~~
 - 3) ~~In the RHBD and the TLN: minimum required yards, landscape buffer and horizontal facade requirements; and~~

~~4) In the MSC 1 and MSC 4 zones of the Market Street Corridor: minimum required front yards and horizontal facade requirements.~~

~~5) In the MSC 2 zone of the Market Street Corridor: height (up to an additional five feet), minimum required front yards and horizontal facade requirements.~~

~~6) In the MSC 3 zone of the Market Street Corridor: horizontal facade requirements.~~

~~This section does not apply when a design regulation permits the applicant to propose an alternate method for complying with it or the use zone chart allows the applicant to request a reduced setback administratively.~~

~~b. Process — If a design departure or minor variation is requested, the D.R. decision, including the design departure or minor variation, will be reviewed and decided upon using the D.B.R. process.~~

~~c. Application Information — The applicant shall submit a complete application on the form provided by the Planning Department, along with all information listed on that form, including a written response to the criteria in subsection (6)(d) of this section.~~

~~d. Criteria — The Design Review Board may grant a design departure or minor variation only if it finds that all of the following requirements are met:~~

~~1) The request results in superior design and fulfills the policy basis for the applicable design regulations and design guidelines;~~

~~2) The departure will not have any substantial detrimental effect on nearby properties and the City or the neighborhood.~~

142.35 Design Board Review (D.B.R.) Process

1. Timing of D.B.R. – For any development activity that requires D.B.R. approval, the applicant must comply with the provisions of this chapter before a building permit can be approved; provided, that an applicant may submit a building permit application at any time during the design review process. An applicant may request early design review, but such review shall not be considered a development permit or to in any way authorize a use or development activity. An application for D.R. approval may be considered withdrawn for all purposes if the applicant has not submitted information requested by the City within 60 calendar days after the request and the applicant does not demonstrate reasonable progress toward submitting the requested information.
2. Public Meetings – All meetings of the Design Review Board shall be public meetings and open to the public.
3. Authority – The Design Review Board shall review projects for consistency with the following:
 - a. Design guidelines for pedestrian-oriented business districts, as adopted in Chapter 3.30 KMC.

- b. Design Guidelines for the Rose Hill Business District (RHBD) and the Totem Lake Neighborhood (TLN) as adopted in Chapter 3.30 KMC.
 - ~~c. The applicable neighborhood plans contained in the Comprehensive Plan for areas where Design Review is required.~~
 - ~~dc.~~ The Design Principles for Residential Development contained in Appendix C of the Comprehensive Plan for review of attached and stacked dwelling units located within the NE 85th Street Subarea and the Market Street Corridor.
4. The Design Review Board is authorized to approve minor variations in development standards within certain Design Districts described in KZC 142.25(6)(a)37 provided the variation complies with the criteria of KZC 142.25(6)(b)37.
 5. Pre-Design Conference – Before applying for D.B.R. approval, the applicant shall attend a pre-design conference with the Planning Official. The conference will be scheduled by the Planning Official upon written request by the applicant. The purpose of this conference is for the Planning Official to discuss how the design regulations, design guidelines, and other applicable provisions of this code and the Comprehensive Plan relate to the proposed development and to assist the applicant in preparing for the conceptual design conference. A pre-design conference may be combined with a pre-submittal meeting.
 6. Conceptual Design Conference – Before applying for design review approval, the applicant shall attend a conceptual design conference (CDC) with the Design Review Board. The conference will be scheduled by the Planning Official to occur within 30 days of written request by the applicant. The applicant shall submit a complete application for Design Review within six months following the CDC, or the results of the CDC will be null and void and a new CDC will be required prior to application for design review approval. The purpose of this conference is to provide an opportunity for the applicant to discuss the project concept with the Design Review Board and:
 - a. To discuss how the design regulations, design guidelines and other applicable provisions of the Comprehensive Plan affect or pertain to the proposed development;
 - b. For the Design Review Board to designate which design regulations, design guidelines and other applicable provisions of the Comprehensive Plan apply to the proposed development based primarily on the location and nature of the proposed development; and
 - c. For the Design Review Board to determine what models, drawings, perspectives, 3-D CAD model, or other application materials the applicant will need to submit with the design review application.
 7. Application – Following the conceptual design conference, the applicant shall submit the design review application on a form provided by the Planning Department. The application shall include all documents and exhibits listed on the application, as well as all application materials required as a result of the conceptual design conference.
 8. Public Notice

- a. Contents – On receipt of a complete design review application, the Planning Official shall schedule a design response conference with the Design Review Board to occur within 60 calendar days of receiving the complete application. The Planning Official shall provide public notice of the design response conference. Public notice shall contain the name of the applicant and project, the location of the subject property, a description of the proposed project, time and place of the first design response conference, and a statement of the availability of the application file.
 - b. Distribution – The Planning Official shall distribute this notice at least 14 calendar days before the first design response conference as follows:
 - 1) By mailing the notice or a summary thereof to owners of all property within 300 feet of any boundary of the subject property.
 - 2) Publish once in the official newspaper of the City.
 - 3) Post conspicuously on the subject property on a public notice sign. The Department of Planning and Community Development is authorized to develop standards and procedures for public notice signs.
9. Design Response Conference – The design response stage allows the Design Review Board to review the design plans and provide direction to the applicant on issues to be resolved for final approval. The applicant shall present a summary of the project to the Design Review Board. The Planning Official shall present a review of the project for consistency with the requirements specified in subsection (3) of this section. Public comment relevant to the application may be taken. Persons commenting must provide their full name and mailing address. The Design Review Board may reasonably limit the extent of comments to facilitate the orderly and timely conduct of the conference.

The Design Review Board shall decide whether the application complies with the requirements specified in subsection (3) of this section. The Design Review Board shall make its decision by motion that adopts approved project drawings in addition to changes or conditions required by the Design Review Board. If the Design Review Board finds that the application does not meet those requirements, it shall specify what requirements have not been met and options for meeting those requirements. The Design Review Board may continue the conference if necessary to gather additional information necessary for its decision on the design review application. If the conference is continued to a specific date, no further public notice is required; otherwise notice shall be mailed to all parties participating in the design response conference.

Conceptual Master Plan Conference for TL 2 – The Design Review Board shall consider a Conceptual Master Plan (CMP) for properties over one and one-half acres in size in TL 2. The CMP shall incorporate the design principles set forth in the special regulations for the use in the TL 2 zoning chart.

Conceptual Master Plan Conference for TL 5 – The Design Review Board shall consider a Conceptual Master Plan (CMP) for properties over four acres in size in TL 5. The CMP shall incorporate the design principles set forth in the special regulations for the use in the TL 5 zoning chart.

Conceptual Master Plan Conference for RHBD – The Design Review Board shall consider a Conceptual Master Plan (CMP) in the RH 3 zone within the NE 85th Street Subarea. The CMP shall incorporate the design considerations for the RH 3 zone set forth in the Design Guidelines for the Rose Hill Business District.

10. Approval – After reviewing the D.B.R. application and other application materials, the Design Review Board may grant, deny or conditionally approve subject to modifications the D.B.R. application for the proposed development. No development permit for the subject property requiring D.B.R. approval will be issued until the proposed development is granted D.B.R. approval or conditional approval. The terms of D.B.R. approval or conditional approval will become a condition of approval on each subsequent development permit and no subsequent development permit will be issued unless it is consistent with the D.B.R. approval or conditional approval. The Planning Official shall send written notice of the D.B.R. decision to the applicant and all other parties who participated in the conference(s) within 14 calendar days of the approval. If the D.B.R. is denied, the decision shall specify the reasons for denial. The final D.B.R. decision of the City on the D.B.R. application shall be the postmarked date of the written D.B.R. decision or, if the D.B.R. decision is appealed, the date of the City's final decision on the appeal. Notwithstanding any other provision of this code, if an applicant submits a complete application for a building permit for the approved D.B.R. development within 180 days of the final D.B.R. decision, the date of vesting for the building permit application shall be the date of the final D.B.R. decision.

Additional Approval Provision for TL 2 and TL 5 – The Notice of Approval for a Conceptual Master Plan (CMP) shall set thresholds for subsequent D.B.R. or A.D.R. review of projects following approval of a CMP in TL 2 or TL 5. The Notice of Approval shall also include a phasing plan for all improvements shown or described in the CMP.

Additional Approval Provision for RHBD – The Design Review Board shall determine the thresholds for subsequent D.B.R. or A.D.R. review of projects following approval of a Conceptual Master Plan (CMP) in the RHBD. The Notice of Approval for the CMP will state the thresholds for future review of projects and also include a phasing plan for all improvements shown or described in the CMP.

142.37. Design Departure and Minor Variations

a. General – This section provides a mechanism for obtaining approval to depart from strict adherence to the design regulations or for requesting minor variations from requirements in the following zones:

- 1) In the CBD: minimum required yards; and
- 2) In the Totem Center: minimum required yards, floor plate maximums and building separation requirements; and
- 3) In the RHBD and the TLN: minimum required yards, landscape buffer and horizontal facade requirements; and
- 4) In the MSC 1 and MSC 4 zones of the Market Street Corridor: minimum required front yards and horizontal facade requirements.

5) In the MSC 2 zone of the Market Street Corridor: height (up to an additional five feet), minimum required front yards and horizontal facade requirements.

6) In the MSC 3 zone of the Market Street Corridor: horizontal facade requirements.

This section does not apply when a design regulation permits the applicant to propose an alternate method for complying with it or the use zone chart allows the applicant to request a reduced setback administratively.

b. Process – If a design departure or minor variation is requested, the D.R. decision, including the design departure or minor variation, will be reviewed and decided upon using the D.B.R. process.

c. Application Information – The applicant shall submit a complete application on the form provided by the Planning Department, along with all information listed on that form, including a written response to the criteria in subsection (6)(d) of this section.

d. Criteria – The Design Review Board may grant a design departure or minor variation only if it finds that all of the following requirements are met:

1) The request results in superior design and fulfills the policy basis for the applicable design regulations and design guidelines;

2) The departure will not have any substantial detrimental effect on nearby properties and the City or the neighborhood.

142.40 Appeals of Design Review Board Decisions

1. Jurisdiction – Appeals of the decision of the Design Review Board will be heard as follows:
 - a. If a related development permit requires an open record public hearing, then the appeal shall be heard at that hearing and decided upon by the hearing body or officer or officer hearing the related development permit
 - b. If there are no other open record hearings required for related development permits, then the decision of the Design Review Board shall be heard at an open record hearing by the City Council.

Only those issues under the authority of the Design Review Board as established by KZC [142.35](#)(3) and (4) are subject to appeal.

2. Who May Appeal – The decision of the Design Review Board may be appealed by the applicant or any other individual or entity who submitted written or oral comments to the Design Review Board.
3. Time To Appeal/How To Appeal – The appeal, in the form of a letter of appeal, must be delivered to the Planning Department within 14 calendar days following the postmarked date of the distribution of the Design Review Board decision. It must contain a clear reference to the matter being appealed and a statement of

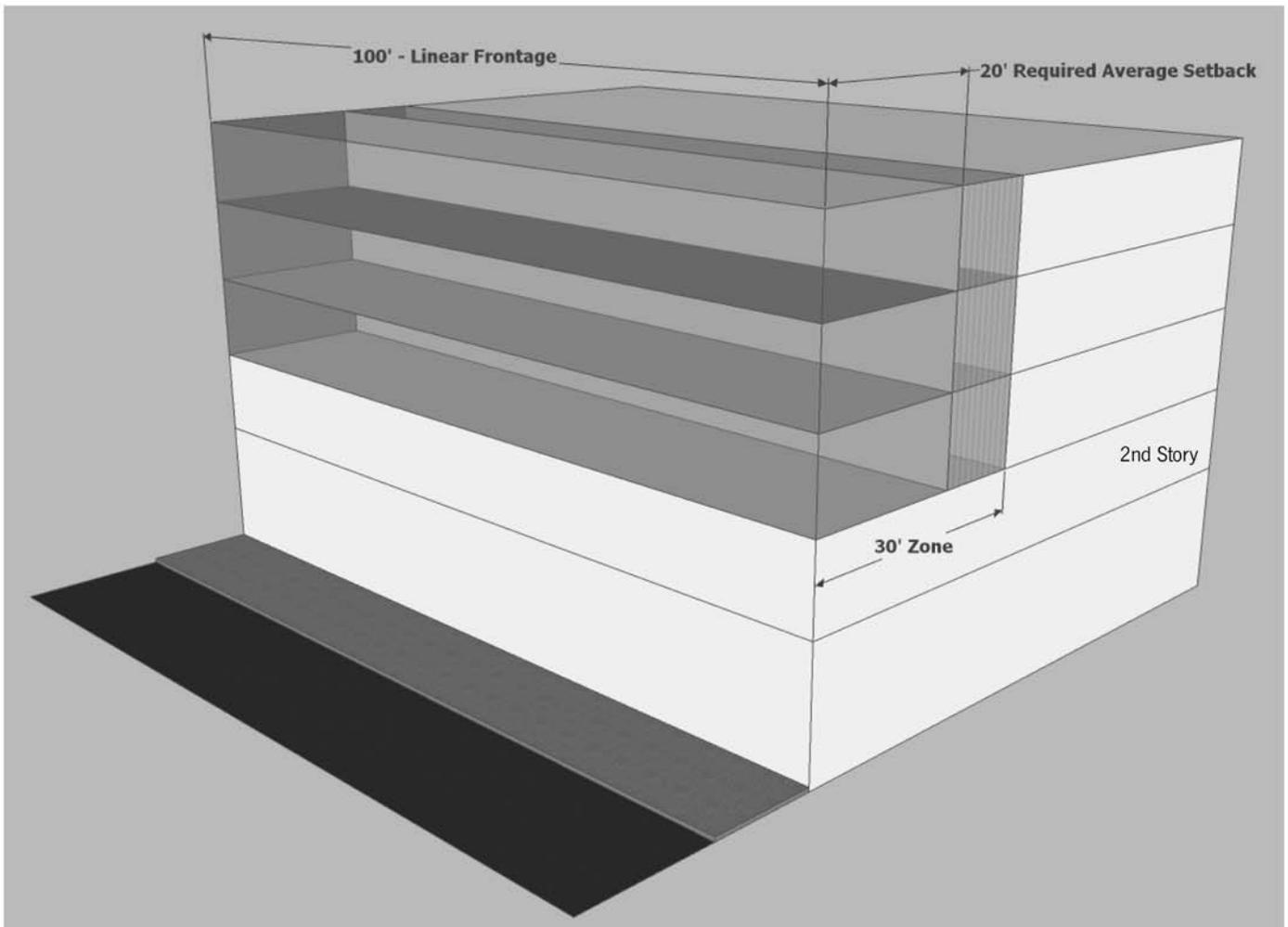
PLATE XY

O-4177

TOTAL UPPER STORY SETBACK AREA**Total Upper Story Setback Area**

The required upper story setback for all floors above the second story shall be calculated as Total Upper Story Setback Area as follows:

= (Linear feet of front property line(s), not including portions of the site without buildings that are set aside for vehicular areas) x (Required average setback) x (Number of stories proposed above 2nd story)

**Example (for a 5-story building with 100 linear feet along the front property line):**

- 1) The project would have 3,000 square feet of potential building space per story within the 30' zone (100 l.f. x 30' depth).
- 2) The upper 3 stories would have 9,000 square feet of potential building area within the 30' zone (100 l.f. x 30' depth x 3 stories)
- 3) The required average setback of 20' would equate to a setback area of 2,000 square feet per story (100 l.f. x 20' depth).
- 4) The upper 3 stories would have 6,000 square feet of Total Upper Story Setback Area [Total Upper Story Setback Area = 100' (lineal frontage) x 20' (required average setback) x 3 (stories proposed above the 2nd story)] and 3,000 square feet of allowed building area (9,000 square feet – 6,000 square feet).

PUBLICATION SUMMARY
OF ORDINANCE NO. 4177

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING AND LAND USE AND AMENDING ORDINANCE NO. 3719, AS AMENDED, THE KIRKLAND ZONING ORDINANCE TO AMEND THE HEIGHT REGULATIONS, BUILDING STEPBACKS, SIDEWALK WIDTHS, BANKING AND RELATED FINANCIAL USE LIMITATIONS, ROOFTOP APPURTENANCE ALLOWANCES, AND DIMENSIONAL REQUIREMENTS FOR RETAIL IN CENTRAL BUSINESS DISTRICT (CBD) ZONE 1; TO AMEND GROUND FLOOR RETAIL HEIGHT REQUIREMENTS IN CBD ZONES 1, 2, 3, 4, 6, 7, AND 8; AND TO MEASURE HEIGHT IN FEET INSTEAD OF STORIES IN CBD ZONES 1, 2, 3, 4, 6, AND 7; REPEALING ORDINANCE NO. 4143; AND APPROVING A SUMMARY ORDINANCE FOR PUBLICATION, FILE NO. ZON08-00019.

SECTION 1. Repeals Ordinance No. 4131.

SECTION 2. Amends certain text of the Kirkland Zoning Code.

SECTION 3. Provides a severability clause for the ordinance.

SECTION 4. Authorizes 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 five days after publication of summary.

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 _____, 2009.

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

City Clerk

ORDINANCE 4178

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING AND LAND USE AND AMENDING THE CITY OF KIRKLAND ZONING MAP ORDINANCE NO. 3710, AS AMENDED, TO CONFORM TO THE COMPREHENSIVE PLAN AND TO ENSURE CONTINUED COMPLIANCE WITH THE GROWTH MANAGEMENT ACT, AND APPROVING A SUMMARY ORDINANCE FOR PUBLICATION, FILE NO. ZON08-00019.

WHEREAS, on October 21, 2008, the City Council passed Ordinance No. 4149 adopting interim regulations limiting the height of buildings with Central Business District (CBD) 1; and

WHEREAS, on October 21, 2008, the Kirkland City Council also passed Ordinance No. 4143, adopting an interim zoning regulation for the process by which amendments to the text of the Kirkland Zoning Code (KZC) initiated by the City Council for Central Business District Zone (CBD) 1, including KZC Ch. 142, Design Review, would be considered; and

WHEREAS, Ordinance No. 4143 recited that owing to the workload of the Planning Commission and the time sensitivity of the issues, it would be beneficial for the City Council conduct the review without receiving a recommendation and report from the Planning Commission; and

WHEREAS, Ordinance No. 4143 adopted findings and conclusions supporting its action adopting the interim regulation; and

WHEREAS, the City Council held study sessions on October 16, November 10, November 24, and December 16, 2008, to consider the issues, review solutions, and provide staff with draft regulations and guidelines; and

WHEREAS, at the request of the City Council, the Design Review Board held study sessions on November 17 and December 12, 2008, and January 5, 2009, to advise the City Council on Zoning Code and design issues; and

WHEREAS, on December 23, 2008, draft regulations were forwarded to the Washington State Department of Community, Trade and Economic Development, as required by RCW 36.70A.106, for expedited review; and

WHEREAS, in accordance with the State Environmental Policy Act (SEPA), a SEPA Addendum to Existing Environmental Documents issued by the responsible official as provided in WAC 197-11-600, has accompanied the legislative proposal through the consideration process; and

WHEREAS, on January 20, 2009, the City Council held a public hearing and considered the draft ordinance incorporating the Zoning Code amendments initiated by the City Council and the advice of the Design Review Board;

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

Section 1. Map Amended. The official City of Kirkland Zoning Map as adopted by Ordinance No. 3710 is amended in accordance with Exhibit A attached to this ordinance.

Section 2. Official Map Change. The Director of the Department of Planning and Community Development is directed to amend the official City of Kirkland Zoning Map to conform with this ordinance, indicating thereon the date of the passage of the ordinance.

Section 3. Severability. If any section, subsection, sentence, clause, phrase, part or portion of this ordinance, including those parts adopted by reference, is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4. Effective Date. 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.

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

Passed by majority vote of the Kirkland City Council in open meeting this _____ day of _____, 2009.

Signed in authentication thereof this _____ day of _____, 2009.

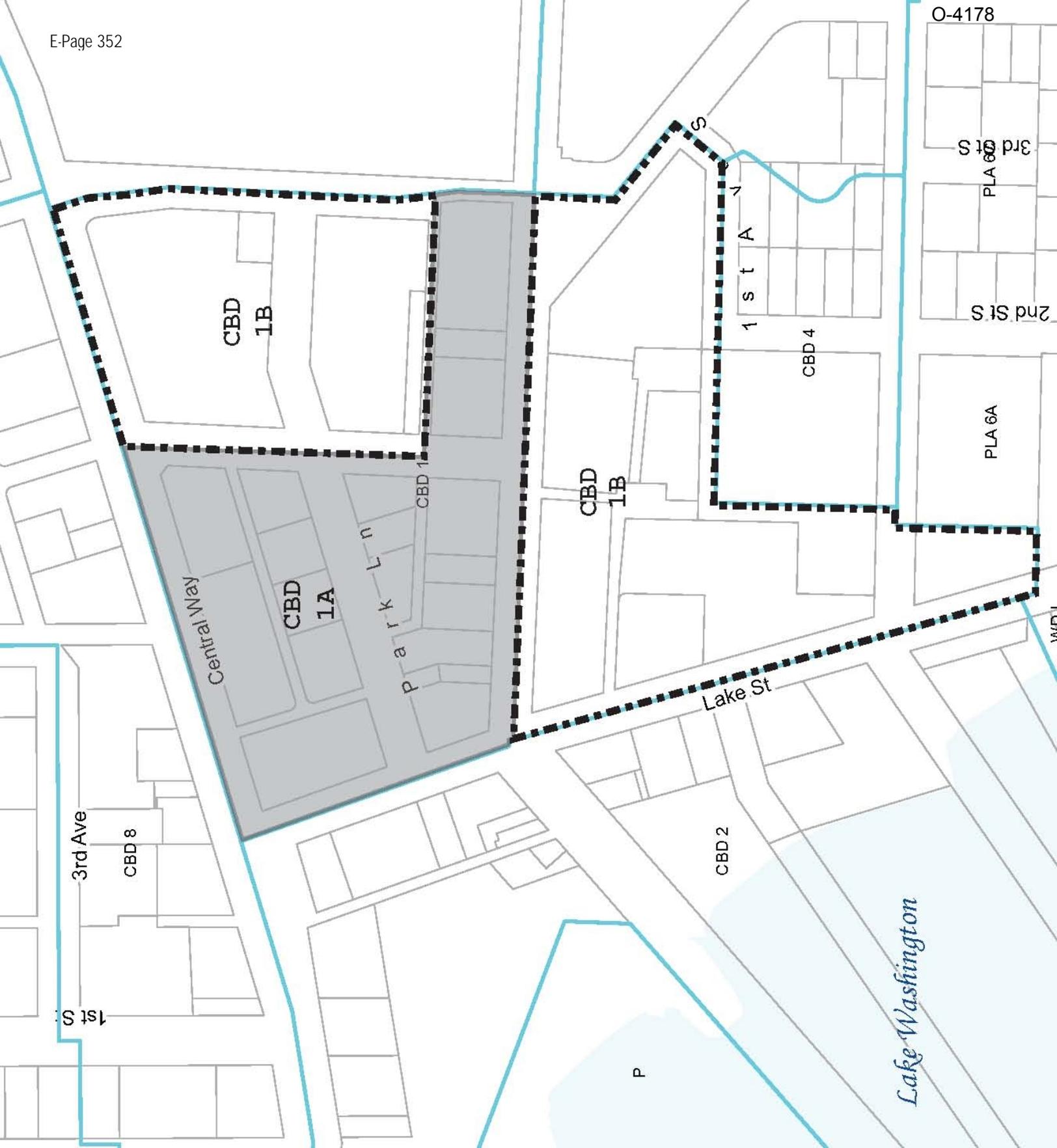
MAYOR

Attest:

City Clerk

Approved as to Form:

City Attorney



3rd Ave

CBD 8

1st St

Central Way

CBD 1A

Park Ln

CBD 1

CBD 1B

Lake St

CBD 2

1st Ave

CBD 4

3rd St S

PLA 6B

2nd St S

PLA 6A

Lake Washington

P

PUBLICATION SUMMARY
OF ORDINANCE NO. 4178

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING AND LAND USE AND AMENDING THE CITY OF KIRKLAND ZONING MAP ORDINANCE NO. 3710, AS AMENDED, TO CONFORM TO THE COMPREHENSIVE PLAN AND TO ENSURE CONTINUED COMPLIANCE WITH THE GROWTH MANAGEMENT ACT, AND APPROVING A SUMMARY ORDINANCE FOR PUBLICATION, FILE NO. ZON08-00019.

SECTION 1. Amends the Kirkland Zoning Code Map.

SECTION 2. Directs the Director of the Department of Planning and Community Developemnt to amend the official City of Kirkland Zoning Map.

SECTION 3. Provides a severability clause for the ordinance.

SECTION 4. Authorizes 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 five days after publication of summary.

SECTION 5. Directs the City Clerk to certify the Ordinance and forward 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 _____, 2009.

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

City Clerk

ORDINANCE NO. 4179

AN ORDINANCE OF THE CITY OF KIRKLAND RELATING TO ZONING AND LAND USE AND REPEALING ORDINANCE NO. 4149 WHICH ADOPTED INTERIM ZONING REGULATIONS LIMITING THE HEIGHT OF BUILDINGS WITHIN CENTRAL BUSINESS DISTRICT (CBD) ZONE 1.

WHEREAS, on October 21, 2008, the Kirkland City Council passed Ordinance No. 4149, adopting an interim zoning regulation within Central Business District Zone 1, which provided that no building within Design District 1A as designated in the Moss Bay Neighborhood portion of the Comprehensive Plan could be higher than three stories and no building in Design District 1B as designated in the Moss Bay Neighborhood portion of the Comprehensive Plan could be higher than four stories; and

WHEREAS, Ordinance No. 4149 further provided that within Central Business District Zone 1, no portion of a structure within one hundred (100) feet of Lake Street or Lake Street South could be higher than two stories; and

WHEREAS, Ordinance No. 4149 identified the concerns which caused the City Council to adopt interim regulations while it considered whether permanent Zoning Code amendments should be adopted; and

WHEREAS, Ordinance No. 4149 adopted findings and conclusions supporting its action adopting the interim regulations; and

WHEREAS, the City Council held study sessions on October 16, November 10, November 24, and December 16, 2008, to consider the issues, review solutions, and provide staff with direction on draft regulations and guidelines; and

WHEREAS, at the request of the City Council, the Design Review Board held study sessions on November 17 and December 12, 2008, and January 5, 2009, to advise the City Council on Zoning Code and design issues; and

WHEREAS, on December 23, 2008, draft regulations were forwarded to the Washington State Department of Community, Trade and Economic Development, as required by RCW 36.70A.106, for expedited review; and

WHEREAS, on January 20, 2009, after a public hearing, the City Council passed Ordinance Nos. 4177 and 4178, amending the Zoning Code and amending the Zoning Map, respectively, to address the identified concerns; and

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

Section 1. Ordinance 4149, passed October 21, 2008, is hereby repealed.

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 _____, 2009.

Signed in authentication thereof this _____ day of
_____, 2009.

MAYOR

Attest:

City Clerk

Approved as to Form:

City Attorney

RESOLUTION R-4739

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND APPROVING AMENDED DESIGN GUIDELINES FOR PEDESTRIAN ORIENTED BUSINESS DISTRICTS AND AUTHORIZING THE MAYOR TO SIGN.

WHEREAS, with the passage of Ordinance No. 4143 on October 21, 2008, the City Council initiated a process whereby it would consider amendments to the text of the Kirkland Zoning Code (KZC) for Central Business District Zones 1, 2, 3, 4, 6, 7, and 8, including KZC Ch. 142, Design Review; and

WHEREAS, the City Council held study sessions on October 16, November 10, November 24, and December 16, 2008, to consider the issues, review solutions, and provide staff with draft regulations and guidelines; and

WHEREAS, at the request of the City Council, the Design Review Board held study sessions on November 17 and December 12, 2008, and January 5, 2009, to advise the City Council on Zoning Code and design issues; and

WHEREAS, the City Council has determined that it is appropriate to amend the Design Guidelines for Pedestrian Oriented Business Districts as they directly support Ordinance No. 4177 (CBD Zoning Amendments) and under KMC 3.30.040 design guidelines bearing the signature of the Mayor and Director of the Department of Planning and Community Development are adopted by reference;

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

Section 1. The amendments to the Design Guidelines for Pedestrian Oriented Business Districts, attached hereto as Exhibit A, are hereby approved.

Section 2. The Mayor is hereby authorized to sign the amended Design Guidelines for Pedestrian Oriented Business Districts.

Passed by majority vote of the Kirkland City Council in open meeting this ____ day of _____, 2009.

Signed in authentication thereof this ____ day of _____, 2009.

MAYOR

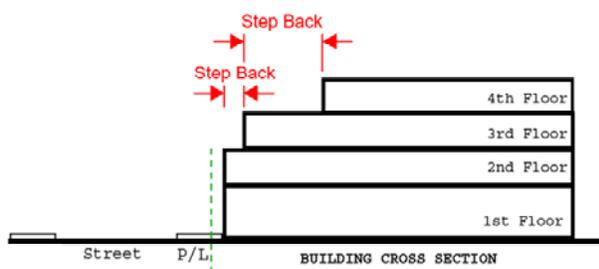
Attest:

City Clerk

NEW GUIDELINES – SPECIAL CONSIDERATION FOR BUILDING MASSING IN CENTRAL BUSINESS DISTRICT 1 (CBD 1A & 1B) - UPPER STORY STEP BACKS

Issue

Taller buildings can negatively affect human scale at the street level and should be mitigated. Upper story step backs provide a way to reduce building massing for larger structures. An upper story building *step back* is the horizontal distance between a building façade and the building façade of the floor below.



By reducing mass at upper stories, visual focus is oriented towards the building base and the pedestrian experience. In addition, greater solar access may be provided at the street level due to the wider angle which results from the recessed upper stories.



Marina Heights

Upper story step backs are appropriate in areas where taller buildings are allowed and imposing building facades at the sidewalk are intended to be avoided.

Discussion

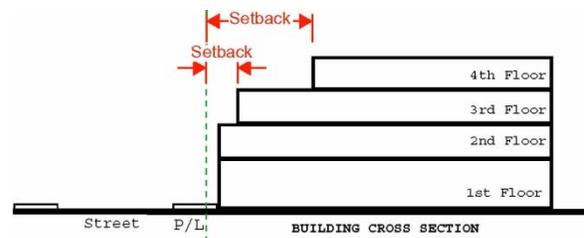
Design guidelines should address upper story step backs to improve the pedestrian experience and maintain human scale. When viewed from across the street, upper story step backs generally reduce perceived building massing and provide additional sunlight at the ground level. When viewed from the sidewalk immediately adjacent to the building, upper story step backs reduce the view of the upper stories and help maintain pedestrian scale by preventing large buildings from looming over the sidewalk.

Since the benefits of upper story step backs are primarily experienced from the public realm in front of buildings, the step backs should be located within a zone along the front property line.

Overly regimented building forms along front facades should be avoided to prevent undesirable building design. The arrangement of building step backs should create varied and attractive buildings consistent with the principles discussed in previous sections.

Upper story step backs also should allow for additional eyes on the street in the form of decks and/or balconies. Upper story activities help improve the relationship of the building to the streetscape. Landscaping should also be incorporated at the upper stories to help soften building forms.

In order to quantify upper story step backs, measurement should be taken from the property line. *Setback* is the term used to describe the distance of a structure from the property line. By measuring from the pre-existing property line, setbacks provide for consistency in measurement and will account for projects where additional right-of-way is proposed or required along the property frontage for wider sidewalks and/or additional public open space.

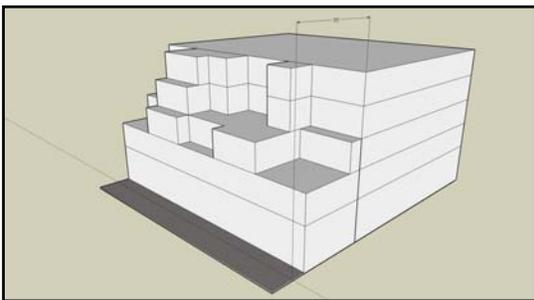


The required upper story setback should be allowed to be reduced if an equal amount of beneficial public open space is provided at the street level. A certain amount of building cantilevering over sidewalks may also be allowed if the pedestrian environment is not adversely affected.

The Kirkland Zoning Code establishes the requirements for upper story setbacks and provisions for allowing reductions to the required upper story setbacks in exchange for open space at the street level. The following guidelines are intended to provide the Design Review Board the tools to create varied and attractive buildings.

Guidelines – Upper Story Setbacks

- *Buildings above the second story (or third story where applicable in the Downtown Plan) should utilize upper story step backs to create receding building forms as building height increases, allow for additional solar access, and maintain human scale at the street level.*
- *When averaging the required upper story setback, the final arrangement of building mass should be placed in context with existing and/or planned improvements, solar access, important street corners, and orientation with the public realm.*
- *A rigid stair step or “wedding cake” approach to upper story step backs is not appropriate.*



Varied step back approach

- *Decks and/or balconies should be designed so that they do not significantly increase the apparent mass of the building within the required upper story setback area.*
- *In addition to applying setbacks to upper stories, building facades should be well*

modulated to avoid blank walls and provide architectural interest.

- *Along pedestrian oriented streets, upper story building facades should be stepped back to provide enough space for decks, balconies and other activities overlooking the street*
- *Landscaping on upper story terraces should be included where appropriate to soften building forms and provide visual interest.*
- *Continuous two or three story street walls should be avoided by incorporating vertical and horizontal modulations into the building form.*
- *Limited areas of vertical three, four, or five story walls can be used to create vertical punctuation at key facades. Special attention to maintain an activated streetscape is important in these areas.*
- *For properties on Park Lane which front multiple streets and upper story setbacks are proposed to be averaged, concentration of upper story building mass along Park Lane should be avoided.*

Guidelines - Open Space at Street Level

Reductions to required upper story setbacks may be appropriate where an equal amount of beneficial public open space is created at the street level consistent with the following principles:

- *Public open space should be open to the sky except where overhead weather protection is provided (e.g. canopies and awnings).*
- *The space should appear and function as public space rather than private space.*
- *Public open space should be activated with window shopping, outdoor dining, art, water features, and/or landscaping while still allowing enough room for pedestrian flow.*
- *A combination of lighting, paving, landscaping, and seating should be utilized to enhance the pedestrian experience within the public open space.*
- *Where substantial open space “trade-offs” are proposed, site context should be the primary factor in the placement of the public open space (e.g. important corners, solar access.)*

Guidelines - Building Cantilevering Over Sidewalks

Buildings may be allowed to cantilever over sidewalks if a sidewalk dedication and/or easement is required consistent with following guidelines:

- *The total length of cantilevered portions of a building should be no more than 1/3^d of the entire length of the building façade. The cantilevered portions of a building should be spread out and not consolidated in a single area on the building façade.*
- *Unobstructed pedestrian flow should be maintained through the subject property to adjoining sidewalks.*
- *Space under the building cantilever should appear and function as part of the public realm.*
- *The sense of enclosure is minimized.*

NEW GUIDELINE - GLAZING

Special Consideration for Downtown Kirkland

Retail frontages in the Central Business District are required to have a 15' story height to ensure diverse retail tenants and enhance the pedestrian experience. Where these taller retail stories are required, special attention to storefront detailing is necessary to provide a visual connection between pedestrian and retail activity.

Guideline

Storefronts should be highly transparent with windows of clear vision glass beginning no higher than 2' above grade to at least 10' above grade. Windows should extend across, at a minimum, 75% of the façade length. Continuous window walls should be avoided by providing architectural building treatments, mullions, building modulation, entry doors, and/or columns at appropriate intervals.

NEW GUIDELINE - NON-RETAIL LOBBIES IN CENTRAL BUSINESS DISTRICT 1

Special Consideration For Non-Retail Lobbies In Central Business District 1

Non-retail uses are generally not allowed along street frontage within Central Business District 1. However, in order to provide pedestrian access to office, hotel, or residential uses located off of the street frontage or above the retail, some allowance for lobbies is necessary.

Guideline

Lobbies for residential, hotel, and office uses may be allowed within the required retail storefront space provided that the street frontage of the lobby is limited

relative to the property's overall retail frontage and that the storefront design of the lobby provides continuity to the retail character of the site and the overall street.



CITY OF KIRKLAND
Department of Planning and Community Development
123 Fifth Avenue, Kirkland, WA 98033 425-587-3225
www.ci.kirkland.wa.us

MEMORANDUM

To: David Ramsay, City Manager

From: Dawn Nelson, Planning Supervisor
Eric Shields, Planning Director

Date: January 13, 2009

Subject: Fair Housing, File MIS09-00006

RECOMMENDATION

Because new statewide legislation prohibiting discrimination in rental of housing based on source of income will likely be considered this year, staff recommends that the City Council defer action on any amendments to the Kirkland Municipal Code related to this issue until after the 2009 State Legislative Session. The City Council may wish to direct staff to write a letter in support of such legislation.

If source of income legislation is not adopted in 2009, the City Council could consider an amendment to the Municipal Code that establishes refusal to rent a dwelling unit based solely on the applicant's use of a Section 8 Housing Choice Voucher as an unfair housing practice. In that eventuality, staff will prepare a recommendation to the City Council regarding additional Municipal Code amendments needed to establish appropriate enforcement procedures and outcomes.

BACKGROUND DISCUSSION

A proposed ordinance to add a section to the Kirkland Municipal Code making it illegal to refuse to rent a dwelling unit based solely on the applicant's use of a Section 8 voucher or certificate was removed from the Consent Calendar at the November 4, 2008 City Council meeting. The City Council requested that additional information be provided for their review, which is the purpose of this memo. The first section, below, discusses action that may be taken by the State Legislature in the 2009 session. The subsequent sections provide additional information about the Section 8 Housing Choice Voucher program and fair housing regulations in Kirkland and other municipalities.

Potential State Legislation Prohibiting Source of Income Discrimination

Engrossed House Bill 1956, prohibiting discrimination based on lawful source of income in rental housing transactions and creating specific civil penalties for violating this prohibition, was approved

Fair Housing Memo to City Council

January 13, 2009

Page 2

by the Washington State House of Representatives in both 2007 and 2008 (see Attachment 1 for text of EHB 1956). The same text was reviewed by the Senate as Senate Bill 6533. A hearing was held in 2008 by the Senate Judiciary Committee but no action was taken. (See Attachments 2 and 3 for the House Bill and Senate Bill Reports.)

The bill seeks to provide broader protection regarding rental of dwelling units than is currently offered in any local regulation. It defines lawful source of income as verifiable, legal income including income derived from any of the following sources:

- Employment;
- Social Security;
- Supplemental Security Income;
- Other retirement programs;
- Child support;
- Alimony; and
- Federal, state, local or non-profit administered benefit or subsidy programs, including rental assistance, public assistance, and general assistance.

Complaints of discrimination would be filed with the Washington State Human Rights Commission, who would have the responsibility of investigating the complaint and attempting to eliminate any unfair practice. If an agreement to end an alleged unfair practice cannot be reached, an administrative law judge would hear and resolve the complaint.

Since the proposed legislation did not make it out of the Senate Judiciary Committee in 2008, it will need to be reintroduced in both the House and the Senate if it is to be considered. The Washington Low Income Housing Alliance has identified this legislation as one of four key items that it intends to bring back to Olympia in 2009 (<http://www.wshfc.org/newsletter/#wliha>). The Tenants Union of Washington State provided the information sheet about the proposed legislation that is included as Attachment 4 to this packet.

Section 8 Program Information

The Section 8 Housing Choice Voucher program is authorized by the U.S. Housing Act of 1937 Section 8(b). The Housing Choice Voucher program increases affordable housing choices for very low-income households by allowing families to choose privately owned rental housing. Families apply to a local public housing authority for a Housing Choice Voucher. The family pays 30 percent of the household's adjusted income as rent. The local public housing authority pays the landlord the difference between what the family pays and the rent for the dwelling unit. In order to participate in the program, landlords must agree to accept no more than the fair market rent established by the U.S. Department of Housing and Urban Development (HUD). In Kirkland and other east King County communities, the established fair market rent levels range from \$950 for a studio unit to \$1,800 for a three bedroom unit.

Fair Housing Memo to City Council

January 13, 2009

Page 3

The King County Housing Authority (KCHA) administers the Section 8 program. The following requirements apply in order for a unit to be registered for Section 8:

- The landlord must complete and submit four forms to the KCHA;
- The unit must pass annual housing quality standards inspection based on HUD requirements;
- The landlord and tenant must complete a move-in checklist;
- A 12-month lease must be signed (required for first year of tenancy); and
- The property owner must comply with fair housing laws.

In exchange:

- Landlords retain their ability to screen tenants in whatever way they screen all their prospective tenants, such as for rental history, credit history, or criminal background;
- The portion of rent paid by the KCHA is a stable source of income for the property owner; and
- The portion of rent paid by the KCHA may be increased if the tenant's household income decreases.

Section 8 Fair Housing Regulations in Surrounding Communities

The cities of Seattle and Bellevue and unincorporated King County are the only jurisdictions in Washington that have regulations making discrimination of a person based on participation in the Section 8 program an unfair housing practice. Complaints in Seattle and unincorporated King County are filed with their respective Office of Civil Rights and the investigation and resolution processes are well established in their municipal codes. Both jurisdictions report that they investigate a small number of Section 8 cases each year and work towards settlement in each case. Conditions of settlement, or correction orders if no settlement can be reached, usually include:

- Elimination of the unfair housing practice;
- Payment of actual damages, including damages caused by emotional distress;
- Payment of attorneys' fees and costs;
- Payment of a civil penalty; and
- Participation in training on fair housing laws.

Violations of settlement agreements or correction orders of the Office of Civil Rights are referred to the prosecuting attorney for enforcement through filing of a civil action.

Bellevue reports having investigated a few claims of Section 8 unfair housing practice over the 18 years that their regulation has been in place. Investigations are handled by the Code Compliance staff in the Development Services Division. Settlement conditions spelled out in the Bellevue Municipal Code are similar to Seattle and King County, but no specific allowance for monetary

Fair Housing Memo to City Council
January 13, 2009
Page 4

damages or penalties are identified. In cases where a voluntary resolution cannot be reached, the city attorney may institute legal proceedings.

Unfair Housing Practices in Kirkland Municipal Code

[Chapter 11.72 of the Kirkland Municipal Code](#) establishes and prohibits Unfair Housing Practices. The ordinance prepared for the City Council in November would have added the following section to the KMC:

11.72.035 Dwelling Units – Refusal to Rent Based Solely on Section 8 Voucher or Certificate Request Prohibited.

No person shall refuse to rent a dwelling unit to any rental applicant solely on the basis that the applicant proposes to rent such unit pursuant to a Section 8 voucher or certificate issued under the Housing Act of 1937; provided this section shall only apply with respect to a Section 8 certificate if the monthly rent on such residential unit is within the fair market rent as established by the Department of Housing and Urban Development. “Dwelling unit” shall have the meaning set forth in Kirkland Municipal Code Section 11.72.010(2).

This language would make Kirkland’s prohibition on unfair housing practices equal to the cities of Seattle, Bellevue and unincorporated King County. However, the enforcement provisions in KMC 11.72.050 are poorly defined. Where the City of Seattle and King County refer complaints to their Office of Civil Rights and Bellevue refers them to its Code Compliance staff, Kirkland’s regulations direct complaints to the City Council for investigation. In addition, no specific settlement process or conditions are identified. Prosecution as a misdemeanor is possible (see [KMC11.72.050\(d\)](#) and [KMC 1.04.010](#)).

Public Comment

The City has received several letters and e-mails regarding the issue of prohibiting landlords from refusing to rent based solely on a request by a rental applicant to use a Section 8 Housing Choice Voucher. They are included as Attachments 5 through 11 to this packet.

ATTACHMENTS

- Attachment 1 – Engrossed House Bill 1956
- Attachment 2 – House Bill Report EHB 1956
- Attachment 3 – Senate Bill Report SB 6533
- Attachment 4 – “Enact Fair Rental Opportunity” Information Sheet
- Attachment 5 – Letter from Rick Whitney
- Attachment 6 – Letter from Julie Johnson, Rental Housing Association of Puget Sound
- Attachment 7 – Letter from Tim Seth, Washington Landlord Association
- Attachment 8 – E-mail from Tyler Eckel
- Attachment 9 – E-mail from Robin Vogel
- Attachment 10 – E-mail from Melora Hiller, St. Andrews Housing Group
- Attachment 11 – E-mail from Pat Tassoni, Thurston County Tenants Union
- Attachment 12 – E-mail from Rachael Myers, Washington Low Income Housing Alliance

ENGROSSED HOUSE BILL 1956

State of Washington **60th Legislature** **2007 Regular Session**

By Representatives Pettigrew, Miloscia, Santos, Sells, Ormsby and Hasegawa

Read first time 02/01/2007. Referred to Committee on Housing.

1 AN ACT Relating to discrimination based on lawful source of income;
2 reenacting and amending RCW 49.60.250; adding a new section to chapter
3 49.60 RCW; and prescribing penalties.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

5 NEW SECTION. **Sec. 1.** A new section is added to chapter 49.60 RCW
6 to read as follows:

7 (1) It is an unfair practice for any person, whether acting for
8 himself, herself, or another, to discriminate in the rental of a
9 dwelling to, or to refuse to negotiate or enter into a rental agreement
10 with, a person because of the person's lawful source of income.

11 (2)(a) When a finding has been made under RCW 49.60.250 that the
12 respondent has engaged in an unfair practice under this section, the
13 administrative law judge shall promptly issue an order for appropriate
14 relief for the aggrieved party, which may include actual damages and
15 injunctive or other equitable relief. The order may, to further the
16 public interest, assess a civil penalty against the respondent:

17 (i) In an amount up to two thousand five hundred dollars if the
18 respondent is determined not to have committed any prior unfair
19 practices under this section;

1 (ii) In an amount up to seven thousand five hundred dollars if the
2 respondent is determined to have committed one other unfair practice
3 under this section during the five-year period ending on the date of
4 the filing of this charge; or

5 (iii) In an amount up to ten thousand dollars if the respondent is
6 determined to have committed two or more unfair practices under this
7 section during the seven-year period ending on the date of the filing
8 of this charge.

9 (b) Civil penalties assessed under this section shall be paid into
10 the state treasury and credited to the general fund.

11 (3) This section does not:

12 (a) Apply to rental transactions involving the sharing of a
13 dwelling unit as defined in RCW 59.18.030, or the rental or subleasing
14 of a portion of a dwelling unit, when the dwelling unit is to be
15 occupied by the owner or sublessor;

16 (b) Affect the rights, responsibilities, and remedies of landlords
17 and tenants under chapter 59.18 or 59.20 RCW, except to the extent of
18 inconsistencies with the nondiscrimination requirements of this
19 section; or

20 (c) Limit the applicability of RCW 49.60.215 relating to unfair
21 practices in places of public accommodation or RCW 49.60.222 through
22 49.60.227 relating to unfair practices in real estate transactions.

23 (4) For the purposes of this section, "lawful source of income"
24 means verifiable legal income, including income derived from
25 employment, social security, supplemental security income, other
26 retirement programs, child support, alimony, and any federal, state, or
27 local government or nonprofit-administered benefit or subsidy program,
28 including rental assistance programs, public assistance, and general
29 assistance programs.

30 **Sec. 2.** RCW 49.60.250 and 1993 c 510 s 23 and 1993 c 69 s 14 are
31 each reenacted and amended to read as follows:

32 (1) In case of failure to reach an agreement for the elimination of
33 such unfair practice, and upon the entry of findings to that effect,
34 the entire file, including the complaint and any and all findings made,
35 shall be certified to the chairperson of the commission. The
36 chairperson of the commission shall thereupon request the appointment
37 of an administrative law judge under Title 34 RCW to hear the complaint

1 and shall cause to be issued and served in the name of the commission
2 a written notice, together with a copy of the complaint, as the same
3 may have been amended, requiring the respondent to answer the charges
4 of the complaint at a hearing before the administrative law judge, at
5 a time and place to be specified in such notice.

6 (2) The place of any such hearing may be the office of the
7 commission or another place designated by it. The case in support of
8 the complaint shall be presented at the hearing by counsel for the
9 commission: PROVIDED, That the complainant may retain independent
10 counsel and submit testimony and be fully heard. No member or employee
11 of the commission who previously made the investigation or caused the
12 notice to be issued shall participate in the hearing except as a
13 witness, nor shall the member or employee participate in the
14 deliberations of the administrative law judge in such case. Any
15 endeavors or negotiations for conciliation shall not be received in
16 evidence.

17 (3) The respondent shall file a written answer to the complaint and
18 appear at the hearing in person or otherwise, with or without counsel,
19 and submit testimony and be fully heard. The respondent has the right
20 to cross-examine the complainant.

21 (4) The administrative law judge conducting any hearing may permit
22 reasonable amendment to any complaint or answer. Testimony taken at
23 the hearing shall be under oath and recorded.

24 (5) If, upon all the evidence, the administrative law judge finds
25 that the respondent has engaged in any unfair practice, the
26 administrative law judge shall state findings of fact and shall issue
27 and file with the commission and cause to be served on such respondent
28 an order requiring such respondent to cease and desist from such unfair
29 practice and to take such affirmative action, including, (but not
30 limited to) hiring, reinstatement or upgrading of employees, with or
31 without back pay, an admission or restoration to full membership rights
32 in any respondent organization, or to take such other action as, in the
33 judgment of the administrative law judge, will effectuate the purposes
34 of this chapter, including action that could be ordered by a court,
35 except that damages for humiliation and mental suffering shall not
36 exceed ten thousand dollars, and including a requirement for report of
37 the matter on compliance. Relief available for violations of RCW
38 49.60.222 through 49.60.224 shall be limited to the relief specified in

1 RCW 49.60.225. Relief available for violations of section 1 of this
2 act shall be limited to the relief specified in section 1(2) of this
3 act.

4 (6) If a determination is made that retaliatory action, as defined
5 in RCW 42.40.050, has been taken against a whistleblower, as defined in
6 RCW 42.40.020, the administrative law judge may, in addition to any
7 other remedy, impose a civil penalty upon the retaliator of up to three
8 thousand dollars and issue an order to the state employer to suspend
9 the retaliator for up to thirty days without pay. At a minimum, the
10 administrative law judge shall require that a letter of reprimand be
11 placed in the retaliator's personnel file. All penalties recovered
12 shall be paid into the state treasury and credited to the general fund.

13 (7) The final order of the administrative law judge shall include
14 a notice to the parties of the right to obtain judicial review of the
15 order by appeal in accordance with the provisions of RCW 34.05.510
16 through 34.05.598, and that such appeal must be served and filed within
17 thirty days after the service of the order on the parties.

18 (8) If, upon all the evidence, the administrative law judge finds
19 that the respondent has not engaged in any alleged unfair practice, the
20 administrative law judge shall state findings of fact and shall
21 similarly issue and file an order dismissing the complaint.

22 (9) An order dismissing a complaint may include an award of
23 reasonable attorneys' fees in favor of the respondent if the
24 administrative law judge concludes that the complaint was frivolous,
25 unreasonable, or groundless.

26 (10) The commission shall establish rules of practice to govern,
27 expedite, and effectuate the foregoing procedure.

--- END ---

HOUSE BILL REPORT

EHB 1956

As Passed House:

January 18, 2008

Title: An act relating to discrimination based on lawful source of income.

Brief Description: Prohibiting discrimination based on lawful source of income.

Sponsors: By Representatives Pettigrew, Miloscia, Santos, Sells, Ormsby and Hasegawa.

Brief History:

Committee Activity:

Housing: 2/12/07, 2/19/07 [DP].

Floor Activity:

Passed House: 3/9/07, 72-25.

Floor Activity:

Passed House: 1/18/08, 63-34.

<p>Brief Summary of Engrossed Bill</p> <ul style="list-style-type: none"> • Prohibits discrimination based on a person's lawful source of income in rental housing transactions and creates specific civil penalties for violating this prohibition.
--

HOUSE COMMITTEE ON HOUSING

Majority Report: Do pass. Signed by 4 members: Representatives Miloscia, Chair; Springer, Vice Chair; Kelley and Ormsby.

Minority Report: Do not pass. Signed by 3 members: Representatives Dunn, Ranking Minority Member; McCune and Schindler.

Staff: Robyn Dupuis (786-7166).

Background:

Under the Human Rights Commission (Commission) statutes, known as the "Law Against Discrimination," the Legislature declares that the right to be free from discrimination because of race, creed, color, national origin, sex, sexual orientation, or the presence of any sensory,

This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not a part of the legislation nor does it constitute a statement of legislative intent.

mental, or physical disability or the use of a trained dog guide or service animal by a disabled person is a civil right.

In certain real estate transactions, the practice of discrimination because of certain characteristics is illegal. These characteristics include race, creed, color, sex, marital status, national origin, sexual orientation, families with children status, and the presence of any sensory, mental or physical disability or the use of a trained dog guide or service animal by a person with a disability.

The Human Rights Commission is charged with eliminating and preventing such discrimination in: employment; credit and insurance transactions; places of public resort, accommodation, or amusement; and in real estate transactions.

Complaints of discrimination must be filed with the Commission within six months after the alleged act of discrimination or, in the case of certain real estate transactions, within one year after the alleged unfair practice. The Commission must investigate the complaint and, if there is reasonable cause to believe that an unfair practice has or is being committed, the Commission will attempt to eliminate the unfair practice with conciliation.

If an agreement to end the alleged unfair practice cannot be reached, the complaint is heard before an administrative law judge. On finding that the respondent has engaged in an unfair practice, the administrative law judge must issue an order requiring the practice to cease and ordering other action, including action that could be ordered by a court, to effectuate the purposes of the Law Against Discrimination. However, damages awarded to a plaintiff may not exceed \$10,000 for humiliation and mental suffering. In cases involving real estate transactions, penalties are specified and include fines up to \$50,000 depending upon the recent existence of any prior unfair practice violations.

A number of other states include language in their statutes to prohibit discrimination in real estate transactions due to an individual's lawful source of income. These states include California, Connecticut, District of Columbia, Maine, Massachusetts, Minnesota, New Jersey, North Dakota, Oregon, Utah, Vermont and Wisconsin.

Summary of Engrossed Bill:

Discrimination against a person in a rental housing transaction because of the person's lawful source of income is declared to be an unfair practice. This unfair practice does not apply if the rental transactions involves the sharing, rental, or subleasing of a portion of a dwelling unit when the dwelling unit is also to be occupied by the dwelling owner or sublessor. For this exemption, a dwelling unit is a residence used by one person or by two or more persons maintaining a common household.

Penalties are specified for occurrences of this unfair practice. If an administrative law judge finds that discrimination has occurred against a person in a rental housing transaction because

of the person's lawful source of income, the administrative law judge may award actual damages and injunctive relief, and may assess the violator a civil penalty of:

- a maximum of \$2,500 for a first violation;
- a maximum of \$7,500 for a violation if the violator has committed a prior unfair practice within a five-year period; and
- a maximum of \$10,000 if the violator has committed two or more violations within a seven-year period.

"Lawful Source of Income" is defined as verifiable, legal income including income derived from any of the following sources:

- employment;
- Social Security;
- Supplemental Security Income;
- other retirement programs;
- child support;
- alimony; and
- federal, state, local or non-profit administered benefit or subsidy programs, including rental assistance, public assistance, and general assistance.

Appropriation: None.

Fiscal Note: Not requested.

Effective Date: The bill takes effect 90 days after adjournment of session in which bill is passed.

Staff Summary of Public Testimony:

(In support) It is difficult for individuals and families to find apartments that accept Section 8 vouchers and often the waiting lists are just too long. There is a clear pattern of unfair landlord practices in this area. Discriminating on the basis of an individual's source of income could be an underhanded way of discriminating against people of protected class status, as many persons utilizing Section 8 vouchers are also members of at least one of the existing protected classes under the Washington discrimination laws. The bill has nothing to do with rent control; it just requires that landlords consider potential tenants on an equal basis. Discrimination in this area makes it difficult for low-income people to transition from shelters and other supportive housing programs.

(With concerns) Lawful source of income should be limited somehow so it doesn't include income like gambling debts or gifts.

(Opposed) Accepting vouchers should be a voluntary choice on the part of landlords. The federal Section 8 program specifically states that landlords may participate voluntarily.

Persons Testifying: (In support) Chris Jussero, Lynn Sereda and Michele Thomas, Tenants Union of Washington; Pat Tassoni and Janet Blanding, Thurston County Tenants Union; and Mark Foutch, City of Olympia.

(With concerns) Tim Seth, Olympic Rental Association.

(Opposed) John Woodring, Rental Housing Association of Puget Sound.

Persons Signed In To Testify But Not Testifying: None.

SENATE BILL REPORT

SB 6533

As of March 7, 2008

Title: An act relating to discrimination based on lawful source of income.

Brief Description: Prohibiting discrimination based on lawful source of income.

Sponsors: Senators Kline, Fairley, Kohl-Welles, Weinstein, Kauffman and McDermott.

Brief History:

Committee Activity: Judiciary: 1/23/08.

SENATE COMMITTEE ON JUDICIARY

Staff: Dawn Noel (786-7472)

Background: Under the Washington Law Against Discrimination (WLAD), it is an unfair practice to discriminate in the rental of a dwelling based on sex, marital status, sexual orientation, race, creed, color, national origin, families with children status, honorably discharged veteran or military status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a person with a disability.

Any person claiming to be aggrieved by an alleged unfair practice may file a complaint with the Human Rights Commission (Commission). If the Commission finds that reasonable cause exists that an unfair practice has been or is being committed, the Commission's staff must attempt to eliminate the unfair practice by conference, conciliation, or persuasion. If the parties do not reach agreement, the Commission must enter findings to that effect and request the appointment of an administrative law judge (ALJ) to hear the complaint.

If an ALJ determines that the respondent engaged in discrimination in the rental of a dwelling, the ALJ may award damages and injunctive relief. In addition, the ALJ may, to further the public interest, assess a civil penalty against the respondent up to 50,000 dollars depending on whether the respondent has committed any unfair practices in the past.

Summary of Bill: It is an unfair practice for any person to discriminate in the rental of a dwelling to, or refuse to negotiate or enter into a rental agreement with, a person because of the person's lawful source of income. "Lawful source of income" means verifiable legal income, including:

- income derived from employment;
- social security;
- supplemental security income;
- other retirement programs;

This analysis was prepared by non-partisan legislative staff for the use of legislative members in their deliberations. This analysis is not a part of the legislation nor does it constitute a statement of legislative intent.

- child support;
- alimony; and
- any federal, state, local government, or nonprofit-administered benefit or subsidy program, including rental assistance programs, public assistance, and general assistance programs.

If an ALJ finds that the respondent has engaged in this unfair practice, the ALJ is limited to providing the following relief. The ALJ must issue an order for appropriate relief, which may include actual damages and injunctive or other equitable relief. The order may, to further the public interest, assess certain civil penalties against the respondent, not to exceed 10,000 dollars, depending on whether the respondent has committed any unfair practices under this section in the past five to seven years. The civil penalties must be paid into the state treasury and credited to the general fund.

This section does not apply to transactions involving the sharing of a dwelling, or the rental or sublease of a portion of a dwelling, when the dwelling is occupied by the owner or sublesor. This section also does not limit the applicability of current laws relating to unfair practices in real estate transactions.

Appropriation: None.

Fiscal Note: Requested on January 19, 2008.

Committee/Commission/Task Force Created: No.

Effective Date: Ninety days after adjournment of session in which bill is passed.

Staff Summary of Public Testimony: PRO: This bill is not based on whether one can afford the rent, but based on the source of income. This bill becomes all the more important in the wake of floods and the housing market crash as more people rely on public assistance to make ends meet. Federal and local housing authorities have made it easier to participate in the Section 8 housing voucher program. Section 8 tenants have difficulty securing housing, and many housing ads state that they won't take Section 8 applicants. This bill will help people lift themselves out of homelessness. Section 8 does not require a landlord to reduce a tenant's rent. Washington should be a leader in disallowing discrimination based on source of income.

CON: The Section 8 program makes onerous requirements on landlords. Landlords shouldn't be forced to accept these circumstances. Section 8 is a voluntary program. This bill would create conflicts between state and federal law. It creates another protected class, which will lead to more litigation. The evidence demonstrating that people are turned down due to their Section 8 participation is anecdotal; they offer no studies to support their claims. Some people are probably turned down for other reasons such as criminal backgrounds or heavy collections' histories. Landlords need to be able to protect themselves.

Persons Testifying: PRO: Senator Kline, prime sponsor; Representative Pettigrew, prime sponsor of companion bill (EHB 1956); Eric Dunn, Northwest Justice Project; Marc Brenman, Washington State Human Rights Commission; Ann Levine, citizen; Chris Jussero, Michele Thomas, Tenant's Union of Washington State; Zoe Bermet, landlord; Ben Gitenstein; Washington Low-Income Housing Alliance.

CON: Chris Benis, John Woodring, Doug Neyhart, Karen Kuever, Rental Housing Association; Mark Paulsen, Washington Apartment Association.

Enact Fair Rental Opportunity: Outlaw Discrimination based on a renter’s source of income And put up the welcome sign for all renters.

“I didn’t know it was going to be this difficult,” she said. “I got a message from a manager that said, ‘I accept small dogs but absolutely no Section 8.’ I just felt like scum. They’ll accept Fancey, our Pomeranian, but not us.” -

Reba Masterjohn, section 8 renter as quoted in the 5-7-07 Seattle Times.

It All Starts At Home

Prejudice and discrimination are unfair roadblocks to safe, decent and affordable housing for too many Washington residents.

Everyone deserves the opportunity to compete for rental housing and to be treated fairly. Close the civil rights loophole: Outlaw discrimination today.

Housing vouchers are at least 4 times more likely to be used by a person of color, families with children, a person with a disability or an elderly person.

Public benefits are at least three times more likely to be used and needed by people of color in Washington State: While African Americans comprise 3.2% of the state’s population, they represent 14.2% of TANF recipients. While Hispanics comprise 7.5% of the state’s population, they represent 20.5% of TANF.

Tenant-based rental assistance is Washington’s largest source of affordable housing. Renters from across the state rely on this support to stabilize their lives, raise families and engage in their communities. We should ensure that people in need of housing assistance are able to effectively utilize section 8 vouchers and other forms of assistance that help them pay the rent and to stabilize their lives.

Discrimination against renters exacerbates housing and community instability:
Discrimination against renters based on verifiable and legitimate sources of income is an unfair and irresponsible practice. Tenants who attempt to legally utilize a subsidy frequently hear comments like, “I don’t rent to people like you”. Some landlords advertise “No section 8” or will refuse an application for tenancy, regardless of the tenant’s rental and credit history, simply because of their lawful source of income.

Many of Washington’s most vulnerable residents are impacted:
Washington State has already recognized the need to protect residents from housing discrimination based on their race, disability, sex, familial status and others. But a gaping loophole exists that leaves many people in these categories, such as single parents, the disabled and the elderly open to discrimination based on their source of income. Policies like “no section 8” are a pretext for illegal discrimination and have a disparate impact on Washington’s most vulnerable families.

Renters who use assistance should not be stereotyped or shamed:
Renters who receive a verifiable source of legal income, such as social security, child support, SSI and section 8 vouchers (or any other governmental or non-profit subsidy) should not be automatically assumed to be unacceptable or undesirable renters. Stereotypes about recipients of either temporary or long-term assistance are unfair grounds to determine an applicant’s suitability as a renter: every renter should be given an equal opportunity to apply.

12 other states have implemented a form of Source of Income Protection:
States with some form of protections for source of income include: California, Connecticut, Maine, Massachusetts, Minnesota, New Jersey, North Dakota, Oklahoma, Oregon, Utah, Vermont and Wisconsin and Washington DC, as well as Seattle, WA where landlords and the real estate market are thriving.

EHB 1956 is sponsored by Representatives Pettigrew, Miloscia, Santos, Sells, Ormsby and Hasegawa.

SB 6533 is sponsored by Senators Kline, Fairley, Kohl-Welles, Weinstein, Kauffman, and McDermott.

This is a lead policy priority for the Washington Low Income Housing Alliance, Tenants Union of Washington State and the Thurston County Tenants Union.

The following organizations have endorsed this legislation:
Washington State Coalition for the Homeless, Washington State Labor Council, Seattle King County Coalition on Homelessness, Washington CAN, The Children’s Alliance, The Statewide Poverty Action Network, Real Change, POWER—Parents Organizing for Welfare & Economic Rights, LELO, The Low Income Housing Institute, Voices—Spokane, and the King County Housing Authority.

Questions and Answers About *this bill*

“Won’t landlords have to rent to any person using a Section 8 Voucher?”

Landlords will not be required to rent their unit to every applicant using a housing choice voucher. All landlords will still have the right to screen all applicants to assure that they are renting to good tenants. Landlord references, credit checks, income verification, and other methods are will still be legal tools for a landlord to use in screening and denying potential tenants, regardless of their source of income. Further, the Seattle Office for Civil Rights has found in several cases that landlords have had legitimate business reasons for turning down section 8 applicants.

“Aren’t all tenants using housing choice vouchers bad tenants?”

Tenants with housing choice vouchers are some of the most highly scrutinized tenants in the nation. Such tenants have been screened for criminal background, rental history, household verification, and income verification. The vast majority of tenants with Section 8 vouchers are good tenants and should not be discriminated against based on unfair stereotypes.

“But discrimination based on source of income does not occur in Washington State.”

Countless tenants experience discrimination on a daily basis. Advertising forums for rentals, such as Craigslist, show many landlords who boldly state, “No Section 8 accepted”. **However, after Craigslist was involved in a lawsuit claiming discriminatory postings, Craigslist has self-elected to pull all ads that exclude section 8 renters.*

“Isn’t source of income protection the same thing as rent control?”

Landlords with section 8 renters can set and change their rents like all other landlords. If the landlord’s rent level for the apartment is above the housing authority’s rent limit, the landlord would not be required to lower it to the housing authority’s rent levels. Source of Income protection will simply require landlords to give equal consideration to all applications.

“Won’t protection against source of income discrimination conflict with Federal guidelines?”

Over twelve other states already protect renters from discrimination based on their source of income. Moreover, the courts in these states have held that source of income protection is in line with the federal intent for the Housing Choice Voucher program.

Who will be impacted by this bill? People like Chris :

“For the past several months I had been homeless. When my name came up early on the wait list for a King County Housing Authority section 8 voucher, I enthusiastically began to search for a home. I needed to live near the Bothell/Kenmore area where my support groups of family, church and friends live.”

“With limited energy because of a hidden disability, my search soon became a nightmare. For 10 weeks, I spent many hours per day, almost 7 days per week, searching for apartments. I drove around using up expensive fuel, and made over 70 phone calls to landlords in Bothell, Kenmore, Redmond, Kirkland, Bellevue, and Shoreline.”

“I found that there are far too few apartments that are accepting Housing Vouchers and was only able to find housing far South from my church, family and friends. “ - Chris Jussero, section 8 renter

RICK WHITNEY
5009 112TH AVE N.E.
KIRKLAND, WA 98033

425-827-2680

Kirkland City Council
123 Fifth Avenue
Kirkland, WA 98033

RE: Ordinance No. 4153 Refusal to Rent Based upon Section 8 Voucher

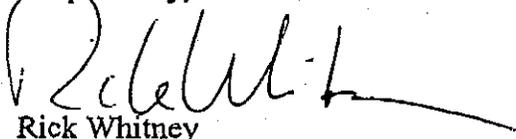
Dear Council Member,

I am writing to ask you to delay action on Ordinance 4153 until there is reasonable opportunity for input from representatives of the rental housing owners and managers in Kirkland. I was just informed of this ordinance this afternoon and have prior commitments which prevent me from speaking at tonight's meeting. I suspect that there are many more rental housing owners in similar situations.

As you know, I sincerely support the council's efforts to provide affordable housing in Kirkland. I have demonstrated it with my sale of Plum Court Apartments to ARCH to preserve that property as a vital part of our affordable housing supply. However, this ordinance could have a very negative impact on affordable housing in Kirkland. At face value, it seems like a fair and reasonable requirement. But in my 30 years of managing apartments I have encountered a very disproportionate level of problems from Section 8 tenants versus non-Section 8 tenants. Unfortunately, the people who tend to suffer most from those problems are the immediate neighbors of the Section 8 tenants. I can honestly say that if you had enacted this ordinance during the early years of my ownership of Plum Court, it would have forced me to undergo a repositioning of the property from being the most affordable place to live in downtown Kirkland to an upscale (and not very affordable) apartment community. That is how negative my experience has been with Section 8 tenants. I will add that not all of the Section 8 tenants I've dealt with have been problems, but the good ones are in the minority.

I would like to provide more information than is possible on such short notice, and I think that others should have a similar opportunity. This ordinance deserves to be given a fair discussion with public input. Please defer action until that can happen.

Respectfully,


Rick Whitney

ATTACHMENT 6

RECEIVED

Council Meeting: 11/04/2008

NOV 04 2008 Agenda: Other Business

Item #: 8. h. (1)

CITY OF KIRKLAND
CITY MANAGER'S OFFICE

The Honorable Bob Sternoff
123 5th Avenue
Kirkland WA, 98033

RE: Council Ordinance #4153; Section 8 as a protected class.

Dear Council Member Sternoff,

The 4,400 members of the Rental Housing Association (RHA) strongly support vouchers for rental assistance as a tool for assisting those with help in finding housing. RHA has for years vocally lobbied in Olympia for more State funding of rental voucher assistance. Vouchers enable more housing choices for tenants and an opportunity to find a living space that fits an individual's needs best. It is unfortunate that rental voucher programs are currently underfunded, creating long waiting lists.

However, RHA strongly opposes any efforts which restrict a landlords' right to choose to rent to Section 8 tenants as the private market has already been shown to provide a more than adequate supply of units for Section 8 applicants to find housing.

RHA wants to ensure that rental housing is an attractive option to people no matter what their current financial situation is. Many of our members cater to Section 8 tenants. The proposed ordinance would make it illegal for a rental housing owner to consider the tenant's source of income as screening criteria and require landlords to accept tenants who receive federal Section 8 rent vouchers. Unfortunately, this ordinance does not address the real issue which needs to be addressed; more vouchers are needed to address the needs of the most vulnerable.

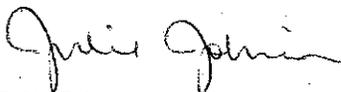
RHA's primary reason for opposition to this ordinance is the fact that there is not a problem with availability of private and public rental housing for persons receiving rental income assistance. The Washington Human Rights Commission conducted a study in 1996 and determined there was no need for source of income as a protected class. The housing availability needs of low income persons were being met and they were not being discriminated against in housing. It should also be noted that the staff memo attached to Ordinance #4153 does not make any reference to an actual need for such legislation to be passed in the City of Kirkland.

RHA has also conducted independent research in the past two months, speaking with many of the local housing authorities who oversee Section 8 voucher distribution. Not one offered any opinions or evidence that Section 8 tenants were being unfairly refused an opportunity to submit a rental application because of Section 8.

Secondly, Section 8 is a federally funded program that is administered by local housing authorities. The local housing authorities are not permitted to waive or vary the rules set down by the federal government. Congress chose to make landlord participation in the Section 8 program voluntary because it recognized that the rules and regulations imposed, such as limits on rent, requiring good cause for termination of a tenancy, and maintenance requirements, could be overly burdensome for many landlords.

We respectfully request that you not adopt ordinance #4153.

Sincerely,



Julie Johnson
President

Washington Landlord Association™

"The Largest State-Wide Landlord Association in Washington...Serving over 21,000 Subscriber Members"

Founded 1996 as Olympic Rental Association; registered with IRS and Washington Secretary of State as a tax-exempt service corporation.
 Phone 360-753-9150 Toll Free 1-888-753-9150 920 Franklin St SE
 Web: WaLandlord.com E-mail: timseth@juno.com Olympia WA 98501

Aberdeen, Bremerton, Centralia, Ellensburg, Everett, Kent, Olympia, Redmond, Seattle, Spokane, Tacoma, Vancouver
 November 12, 2008

Dawn Nelson, Planning & Community Development
 City of Kirkland
 123 5th Ave
 Kirkland WA 98033

Dear Ms Nelson:

In behalf of our Kirkland and surrounding landlord/manager members, we thank you for the chance to comment on a trial attempt to protect renting applicants against categorical rejections due to source of income, specifically Section 8.

The vast majority of our WLA mainstream landlords knowledgeable with the Section 8 program gladly volunteer to participate (as another option to fill vacancies while meeting community disbursement goals). This was recently verified with the recent HUD report that less than 4% of their 2000 funded vouchers positions are currently not filled. Those few that experience difficulties (typically due to criminal, substance abuse, references, or other cause factors) have, understandably, the toughest time to get rentals on the open market regardless of any remedial actions.

For the mainstream Section 8 applicant, easy sign-up, reasonably modest inspections, guaranteed market rents with annual up-dates, and long-lasting tenancies are a few of the incentives for landlords to participate. More still, WLA provides state-wide training to help participating landlords avoid unnecessary program pitfalls and misunderstandings. Above all, the federally fostered voluntary nature of the program leads to the on-going success of section 8, with state-wide HUD records again showing that volunteering landlords are currently filling over 96% of available Section 8 vouchers.

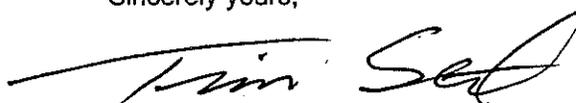
Housing authorities understand the basic federal importance that Section 8 and other government housing participation be voluntary on the landlord's part (the same as for processing bloc-grant money for renovations). Landlords are being asked to rent to a higher risk clientele typically without employment, credit, or personal records showing evidence of meeting basic screening standards. Passing government over-call legislation carries the risk of alienating majority participating landlords including those that currently choose to waive their screening standards to accommodate a hard-luck case. As such, there is the probable chance of a net loss of City rental options for the poor if any mandatory legislation passes.

A cruel hoax on hopeful applicants, legislative attempts to try to force landlords to rent to the poor proves, at best, a no gain wash. Is the City of Kirkland willing to take this roll of the dice at the expense of further alienating important local housing providers...*to both the city and the poor?* We suggest you call Seattle with a similar law to see if their results are better than the HUD 96% fulfillment figures (or Thurston County's 98% with no law).

WLA is certainly sensitive to the community value and goal of fostering basic housing for all citizens. The problem, as landlords understandably see it, **is lack of job options...not lack of housing options**. For example, we do not see anywhere where Washington cities, or the State itself, target employment recruiting to those on welfare or other marginally economic situations. Just as the State could establish an employment register system one cut above the "open competitive" (to give government-assisted people a leg-up over the "off-the-street" recruits), the City of Kirkland could follow the same idea to include employment counseling services along with "education" of their appointment management on hiring the poor. *(Back to housing, the City could even adopt WLA's on-going bloc grant proposal to conduct tenant preparation and credit training at local high schools in Kirkland, which could include public forums for the rental poor.)*

In any event, we appreciate the helpful tone of your staff's proposal (limiting to Section 8), and regret that our comments do not necessarily match some preconceived notions. As such, we thank you for listening to our side and would be please for the chance to speak further at any follow-through meetings. Thank you for the opportunity for being part of the government-making process.

Sincerely yours,



Tim Seth, WLA

cc: Mayor James L Lauinger, Deputy Mayor Joan McBride, & Council Members Doug

From: Jan D'Arcy [mailto:jantdarcy@gmail.com]
Sent: Thursday, December 04, 2008 6:29 PM
To: David Ramsay
Subject: City Manager, Mr. David Ramsey, Section 8 housing in Kirkland

Mr. David Ramsey, City Manager
Dear Mr. Ramsey,

I am a disabled individual living in Kirkland. I am on the Section 8 housing program. I support that you vote for free housing because those of us who are on section 8 can choose where we want to live rather just move into the designated complexes. The designated complexes might be in an area without the things we need; for example, clothing, food, bank, health care, bus line, just to name a few. I strongly ask you to support the fair housing act and vote yes so that all apartment houses in incorporated and unincorporated Kirkland are obligated to honor section 8. It's tough being turned down when you want to live in a certain area. Thank you.

Sincerely, Tyler Eckel

11023 NE 125th Lane V203
Kirkland 98034
(425) 823-8923

tje51@verizon.net

From: Robin Vogel [mailto:robin@robinvogel.com]
Sent: Saturday, December 06, 2008 11:40 AM
To: KirklandCouncil
Subject: re opposition to ordinance 4153-Section 8 tenants as "protected class"

Dear Council Members,

It has recently come to my attention the council is considering an ordinance (4153) that would make Section 8 rental tenants a "protected class" and would make it illegal for a rental housing owner to consider the tenant's source of income as a screening criteria.

Have we not learned anything from the subprime mortgage mess??

As a rental property owner, I screen tenants carefully while following fair housing laws. The religion, race, ethnicity, marital status, etc. etc. of any prospective tenant (in addition to the other protected classes now defined by fair housing laws) are of no concern to me. My primary concerns are that a tenant has the financial ability to pay the rent each and every month and on time and that they will take care of the property that I've put my hard work into building and maintaining. That's it. City, county, state and federal laws and ordinances have made the paperwork on a rental contract packet approximately 32 pages in length (about 10 pages longer than a purchase and sale contract to buy a home!! And approx 25 pages of that thanks to Gov Gregoire's required Mold Brochure) I think it's time for some common sense to be introduced into the mix. Part of the screening process for a prospective tenant involves verifying employment and source of income. I seriously doubt that anyone on this council would turn over their car to a total stranger without verifying income or ability to pay, much less a building potentially worth thousands of dollars!

As a property owner responsible for paying property taxes, maintaining the property and staying current on any mortgages owing, whether my tenant has paid the rent or not, I find the proposal of this ordinance to be extremely irresponsible especially in light of current economic circumstances.

Rental Housing Association of Puget Sound has found no evidence of Section 8 tenants being unfairly refused opportunities to submit rental applications in the local area, nor is there any evidence of a lack of housing available for section 8 applicants.

I would suggest that instead of spending time and money creating more headaches where they are not needed for those providing housing in the area, the council table this ordinance permanently and focus on more pressing issues such as looking for ways to cut costs at city hall.

Sincerely,

Robin Vogel
229 18th Avenue
Kirkland, WA 98033
Cellular: 206-406-2752
Email: robin@robinvogel.com

From: Melora Hiller [MeloraH@sahg.org]
Sent: Tuesday, November 25, 2008 11:21 AM
To: Dawn Nelson
Subject: Proposed Source of Income Discrimination Ordinance

Hi Dawn,

I understand that the City of Kirkland is considering an ordinance that would make it unlawful for landlords to refuse to rent to an otherwise eligible tenant simply because the Section 8 program would be paying a portion of the rent. You are probably already aware of this but the Tenants Union of Washington has been working for the past several years to get this protection in place statewide. The legislation has broad support in the legislature and will hopefully pass this year.

This is an extremely important issue for all of us that work with lower income people in an environment where there is clearly a lack of affordable housing. Many individuals and families with Section 8 vouchers find it extremely difficult to find landlords that will even consider them as tenants once they know they are recipients of the Section 8 program. Such an ordinance would NOT (as the landlords will tell you) force them to rent to people with bad credit, poor rental history or a criminal background. Any such criteria that landlords currently have in place would still be in place—the only difference is that prospective tenants would have the right to be evaluated based on those criteria rather than simply that they will be using Section 8 to pay a portion of their rent.

I am interested in knowing more about the status of this proposed ordinance—is there a public hearing before the council scheduled? Do you need any additional information for your staff report?

Thanks,

Melora

Melora Hiller
Interim Executive Director
St. Andrews Housing Group
1775 12th Avenue NW, Suite 102
Issaquah, WA 98027
(425) 391-2300 X16
melorah@sahg.org

From: tc.tenants@gmail.com on behalf of TC Tenants Union [tctu@tenantsunion.org]
Sent: Wednesday, January 07, 2009 2:04 PM
To: Dawn Nelson
Cc: Michele Thomas
Subject: Re: Kirkland Fair Housing

Hello,
City of Kirkland Council,
Dawn Nelson, Planning and Community Development

I'm writing to urge your support for adopting an ordinance or otherwise supporting legislation to protect tenants from Source of Income Discrimination. For the record, I have some comments to add.

First, my home town of Olympia is also considering a local ordinance. Recently I spoke on a panel about Fair Housing with Tim Seth of the Washington Landlord Association, who I see has weighed in on your city's efforts. In his letter to you, he mentions that Thurston County does not have any laws relating to Source of Income, which is false.

The city of Tumwater, adjacent to the city of Olympia, has protections for "Section 8 Recipients" in their local fair housing ordinance. It is scary to think that a man such as him representing an organization that is responsible for educating landlords can so easily ignore existing laws. It also underscores the need for additional local laws and fair housing education.

What follows under my signature below is the bulk of my presentation on the city of Olympia's Fair Housing Panel Discussion last month which highlights the benefits of local ordinances and the importance of Source of Income Discrimination protections.

Sincerely,

--

Pat Tassoni
Thurston County Tenants Union
203 E. 4th Ave #412
Olympia, WA 98501
(360) 943-3036
tctu@tenantsunion.org

Residential tenants are a consistent part of the population - they make up about ½ of a city's households.

The Washington State Landlord-Tenant Act is not enforced by any government agency, leaving tenants to assert their rights alone. Without information about the laws, or an agency to enforce them, renters are vulnerable to abuses. Tenants can feel powerless to respond to discrimination. Often tenants do not even know discrimination is occurring as their primary concern when contacting us is the immediacy of an eviction notice, rent increase, etc.

Since my beginnings with the Tenants Union, I have heard complaints about discrimination which is a separate law that does have enforcement. I have worked to expand fair housing protections on the city and state level including sexual orientation and military status.

I believe there are landlords who are extremely bigoted and exercise their power over tenants to that end. I think over the past 40 years a lot of education has happened and landlords know fair housing as an issue. I'm not confident that landlords know fair housing as a practice. Those bigoted landlords who have preconceived ideas of certain people, especially single parents and the disabled, know they can't actively practice discrimination. So they have devised sneaky backdoor ways to achieve their end. If landlords don't like or respect single moms [a protected status], then they won't rent to them because they are on welfare. Welfare like other state programs are only offered to certain people who are also in protected class statuses, including single parents, natives, the disabled and immigrants.

Fair housing laws are there to protect the rights and the honor of tenants in dealing with bad landlords. For lawmakers and law enforcers to put an emphasis on the landlord's perspective is like asking an abuser what is the best solution for his victim or asking the master if he thinks it's time to free his slave. It's more than a little backwards. I think bad landlords are in the minority and are most likely not involved with organized landlord associations. Which is why it is all that more frustrating that landlord associations work to limit the reaches of fair housing laws. Good landlords have nothing to fear from fair housing laws, but their criticisms only protects those bad actors that give all landlords a bad name. But landlord associations are the biggest proponents I have found that spread misleading and derogatory information about fair housing laws as well as housing authorities.

One place fair housing needs to be extended is age. I think that it is self-evident with the population of baby boomers becoming seniors, protections need to be added to protect them as a vulnerable population that may not have the financial or the physical resources to move often or far. There has been a federal level of history as well as some local jurisdictional work for it.

Another place that fair housing needs to be extended is Source of Income. I and others here have been working on the issue for a while -- while others here have been working against it. But we all agree that Source of Income discrimination happens, the question is should it remain legal to do such discrimination.

Source of Income discrimination is when a landlord refuses to accept or consider lawful money as rental payment or in calculating income.

It includes from the examples I mentioned above Section 8 vouchers or other governmental housing vouchers, Disability or Social Security benefits, TANF, Tribal benefits, as well as community and church grants.

If you are wondering how can this be when disability, families with children, religion and tribal rights are already protected. The grey area is: is their money protected too because landlords would get in trouble if they refused out of hand to rent to someone with a disability. But when landlords say "No Section 8" housing subsidies, they automatically cut out families with children, people of color and the disabled. Saying "No Section 8" is a pretext for what is already illegal discrimination.

To be crude if a bigoted landlord did not want to rent to any hispanics and he knows that, although it's not necessarily consistent but there is some cultural truth to it, that latinos prefer to drive Chevy's rather than Fords, he institutes a 'No Chevy' policy. On the face of it, it seems okay but if the motivation is one of racial/ethnic exclusion then that's discrimination. This is also what a pretext is -- it's not what it says it is, it is about something else. Something illegal. Something discriminatory.

Housing subsidies are designed for and targeted at vulnerable populations. Here in Olympia 35% of voucher holders are single parents which is over 5 times their proportion in the city population; 47% of voucher holders are disabled; 23% of voucher holders are non-white. While African-Americans comprise 2% of Olympia's population, they represent 8% of the Section 8 waitlist. Similarly, while American Indians or Alaskan natives represent 1% of Olympia's

residents, they represent 4% of the Section 8 waitlist. When landlords cut out accepting Section 8 vouchers, they are disproportionately cutting out certain people.

The housing authority's program is the country's, this state's and this city's largest and most successful affordable housing program.

About 2,000 units are subsidized locally with a near 100% fill rate.

It does not mean that the program success is an individual success or that discrimination does not happen. To be crude: it's like saying since black people in this town are housed, discrimination does not exist and the housing programs work. But when you focus on the individual, many of those black folks have a story to tell about a unnecessary barrier or illegal obstacle that was in their way.

Discrimination is individual, let's not lose site of that. The cases of discrimination that have been talked about are very real. They are acts committed against someone, they're not just feelings, opinions or thoughts.

When tenants cannot find a landlord to accept their Section 8 voucher, they lose it. I talk to tenants who have faced that reality. The voucher doesn't go away, the housing authority program doesn't disappear or grind to a halt - the voucher moves to the next tenant who hopefully will have better luck with it. And the program is successful. But that first individual is not able to access assistance that has been designed for them. In fact, with landlord refusals, an internalization of self loathing happens to tenants who feel unwanted and feel ashamed for their station in life. This is the most insidious result of discrimination where someone is shamed for their disability or their family or their race or religion. Or trying to utilize a government approved housing subsidy. Discrimination hurts people.

In my mind, non-discrimination means making the most efficient use of an individuals resources, especially vouchers. It sickens me that disabled and veteran homeless people and families leaving domestic violence have vouchers that they are unable to use. It's almost an empty promise to them from the community and government that they can better their circumstances - all because the private market doesn't cooperate with the community.

Market place decisions of landlords should not be able to trump or negate government and community responses to poverty and lack of housing and blame the victims for it. Vouchers are a valuable commodity and have improved the lives of many -- including enriching landlords because it is guaranteed money, guaranteed rental payments.

But until vouchers are fully embraced, people will still be shamed and suffer when they are denied affordable housing. And people will not be able to live where they want to as the voucher program was envisioned to deal with desegregation and not ghettoizing.

A couple of the other arguments landlord associations make is the paperwork requirement and the inspections for vouchers. Simply put, when cornered, they have to admit the paperwork is not onerous at all and the housing quality inspections are minimal. A good landlord should have nothing to fear from having a third party of the housing authority to their rental agreement as it's for the common good.

Landlords are supposed to have an agreement in writing when they take a tenants deposit -- and how many people have a landlord or are a landlord that doesn't take a deposit? It's already supposed to be in writing for the common good. Also the housing authority inspections are not all encompassing and a good landlord should have nothing to fear from them. A landlord is already required to maintain their rentals to minimum code requirements for the common good which is much higher than what the housing authority wants.

Seattle and other cities as well as a dozen states around the nation already have some form of Source of Income discrimination prohibitions. For 20 years, has the restrictions forced all landlords out of Seattle? No. Has such laws put landlords out of business in 12 states? No. A good landlord has no argument to make against Source of Income discrimination laws.

Finally, there are other ways to improve the enforcement and education of fair housing laws in the city and throughout the state. In terms of professionalizing the completely unregulated business of landlording, if the State Attorney General would start enforcing the Landlord-Tenant Act again as a consumer protection issue for the common good, there would be spin off benefits for fair housing.

Especially if the tenant screening process was mandated to be fully in writing following a transparent and open neutral selection policy based on first-come, first-served. If the city would enforce landlord licensing and pre-emptive code inspections for the common good, there would be spin off benefits for fair housing. If the feds would enforce income tax evasion of landlords, there would be spin off benefits for fair housing.

Thank you.

From: Rachael Myers [rachael@wliha.org]
Sent: Thursday, January 08, 2009 4:48 PM
To: Dawn Nelson
Subject: Source of Income Discrimination
Attachments: WLIHA Final Agenda.pdf; ATT73850.htm

To: Kirkland City Council

January 8, 2009

Dear Councilmembers,

I am the Executive Director of the Washington Low Income Housing Alliance. We are a statewide membership organization that works to ensure that everyone in Washington has a safe, decent, and affordable home. Our members include non-profit housing providers, low-income housing developers, banks and lending institutions, faith based organizations, among others who care about housing. (You can see our current member list [here.](#))

Each year we craft a consensus agenda with our members. Ending source of income discrimination is one of our top four priorities for the 2009 legislative session, and has been on our agenda for each of the past two sessions. Our 2009 agenda is attached.

Ending this type of discrimination, that we believe is generally based on stereotypes about low-income people and people of color, is one way the state can ensure that more people have access housing, without a budget impact. This is especially important in the current budget climate. We may not be able to afford to provide more people with housing help, but we can make it easier for people already receiving support to keep a roof over their heads.

I'm thrilled that the City of Kirkland is considering a local ordinance, and providing support for this important legislation at the state level. Thank you for considering this issue.

If you have any questions, please contact me at 206-442-9455.

Sincerely,

Rachael Myers
Washington Low Income Housing Alliance
1402 Third Avenue, Suite 709
Seattle, WA 98101
tel 206/442.9455
fax 206/623.4669
www.wliha.org



2009 Legislative Agenda

The Washington Low Income Housing Alliance is committed to ensuring a safe, affordable home for every family and individual in Washington. In a time of economic crisis, more families are struggling to keep a roof over their heads than ever before. An investment in affordable housing not only addresses this need, but it creates jobs and stimulates the local economy. Priorities for the 2009 legislative session are:

1. Maintain the Housing Trust Fund at \$200 million for the 2009-2011 biennium and ensure that housing supported by the fund is well maintained and able to serve our most vulnerable residents, by:

- Increasing funding for the operations and maintenance account that enables the Trust Fund to support housing for homeless and extremely low-income individuals and families;
- Protecting the State's valuable investment of over \$600 million in more than 36,000 housing units since 1989 by allowing some capital dollars to be used for administering the Trust Fund.
- Reauthorizing the use of interest on Realtor Trust Accounts for investment in the Housing Trust Fund, as is currently done; and
- Requiring the interest on tenant deposits to be invested in housing programs.

2. Improve access to housing for low-income individuals and families by prohibiting source of income discrimination and ensuring accuracy and fairness in tenant screening.

3. Increase homeownership opportunities and provide foreclosure relief for low-income families through:

- A Real Estate Excise Tax exemption on homes sold to low-income first-time homebuyers; and
- Expanding foreclosure prevention assistance and creating protections for renters impacted by foreclosures.

4. Ensure that transit-oriented communities include housing affordable for low-income individuals and families through tools such as incentive zoning, creation of the HEFT affordable housing growth fund, and providing infrastructure funding to support mixed-income residential development.

The Washington Low Income Housing Alliance supports our partners on the following:

Budget:

1. Maintain biennial funding levels of \$10 million for THOR and \$10 million for emergency shelter assistance. *Lead organization: WA State Coalition for the Homeless*
2. Maintain local King County taxes for expiring stadium bonds and utilize a portion of the revenue to developing low-income housing in King County. *Lead organization: Seattle – King County Housing Development Consortium*

Policy:

3. Increase notice provided to mobile homeowners being evicted because of redevelopment. *Lead organization: Columbia Legal Services*
4. Amend the Mobile Home Landlord Tenant Act to provide homeowners and community owners with clarity regarding compliance with the law. *Lead organization: Columbia Legal Services*
5. Require community owners to notify mobile homeowners if their community is to be sold so that homeowners have the opportunity to respond in order to preserve the manufactured housing community. *Lead organization: Columbia Legal Services*
6. Increase in the debt limit of the Washington State Housing Finance Commission from \$5 billion to \$7 billion. *Lead organization: Washington State Housing Finance Commission*
7. Require that state agencies develop plans to stop discharging people from state care into homelessness by 2011. *Lead organization: Washington State Coalition for the Homeless.*
8. Eliminate the requirement for local jurisdictions to identify alternative public fund sources when waiving impact fees for affordable housing development. *Lead organization: Association of Washington Cities.*
9. Create an incentive for employers to provide housing assistance to their employees through a State B&O tax credit. *Lead organization: City of Seattle / Washington State Housing Finance Commission*
10. Expand Tenant Relocation Act to hotels and motels closed due to health and safety violations. *Lead organization: Columbia Legal Services*
11. Ensure that residential month-to-month tenants who are evicted without cause have at least 45 days to find replacement housing (90 days in some instances.) *Lead organization: Columbia Legal Services.*
12. Prevent cuts and expand availability of vital housing and survival services such as Medicaid, Basic Health Plan, General Assistance, TANF, and food programs. *Lead organization: Multiple coalitions*



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

MEMORANDUM

To: David Ramsay, City Manager

From: Tracey Dunlap, Director of Finance and Administration

Date: January 8, 2009

Subject: Budget Reporting Process

The Council Finance Committee will be discussing a process for reporting on budget status during 2009 at their meeting on January 13. At the January 20 City Council meeting, staff will make a Powerpoint presentation summarizing the proposed process for Council discussion and direction.

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

To: David Ramsay, City Manager

From: Tammy McCorkle, LG Management Fellow
Tracey Dunlap, Director of Finance and Administration

Date: January 7, 2009

Subject: Performance Measures and Performance Budgeting

RECOMMENDATION:

Consider how to restructure the City's current performance measures program to better reflect Kirkland services and be more meaningful to residents, City Council, staff and management.

BACKGROUND DISCUSSION:

In 2005, the City of Kirkland initiated an effort to collect and report on key performance measures in six service areas of: Parks and Recreation; Police Services; Fire and Emergency Medical Services; Information Technology; Streets and Highways; and Recycling. To assist in this effort, the City joined the International City Manager's Association (ICMA) Center for Performance Measurement. Kirkland's program adopts many of ICMA's core performance measures and includes other Kirkland-specific measures that are tailored to the priority services that the City provides.

2008 is the third year Kirkland has produced the Performance Measures Guide. The Guide includes four years of performance measurement data for the six key service areas. For each service area, the data is accompanied by a narrative vignette that illustrates a Kirkland service that is being measured. The 2008 results for the 2007 reporting period are summarized in Attachment A. Selected highlights include:

- In 2007, the average pounds of garbage collected per SFR account per week decreased by 5.4 lbs and the SF recycling diversion rate increased to 69% - one of the highest in King County.
- There were no DUI traffic fatalities on City maintained roadways in 2006 or 2007.
- Street sweeping tons increased in 2007 by more than 100 tons. Street sweeping tons reflect not only debris from trees and other natural sources, but also garbage and litter left on the ground.
- The City of Kirkland Parks and Community Services Department realized a significant increase in the number of volunteers and volunteer hours in 2007, with a 184% increase in the number of volunteers and a 249% increase in volunteer hours.
- Use of the City Website has been steadily increasing and the number of user sessions per year has almost doubled since 2004. The City strives to provide a website that is easy to navigate and informative for residents.

In addition to the measures reported on for the performance measures guide, there are many more that are reported on each year to ICMA. Over time, staff has found that the measures reported on are labor intensive to gather and report and many are not useful or meaningful for service delivery. In the 2009-10 budget, dues for the ICMA performance measures program were cut as part of the expenditure reductions.

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The ICMA performance measures program was a useful tool for the initial development of a performance measurement program and helped stimulate conversations about the need and usefulness of performance measurement, but the question is “how to proceed from here”?

PERFORMANCE BUDGETING:

One consideration is how to restructure the current performance measures program to make it more meaningful to the budget decision-making process. One suggestion has been to consider a “performance budgeting” approach.

Performance budgeting, unlike program budgeting where the goal is to assemble and budget to program objectives or goals, systematically incorporates measurement into the budgeting process and uses the results of this measurement to allocate scarce public resources.

Governments have embarked on performance budgeting for different reasons, but the main ones are: a financial crisis; growing pressure to reduce public expenditure; or a change in political administration. In many cases, performance information was introduced into the budget process as part of a wider package to control public expenditure or reform public sector management. In many instances, performance budgeting was introduced alongside performance management. (For further description of the concept, see the Organisation for Economic Co-Operation and Development Policy Brief included in Attachment B).

Performance budgeting occurs when the results of service delivery inform decisions about allocation of resources. Using performance data to inform decision-making within the core functions of management requires leadership, management, analytical skills, communication skills and a continuous commitment to providing efficient and effective service delivery. One of the major misconceptions of performance budgeting is that it is a stand-alone budgeting technique. The performance budgeting framework used by the City of Redmond, for example, requires line-item budgeting, program budgeting, performance measurement, and performance management to link inputs to outputs successfully. Line-item budgeting provides the necessary infrastructure for budgeting and accounting for financial resources at the level of detail required for accurate and reliable information.

Another misconception is that performance budgeting begins in the budget office. In reality, it begins with City leadership and extends performance management throughout the organization. Performance management involves the creation of mission statements, service delivery goals, objectives, and performance measures at the program level.

Performance measurement can provide an infrastructure for tracking outputs, outcomes, and efficiencies at the program level. Performance management can also support a core function of management in local government—the budget preparation and adoption process.

A final aspect of performance budgeting is that it requires ongoing leadership from all levels of the organization for successful adoption and implementation. This is especially critical for elected officials and senior managers, who play an important role in changing the organizational culture to accommodate performance budgeting. Numerous jurisdictions in North Carolina have implemented performance budgeting. Hickory is one city where an organizational culture change has occurred. During meetings and workshops, Hickory’s elected officials, department heads, and program managers commonly use financial and performance data to analyze service delivery, identify strategies, and support decisions.

There are three broad types of performance budgeting: presentational, performance-informed, and direct performance budgeting.

Presentational performance budgeting: The 2009-10 City of Kirkland budget is an example of presentational performance budgeting. The City’s performance information is presented in the budget document, but plays only an occasional role in decision-making, for example, waste diversion and recycling information helps inform solid waste program and rate decisions. This is the simplest form of performance budgeting, although it is still time consuming and does not relate directly to City priorities or goals.

Performance-informed budgeting: “Performance-informed” implies that the City Council and Departments developing budgets look at the performance measurement results and the proposed performance measures, the strategic plan, executive and legislative priorities, and relevant trends in the policy environment and ask if the proposed budget makes sense. Here the question is not: *Can we buy better outcomes?* but a somewhat different one: *Can we get the same outcomes at less cost?*

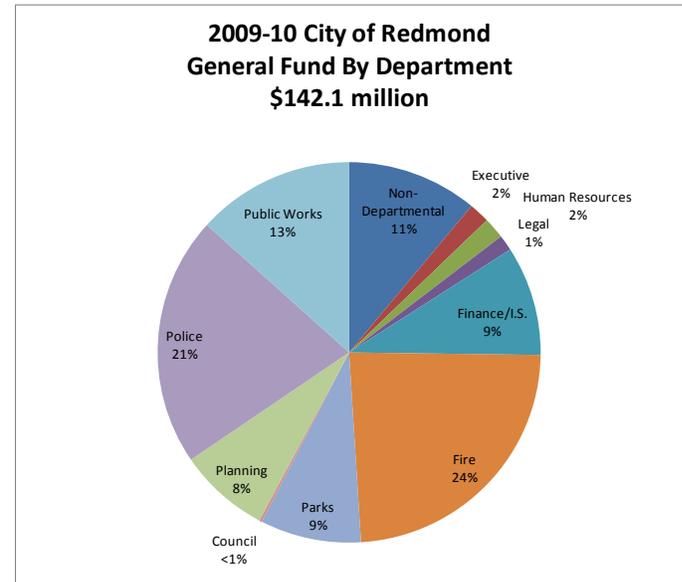
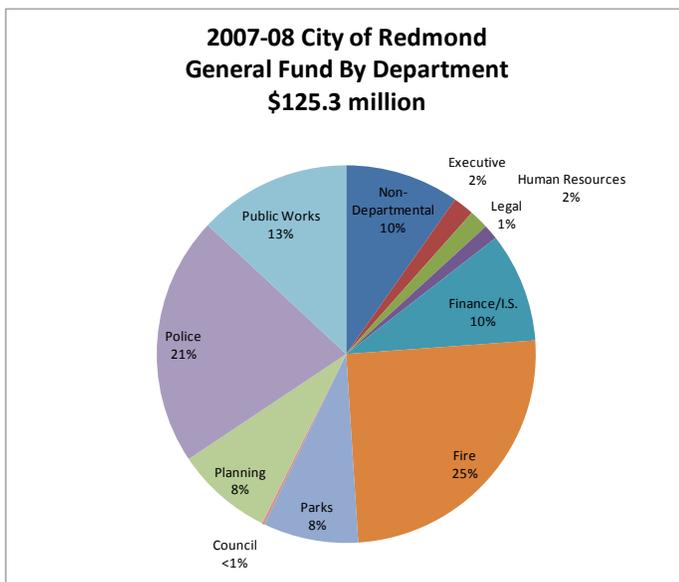
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The City of Redmond implemented a budgeting by priorities program for their 2009-10 budget and began steps towards a type of performance-informed budgeting (see Attachment C City of Redmond). For the City of Redmond the process was long and involved for City Council and staff, a process that began in January. In the end the budget remains in line item format with an appearance of resources being allocated similar in 09/10 as they were in 07/08 (see pie charts below).

Something perhaps not seen by the overview of Redmond's budget is how the money was allocated among the different departmental priorities changed due to the process and some funding requests that would not have been a priority in the past rose to top priority due to the establishment of priorities. For example, a program called Green Lifestyles/Green Buildings was funded in the Planning Department. Redmond reported that this program, promoting a sustainability website and environmentally-friendly building practices, would not have risen to the top as a priority in past budgets. Now that the City has identified one of its top priorities as Clean & Green, the program made sense within the new budget.

The intangible difference was the process used and the level of support the budget received from the Mayor, City Council, and residents as a result of the process. When looking at the City of Redmond budget by department it may appear as though no changes were made, although when discussed with the City of Redmond there were changes within department priorities based on the process and what was done for the 2009-10 budget was only the beginning of a planned transformation of culture and organizational management. Some important questions to stop and think about before embarking on such a process include: *Why would the City spend resources to do this? Is the benefit received by participating in a more labor intensive and costly process equal to or greater than the resources required for the process?*



The City of Charlotte, NC provides an example of a city that has been practicing performance-informed budgeting. In 1994, the City of Charlotte began its implementation of the Balanced Scorecard, a performance management model that challenges departments to evaluate success and achievement. The City's vision, mission, and strategy are captured in the Corporate Balanced Scorecard. The Scorecard gives a quick but comprehensive view of programs through four unique perspectives: Serve the Customer, Run the Business, Manage Resources, and Develop Employees, and 16 corresponding objectives.

Performance-informed budgeting ensures that the budget reflects a commitment to City Council's priorities. In Charlotte, the City Council sets priorities at their annual retreat and identifies focus areas to serve as a framework for allocating funds and resources. The creation of the budget is a team effort. Throughout the budget process, staff discuss priorities and recommendations for improvement with the City Council. The discussions are reflected in the proposed budget.

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Performance-informed budgeting can be very beneficial to an organization; it can also be very costly. Performance-informed budgeting is in addition to the regular budget process and in many cases runs as a parallel process to line item budgeting as required by the State.

Direct performance budgeting: Direct performance budgeting is normally not practiced organizationally, but programmatically. Direct performance budgeting must have outcomes that have a strong causal relationship and have a core concept of controllability. This approach is not widely practiced.

The State of Washington Department of Transportation maintenance budgeting system that ties different levels of achievable quality for roads, bridges, etc. to different levels of dollar input is an example of a program using direct performance budgeting. Note though, that this “outcome” is not much different than the output; it simply adds a “quality” dimension. It is an *intermediate* outcome. If one went further out on a “so that” chain, to *higher-level* outcomes such as mobility or economic development goals, for example, the causal linkages become weaker. The strength of the causal relationship is closely related to the core concept of “controllability” – to what extent the outcomes are within the control of the relevant agency.

For example: The City of Kirkland strives to be a safe place. One of the measures currently tracked under Police Services is DUI arrests per 1,000 population. It could be presumed that if people do not drink and drive then Kirkland will be a safer place to be. But, *should the City make budget decisions based on the current DUI arrests per 1,000 populations?* No, because there are too many external factors affecting the outcome including availability of taxi cabs, personal choice, weather, # of officers on duty, etc. This is not to say the information cannot inform budget decisions, only that it should not be solely based on it as the causal relationship is not strong enough. This is the case for many of the services the City provides; fire response times are dependent on traffic, weather, etc. Recycling rates are based on personal choice to participate; satisfaction of services is based on an individual experience or perspective.

This type of budgeting cannot be done in many situations (maybe most) because the causal relationships are not sufficiently strong. One cannot confidently predict how much change in outcomes will result from specified changes in inputs. An example: more state patrol DUI road block actions cannot be easily translated into an impact on the DUI rate. But other forms of performance budgeting are still possible, even where the input-outcome causal relationships are not strong.

APPLICABILITY TO KIRKLAND:

In a time when tough decisions need to be made, guidance and priorities to aid in the process are key to making decisions that are made transparent to the community. Should City Council decide to move toward more performance budgeting, an essential first step is for City Council to revisit their mission statement and work with the community to establish priorities and goals.

The City of Kirkland has a mission statement, values and philosophies established. The philosophies are similar to priorities set by other jurisdictions by title, although they are very broad so they do not necessarily provide specific direction to City services. The priorities established should be over-arching priorities that could help establish direction and focus areas for City services and departments. This direction is essential for linking goals and outcomes, a key component of performance management.

At the 2008 City Council Retreat, there were examples of what other jurisdictions have done to set priorities and goals presented to Council, as well as a starting point for the Kirkland discussion.

To fully develop a mission statement and community priorities and goals, there would need to be a significant amount of time dedicated to the process by City Council and there would be a significant draw on staff time. If the City Council decided that this is a priority, they would need to identify the resources needed and determine how the resources would be freed up (such as diverting staff time and resources from other City priorities).

Once priorities and goals are established, departments would work to apply priorities and goals to the services they provide and develop performance measures. Through applying City priorities and goals to their departments and the services provided, each department can develop goals and performance measures in support of the priorities that reflect their services and are meaningful to management and, through supporting the City priorities and goals, meaningful to the community.

The City of Redmond is working to make a dashboard of the community priorities and goals with a drill down capability for residents interested in the goals and performance measures working towards the priorities. This dashboard should be beneficial not only to

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residents, but with alignment of department performance measures and goals to service delivery it should be a meaningful management tool.

Once the performance measures are institutionalized, the City Council could consider how to best incorporate the priorities, goals, and measures into the budget process. This process would also include establishing how to monitor progress and make changes as needed to services to ensure a focused and steady path supporting the City priorities and goals.

Even the best performance measurement program will only tell *what* needs to be done and suggest how to do it. Raw numbers should not drive the decision process, but objective data can *inform* it. A well integrated performance management program provides information that is meaningful and reliable, not just "data" and charts. This information is used in concert with observation and political realities to make decisions.

Performance budgeting or performance management is a long-term process and to be effective an organization wide cultural change would need to occur.

NEXT STEPS:

The next step is for City Council to determine the process to pursue the first step of establishing priorities and goals to move toward a new performance measures program.

Attachments:

- A. Performance Measures Guide
- B. OECD Policy Brief
- C. Redmond budgeting by priorities



PERFORMANCE MEASURES

CITY OF KIRKLAND

PERFORMANCE MEASURES

Since 2004, the City of Kirkland has been monitoring key performance measures in six service areas: Fire and Emergency Medical Services; Streets; Information Technology; Police; Parks and Community Services; and Refuse and Recycling. This section of the budget document includes a report on the key performance measures for each of these service areas along with examples of service provided. As we continue to monitor these key measures over time, we will have a good indicator of how much progress the City is making in meeting our goals for providing high quality services in a cost-effective way. This section is intended to show the citizens of our community how we are doing on the following goals:

Fire and Emergency Medical Services:

Preserve lives and protect property through high quality response to fire and emergency medical incidents.

Key measures: Emergency Response Times and Effectiveness in Containing Fires

Streets:

Construct and maintain the public infrastructure of the City and ensure efficient and reliable public streets for Kirkland residents.

Key measures: Pavement condition rating and citizen rating of street maintenance.

Information Technology (IT):

Proactively provide cost effective, reliable, standardized, and current information technology tools, systems, and services including customer focused support.

Key measures: Share of the City's business that is conducted through E-Commerce and rating of IT services

Police:

Reduce crime and increase the community perception of safety through high quality law enforcement services.

Key measures: Crime rates and citizen ratings of safety in their neighborhoods.

Parks and Community Services:

Enrich and enhance Kirkland's quality of living by effectively managing our public lands and serving the leisure needs of all residents.

Key measures: Citizen rating of the City's parks and recreation programs and citizen enrollment in recreation classes.

Refuse and Recycling:

Reduce waste generated by Kirkland residents and businesses by recycling, reducing, and reusing materials.

Key Measures: Citizen rating of recycling services and tons of recycling material collected.

Key Findings

Some notable findings of the Performance Measures Guide are:

- In 2007, the average pounds of garbage collected per SFR account per week decreased by 5.4 lbs and the SF recycling diversion rate increased to 69% - one of the highest in King County.
- There were no DUI traffic fatalities on City maintained roadways in 2006 or 2007.
- Increased staffing alone does not equate to decreased response times. Over the past four years response times for both Fire and EMS have increased even with an increase in staffing. Response times are based on many variables including:
 - Fire and EMS staffing,
 - Availability of emergency response resources,
 - Number of simultaneous alarms at each fire station,
 - Time in call center before dispatch,
 - Time it takes fire or EMS staff to leave the station,
 - Traffic and traffic control devices,
 - Weather, and
 - Distance of response resources from emergency.
- Street sweeping tons increased in 2007 by more than 100 tons. Street sweeping tons reflect not only debris from trees and other natural sources, but also garbage and litter left on the ground.
- The City of Kirkland Parks and Community Services Department realized a significant increase in the number of volunteers and volunteer hours in 2007, with a 184% increase in the number of volunteers and a 249% increase in volunteer hours.
- Use of the City Website has been steadily increasing and the number of user sessions per year has almost doubled since 2004. The City strives to provide a website that is easy to navigate and informative for residents.

We hope you will find this section a helpful tool for reviewing and understanding some of the services provided by the City of Kirkland.

CITY OF KIRKLAND

REFUSE AND RECYCLING

Goal

The City strives to reduce waste generated by Kirkland residents and businesses by recycling, reducing, and reusing materials. Recycling reduces the amount of garbage that the community produces so that the life span of the local landfill can be extended. Recycling helps protect the environment and reduce the costs of garbage disposal.

Recycling Program	MEASURE	2004	2005	2006	2007
Residents Participate	Participation Rate SFR ¹	66.3%	64.3%	84%	90.7%
	Participation Rate MFR ²	94%	95%	95%	95%
So that....					
Minimize Garbage Output	Total Tons of Recycled Material Collected SFR/MFR/Commercial	9,154 tons	8,714 tons	8,906 tons	9,271 tons
	Diversion Rate SFR (Goal = 52lbs) ³	60.1%	59.8%	62.5%	68.6%
	Diversion Rate MFR	12.1%	16.4%	16.9%	14.9%
	Total Tons of SFR Food & Yard Waste Collected	7,346 tons	6,664 tons	7,099 tons	7,482 tons
So that....					
Divert Waste from Landfill	Total Tons of Garbage Collected SFR/MFR/Commercial	31,213 tons	33,000 tons	33,690 tons	32,698 tons
	Average Pounds of Garbage Collected Per Week Per SFR Account (Goal = under 33lbs)	32 lbs	27.30 lbs	25.5 lbs	20.1 lbs
	Actions the City Has Taken to Promote Product Stewardship and Reduce the Generation of Waste	Major expansion of recycling program, including food waste and electronics	Pilot commercial food waste recycling program	Commercial organics and residential food waste, MFR outreach	Promotion of commercial organics, development of MF food waste pilot, MFR outreach
So that....					
Extend Landfill Life	Expected Life Span of Cedar Hills Landfill	2015	2015	2016	2016

¹ SFR – Single Family Residence

² MFR – Multi-Family Residence

³ Diversion Rate – the percent of waste materials diverted from the landfill to be recycled, composted or reused. SFR – includes yard waste, MFR – does not include yard waste.

Analysis

The City of Kirkland has realized significant success in resident participation in waste reduction activities. In the past year alone the average pounds of garbage collected per SFR account per week decreased by 5.4 lbs and the SF recycling diversion rate increased to 69% - one of the highest in King County. The number of participants in the commercial organics program increased from 12 in the fall of 2007 to over 50 by the end of the year accounting for the diversion of over 57 tons of organic material from the landfill.

REFUSE AND RECYCLING BUSINESS OUTREACH

The City of Kirkland has robust business outreach and assistance and commercial organics recycling programs that are offered to all Kirkland businesses. By participating in these programs, businesses are able to save money, promote environmental stewardship, and save space in the landfill.

In 2007, the Holy Family Parish School had a recycling assessment done by the City of Kirkland to ensure appropriate recycling capacity, identify other opportunities to recycle, and to speak with the students and school officials about recycling in a presentation. With the new tools and information in hand, the already motivated staff and students of Holy Family, lead by Steve Carbonetti, made significant changes in the way the school reduces, reuses and recycles.



Below are just a few examples of the efforts and their effects:

- All lunch milk cartons are now being recycled: after lunch there is a bucket for the youth to dump any remaining milk into and a recycling container. With 271 students this could potentially add up to more than 10,840 milk cartons per school year.
- Students at Holy Family Parish School started a Green Team: this is a group of 7th graders that are working to raise recycling awareness with other youth in the school and with parents. They recently ran a contest where parents that were seen using a reusable mug rather than a paper cup in the morning got entered in a drawing for prizes.
- Through increasing recycling and participating in the commercial organics program the school has been able to reduce their garbage service from two six-yard dumpsters to one eight-yard dumpsters for a savings of about \$184/mo. or about \$2,200/yr.



The school is continuing to find ways to reduce, reuse, and recycle. This success story is an example of what can be accomplished when the City's recycling and outreach programs are combined with a highly-motivated group determined to make a difference in their bottom line and their environment.

CITY OF KIRKLAND

POLICE SERVICES**Goal**

The Kirkland Police Department strives to provide quality law enforcement that builds trust, confidence and respect throughout the community. The Police Department places a strong emphasis on ensuring that all those who live, shop, work, and play in Kirkland feel safe. The Police Department prevents and responds to crime so that Kirkland remains safe for all community members.

Police Department	MEASURE	2004	2005	2006	2007
Prevent and Respond to Crime	Total calls for service	*	43,120	43,682	41,870
	Average # of Calls For Service per shift	*	59.1	59.8	57.4
	Total 911 calls received	*	27,962	28,249	27,633
	Average # of Patrol contacts per shift	9.63	8.82	8.84	8.69
	Criminal Citations	*	1,468	1,775	2,005
	Infractions	*	8,618	7,516	8,167
	Collisions w/enforcement	*	*	668	511
So that.... Keep City Safe	Sworn FTE's (Authorized) ¹ per 1,000 population	1.36	1.39	1.45	1.47
	Average # of Officers per shift	7.09	6.49	6.59	6.8
	Total Arrests per 1,000 population	51.5	42.6	50.9	48.8
	DUI Arrests per 1,000 population	10.9	9.0	5.5	7.5
	Total Part I Violent Crimes ² per 1,000 population	1.7	1.6	1.9	1.4
	Total Part I Property Crimes ³ per 1,000 population	37	39	40	40
So that.... Citizens Feel Safe ⁴	Citizen Rating of Safety in Their Neighborhood During the Day	*	*	Very Safe <u>89%</u> Somewhat Safe <u>9%</u>	*
	Citizen Rating of Safety in Their Neighborhood After Dark	*	*	Very Safe <u>54%</u> Somewhat Safe <u>29%</u>	*

¹ Increased personnel provide for additional patrol coverage, investigations & other police services that keep the community safe.

² Part 1 violent crimes include: murder and non-negligible manslaughter, forcible rape, robbery and aggravated assault.

³ Part 1 property crimes include: burglary, larceny-theft, motor vehicle theft and arson.

⁴ 2006 Citizen Opinion Survey rated Police services as one of the top 5 most important services.

Analysis

Through increased emphasis on enforcement of driving under the influence, DUI arrests increased by 2 additional arrests per 1000 people in Kirkland in 2007 or approximately 94 additional arrests were made. There were no DUI traffic fatalities on City maintained roadways in 2006 or 2007. To ensure a safe community the City of Kirkland Police Department has been emphasizing enforcement of traffic laws such as speeding, crosswalk violations and seatbelt usage.

DOMESTIC ABUSE RESPONSE TEAM (DART)

The Kirkland Police Domestic Abuse Response Team (DART) has been working with victims of domestic violence since 1999. Initially organized by former Advocate Julie Reynolds as a resource to assist the Family Violence Unit, the all volunteer group quickly became an indispensable part of the unit.



The volunteers each receive 30 hours of specialized training and pass a rigorous testing and background process. Frequent meetings and on-going training ensure that DART volunteers are current on the latest developments in the law and aware of resources that may be available.

Kirkland is the only city in east King County that has a program supported by a trained volunteer core, in addition to a detective and family/youth advocate. Domestic Abuse Response Team (DART) volunteers provide crisis intervention, victim support and caseload follow-up. Trained in understanding the cycle of domestic violence, volunteers are quick to offer a reassuring voice and resources to help victims immediately following an incident.



“Domestic violence is one of the most common in-progress offenses against a person that our department responds to,” explains Detective Janelle McMillian. “It usually involves an assault or a violation of a protection order.” Last year, KPD responded to 827 domestic incidents and 91 restraining order violations.

CITY OF KIRKLAND***FIRE AND EMERGENCY MEDICAL SERVICES*****Goal**

When Fire and Emergency Medical Services employees respond to fires and medical emergencies, they strive to preserve lives and protect property. Their goal is to provide effective and efficient services that enhance a safe environment for the public.

Fire Department	MEASURE	2004	2005	2006	2007
↓	Paid fire and EMS staffing per 1,000 population served	.89	.93	1.0	1.0
Respond to Medical Emergencies	EMS responses per 1,000 population served (BLS and ALS)	66.2	65.2	66.9	64.5
So that....	Average EMS response times (ALS & BLS)	5:11 min	5:17 min	5:21 min	5:30 min
Timely Treatment Received	% of EMS response times under 5 minutes (Goal = 90%)	53%	52%	51%	49%
↓	Total fire incidents per 1,000 population	27.4	26.6	34.4	26.2
Respond to Fires	Total non-fire incidents per 1,000 population	12	9.6	17.0	12.4
So that....	Average fire (emergency) response times	5:58 min	5:53 min	6:02 min	5:59 min
Minimize Damage	% of fire response times under 5.5 minutes (Goal = 90%)	43%	49%	46%	47%
So that....	% of building fires confined to area of Origin	58%	67%	44.8%	41%
Keep Community Safe					

¹BLS = Basic Life Support and ALS = Advanced Life Support

Analysis

Increased staffing alone does not equate to decreased response times. Over the past four years response times for both Fire and EMS have increased even with an increase in staffing. Response times are based on many variables including:

- Fire and EMS staffing,
- Availability of emergency response resources,
- Number of simultaneous alarms at each fire station,
- Time in call center before dispatch,
- Time it takes fire or EMS staff to leave the station,
- Traffic and traffic control devices,
- Weather, and
- Distance of response resources from emergency.

SERVICE IMPROVEMENT

King County and Kirkland are leaders in EMS and pre-hospital care of patients in cardiac arrest and have been since the introduction of CPR in the late 1960s. Kirkland is on the forefront providing advanced cardiac care, including defibrillation, to patients in their homes, on the street, and at work.



Today people who suffer a cardiac arrest in Kirkland are three times more likely to survive than the national average, and among patients in ventricular fibrillation (a deadly cardiac arrhythmia where a quick shock from a defibrillator is the only treatment) the survival rate in Kirkland is approximately 40%. This is one of the highest survival rates in the world.

Being a leader means continually looking for ways to improve. The City of Kirkland and King County EMS, is participating in an exciting new study investigating the management and treatment of cardiac arrest. The Resuscitation Outcomes Consortium (ROC) performing the study includes large EMS providers throughout North America including San Diego, Toronto, Dallas and the entire states of Iowa and Alabama. Among this elite group Kirkland and King County are leaders. The King County group, including Kirkland, was the first to complete the required training and begin enrolling patients and is recognized as a top performer in compliance with study protocols.



The City of Kirkland EMS strives for 90% of response times to fall under 5 minutes; this goal is driven by the cardiac arrest survival rate curve. Through bystander CPR and quick response times, the chance of survival by a cardiac arrest patient increases. The Kirkland Fire Department is committed to leadership and excellence and providing world-class service to the community.



CITY OF KIRKLAND

STREETS**Goal**

The Streets Section of the Public Works Department is responsible for keeping City-owned streets and landscaped surfaces maintained. The work includes keeping roads repaired, landscapes aesthetically pleasing, and streets swept often to keep debris from entering the storm system and to improve water quality. The Streets Section works to provide the infrastructure for the City to ensure safe, attractive, efficient and reliable public streets and rights-of-way for Kirkland residents.

Street Maintenance	MEASURE	2004	2005	2006	2007	
Roads are Repaired	Total paved lane miles	351.1	351.8	352.3	352.3	
	Road Rehab Expenses per paved lane mile	\$4,310	\$3,471	\$4,919	\$6,261	
So that....	Roads are well maintained	Pavement condition index (PCI) ¹	70	*	*	*
		Percentage of lane miles assessed as fair or better ²	90%	*	*	*
		Citizen ratings of road maintenance (satisfactory or better) ³	94%	*	95%	*
Sweep Streets	Street sweeping expenditures per capita	\$3.12	\$4.42	\$4.12	\$3.79	
	Street sweeping (tons)	592	517	497	600	
So that....	Streets are clean and storm drains are clear	# of lane miles swept: Commercial Business District (per year)	500	500	500	500
		# of lane miles swept: Residential (per year)	3,744	3,744	3,432	3,432
So that....	Safe Streets and Improved Surface Water Quality					

¹The City of Kirkland uses the Washington State DOT method for objectively rating the pavement condition based on factors including cracking, patching, weathering, and rutting. Every 3 to 4 years the PCI ratings for the entire City's street network are updated. The last survey was performed in 2004.

²Based on 2004 PCI survey data; "fair or better" equates to a PCI of 40 or better. Pavement Condition Index (PCI) is a rating of the general condition of pavements and is based on a scale of 0 to 100. A PCI of 100 represents a newly constructed road with no distresses; a PCI below 10 corresponds to a failed road requiring complete reconstruction.

³Survey completed every other year

Analysis

There was a large increase in road rehabilitation expenses per lane mile in 2007. This increase was due to a larger overlay contract in 2007 than in prior years. Work was performed on a few arterials (NE 70th and 132nd Ave) which require more traffic control and there was an increase in construction and material costs. In 2006, a few streets were not completed due to utility conflicts and funds were carried over to 2007. In 2007, the City paved more square yards (SY), which used the whole overlay budget (2006 SY paved = 37,508; 2007 SY paved = 64,768).

STREET SWEEPING

Street sweeping is a service that the City of Kirkland provides to residents and businesses that can easily go unnoticed. The sweepers start out early in the morning, so by the time the downtown area gets busy the debris has been removed. In 2007, 600 tons of debris was removed from Kirkland streets.

Street sweeping has been provided by cities as a regular service since before the creation of the automobile. It used to be a manual service provided through the use of a broom and dust pan. Now it is provided mainly through a street sweeping truck and crew.



The City of Kirkland is dedicated to environmental stewardship and providing an excellent quality of life.

Street sweeping is provided for more than making the streets look clean. Street sweeping has also been shown to improve water quality, as the sweeper picks up waste that would otherwise go into the storm water system and eventually out to rivers and lakes.

The Streets section of the City of Kirkland sweeps commercial business districts 100 times a year or approximately two times per week. Imagine the state of the streets without this valuable service.

CITY OF KIRKLAND

PARKS AND COMMUNITY SERVICES**Goal**

The City strives to provide high quality parks, facilities, and programs to support citizens in increasing their health and activity. The City Parks and Community Services Department wants to enrich and enhance Kirkland's quality of living by effectively managing our public lands and serving the leisure needs of all residents to make Kirkland the place to be.

Parks and Recreation	MEASURE	2004	2005	2006	2007
Parks & Recreation Staff	Total staff for parks maintenance and recreation programs	55.8	59.8	70.89 ¹	57.07
	Park maintenance FTE's per 100 acres developed land	15.5	14.8	19.99	16.19
	Number of volunteers/ volunteer hours	508/1,200	711/2,115	455/1,240	1,293/4,333
So that....					
Maintain Parks & Provide Recreation Programs	Total O&M for recreation programs	\$1,501,826	\$1,659,619	\$1,663,761	\$1,686,929
	Recreation O&M per capita	\$32.80	\$36.28	\$35.26	\$35.23
	Total O&M for parks maintenance	\$2,217,657	\$2,446,832	\$2,643,047	\$2,609,170
	Parks maintenance O&M per capita	\$48.42	\$53.49	\$56.02	\$54.48
So that....					
Provide High Quality Parks and Recreation Programs	Developed park acreage per 1000 population	4.6	4.6	4.38	4.41
	Citizen ratings of appearance of Parks & Recreation Facilities ² -satisfactory or better	*	*	98%	*
	Citizen ratings of the quality of Parks and Recreation programs -satisfactory or better	*	*	89%	*
So that....					
Increase citizens' quality of life	Recreation classes offered	2,868	2,812	2,741	2,778
	Citizens' enrollment in classes	16,030	18,104	18,067	18,075
So that....					
Citizen Satisfaction	Citizen ratings of overall satisfaction with Parks & Recreation – satisfactory or better ³	95%	*	98%	*

¹ Increased staffing due to increased programs and park development

² 2006 Citizen Opinion Survey results reflect Parks and Community Services as one of the top 5 services offered by the City.

Analysis

The City of Kirkland Parks and Community Services Department realized a significant increase in the number of volunteers and volunteer hours in 2007, with a 184% increase in the number of volunteers and a 249% increase in volunteer hours.

KIRKLAND STEPPERS WALK FOR THE FUN OF IT

The Peter Kirk Community Center's very successful walk program for adults age 50+ is charging into its fifth year. The Kirkland Steppers depart from the Peter Kirk Community Center (PKCC) on scheduled walks every Tuesday and Thursday morning from the first of June through the end of September.

Between 175 and 200 adults participate in this popular program and range in ability from long-time walkers and exercise participants to serious couch potatoes, having never exercised a day in their life. The ages range from 48 to 96! Donning bright orange t-shirts, this lively group of walkers are a visible tour de force seen roaming the streets of downtown Kirkland and neighborhood parks.



In 2007 the Kirkland Steppers, in collaboration with the Kirkland Senior Council and the Police Department launched a Pedestrian Safety Campaign. Because of their sheer numbers, these walkers are the most visible group to demonstrate pedestrian safety practices and they make wonderful role models for the community.



To increase visibility of the Steppers, walkers received an orange visor, a round red flashing LED light that clips on their clothing and a bright orange (bandana size) pedestrian flag. When pedestrian flags are not available at crosswalks, waving these handy, easily accessible bright flags alerts drivers of their presence. Steppers frequently carry extra flags and distribute to other walkers and those with strollers and baby carriages.



The Pedestrian Safety Campaign is also responsible for the recent production of the Senior Council Pedestrian Safety video "Excel as a Pedestrian" that can be viewed by visiting:

http://kirkland.granicus.com/MediaPlayer.php?view_id=13&clip_id=1139

CITY OF KIRKLAND

INFORMATION AND TECHNOLOGY

Goal

Proactively provide cost effective, reliable, standardized, and current information technology tools, systems, and services including customer focused support.

IT Department	MEASURE	2004	2005	2006	2007
	Total Apps/Network and Ops IT Staff	4.5 / 5	5 / 6	6.75/6	6.75/5
Usability of Website	Average weekly hours updating site	15	15	17.5	25
	Number of user sessions per year	367,388	452,560	448,100	611,671
So that.... Citizens & Business Informed, Access to Government Anytime and Anywhere	Percentage of Building Permits applied for online that are available online	* ₁	30%	66%	66%
	Percentage Parks & Recreation registration online that is available online	28%	31%	33% ²	38%
So that.... Citizens Satisfied with City Website	E-Gov transactions dollar amount	\$318,569	\$434,469	\$364,125	\$413,310
	% of citizens who have visited the website ³	44%	*	56%	*
Provide IT Tools	# of help desk calls per # of help desk employees	*	*	1,193	1,389
	# of help desk calls per # of permanent city employees	*	*	7.67	8.85
So that.... Increase Staff Productivity and Efficiency	Help desk calls resolved	3,398	3,835	3,580	4,166
	Total training sessions provided ⁴	33	37	9	44
	# of employees that took an IT training class	*	*	53	*
So that.... Staff More Efficient and Satisfied	Internal customer satisfaction: general IT services	*	*	3.6 / 4.0	3.7/4.0

1 Indicates information not collected.

2 In 2007 data was reported as 60% which reflected a point in time. Percent of Parks and Recreation online can be as high as 75% in the beginning of the summer. After processing refunds, and as the year progresses less registration is done online. Numbers reported reflect overall annual registration for all Parks and Recreation Programs.

3 Citizen Opinion Surveys are completed every other year.

4 Total training sessions provided in 2007 is an estimate based on instructor data.

Analysis

Use of the City Website has been steadily increasing and the number of user sessions per year has almost doubled since 2004. The City strives to provide a website that is easy to navigate and informative for residents.

MyParksandRecreation.com

The City of Kirkland continues to expand its online accessibility to citizens and in the Fall of 2003 began offering online registration for Parks and Recreation classes.

The City has been involved with the ECityGov Alliance's MyParksandRecreation.com to bring a feature which allows citizens to access Parks and Recreation information in one place for all of the Eastside cities. The Alliance is a group of cities in the Puget Sound Region that have committed to partner together to provide on-line services and information to their customers.

In an effort to offer accessibility to more recreation programs, in the Spring of 2007, the city linked Kirkland-Parks.net with MyParksandRecreation.com allowing users to register for multiple recreation activities on one website.

YOUR GOAL: EXPLORE, LEARN, PLAY
OUR GOAL: MAKE IT EASY!

SAME GREAT CLASSES, OR NEW OPPORTUNITIES IN OUR REGION — YOU CHOOSE!

All of your recreation registration needs and parks info are now available on one easy-to-use website. You can now find the same great class you took last time, search for new classes, or explore all of our parks and trails. This site has it ALL!

MyParksandRecreation.com
Over 3000 recreation programs, 300 parks, 9 local cities, ONE web site

MyParksandRecreation.com
Things to Do: Register for Classes Places to Go: Parks Information

YOUR ONLINE REGISTRATION WEBSITE

Through MyParksandRecreation.com, citizens are able to search for recreational activities, facilities, parks and trails throughout the Eastside, and be linked to individual city websites for more in-depth information and registration.

When connecting to the MyParksandRecreation.com page, users are provided with two options: Places to Go or Things to Do. Places to Go gives users the ability to search for parks, trails, and recreational facilities provided by any of the cities with the ECityGov Alliance. If citizens are looking for a boat launch, a dog park, or a place to play tennis, they can find it through a search

using Places to Go. Things to Do allows users to search for classes or activities to participate in.

By providing search options that include all of the cities within the ECityGov Alliance, the recreational opportunities available to the community are more numerous and varied than those provided only by the City of Kirkland. On the horizon of Myparksandrecreation.com is the feature of searching special events, and reserving facilities online.

CITY OF KIRKLAND PARKS & COMMUNITY SERVICES
RECREATION CLASSES & PROGRAMS

PRESCHOOL | YOUTH | ADULT | AGE 50+ | FALL 2008
Pee Wee Monster Bash • 3rd-6th Grade Basketball • Falls Prevention Fair

Featuring classes at the **NORTH KIRKLAND COMMUNITY CENTER**
and the **PETER KIRK COMMUNITY CENTER**

MyParksandRecreation.com
Things to Do: Register for Classes Places to Go: Parks Information



Performance Budgeting: A Users' Guide

What is performance budgeting and why do we need it?

How has it evolved?

How is it put into practice?

How is performance information used in the budget process?

How are results measured?

Where do we go from here?

For further information

For further reading

Where to contact us?

Introduction

Tight budgets and demanding citizens put governments under increasing pressure to show that they are providing good value for money. Providing information about public sector performance can satisfy the public's need to know, and could also be a useful tool for governments to evaluate their performance.

Performance information is not a new concept, but the governments of OECD countries have taken a closer look at integrating it into the budget process in the past decade as part of efforts to improve decision making by moving the focus away from inputs ("how much money will I get?") towards measurable results ("what can I achieve with this money?").

The introduction of performance budgeting has been linked to broader efforts to improve expenditure control as well as public sector efficiency and performance. Thus, performance budgeting can be combined with increased flexibility for managers in return for stronger accountability for the results, so as to enable them to decide how to best deliver public services.

OECD countries have reported a number of benefits from using performance information, not least the fact that it generates a sharper focus on results within government. The process also provides more and better understanding of government goals and priorities and on how different programmes contribute to them.

At the same time, performance information encourages greater emphasis on planning and offers a good indication of what is working and what is not. This tool also improves transparency, by providing more and better information to legislatures and the public.

Nonetheless, OECD countries continue to face a number of challenges in developing and using performance information in the budget process to measure results, in improving the quality of information and in persuading politicians to use it in decision making.

This *Policy Brief* looks at the challenges governments face in using performance information to make the budget process more efficient and offers some guidelines to assist in the process. ■

What is performance budgeting and why do we need it?

Performance information is a fairly simple concept: providing information on whether programmes, agencies and public service providers are doing the job required of them effectively and efficiently. Performance information has a long history in OECD countries: most of them have been working on it for at least five years, and almost half of them for more than ten.

Much of this information does find its way into budget documents, but simply including information on performance in budget documents is a long way from performance budgeting. If governments want to use performance information in budget setting, they need to find a way to integrate performance into the budget decision process, not just the budget paperwork.

To complicate matters, there are no single agreed standard definitions of performance budgeting, of the type of information it should include, or of the stage of the budget process when it should be introduced. There is also the question of whether performance information should be used in deciding how to allocate resources and, if so, how.

There is no single model of performance budgeting. Even when countries have adopted similar models, they have taken diverse approaches to implementing them and have adapted them to their own national capacities, cultures and priorities.

The OECD has defined performance budgeting as budgeting that links the funds allocated to measurable results. There are three broad types: presentational, performance-informed, and direct performance budgeting.

Presentational performance budgeting simply means that performance information is presented in budget documents or other government documents. The information can refer to targets, or results, or both, and is included as background information for accountability and dialogue with legislators and citizens on public policy issues. The performance information is not intended to play a role in decision making and does not do so.

In **performance-informed budgeting**, resources are indirectly related to proposed future performance or to past performance. The performance information is important in the budget decision-making process, but does not determine the amount of resources allocated and does not have a predefined weight in the decisions. Performance information is used along with other information in the decision-making process.

Direct performance budgeting involves allocating resources based on results achieved. This form of performance budgeting is used only in specific sectors in a limited number of OECD countries. For example, the number of students who graduate with a Master's degree will determine the following year's funding for the university running the programme. ■

How has it evolved?

OECD countries have embarked on performance budgeting for different reasons, but the main ones are: a financial crisis; growing pressure to reduce public expenditure; or a change in political administration. In many cases, performance information was introduced into the budget process as part of a wider package to control public expenditure or reform public sector management. In many countries, performance budgeting was introduced alongside performance management.

In Denmark and Sweden, for example, performance budgeting and management were an offshoot of spending control policies introduced during the economic crisis of the 1980s and early 1990s. Almost a decade later in Korea, the rapid deterioration of public finances after the Asian financial crisis triggered ambitious wide-ranging reform of the budget process. In the United Kingdom, the 1997 election of the Labour Party created a shift in the wider political landscape which saw numerous public sector management reforms, including changing the budget process.

Countries may have embarked on reform for different reasons and have implemented it in different ways, but they do share some common objectives. These can broadly be grouped into three categories: budget priorities such as controlling expenditure and improving allocation and efficient use of funds; improving public sector performance; and improving accountability to politicians and the public.

Some reforms concentrate on one objective: the United Kingdom has focused on reallocating funds to key budget priorities to improve efficiency and reduce waste. However, most performance reform initiatives have several objectives. The overarching objectives of Australia's reforms, for example, are to improve cost effectiveness and public accountability, while devolving financial and management responsibility.

The objectives can shift over time. In Canada the reforms of the mid 1990s concentrated on reallocating funds and cutting back expenditure, while those of the late 1990s and early 2000s concentrated on developing and improving results-based management and accountability. With the election of a new government in 2006, the focus has again shifted to budget issues.

Having fixed their objectives, governments have to decide how to build performance information into their budget and management systems. Some countries, such as the United States, have introduced reforms through legislation. This ensures some degree of permanence, making it easier for reforms to continue if there is a change in government. But legislating for change is no guarantee that it will happen: it depends on political and administrative support, and on the implementation strategy. Several countries, including Canada, have a mixture of legislation and formal policy guidelines or, like the United Kingdom, they have simply used formal requirements and guidelines issued by the central ministries. ■

How is it put into practice?

When it comes to putting the changes into practice, there are basically three areas where choices must be made: top-down versus bottom-up; comprehensive versus partial; and incremental changes versus a “big bang” approach.

In a top-down approach, central government ministries or agencies play the primary role in developing, implementing and/or monitoring reform. In a bottom-up approach, individual agencies are the key actors. They may be able to choose whether to take part, and they have freedom to develop their own methods to achieve the objectives. Both approaches carry benefits and risks. Too little central involvement can mean that there is no pressure to change, but too much involvement may result in people doing just enough to comply with the letter of the new rules rather than actually improving performance.

The governments of OECD countries have also taken very different approaches to the speed of change, ranging from a “big bang” introduction of a number of

simultaneous sweeping reforms to a more step-by-step approach. These different approaches are clearly illustrated by the experiences of Australia and Korea.

Australia has followed an incremental approach to reform over the past 15 years. Australia says that its approach has allowed the government to proceed with care, making refinements to the plans along the way if unanticipated or unintended effects occur, while still keeping to a long-term path of reform.

In contrast, Korea introduced four major fiscal reforms with great speed. The advantage of this approach is that it creates great pressure for reform and helps to lower resistance to change, but it also demands a level of commitment in terms of political willpower and resources that may not be readily available in many countries. And it carries potentially high risks as it does not provide the opportunity to learn from mistakes and to adapt the reforms as they go along.

Governments are more likely to adopt a “big bang” approach when there are strong drivers for quick change such as an economic crisis or a change in government. Without these drivers, it could be difficult to develop the pressure to introduce sweeping reforms. ■

How is performance information used in the budget process?

Over two-thirds of OECD countries now include non-financial performance information in their budget documents, but this does not mean that it is being used to help make budget decisions. For that to happen, the performance information has to be integrated into the budget process.

First the budget has to be drawn up in a way that looks at why money is allocated and whether its use produces the desired results. For many countries, this has meant changing the whole way the budget is prepared. For example, the health ministry had previously focussed on allocating funds to administrative units, but now specifies tasks such as vaccinating a certain number of patients.

Some ways of presenting budgets make it easier to integrate performance information than others. A line-item format, which can include separate lines for travel, office supplies or salaries, makes it difficult to include any type of performance information. Budgets with a single “envelope” of funds for all operational costs offer more flexibility and make it easier to integrate performance information.

A few countries, such as Australia, the Netherlands, New Zealand and the United Kingdom, have changed their budget structures to focus on results. Others, such as Canada and the United States, have preferred to keep the existing budget structure and to add performance information in supplementary documents provided to the legislature.

Even countries that have altered their budget structures, however, struggle to integrate performance and financial information into the process. The Swedish government changed the structure of its budget to more closely reflect government policy priorities in the mid-1990s, but there is still a clear separation between the financial and performance aspects.

Governments have also tried to include performance information in budget negotiations between the finance ministry and spending ministries, and in negotiations between spending ministries and agencies.

PERFORMANCE BUDGETING: A USERS' GUIDE

In most countries, budget negotiations have traditionally included some discussion on planning. Performance budgeting has formalised this process and has placed a greater emphasis on setting targets and measuring results. Of those countries that use performance information, most have adopted the performance-informed budgeting approach.

However, most OECD countries do not have a systematic government-wide approach to linking expenditure to performance results. And performance plans and targets are not necessarily discussed or approved during the budget process; in some countries, planning is completely separated from budgeting.

Finance ministries have three basic types of incentives at their disposal to motivate agencies to improve performance: financial rewards or sanctions; increasing or decreasing financial and/or managerial flexibility; and “naming and shaming” poor performers while recognising good performers.

In most cases the finance ministry does not use performance results to financially reward or punish agencies. This is partly because it recognises that such behaviour would generate perverse incentives. For example, poor performance may not be the agency’s fault; poor performance caused by underfunding would hardly be improved by a further cut in funds.

It is a very tall order to expect agencies to provide objective information if it will be used to cut back their programmes, and most OECD countries have not gone down this road. The only country to attempt to do so is Korea, which has announced an automatic 10% budget cut for ineffective programmes. But in some cases the information received from ministries is of poor quality, making it difficult to determine if a particular programme is effective or not.

The “name and shame” approach is popular as it provides comparable information that is easy to understand. The United Kingdom has league tables for hospitals and schools, many state governments in the United States benchmark service performance, and Australia compares states’ performance in delivering public services. ■

Box 1.**DESIGNING PERFORMANCE BUDGETING**

Based on OECD research and on country experience, the following suggestions can help governments design performance budgeting:

- Adapt the approach to the national political context as there is no one model of performance budgeting.
- Have clear reform objectives and state them clearly to all participants in the process from the outset.
- Consider how the existing budget systems can be aligned to fit with the performance approach.
- Integrate performance information into the budget process, but avoid government-wide systems that tightly link performance results to resource allocation.
- Design reforms with the end user in mind.
- Involve key stakeholders in designing the reforms.
- Develop a common whole-of-government planning and reporting framework.
- Develop and use different types of performance information.
- Make independent assessments of performance information that are straightforward and delivered in a timely manner.
- Develop incentives to motivate civil servants and politicians to change their behaviour.

How are results measured?

Although many OECD countries say performance information has improved performance, accountability and efficiency, it is difficult to measure the success of government initiatives to introduce performance information into budgeting and management. There are, however, qualitative data available from case studies, OECD surveys and academic literature. One study of United States federal managers, for example, found that 42% felt they had improved programmes to a moderate or greater extent. Even though this assessment is subjective, it does provide some information on the extent of implementation of the reforms.

There are also case studies of individual agencies using performance information in their budget process. In a recent OECD survey, finance ministries named ministries and agencies that had made good use of performance information in their budget formulation process. Success seemed to depend on the type of good or service, the support of top management in the relevant ministry, and political pressure to reform.

While there is strong evidence that transparency has increased, providing information is not an end in itself. The idea is to have objective information and use it to make decisions about policies and programmes and the allocation of resources.

Some international comparisons of performance, such as the OECD Programme for International Student Assessment (PISA) that compares education standards across OECD countries, have provoked debate on policy and performance and resource allocation in some countries. Such data are rare, however; it is difficult to produce reliable data that enable accurate international comparisons. Individual countries generally produce

Box 2.**IMPLEMENTING PERFORMANCE BUDGETING**

Based on OECD research and on country experience, the following pointers can help governments implement performance budgeting:

- Find an implementation approach appropriate to the wider governance and institutional structures.
- Allow flexibility in implementation.
- The support of political and administrative leaders is vital to implement change.
- Develop the capacity of the finance ministry and spending ministries.
- Focus on outcomes, not just outputs.
- Have precise goals, and measure and monitor progress towards achieving them.
- Ensure good knowledge of the programme base.
- Limit the number of targets, but use many measures.
- Have information systems that communicate with each other.
- Cross-organisational co-operation is vital.
- Consultation and ownership are important.
- Consider how changes to budget rules can influence behaviour, for good or for bad.
- Adapt reform approaches to changing circumstances.
- Have incentives to motivate civil servants and politicians to change behaviour.
- Improve the presentation and reporting of performance information.
- Recognise the limits of performance information.
- Remember that the journey is as important as the destination.
- Manage expectations.

performance information for internal use, and even then many countries struggle to provide good quality, reliable data.

Questions may also be raised as to whether performance information is objective if it becomes part of the political dogfight between the legislature and the executive. Despite these problems, it is arguably better to have some form of quantitative and/or qualitative performance information than to continue to base discussions on anecdotes and weak evidence.

The “league table” approach to providing information on services such as schools and hospitals may be popular, but it does not explain the underlying causes of good or poor performance. A hospital could have a high mortality rate because it admits a high quota of patients with a fatal illness, for example. Nonetheless, league tables and benchmarking that provide more detailed information can help citizens to choose among local schools and hospitals.

Countries have reported that ministries and agencies have used performance information to improve the management of their programmes and as a signalling device to highlight poor performance and that, for some agencies, it has also contributed to improving efficiency and effectiveness. ■

Where do we go from here?

Most OECD countries continue to struggle with these changes. There are some common challenges, regardless of approach. These include how to: improve measurement; find appropriate ways to integrate performance information into the budget process; gain the attention of key decision makers; and improve the quality of the information. Although there are exceptions, most governments are finding it difficult to provide decision makers with good quality, credible and relevant information in a timely manner, let alone incentives to use this information in budgetary decision making.

Governments carry out a wide variety of functions, from building roads to providing advice on foreign travel, and performance measures are more easily applied to certain types of functions and programmes than others. The areas with the most developed performance measures are education and health. Problems arise especially with regard to intangible activities such as policy advice. It can also be difficult to set clear objectives and establish good systems of data collection. To ensure quality, the data once collected must be verified and validated. These systems can be time-consuming and costly to establish and maintain.

Nonetheless, countries report a number of benefits from the use of performance information in the budget process. Apart from putting more emphasis on results, this tool provides more and better information on government goals and priorities, and on how different programmes are contributing to achieving these goals. The approach also encourages greater emphasis on planning, and provides information on what is working and what is not.

Citizens will continue to demand results for their tax money and, in spite of the challenges associated with this approach, there will be a continuing need for performance information and performance budgeting. ■

For further information

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The OECD Policy Briefs are available on the OECD's Internet site:
www.oecd.org/publications/Policybriefs



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For further reading

OECD (2007), **Performance Budgeting in OECD Countries**, ISBN 978-92-64-03403-7, € 40, 222 pages.

OECD (2005), **Modernising Government: The Way Forward**, ISBN 978-92-64-01049-9, € 30, 236 pages.

Curristine, T., Z. Lonti and I. Joumard (2007), "Improving Public Sector Efficiency: Challenges and Opportunities", *OECD Journal on Budgeting*, 7(1), pp. 161-201.

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Redmond Budgeting by Priorities

1 - MRSC Financial Advisor Article

Fiscal First Aid – Financial planning has never been more important

By Mike Bailey and Shayne Kavanagh

Budgeting for Outcomes (aka “Price of Government”)

You might remember when the Washington State government used its Price of Government (POG) approach to balance their budget. They were one of the first in the country to use this novel approach. I’ve heard different views on just how effective that process was, but many insiders confirmed that it was a significant help. In addition to the State of Washington; Snohomish County, the City of Spokane and others have used this approach as well.

Here in Redmond we have been using what we call the Budgeting by Priorities process (BP) for our upcoming biennial budget. While I don’t agree with everything you will find in the foundational text (*The Price of Government* by Osborne & Hutchinson) the City has benefited significantly from the BP process (and potentially you can too).

Here are a few of the good things about this approach:

A true financial framework – “the price” – In our case, the price of government is a range between .05 and .06 percent of total household income. When evaluating fees, taxes or other revenue drivers, we now consider how the changes affect “price of city government”. Everyone knows when the budget process begins how much money they have to work with. Therefore, the budget is not revenue driven nor expenditure driven (a common debate) but lives within a range that is affordable to citizens.

Community and employee based approach – the first step of a POG/BP process is to determine community priorities. This results in a great conversation with your elected officials, community stakeholders, employee groups and others about what is really important. We ended up with six priorities in our process.

Results oriented approach – the priorities are “mapped” into the programs, services or facilities that contribute toward the priorities. This creates a framework for the budget proposals (called offers) that really does focus on results in the context of the priorities.

Cross collaboration within the city – employees and citizens evaluated the offers and made recommendations to the mayor by “ranking” the offers within each priority area. These Results Teams were made up of a cross section of employees and a citizen for each priority. For most, it was the first time they participated in those types of discussions. Additionally, this occurred in place of departments competing for their slice of the budget. The offers came from teams within and across departments.

True policy discussion with council – the preliminary budget was oriented around the six community priorities, the factors that the Results Teams felt were most important in contributing towards those priorities, and the offers (budget proposals) by staff which were to be in alignment with the factors. Each offer included proposed performance measures to illustrate how the results

generated by the offer could be evaluated over time. This created the right context for the council policy discussions on each level (priority, factors and offer results) for our budget work sessions.

Performance management now has meaning – while many governments are now measuring performance in one way or another, most struggle with connecting those measures to strategic decision-making. By using the measures within the offers as a means to evaluate performance by the work units that proposed them, the city (mayor and council) have a new tool to evaluate effectiveness in the context of the priorities.

Here are a few areas of **caution** about this approach:

Understand how it relates to the traditional mechanics of budgeting – In our case, some very talented staff helped to make sure that while we made decisions in the BP context, we could relate those decisions to the number of employees we had, the proper fund accounting that is required and other “mechanics” of the budget process. This can be tricky!

Cut the Cord – Once you decide to take this step, go all the way! Don’t attempt to translate the new budget back into the old format. If people believe they can “go back” they will focus on this comparison and not make the transition to a new way of thinking about budgeting.

Provide adequate training and forums for feedback about what isn’t working – This is new and can be challenging to those who are used to “the way we’ve always done it.” Training about this process for all those involved (including council, department heads, citizens and employees) will be an important part of your success.

Be patient – Again, this is new and challenging. Expectations will be high (especially on the part of citizens) and it takes time to develop the skills necessary to be successful. There will be a concern by participants that they don’t want to take the risks that will be necessary. (We have used the “we are designing and building the car as it moves down the production line” analogy many times!) This new process will take time – at least three months. We used most of the year to prepare our biennial budget.

Use what works for you – It will be important to actively manage the risk and reward balance. Plan to add more elements or precision as you gain more experience. If performance measures are new to you, don’t place too much emphasis on getting the measures just right in the first year.

Make sure leadership is there - top leadership must be fully behind this - otherwise heavy hitters may try to game or just ignore the POG process. If they are successful they can not only derail the current process, but also hurt the credibility of the process for any future attempt.

2 - Supplemental questions posed to the City of Redmond:

- **How far in advance did the city begin preparing for this budget process?**

In January of 2008 the City of Redmond began preparing to use budgeting by priorities for their 2009-2010 budgets. One of the main components developed before the budgeting process began was a tool (attachment 1: screen shots for example) to translate the traditional budget to the budgeting by priorities budget and back. This was done through the use of Access with a SGL Server and provided the means to functionalize budgeting by priorities.

- **Did the budget really change from what was done under the old process?**

Developing the budget has changed and reflects zero based budgeting. The city really likes the process that was used and other than slight variations for improvement a similar process will probably be used for the next budget.

There are certain requirements that need to be met for local government budgets. The budget is now two parts the budgeting by priorities section and the line item section. The budgeting by priorities section is really meant for decision making and gives the 10,000 foot view focused on priorities and goals being sought and what will be funded to meet the priorities. The line item section is meant for the management of the services that are funded under each priority, meeting budget requirements and ensuring resources are used as they are allocated.

Several Council members preferred the budgeting by priorities section to the line item detail because it assisted in making decisions and kept the details out of the conversation allowing for the focus to be on city priorities and services rather than nickels and dimes.

- **Will the organization structure change to better align with the new process?**

At some point there may be slight changes in the structure. Overall the organization will continue operating by department, but how service delivery is managed may change. This is still in review.

- **Were there any challenges lining up the new process with the budget system, BARS manual, financial reporting requirements, etc.?**

No, because budgeting by priorities in Redmond was set up to meet these requirements. All of the data is translated into line item format and separated by fund, etc.

- **How is overhead charged in budgeting by priorities? Legal, Finance, Facilities, IT, etc.**

For the first budget cycle each area including overhead departments did their budget to line up with a priority and was subject to the budgeting by priorities process including the submission of offers. The priority of Responsible Government included areas such as City Council, Legal, Payroll, etc.

In the future, the city is looking at developing a cost of service model or a method of overhead allocation that would be included in service offers to show the true cost of each priority.

- **What happens if a team has forgotten a key expenditure when putting together their offer?**

There were a few instances where a cost was double counted or left out. Each offer was analyzed and data was reviewed to ensure all costs were accounted for and double counting removed.

- **Is there a plan to change the budget format moving forward? If so, what is being done now to make the transition?**

This is still under review, the budget document may be reduced to just the budgeting by priorities section with the line item detail available for review as needed. For budget development the City of Redmond uses an accounting system that is not really meant for government accounting and will need to be looked at.

- **Has the way the budget is being tracked changed? Is it now tracked based on priority?**

The city would like to add a field in their accounting structure for priorities. This will better allow for budgeting and tracking by priority, currently the plan is to do the traditional line item report out to Council and do a report to Council quarterly on the priorities.

- **With each offer there were performance measures attached, was there training provided to teams on how to set up performance measures?**

Training on performance measures was not provided and the ones developed still need a lot of work. This will be worked on in the future.

- **How will the performance measures be used moving forward, tracked and reported on-going or just at budget time?**

The city is looking at implementing a process similar to citistat with the directors holding one another accountable. The actual process is still in discussion, but are looking at report outs and service change input happening at monthly director's meeting and then reporting out on results and actions taken quarterly to City Council.

- **Are there any service areas or functions that did not use the BP process that were funded?**

No, the Mayor wanted to be sure everyone participated.

- **What are the pros and cons of BP?**

Pros:

Revenue to fund offers: Redmond determines the cost of government to citizens. The City or Redmond over time has determined that the cost of city government should fall between 5-600% of 1% of the gross average household income. This calculation includes taking an annual 1% increase in property tax, utility tax increases, etc. Should the city find that the cost to citizens is over 600% of 1% of the gross average household income then expenditures would need to be reduced.

Opened organization: Interdepartmental cooperation did not really exist before the BP process and departments mainly functioned in silo's. This process required that departments work together and there were proposals that were submitted in coordination.

Citizen engagement: The city has never seen such significant amounts of public participation in the budget process before, meetings were packed with people. Citizens were engaged in the process in a way they could understand and appreciate, when the budget was passed there was a standing ovation and the city received a lot of praise for the process.

Conversations with City Council: The conversations had with City Council were ones only dreamed of; there was a lot of discussion about policy and priorities at the 10,000 foot level. The City Council really worked on staying out of the weeds and focusing on the priorities.

Budget passed unanimously: What more is there to say?

Cons:

Risk of overgeneralization: People read into generalized information how they choose, which is of some concern to ensure the right information is communicated and received.

Huge learning curve: To make this process as effective as it can be there is a large learning curve that needs to be overcome. Staff, Management, Directors, City Council and the community all have something to learn to make this process successful. Most of the learning needs to come in pieces and the time required can be intense. A large part of the process is continual learning and improvement. There needs to be a process for learning and making changes as needed.

- **Is there anything you would change about the process Redmond used for BP?**

Training: The training was not proactive enough on all aspects. There was a lot of time spent going back and forth on how, what and why during the budget development process. Especially in areas such as the narrative. With more training up front a lot of energy that was spent on cleaning up could have been saved. There was a staffing shortage for a lot of the process so what occurred worked out well, but if done again (and next time) there would/will be a lot more energy spent on front end training to reduce the time required for clean-up.

CIP: The CIP went through the same budgeting by priorities process; this was very difficult as the CIP is based on a six year cycle. There is currently a process being worked on to include the CIP in the process, but make it easier. One idea is to focus on just the two years covered by the budget for the CIP.

Cost of Service Allocation: Even reserves and required expenditures submitted a proposal for funding. Next time around it would be great to have a cost of service or overhead allocation established to reduce the need for proposals for certain expenditures, which should be included in proposals for service.

Good Financial System: The City of Redmond is on a financial system that is not meant for government accounting. Having a system that can handle tracking and budgeting by priorities is ideal. Currently many departments need to keep shadow books for accounting as the system only serves the needs of the finance department and does not help with managing resources

Managing the mechanics and tools used can help ensure moving parts in the budget are kept under control and will reduce the risk factor of double counting or missing items.



CITY OF KIRKLAND
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MEMORANDUM

To: David Ramsay, City Manager

From: Daryl Grigsby, Public Works Director
Ray Steiger, P.E., Capital Projects Manager

Date: January 9, 2009

Subject: STATE OF THE STREETS REPORT

RECOMMENDATION:

It is recommended that the City Council review and discuss the 2008 State of the Streets report.

BACKGROUND AND DISCUSSION:

In 2002 and 2005, City Staff presented Council with reports that summarized the City's Pavement Management System (PMS), the roadway network pavement condition, and made recommendations for funding of the City's Annual Street Preservation Program. Using information presented in the reports, and after discussions with Staff, Council established budgets for the Annual Street Preservation Program. Additionally, based on the 2005 report, Council approved the purchase of a commercial grade asphalt paving machine for use by City maintenance personnel to supplement the Annual Preservation Program, and they established an annual sidewalk repair program of \$200,000.

In the spring/summer of 2008 the City's pavement ratings were updated again using the same visual inspection and the standard rating process that is employed by many other agencies throughout the region. This rating process evaluates all of the same attributes that were evaluated in 2002 and 2005 thus allowing internally consistent and comparable results from year to year. This year's report, "2008 State of the Streets" (Attachment A), summarizes where the City roadway network was previously, examines the status of where the network is today, and looks forward under various funding and repair strategies to where the pavement ratings are likely to be in the future. Also included in this year's report are summary maps graphically depicting the roadway condition, the proposed preservation program, and a survey of approximately 75 individuals throughout the community regarding their opinions on the City's street maintenance program.

The overall Pavement Condition Index (PCI) for the City's street network after the 2008 assessment was 65; this compares to a PCI of 70 and 67 in the 2005 and 2002 reports respectively. As a point of reference, a newly paved roadway has a PCI of 100, and over time the PCI decreases depending on environmental and other factors (Figure A). The PCI of the overall network is a combination of all roadways (150 miles of City streets) and their respective PCI's, and is used to examine the overall "health" of the network. Other factors need to be considered such as the type of road with a low PCI (an arterial must keep a higher PCI than a local access road), however the PCI is a good benchmark to use for comparisons. An industry accepted ideal PCI is in the range of a PCI of 85.

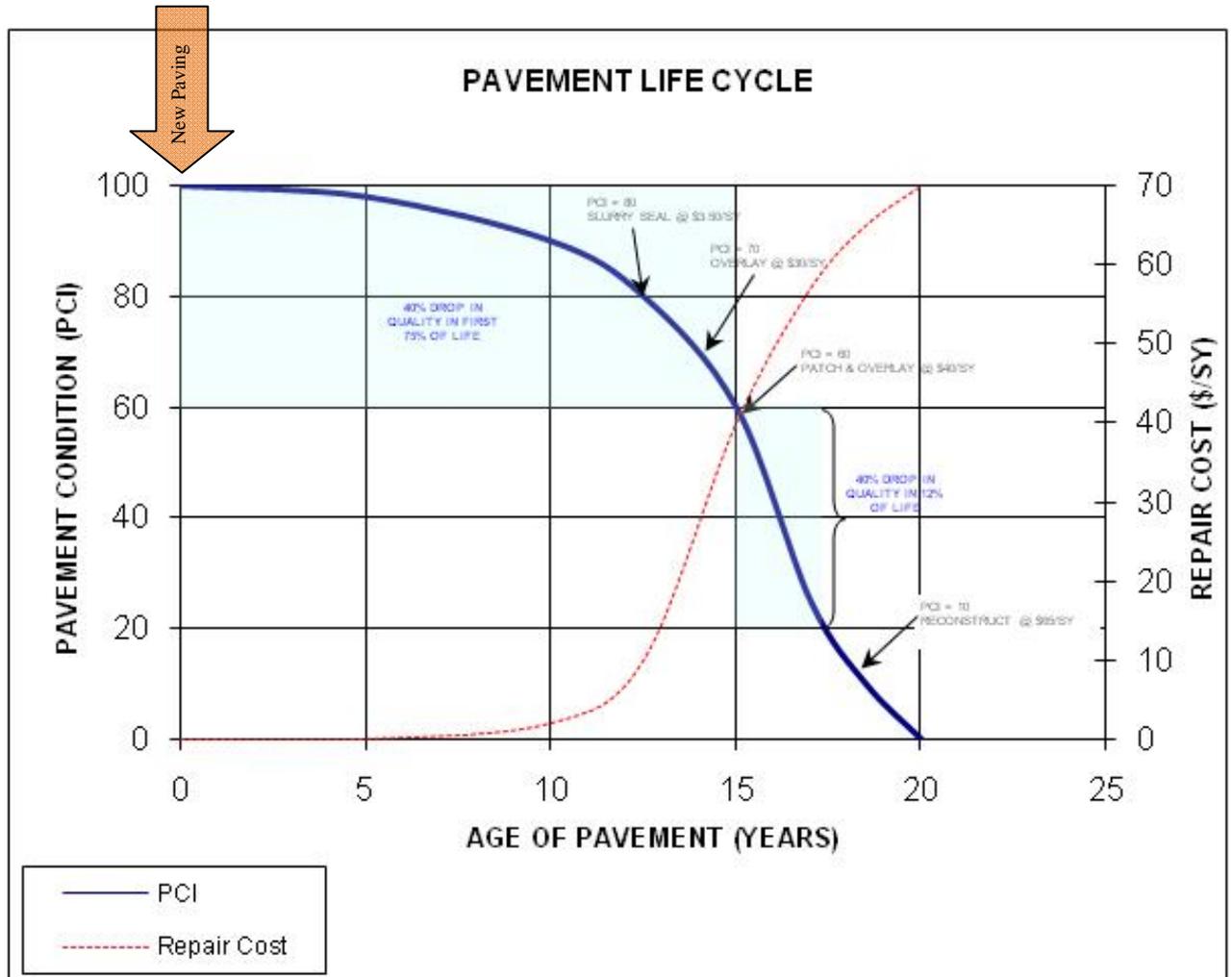


Figure A

A slight degradation of City's PCI since 2005 was anticipated based on a funding level slightly below optimum, however the degradation was accelerated by the reduced purchasing power of the established budget. Analysis done for the 2005 report anticipated an approximate 4% inflation rate, however as has been seen through the City's own experience since that time, the actual inflation rate for asphalt has been significantly above 4%; for the 2002-2007 period, a 12% inflation factor was seen (Figure B). These two factors, budget and inflation, overshadowed maintenance improvements brought about by the purchase of the paving machine.

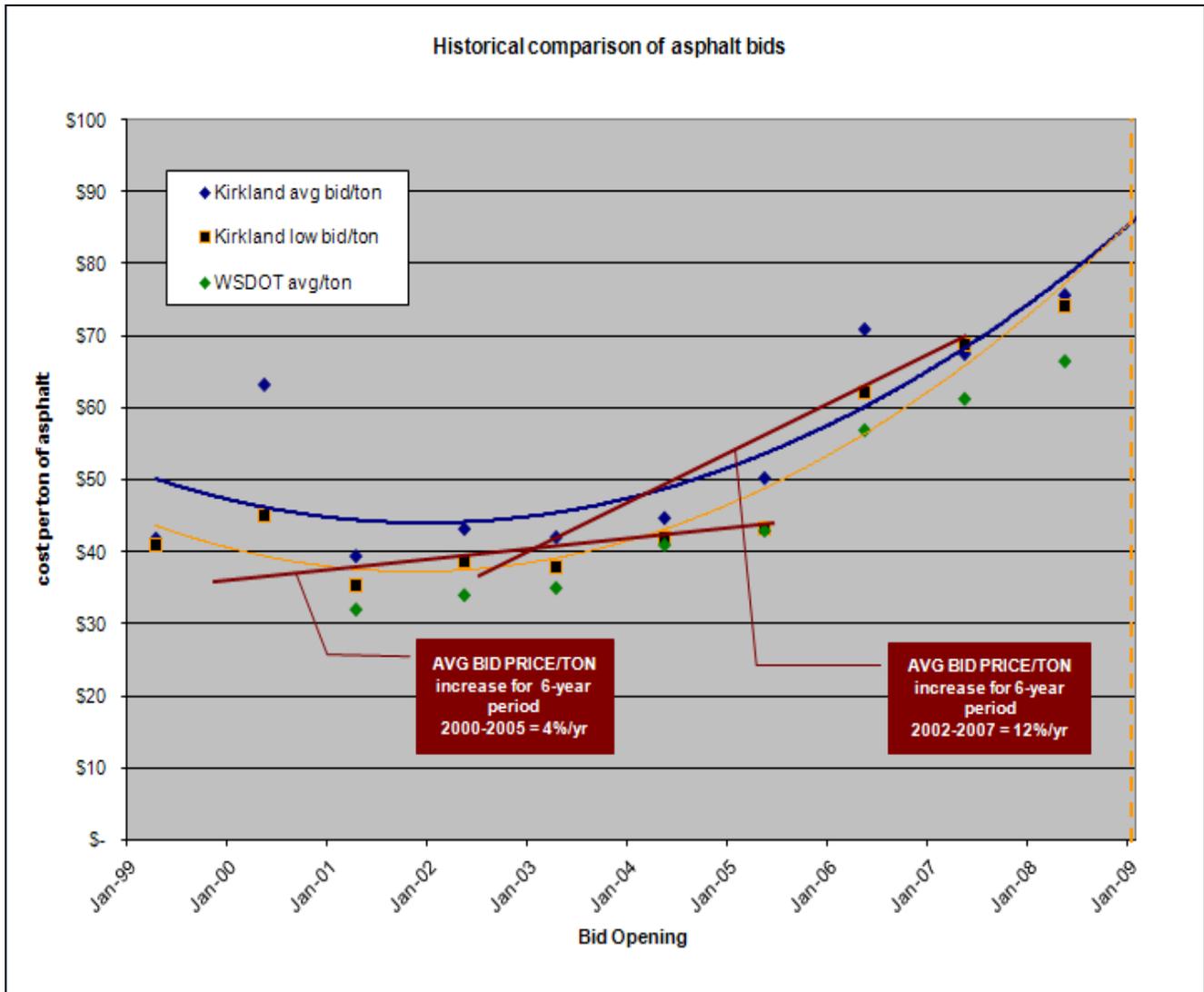


Figure B

A second attribute that is looked at through the PMS is the deferred maintenance of the network – the estimated repair cost in current dollars to bring the whole system to a PCI of 85. In 2005 the deferred maintenance of the City’s street network was approximately \$9,000,000, whereas today replacement of the network would cost an estimated \$15,500,000. The cost per ton of asphalt has increased from approximately \$42 in 2005 to \$80 in 2008; this factor alone would likely double the cost of deferred maintenance calculated in 2005, the fact that deferred maintenance has *not* doubled indicates that this attribute of the system is being improved and that the annual preservation program is moving forward to arrest the degradation of this infrastructure. However, more remains to be done.

The annual street preservation program is one category of the City’s transportation program. Other categories are building the capacity network to comply with concurrency under GMA, other maintenance programs, and building the non-capacity (or non-motorized) network. Approximately \$7.4 million of funding is annually available for the transportation system from a number of sources and for the 2009-2014 CIP were targeted as shown in Figure C.

Average Annual Transportation funding 2009 through 2014:		
Current revenue:	Gas Tax	\$ 544,000
	Sales Tax	\$ 270,000
	REET 1	\$ 567,000
	REET 2	\$ 1,701,000
	Impact fees	\$ 2,104,000
	Surface Water	\$ 950,000
	Subtotal	\$ 6,136,000
	REET 2 (grant match reserve)	\$ 480,000
	Grants (avg '93-'03)	\$ 792,500
	Total annual funding	\$ 7,408,500

Target allocation per Category		\$ 7,408,500
	Concurrency (94% of "req'd")	\$ 3,860,000
	Sidewalk Maintenance	\$ 200,000
	Street Maintenance	\$ 2,000,000
	Striping Program	\$ 250,000
	Non-capacity (target)	\$ 1,098,500

Figure C

For the 2008 State of the Streets report, a number of scenarios were modeled using the PMS to examine the impact of various annual funding levels on the City's overall street network; those scenarios and their required ten year spending amounts are as follows:

- Scenario 1: 2009-2014 CIP Budget (10 year funding \$24.5M or avg spending \$2.45M per yr)
- Scenario 2: Maintain Current PCI of 65 (\$60M)
- Scenario 3: Increase Current PCI to 70 (\$77M)
- Scenario 4: No Increase in Deferred Maintenance (\$94M)
- Scenario 5: Budget Needs Analysis – Increase PCI to 85 (\$240M)

All of the scenarios utilize higher funding levels than previous preservation programs, 2008's budget was \$2.2M including the CIP and operations and maintenance components, and all have varying outcomes over the next ten year period. A comparison of the scenario's effects on PCI and deferred maintenance are show below graphically in Figure D and Figure E.

Comparison of Scenarios

Pavement Condition Index (PCI)

The figure below illustrates the change in PCI over 10 years for each budget scenario. With unlimited funding ("Budget Needs" scenario), the pavement network reaches an optimal PCI of 85 after 5 years. The current budget projects a decrease in the network PCI over the 10 year period.

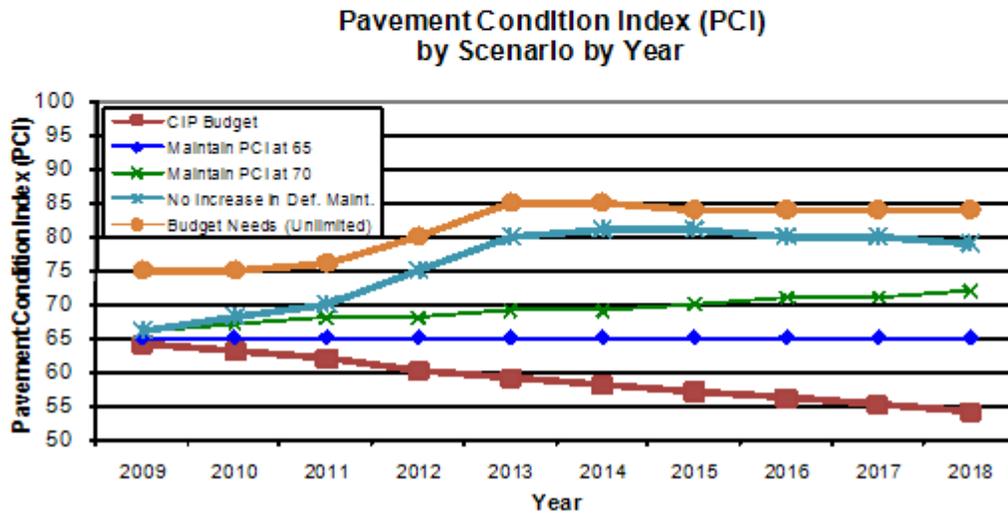


Figure D

Deferred Maintenance

The figure below illustrates the deferred maintenance accumulated over 10 years for each budget scenario. With unlimited funding, the deferred maintenance is zero. The deferred maintenance with the other scenarios, increases dramatically after 2011.

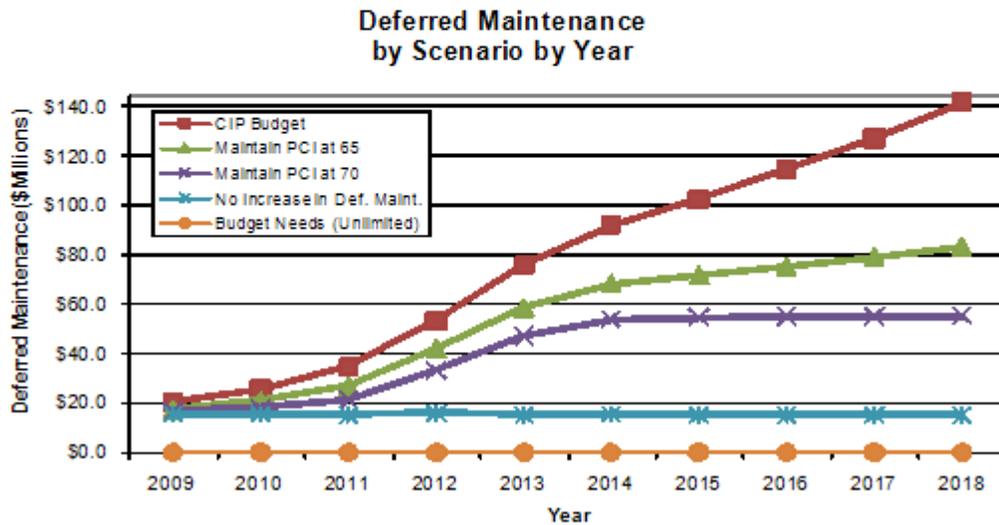


Figure E

Given the pressure on available local funding for the various categories in the City's transportation system, it seems unlikely that increases beyond the current 2009-2014 CIP (Scenario 1) are available and are not recommended at this time by Staff.

Staff is however pursuing additional street preservation funding through the PSRC as a component of the anticipated Federal Stimulus package. Kirkland has included \$3,000,000 for the annual street preservation program in its 2009 request for federal funding; this request along with approximately 450 projects representing \$3.5 billion worth of local agency Puget Sound region transportation needs are being submitted to Olympia this month. Although not an ongoing source of revenue and only available to be used on Federally classified routes (some collector streets and above in Kirkland), infrastructure maintenance remains a key component in the overall Federal stimulus package and identifying the Kirkland needs at a regional level is critical. Staff is also continuing to work with other local agencies in a collective effort to identify overall regional transportation needs while establishing reporting consistency; as related to asphalt preservation, that will mean that repair strategies for one jurisdiction are identified and estimated similarly in other jurisdictions.

Also included within this report are the results of a focus group survey that was undertaken in the Fall of 2008 (Attachment D) as a follow up to the February 2008 Community Survey. The 2008 Community Survey indicated that, along with a few other services, the City's "Street Maintenance" performance was less than the importance of the service provided and as such presented an opportunity for improvement.

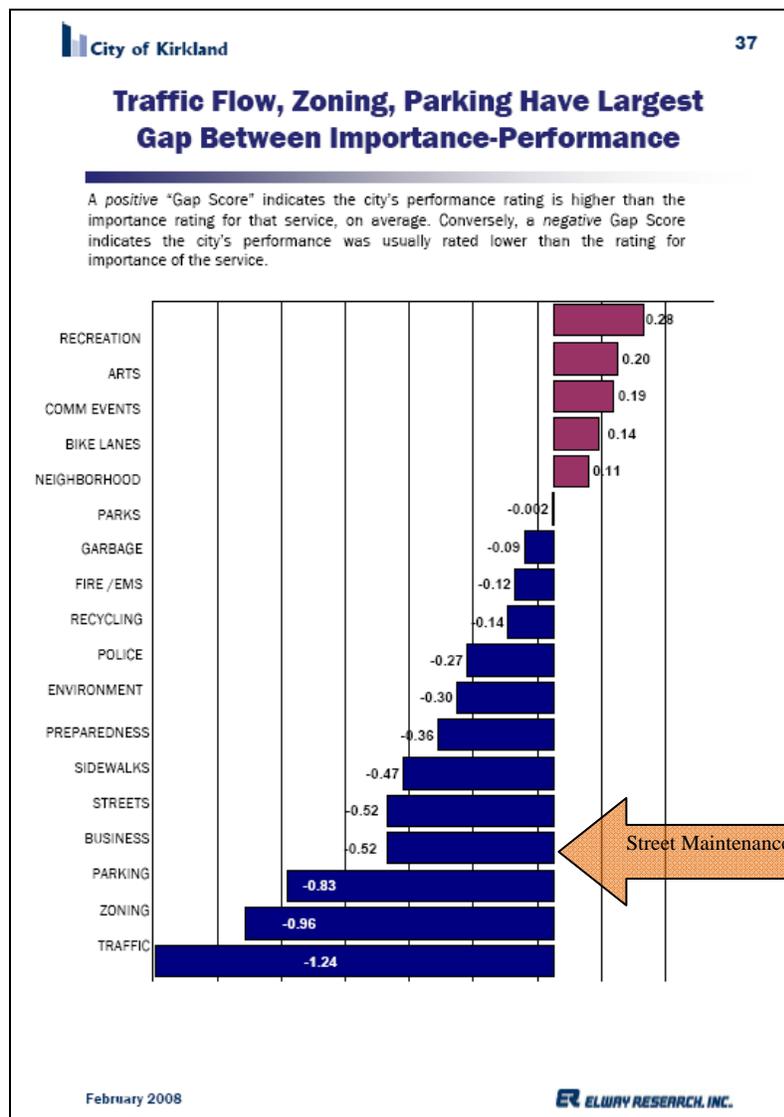


Figure F

In order to better understand the specifics of the community's concern or their "Gap Score" as identified in the 2008 Community Report, street maintenance was broken into a number of specific elements. The elements were then included in an electronic survey which was emailed to a number of community members, and they were asked to respond. Nearly 75 respondents provided feedback in the two week response period. Using the same gap analysis that was employed in the February 2008 Community Survey, staff assembled the responses and a summary is included herein.

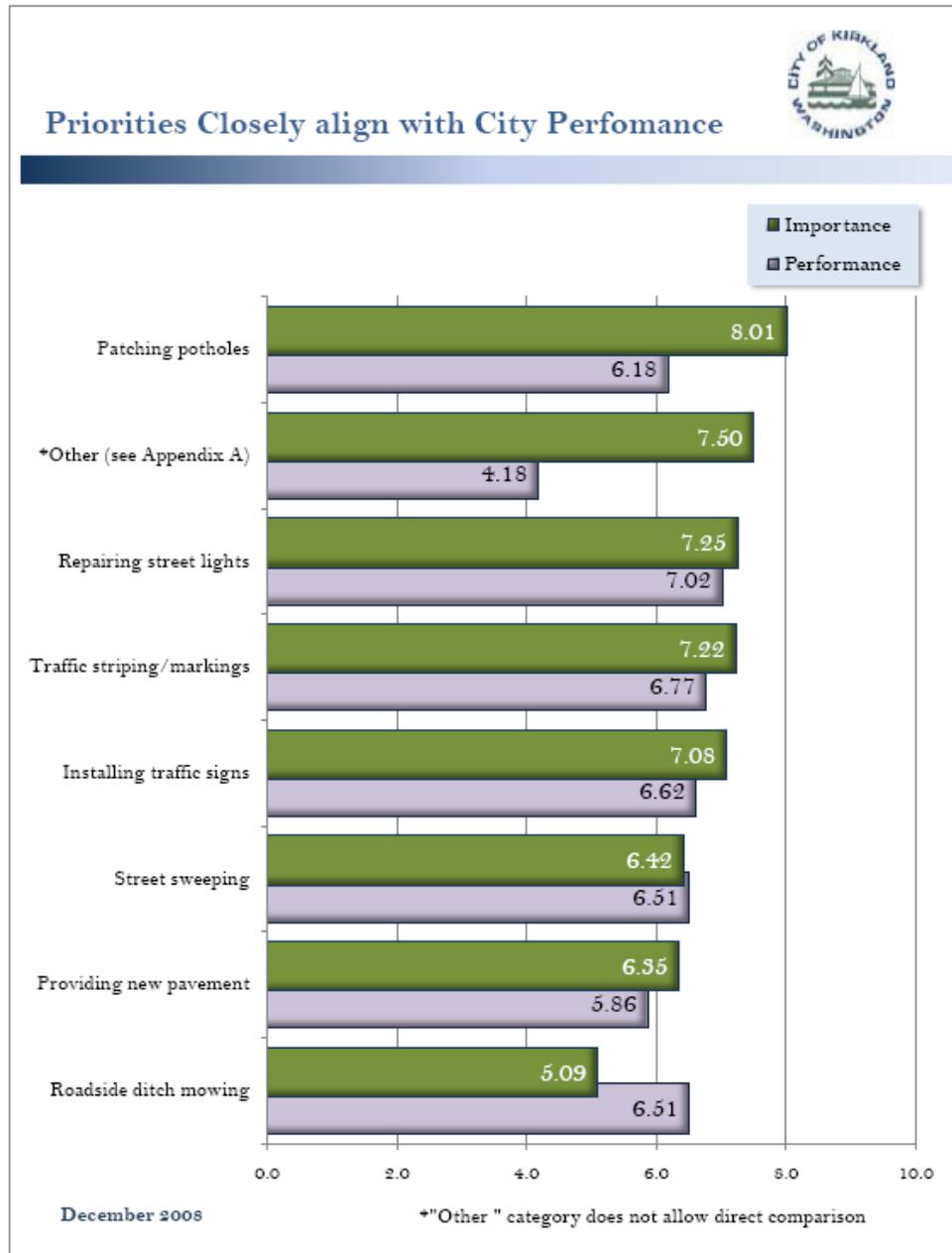


Figure G

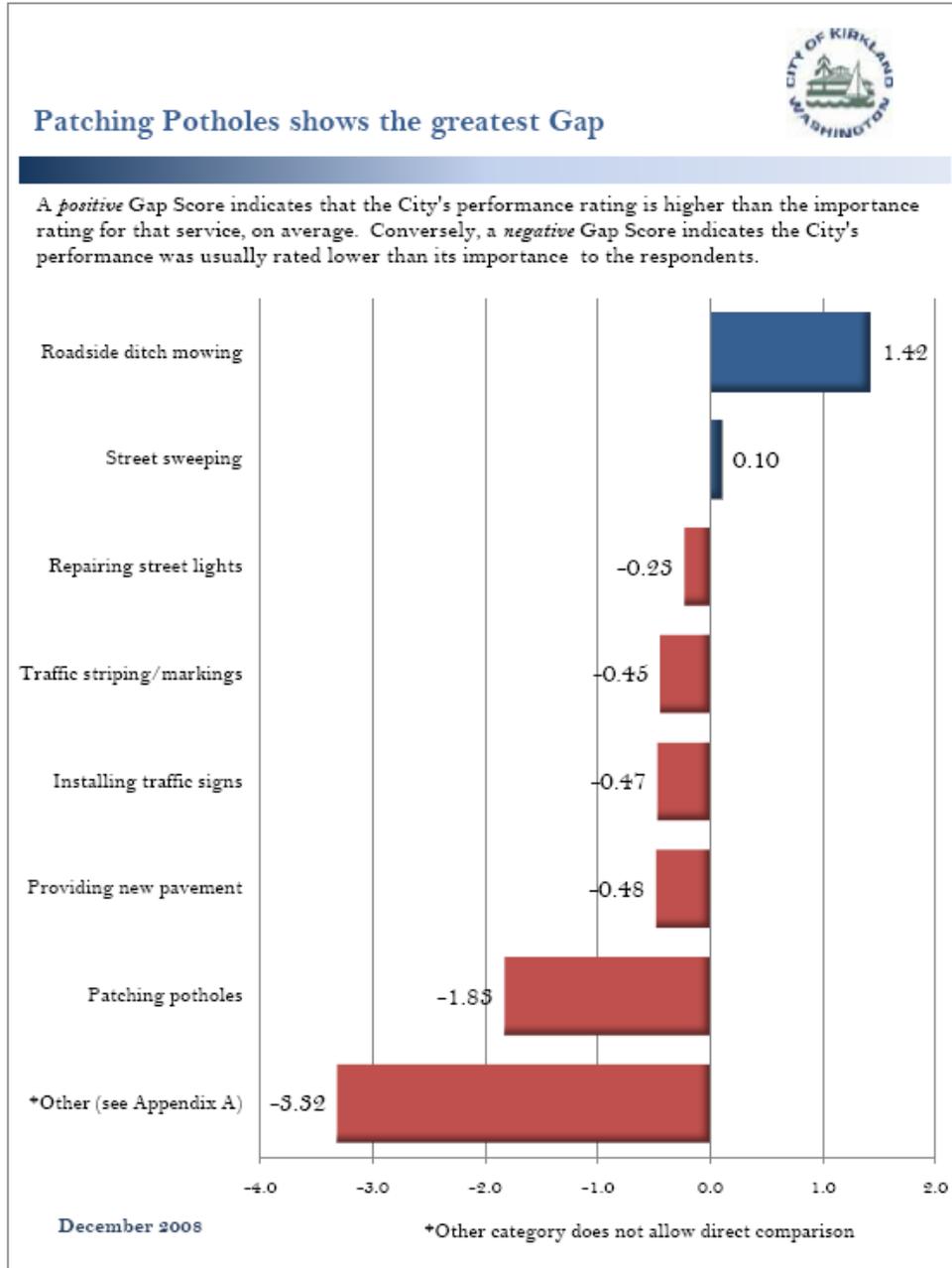
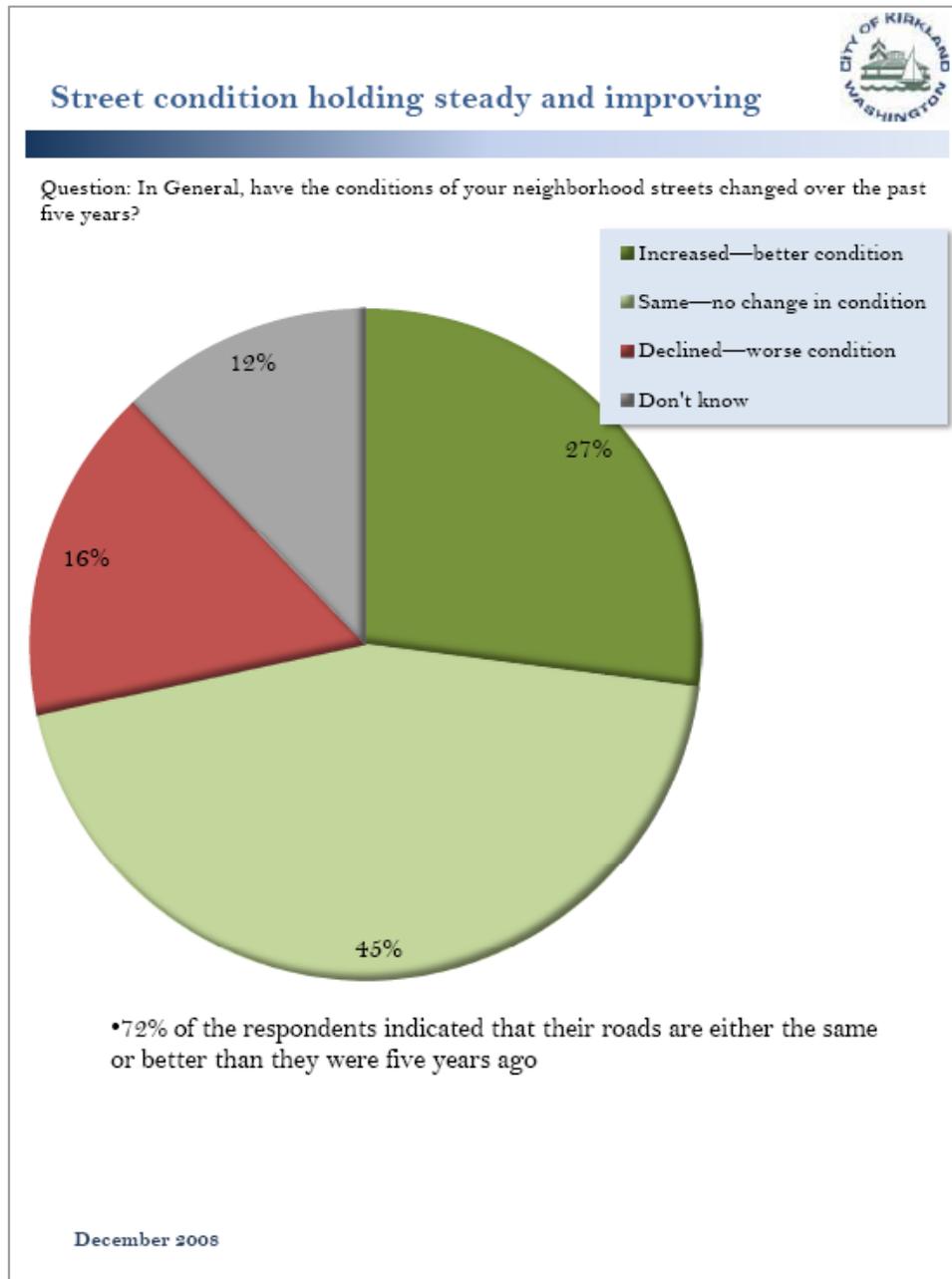


Figure H

The Community's characterization of street maintenance includes a number of areas, and this survey pointed out specific areas where City resources appear to be allocated appropriately as measured by their feedback, however patching potholes and some specific "other" situations appear to be where improvements can be made. Finally, and despite the overall PCI declining since 2005, a subjective response that was received as a part of the survey shows a continued favorable perspective of the City's street network (Figure I).



Staff will be available to discuss the 2008 State of the Streets report and to answer questions that Council may have on January 20, 2009.

ATTACHMENT A

**CITY OF KIRKLAND
STREET PRESERVATION PROGRAM**

2008 STATE OF THE STREETS

DECEMBER 2008

**PREPARED BY:
DEPARTMENT OF PUBLIC WORKS**

**CONSULTANT:
PAUL SACHS**

Introduction

In 2002 and 2005, City Staff presented Council with reports that summarized the City's Pavement Management System (PMS) and made recommendations for funding of the City's Street Preservation Program. In spring-summer 2008 the City's pavement ratings were updated using a visual inspection and standard rating process employed throughout the region. This rating process evaluates all of the same attributes that were evaluated in 2002 and 2005, thus allowing an internally consistent process. This report, "2008 State of the Streets", takes a look back at where the City was in 2005, examines the status of where we are today and projects forward to where our pavement ratings are going.

This report summarizes the recommendations of the City's Pavement Management System (PMS) and compares the costs of the recommended repair program to the City's current budget, and other scenarios, to improve overall maintenance and rehabilitation practices. It also assesses several alternate funding strategies and their effect on the City's overall pavement condition over the next ten years.

Pavement Management

The Pavement Management System (PMS) is a tool that assists in making the most efficient use of pavement maintenance funds. The 150 centerline miles of streets maintained by the City of Kirkland represent a significant public investment—the replacement cost of this network is estimated at nearly \$153 million. The Public Works Department uses the PMS database to store pavement condition data, identify street segments in need of preventive maintenance or rehabilitation, prioritize projects, and to forecast funding needs in order to maintain desired pavement performance levels. Through the maintenance of the PMS, the City is ensuring compliance with State law requiring "stronger accountability to ensure that cost-effective maintenance and preservation is provided for ... transportation facilities" in order to obtain State funding (RCW 46.68).

Rating Methodology

Pavement condition ratings are a fundamental component of the PMS. Kirkland utilizes the Washington State DOT method for objectively rating the pavement condition based on factors including cracking, patching, weathering, and rutting. From this condition data, the PMS computes a Pavement Condition Index (PCI), which ranges from 0 to 100. A PCI of 100 represents a newly constructed road with no distresses; a PCI below 10 corresponds to a failed road requiring complete reconstruction. Table 1 below shows condition categories and corresponding PCI ranges that will be used throughout this report.

Table 1. Pavement Condition Index

Condition Category	Pavement Condition
	Index (PCI)
Excellent	86 to 100
Very Good	71 to 85
Good	56 to 70

Fair	41 to 55
Poor	26 to 40
Very Poor	11 to 25
Failed	0 to 10

What Affects Pavement Ratings

Many factors contribute to the decline of pavement conditions and therefore pavement ratings.

Pavement Age – As soon as a street is paved it begins aging. Over time, asphalt concrete pavement becomes more brittle, smaller aggregate gets washed away and breaks down over time. Typical signs of distresses due to aged pavement is cracking, raveling, weathering and other non-load rated distresses.

Weather – Just as the weather outside wears the paint on your house, it can also rapidly accelerate the distresses observed in pavements. Rain, snow & studded tires, freeze/thaw, thermal expansion, UV rays all play a part in aging an asphalt concrete pavement surface.

Traffic Loading & Traffic Counts – The number of passenger cars has far less of an impact on pavements than the number of heavy trucks and buses. The majority of pavement damage is accredited to heavy trucks and busses. When designing a pavement sections, loads created by vehicles are commonly converted to an equivalent load. Typically, the equivalent load used is an “equivalent single axle load” (ESAL) and that equates to 18,000 lbs. An excerpt from an online pavement resource organization explains the relationship between axle weight and pavement damage:

From www.pavementinteractive.org.

“The relationship between axle weight and inflicted pavement damage is not linear but exponential. For instance, a 10,000 lbs single axle needs to be applied to a pavement structure more than 12 times to inflict the same damage caused by one repetition of an 18,000 lbs single axle. Similarly, a 22,000 lbs single axle needs to be repeated less than half the number of times of an 18,000 lbs single axle to have an equivalent effect.

- *An 18,000 lbs single axle does over 3,000 times more damage to a pavement than an 2,000 lbs single axle.*
- *A 30,000 lbs single axle does about 67 times more damage than a 10,000 lbs single axle.*
- *A 30,000 lb single axle does about 11 times more damage than a 30,000 lb tandem axle.*

Heavy trucks and buses are responsible for a majority of pavement damage. Considering that a typical automobile weighs between 2,000 and 7,000 lbs (curb weight), even a fully loaded large passenger van will only generate about 0.003 ESALs while a fully loaded tractor-semi trailer can generate up to about 3 ESALs (depending upon pavement type, structure and terminal serviceability).

The impact of the amount of passenger cars has a very minimal affect on pavement damage. However, increased bus and large truck traffic will greatly impact pavement damage. Over recent years there has been an increase in development and construction activities within Kirkland. Along with these increases comes an increase in large trucks and construction equipment adding more loads and damage to the City's streets. Added to this loading, a strong economy with vibrant development and construction leads to significantly more utility work within the roadway surface. Patching and small isolated paving projects also contribute to road damage and more rapid degradation.

Sub-base/Pavement Section – The material on which a pavement section is built needs to have the strength capable of supporting the pavement section and the load of the vehicles that transmit into it. In Kirkland there are several areas around town where poor underlying soils exist. Roads that are placed on these soils will quickly show signs of damage and ultimately fail, particularly where roadway sections are improperly designed.

Water – Water, whether from rainfall, ice, water main breaks, high water table, or storm runoff can be detrimental to pavements. If water is allowed to enter the sub-base, it can quickly make the materials that support the pavement unable to support loads. Water can easily enter the pavement through cracks in the asphalt, cracks in damaged curb and gutter or a leaky storm or water system. The combination of these water related factors will further increase the severity of the distresses observed in pavements.

Why Rate Pavements and Have a Pavement Management System

A functional pavement management system is key to identifying which road segments need treatment and preparing a plan for their treatment. Having an accurate assessment of your pavements helps identify what funding levels are needed to maintain or achieve a certain pavement condition. Over time if pavements are rated on a regular interval, a historical record will be created that will allow one to see how past pavement treatments are performing and how quickly pavement ratings are declining.

Maintenance Strategies

The City's Annual Street Preservation Program utilizes a variety of maintenance techniques including structural patching, overlay, slurry seal, and crack seal. These pavement treatments are often divided into two categories: *rehabilitation* and *preventive maintenance*.

Rehabilitation

The City's pavement rehabilitation program consists of two treatment methods, depending on roadway conditions.

An *asphalt overlay* is the application of 1.5" to 2.5" of asphalt concrete to the existing surface. Pavements with a PCI between 50 and 70 (upper end of "fair" to "good" condition categories) often

are treated with an *overlay*. Isolated areas of structural patching are commonly needed on these streets (see Figure 1 below). Pavements with a PCI between 25 and 50 (“poor” to “fair” condition) usually require a significant amount of patching prior to receiving an overlay. Depending on the functional classification of the street, this method can extend the life of the pavement by 15 to 20 years. About half of the streets in Kirkland are in condition categories where an overlay would be the appropriate treatment.



Figure 1. Overlay Candidate (PCI ~ 50)



Figure 2. Reconstruction Candidate (PCI = 14)

“Failed” pavements have deteriorated to a point that they require complete *reconstruction*. Pavement failure may be due to inadequate pavement structure, weak subgrade, drainage problems, or the pavement may simply have reached the end of its service life. Less than two percent of the pavement in Kirkland falls into this category. Figure 2 above illustrates a failed pavement (5th Pl S in the Moss Bay neighborhood). Figure 3 illustrates a street reconstructed in 2004 (NE 83rd St east of 120th Ave NE).



Figure 3. 2004 Reconstruction Project - NE 83rd Street (PCI Before Reconstruction = 7, 2008 PCI = 95)

Routine and Preventive Maintenance

Routine and preventive maintenance treatments allow the City to manage the pavement network in a cost-effective manner by preserving the streets that are in good condition. The City employs two different methods for preventive maintenance: crack sealing and slurry sealing.

Crack sealing involves grinding, or “routing”, cracks (Figure 4) and filling them with a rubberized asphalt material. This prevents water from infiltrating into the pavement layers. The presence of water reduces the strength of the pavement base layers which results in structural damage and ultimately will lead to pavement failure.



Figure 4.
Crack Seal Candidate

A *slurry seal* provides a new wearing surface for pavements that are in good structural condition (no rutting or significant cracking) but are worn and weathered. Slurry sealing involves spreading a thin mixture of asphalt emulsion and aggregate over the entire roadway surface (Figure 5).

Figure 5. Slurry Seal

The pavement on the right would benefit from a slurry seal treatment. It is generally in “good condition” but is aging and beginning to lose aggregate and asphalt binder.



Pavement Life Cycle

Figure 6 (below) shows pavement performance and approximate repair costs over the life of a typical pavement. This figure illustrates two important concepts: 1) pavements generally remain in good condition for many years and then deteriorate rapidly, and 2) repair costs increase significantly as the pavement condition decreases. By performing preventive maintenance such as slurry sealing and crack sealing in a timely manner, the pavement’s useful life is extended (Figure 7) and rehabilitation costs are reduced.

Figure 6. Pavement Performance Curve

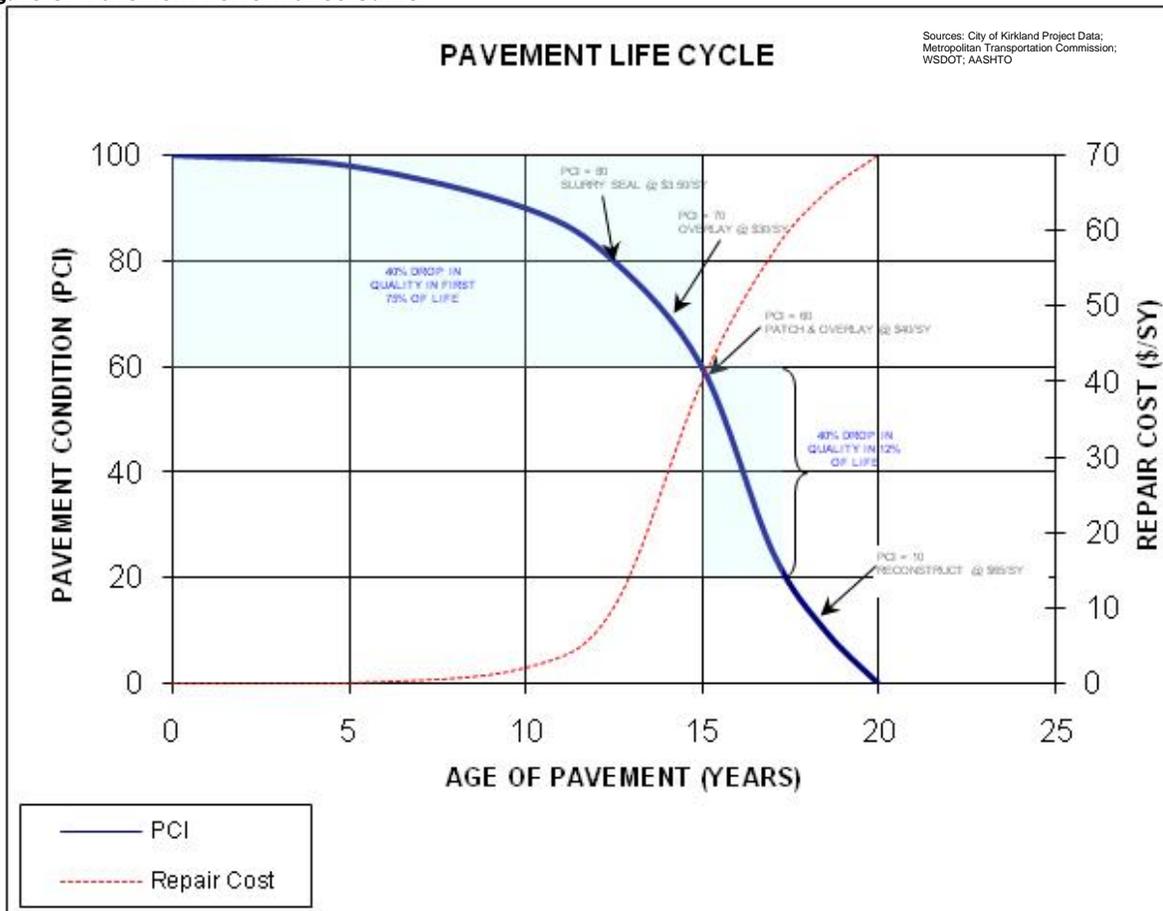
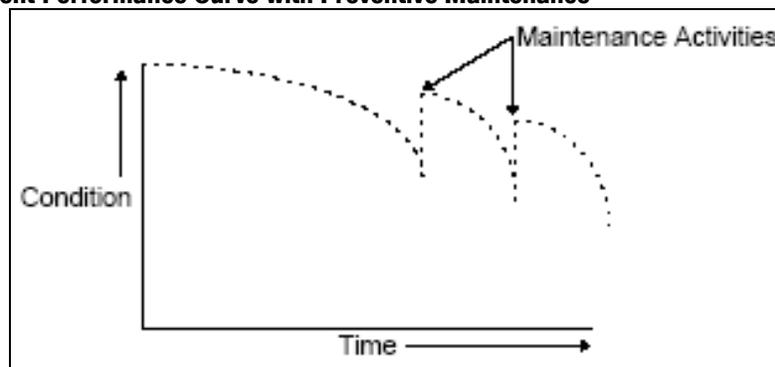


Figure 7. Pavement Performance Curve with Preventive Maintenance



Kirkland’s Comprehensive Maintenance Approach

The Street Preservation Program includes the annual street overlay and slurry seal projects done through the CIP, as well as crack sealing, structural patching, and small-scale paving projects performed by City maintenance staff. Actual project priorities are established through the consideration of numerous factors including volume and type of traffic, upcoming City and development projects, and proximity to similar maintenance projects.

Kirkland's comprehensive approach to street maintenance also addresses issues beyond the pavement itself, such as the following:

- Areas of broken curb and gutter are also replaced prior to the asphalt overlay. Replacing curb and gutter significantly increases the cost to overlay a street, however, not doing so contributes to pavement deterioration by allowing water to enter into and weaken pavement structure.
- To the extent possible, areas of broken sidewalk that pose an immediate hazard to the public are removed and replaced (Figure 8). Funding for this element comes primarily from the annual sidewalk repair program, established by the Council in 2006.



Figure 8. Curb, Gutter, and Sidewalk Rehabilitation

- In addition to the non-pavement work listed above, direction from the Department of Justice regarding the Americans with Disabilities Act (ADA) requires installing ADA-compliant sidewalk ramps on all roadway rehabilitation projects (Figure 9).
- City and franchise utilities are notified of the planned project areas in advance so utilities may be installed or upgraded prior to resurfacing, thus reducing the occurrence of trenching and patching newly resurfaced streets. (This work is funded by the utilities and does not impact the Street Preservation Program budget.)



Figure 9. Sidewalk Ramp Replacement

Kirkland's Pavement Condition Ratings

A Look Back at 2005

Beginning in 1990, Kirkland has conducted pavement condition surveys of its street network every three to four years. In the 2004 survey, Kirkland's average Pavement Condition Index was 70. In the 2005 State of the Streets report that was presented to Council, conclusions and recommendations were summarized as follows:

- The results of the 2004 pavement condition survey indicated a need for additional funding in order to maintain the condition of Kirkland's street network.
- The City's streets with the highest traffic volumes also had the lowest PCIs.
- The analysis showed the need to fund sidewalk and ADA improvements separately from the Street Preservation budget.
- In order to maintain the PCI at the 2004 average of 70, an average annual investment of \$2 million would be required.

As a result of the 2005 report conclusions, and after consideration of limited transportation funding, Council directed staff to make changes in street and sidewalk maintenance programs which include:

- The Annual Sidewalk Maintenance Program was created to help offset increasing costs of repairing damaged or broken sidewalk throughout the City. This program has an annual budget of \$200,000.
- Council authorized the purchase of a paving machine in 2005 to help increase pavement repair efficiencies and allow street crews to pave smaller residential streets/parking lots.
- The Annual Street Preservation Project budget was increased from \$1.5M annually to \$1.8M annually in the 2006-2011 CIP. (Figure 10)

The results of these changes are now able to be measured and are discussed further in this overall 2008 pavement condition assessment. The actual PCI in 2008 has dropped to 65. (Figure 10)

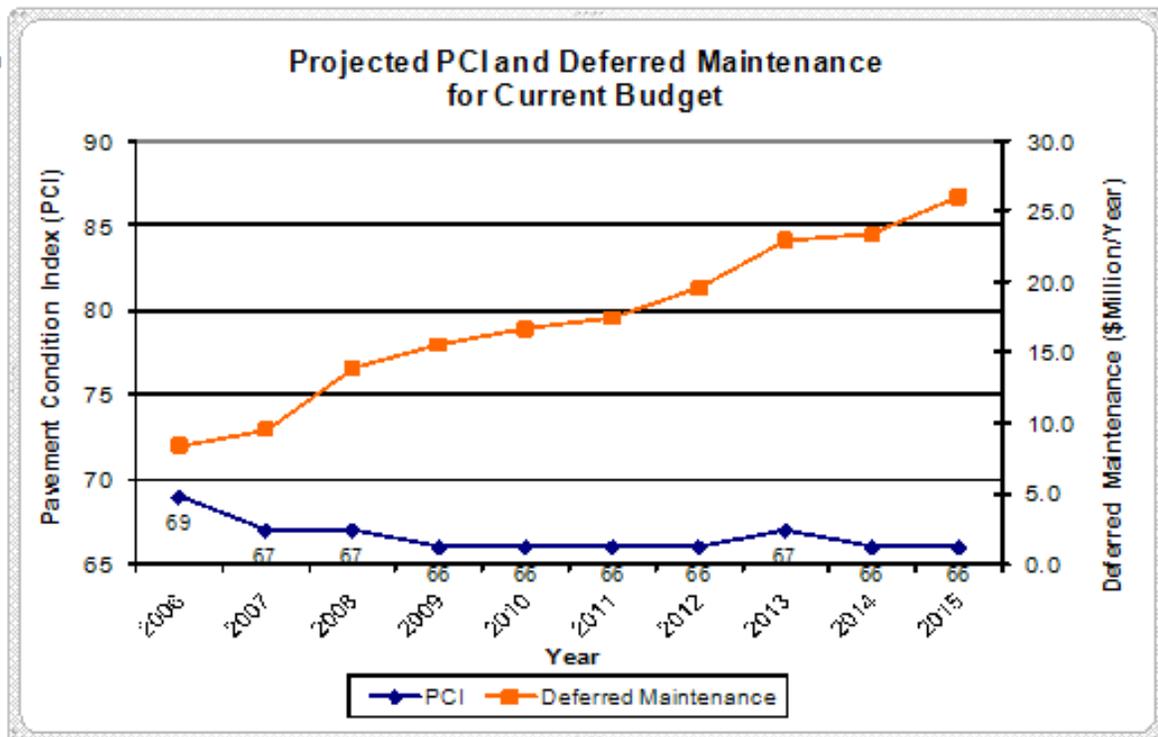
Figure 10. Budget Approved as Result of 2005 State of the Streets Report

**Budget Approved in 2005 (2006-2011 CIP)
(\$18 Million / 10 years; 4% Inflation Rate)**

This scenario is the from the 2005 State of the Streets Report. It represents the approved budget from the 2006-2011 CIP, purchase of a paving machine, and creation of an annual sidewalk maintenance program.

Summary of Results

Year	Budget (\$)	Rehabilitation (\$)	Preventive Maintenance (\$)	Deferred Maintenance (\$)	PCI
2006	1,800,000	1,400,000	400,000	8,400,000	69
2007	1,800,000	1,400,000	400,000	9,600,000	67
2008	1,800,000	1,400,000	400,000	13,900,000	67
2009	1,800,000	1,400,000	400,000	15,600,000	66
2010	1,800,000	1,400,000	400,000	16,700,000	66
2011	1,800,000	1,400,000	400,000	17,500,000	66
2012	1,800,000	1,400,000	400,000	19,600,000	66
2013	1,800,000	1,400,000	400,000	23,000,000	67
2014	1,800,000	1,400,000	400,000	23,400,000	66
2015	1,800,000	1,400,000	400,000	26,100,000	66
\$18,000,000		10 Year Total			



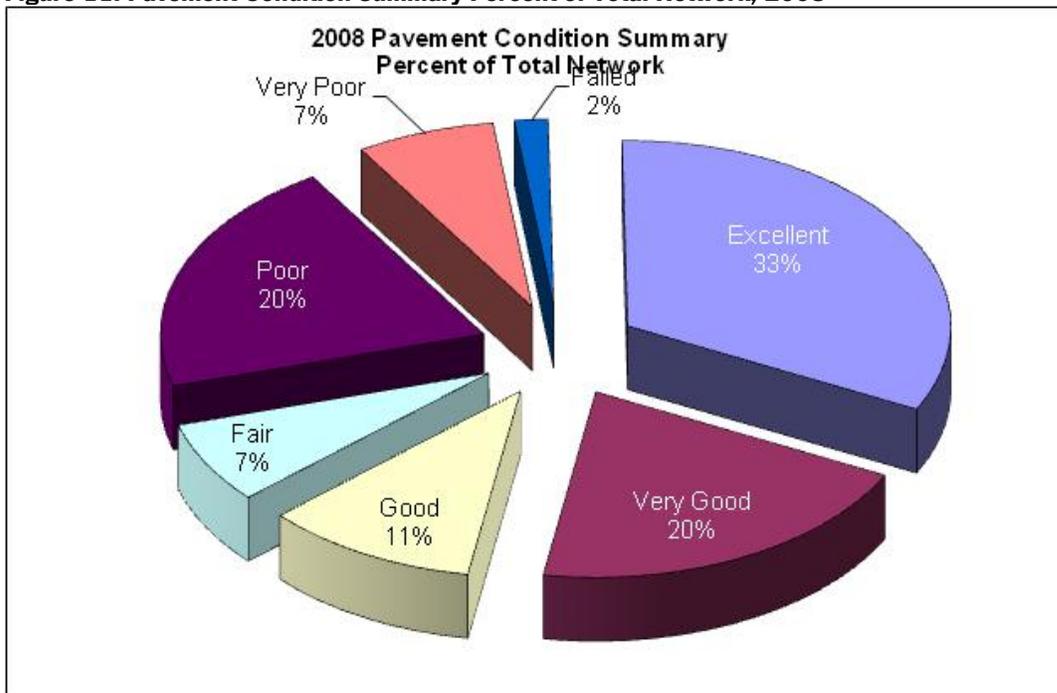
Conclusion:

The network PCI averages 66 over 10 years; deferred maintenance costs increase to \$26 million (by 2015).

Current Pavement Condition (2008 Survey)

In spring/summer 2008 the most recent pavement condition survey was completed. Kirkland's current average Pavement Condition Index was anticipated to be in the approximately 67 range, however the actual PCI is 65. A summary of the current condition of the City's street network is shown in Figure 11. Over half of Kirkland's street network falls in the Excellent or Very Good pavement condition category.

Figure 11. Pavement Condition Summary Percent of Total Network, 2008



From 2004 Survey to 2008 Survey

The city-wide average PCI in 2004 was 70, and now the 2008 average PCI is 65. As anticipated by Figure 10, although the budget approved in the 2006-2011 CIP increased the annual Street Preservation Project budget to \$1.8 million a year, a decline in the city-wide average PCI from 70 to 66 was expected, however, not until nearly 2010. The 2008 pavement rating is 2 points lower than where it was projected to be at this time and one primary reason for this appears to be the accelerated rise in costs. All of the scenarios used in earlier projections were estimated using a 4% inflation factor.

Inflation – In 2004 the inflation rate used when creating and evaluating different budget scenarios was 4 percent. Over the last four years, as more accurate data was collected based on recent project prices a more realistic inflation rate of 11 percent was calculated. The rate of inflation that is used during budget scenario analyses has a major impact on the long term pavement condition index and deferred maintenance. “Deferred maintenance” refers to maintenance activities that

should be performed in the current year but, due to insufficient funds, are put off until a later year. The larger the inflation rate, the less preventative maintenance and rehabilitation can be performed on the streets and the more gets moved into the “deferred maintenance” category. Figure 14 below illustrates overlay costs over the last decade. Since 2005, the cost of asphalt has risen significantly. The increased price in asphalt affects the overall overlay project costs.

Figure 14. Overlay Costs

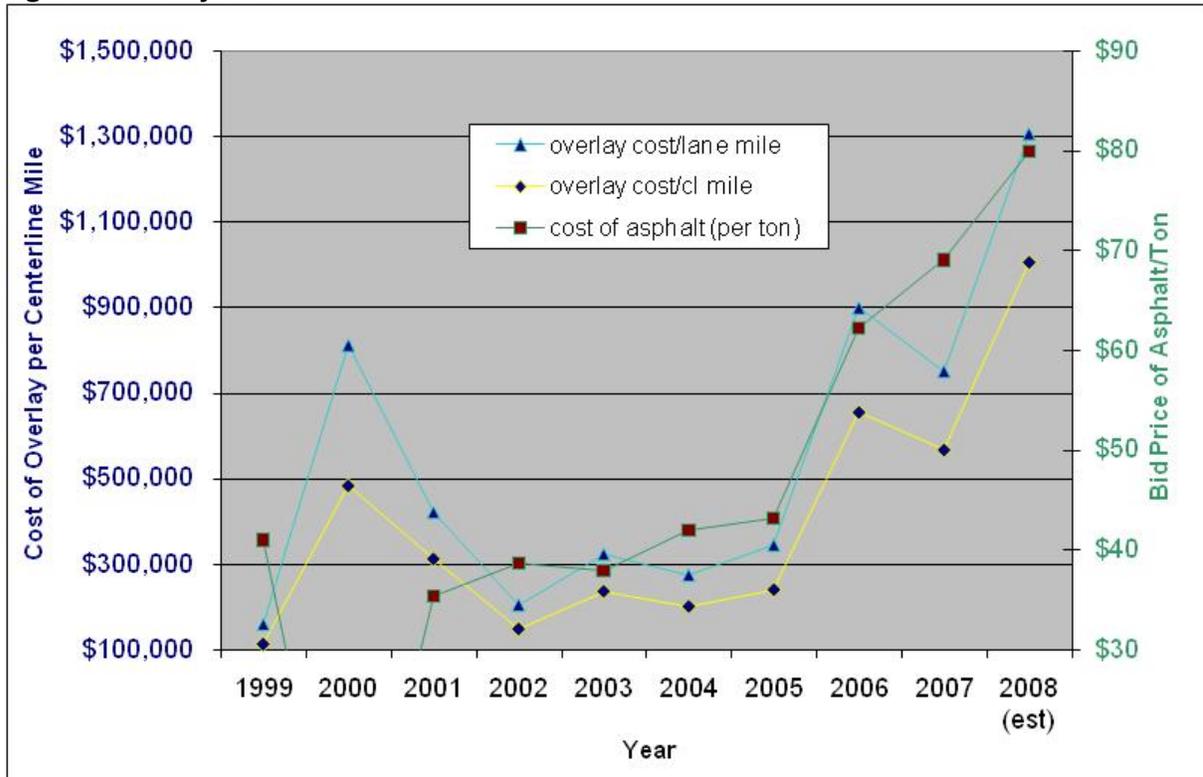


Figure 12 illustrates the current condition of the City’s street network compared to the condition of the network in 2001 and 2004. Since 2001, a larger percentage of streets moved into the “Very Good” and Excellent” condition categories, however more streets slipped into the “Poor” and “Very Poor” condition.

Figure 12. Pavement Condition Summary Percent of Total Network

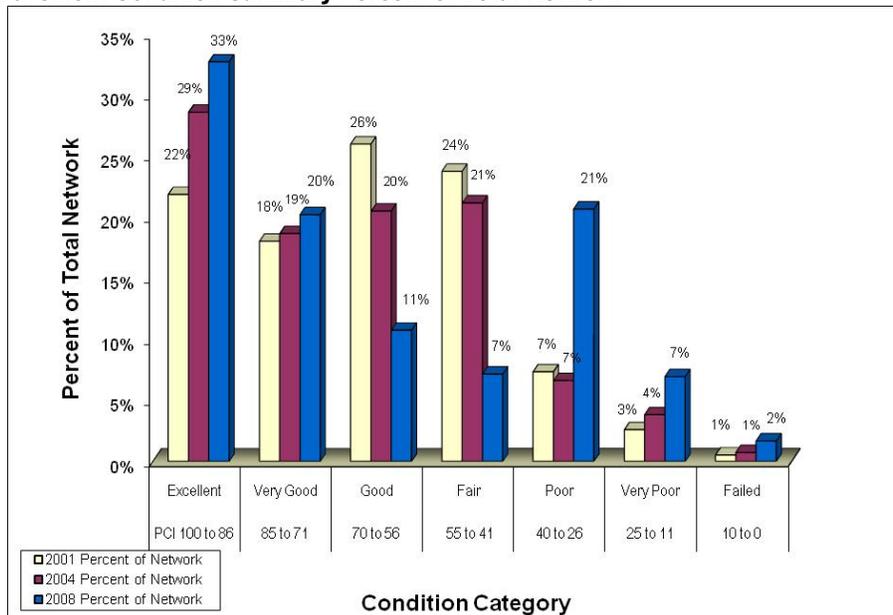


Figure 13 illustrates the average pavement condition for each street functional classification and how it has changed over the last two surveys in 2004 and 2001. By paving some of the minor arterials including State Street, NE 70th Street and portions of 132nd Ave NE over the last few years, the Street Preservation Program has been able to increase the PCI of the minor arterial street classification. However the major arterial street classification, which in 2001 and 2004 was in the bottom end of the “Good” condition category has slipped into the “Fair” condition category, despite recent paving of portions of NE 124th Street in 2008. This is a good example of streets that are hitting the steep decline area shown in the “Pavement Life Cycle” figure (Figure 6 above). Table 2 shows the average condition rating for the City street network over the past several years.

Figure 13. Pavement Condition by Functional Classification

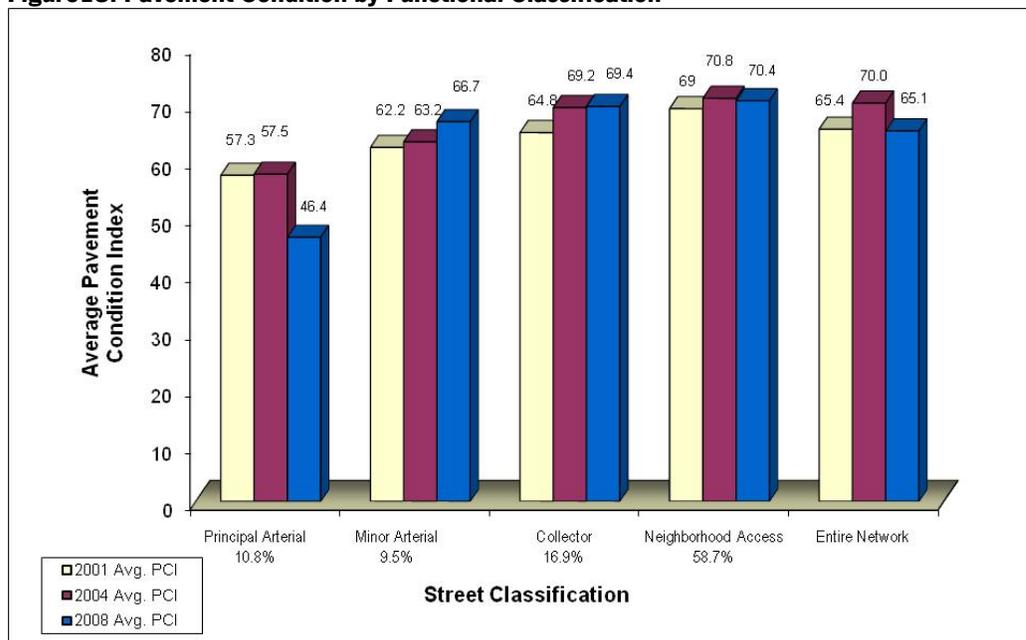


Table 2. Average Pavement Condition by Functional Classification, 1990-2008

Street Functional Classification	Overall Condition Index (OCI)*					PCI		
	1990	1992	1994	1997	1999	2001	2004	2008
Arterial	79	84	73	66	69	57	60	55
Collector	81	83	79	71	75	62	69	69
Neighborhood Access	81	85	67	74	78	71	71	70
Street Preservation Budget	\$210K	\$500K	\$800K	\$850K	\$850K	\$750K	\$1.4M	\$1.8M

* Prior to 2001, the City used a PMS that calculated pavement condition in a different manner than that currently used. A discussion of various PMS condition indices appears later in this report.

Attachments B and C consist of two maps of pavement ratings for all the City of Kirkland streets. The first map (Attachment B) shows the ratings from 2004 and second map (Attachment C) shows ratings from 2008. As you can see there is more orange and yellow on the 2008 map than there is on the 2004. The changes in colors represent the overall decline in PCI. Between the 2004 survey and 2008 survey there have been many factors that have influenced our Street Preservation Program. A few of those factors are described in detail below.

Paver Purchase – As mentioned above, in 2005 Council approved the purchase of a paver. The paver has been a useful asset to the street department and to the overall street preservation project. Since the paver was purchased, the street department has completed a number of in-house projects, a few of which are listed below (Table 3). One of the most notable projects in which the street department utilizes the new paver is structural patching of most streets identified for overlay in the Annual Street Preservation Project. Having the structural patching completed prior to the overlay contractor paving saves time and money from the Street Preservation Project.

**Figure 15. Waverly Park Parking Lot****Table 3. In-House Paving Projects Completed Since Paver Purchase**

Location	Description	Year
12 th Ave btwn. Market St & 1 st St.	Half-street Overlay	2005
City-Wide	Structural Patching on Overlay Streets	2006-2008
112 th Ave NE	Asphalt Sidewalk	2006
122 nd Ave NE	Asphalt Sidewalk/Path	2006
NE 120th St @ 106th Ave NE	Half-street overlay	2008

130th Ave NE @ NE 87th St	Paving of Cul-De-Sac	2008
Waverly Park Parking Lot	2" Repave of Parking Lot	2008

Annual Sidewalk Maintenance Project – in the 2006-2011 CIP the Annual Sidewalk Maintenance project was created to help address the aging and failing sidewalk panels throughout the City. Over time, as more broken and offset panels are replaced, we anticipate seeing a reduction in the amount of damaged sidewalk that will require repairs as part of the Annual Street Preservation Project.

Pavement Maintenance Funding

The average pavement condition, centerline miles, and annual pavement maintenance budget for other local cities are listed in Table 4 (below).

Table 4. Comparison of Street Preservation Programs

City	Centerline Miles	Lane Miles	PCI ¹	OCI ²	Pavement Maintenance Budget
Kirkland	147	355	65		\$1,800,000
Redmond	135	332		85	\$1,000,000
Bellevue	390	942		83	\$5,500,000
Bothell	118	264	68		\$630,000
Olympia	206	500	78		\$2,025,000

1. Bothell and Olympia calculates the PCI similar to Kirkland

2. Bellevue and Redmond use a PMS that produces a different score, called the "Overall Condition Index"

When comparing pavement condition between cities, it is important to note that there is a great deal of variability in these ratings. While the condition index produced by a PMS is valuable for tracking an agency's performance over time, it isn't necessarily an accurate method for comparing performance *between* agencies. One obvious problem with comparing condition scores is that the street networks vary drastically from agency to agency. In particular, some agencies have more land development activity and therefore have newer roads. Also, the traffic volumes and percentage of trucks and buses vary in each jurisdiction. Another difficulty in comparing with other cities arises from the lack of standardization among pavement management systems, for example:

- The various PMS platforms used by area agencies use different algorithms for calculating the condition index
- Agencies may rate their pavements based only on a single "predominant" distress observed, or as Kirkland does, the rating can be based on the percentage and severity of all distresses present
- Each agency may modify the weight given to certain distresses when computing overall condition index

Impacts of Future Funding Levels

Using inputs developed by the City's engineering staff and consultant, the PMS can predict the effects of different budget scenarios on the PCI and deferred maintenance. By examining the effects on these indicators, the advantages and disadvantages of different funding levels and maintenance strategies become clear.

The following ten-year budget scenarios were analyzed:

Scenario 1: 2009-2014 CIP Budget (\$24.5M)

This scenario uses the proposed 2009-2014 CIP budget and the current Street Maintenance Operating budget over the ten (10) year planning horizon (2009-2018). With this scenario it assumes an average of \$400,000 of the Street Maintenance Operating budget is allocated for routine and preventative maintenance.

Scenario 2: Maintain Current PCI of 65 (\$60M)

This scenario identifies the minimum funding level required to maintain the average network PCI at the current level of 65 over the next ten years.

Scenario 3: Increase Current PCI to 70 (\$77M)

This scenario identifies the minimum funding level required to increase the average network PCI from its current level of 65 to 70 over the next ten years.

Scenario 4: No Increase in Deferred Maintenance (\$94M)

This scenario identifies the minimum funding level required to keep the deferred maintenance at current levels over the next ten years.

Scenario 5: Budget Needs Analysis (\$240M)

This scenario identifies annual funding levels needed to achieve a desired performance level—in this case a street network average PCI of 85 is considered optimal. Deferred maintenance in this scenario would be zero.

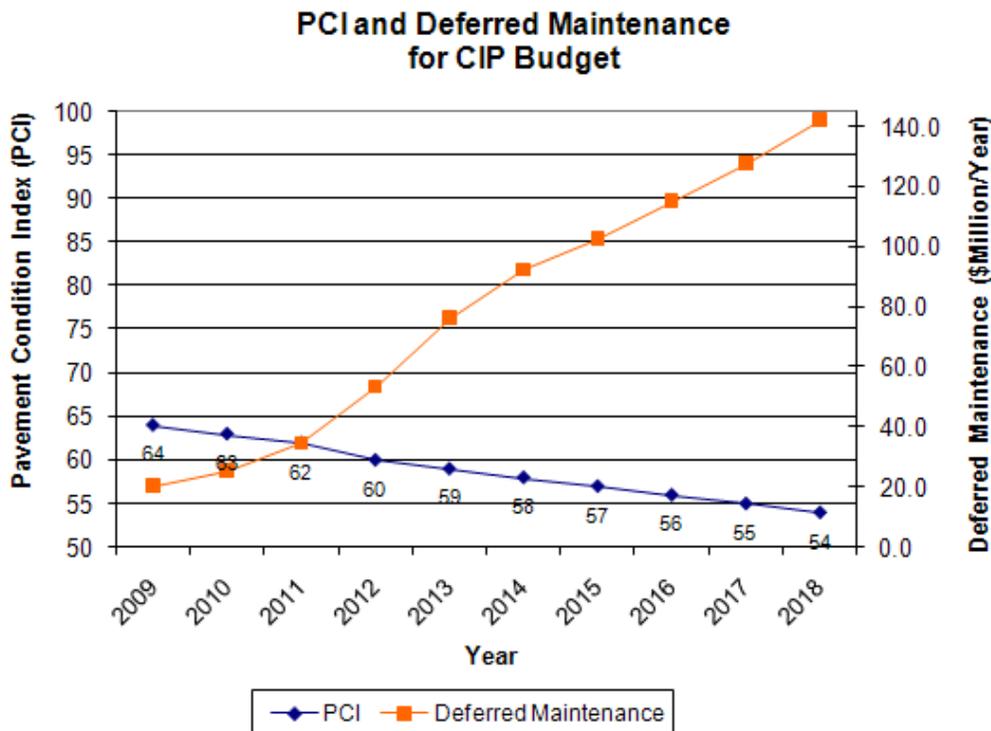
Each one of these scenarios used the updated inflation rate of 11%. The results of these scenarios are shown in detail on pages 16-20. A summary of the five scenarios is shown on page 21.

Scenario 1: CIP Budget (2009-2014 CIP)
(\$24.5 Million / 10 years; 11% Inflation)

This scenario includes the 2009-2014 CIP and a portion of the Street Maintenance Operating Budget. The CIP accounts for an annual budget of \$2,000,000*, and it is estimated that \$200,000 of that budget will be used to fund a slurry seal program (preventive maintenance). In addition to the 2.0 M, an average of \$400,000 of the Street Maintenance Operating budget is allocated for routine & preventive maintenance. (*In 2011 the proposed CIP budget is \$2,500,000.)

Summary of Results

Year	Budget (\$)	Rehabilitation (\$)	Preventive Maintenance (\$)	Deferred Maintenance (\$)	PCI
2009	2,400,000	1,800,000	600,000	20,300,000	64
2010	2,400,000	1,800,000	600,000	25,600,000	63
2011	2,900,000	2,300,000	600,000	34,500,000	62
2012	2,400,000	1,800,000	600,000	53,300,000	60
2013	2,400,000	1,800,000	600,000	76,000,000	59
2014	2,400,000	1,800,000	600,000	92,200,000	58
2015	2,400,000	1,800,000	600,000	102,700,000	57
2016	2,400,000	1,800,000	600,000	115,000,000	56
2017	2,400,000	1,800,000	600,000	127,500,000	55
2018	2,400,000	1,800,000	600,000	142,100,000	54
		\$24,500,000	10 Year Total		



Conclusion:

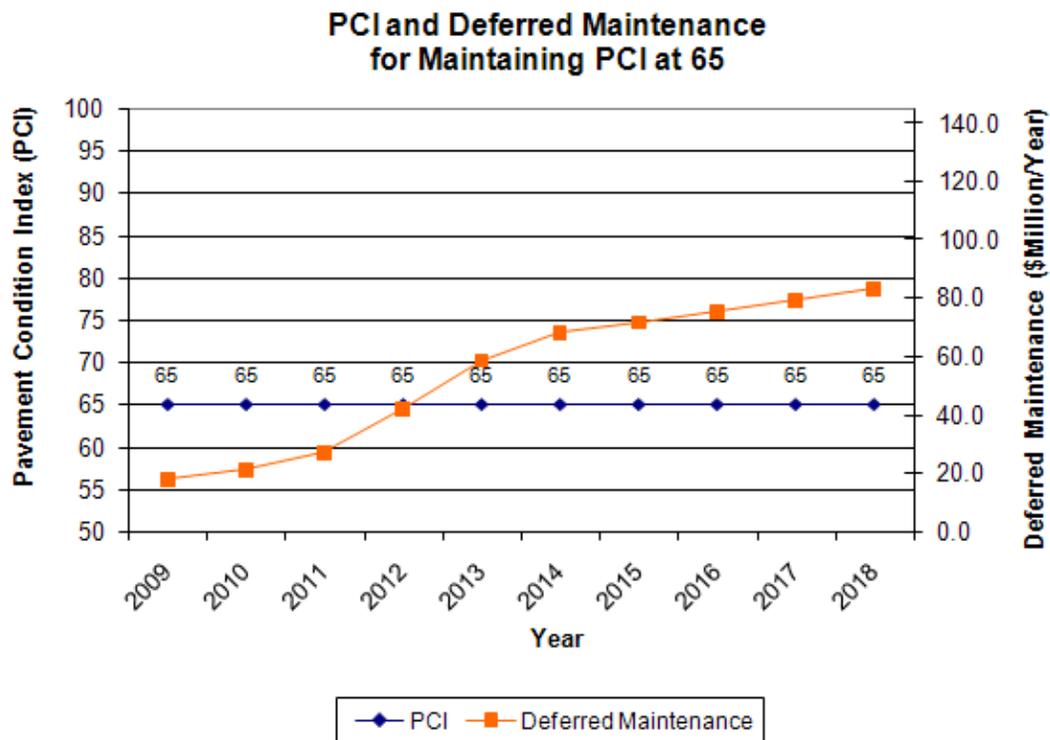
The average network PCI degrades to 54 and the deferred maintenance costs increase to over \$142 million.

Scenario 2: Maintain PCI at 65
(\$60 Million / 10 years; 11% Inflation Rate)

This scenario is the budget needed to increase the current PCI to 70. Annual preventive maintenance is assumed at 5% of the total budget.

Summary of Results

Year	Budget (\$)	Rehabilitation (\$)	Preventive Maintenance (\$)	Deferred Maintenance (\$)	PCI with Treatment
2009	5,000,000	4,750,000	250,000	17,700,000	65
2010	5,000,000	4,750,000	250,000	21,000,000	65
2011	5,500,000	5,225,000	275,000	27,100,000	65
2012	5,500,000	5,225,000	275,000	42,100,000	65
2013	6,500,000	6,175,000	325,000	58,600,000	65
2014	6,500,000	6,175,000	325,000	68,300,000	65
2015	6,500,000	6,175,000	325,000	71,700,000	65
2016	6,500,000	6,175,000	325,000	75,200,000	65
2017	6,500,000	6,175,000	325,000	79,100,000	65
2018	6,500,000	6,175,000	325,000	83,300,000	65
<hr/>					
	\$60,000,000	10 Year Total			



Conclusion:

The average network PCI is maintained at 65 over 10 years and the deferred maintenance costs increase to over \$83 million.

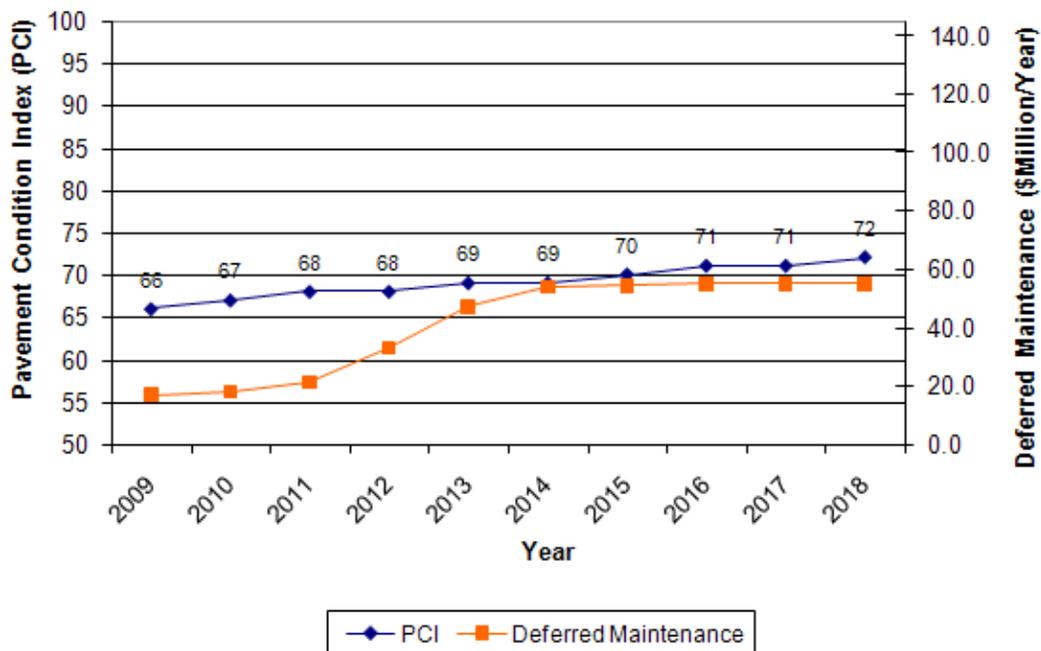
Scenario 3: Increase PCI to 70
(\$77 Million / 10 years; 11% Inflation Rate)

This scenario is the budget needed to increase the current PCI to 70. Annual preventive maintenance is assumed at \$370,000.

Summary of Results

Year	Budget (\$)	Rehabilitation (\$)	Preventive Maintenance (\$)	Deferred Maintenance (\$)	PCI with Treatment
2009	6,000,000	5,630,000	370,000	16,700,000	66
2010	7,000,000	6,630,000	370,000	17,800,000	67
2011	8,000,000	7,630,000	370,000	21,200,000	68
2012	8,000,000	7,630,000	370,000	33,100,000	68
2013	8,000,000	7,630,000	370,000	47,100,000	69
2014	8,000,000	7,630,000	370,000	54,100,000	69
2015	8,000,000	7,630,000	370,000	54,600,000	70
2016	8,000,000	7,630,000	370,000	54,900,000	71
2017	8,000,000	7,630,000	370,000	55,100,000	71
2018	8,000,000	7,630,000	370,000	55,200,000	72
<hr/>					
	\$77,000,000	10 Year Total			

PCI and Deferred Maintenance for Maintaining PCI of 70



Conclusion:

The average network PCI increases to 70 over 10 years and the deferred maintenance costs increase to over \$55 million.

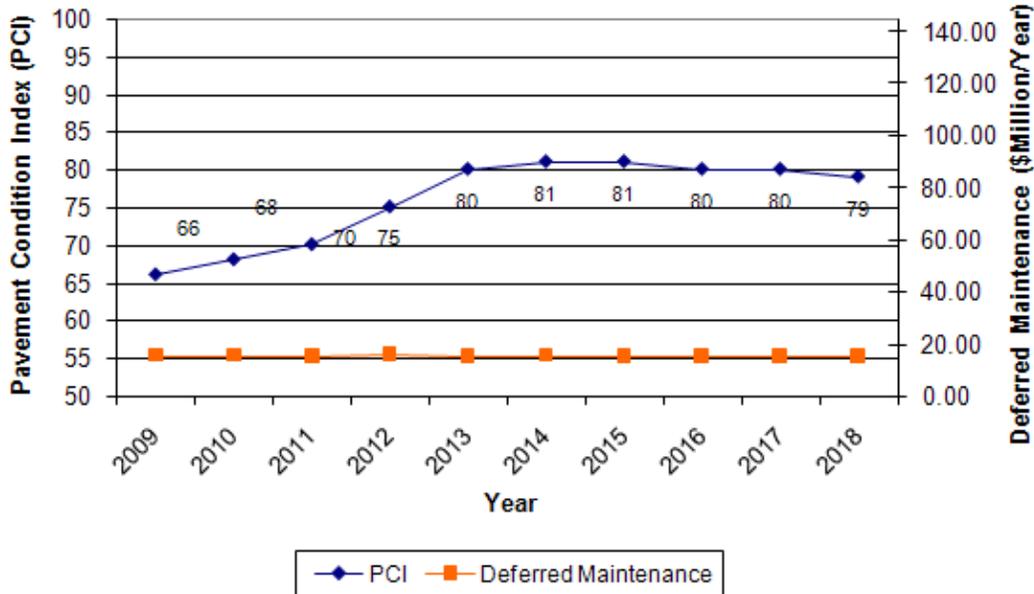
Scenario 4: No Increase in Deferred Maintenance
(\$94 Million / 10 years; 11% Inflation Rate)

This scenario is the budget needed to keep deferred maintenance from increasing over ten years. Annual preventive maintenance is assumed at 5% of the total budget.

Summary of Results

Year	Budget (\$)	Rehabilitation (\$)	Preventive Maintenance (\$)	Deferred Maintenance (\$)	PCI
2009	7,000,000	6,650,000	350,000	15,700,000	66
2010	8,000,000	7,600,000	400,000	15,700,000	68
2011	11,500,000	10,925,000	575,000	15,300,000	70
2012	18,500,000	17,575,000	925,000	16,100,000	75
2013	21,000,000	19,950,000	1,050,000	15,300,000	80
2014	11,000,000	10,450,000	550,000	15,700,000	81
2015	4,500,000	4,275,000	225,000	15,500,000	81
2016	4,000,000	3,800,000	200,000	15,600,000	80
2017	4,000,000	3,800,000	200,000	15,400,000	80
2018	4,500,000	4,275,000	225,000	15,500,000	79
<hr/>					
	\$94,000,000	10 Year Total			

PCI and Deferred Maintenance for No Increase in Deferred Maintenance



Conclusion:

The deferred maintenance costs is maintained at \$15.5 million over 10 years and the average network PCI increases to 79.

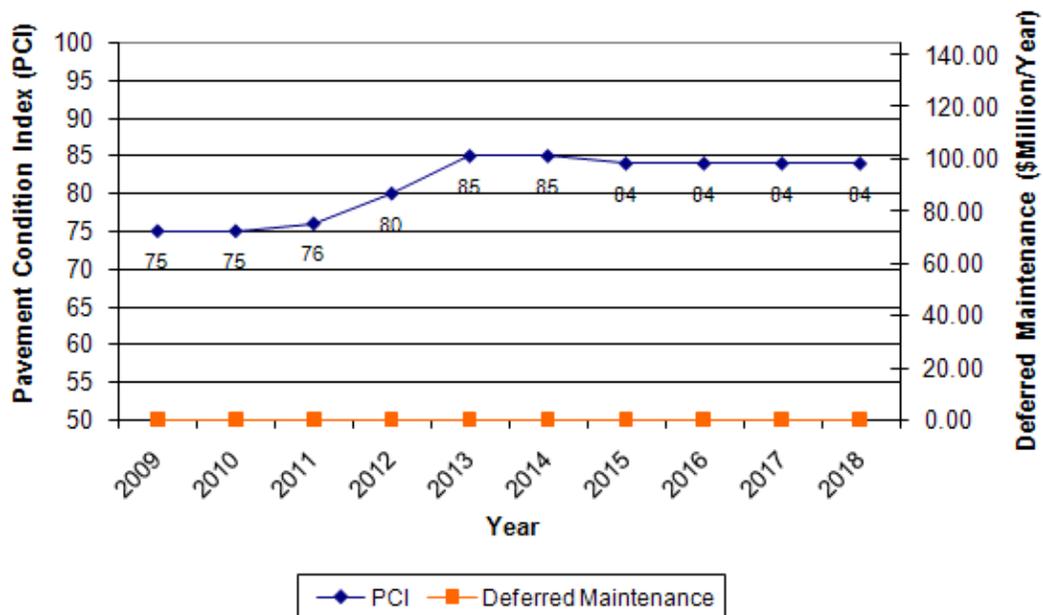
Scenario 5: Budget Needs Analysis
(\$240 Million / 10 years; 11% Inflation Rate)

This pavement network *needs* analysis uses the City's defined maintenance strategies to recommend a budget for reaching and maintaining a target PCI of 85.

Summary of Results

Year	Budget (\$)	Rehabilitation (\$)	Preventive Maintenance (\$)	Deferred Maintenance (\$)	PCI
2009	24,000,000	24,000,000	0	0	75
2010	24,000,000	24,000,000	0	0	75
2011	24,000,000	24,000,000	0	0	76
2012	24,000,000	24,000,000	0	0	80
2013	24,000,000	24,000,000	0	0	85
2014	24,000,000	24,000,000	0	0	85
2015	24,000,000	24,000,000	0	0	84
2016	24,000,000	24,000,000	0	0	84
2017	24,000,000	24,000,000	0	0	84
2018	24,000,000	24,000,000	0	0	84
<hr/>		\$240,000,000	10 Year Total		

PCI and Deferred Maintenance for Unlimited Budget



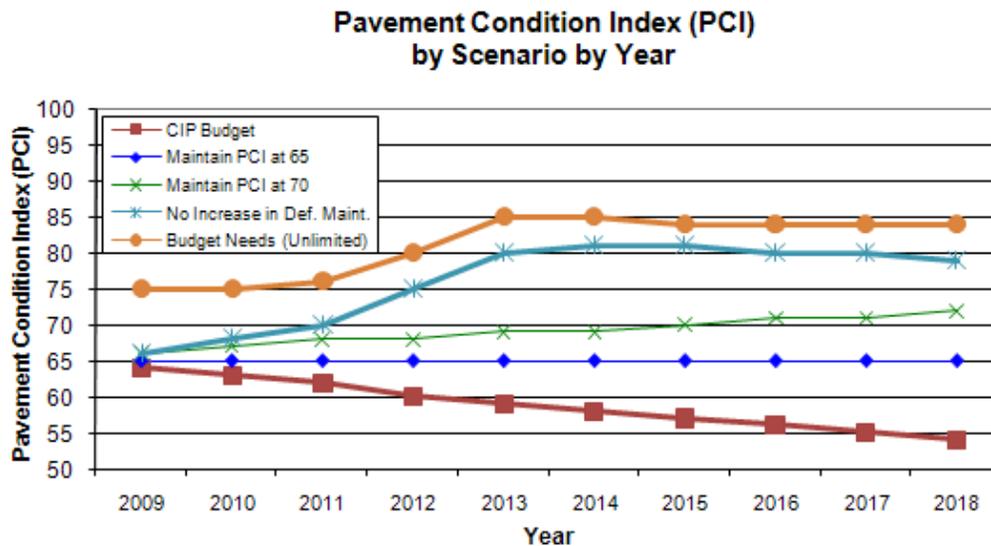
Conclusion:

The average network PCI reaches 85 after 5 years and the deferred maintenance becomes zero.

Comparison of Scenarios

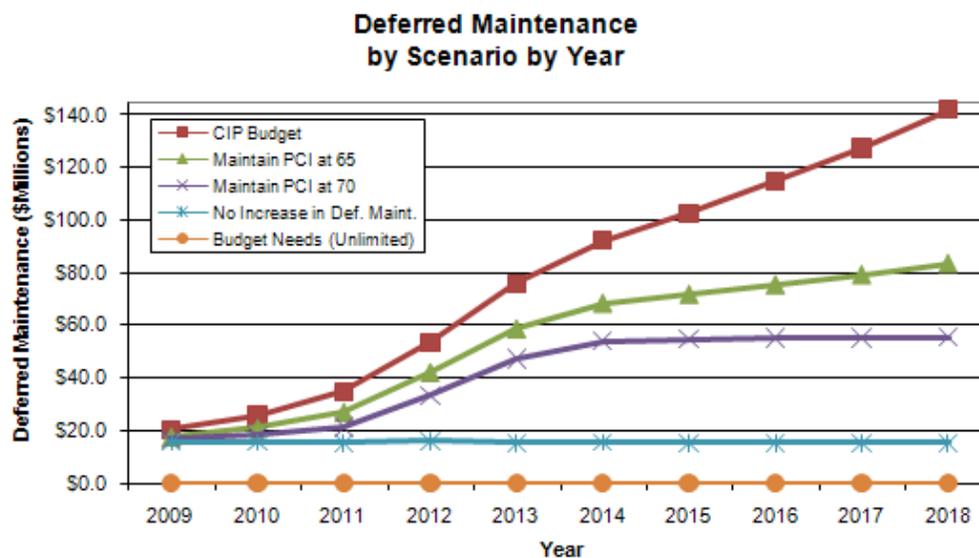
Pavement Condition Index (PCI)

The figure below illustrates the change in PCI over 10 years for each budget scenario. With unlimited funding ("Budget Needs" scenario), the pavement network reaches an optimal PCI of 85 after 5 years. The current budget projects a decrease in the network PCI over the 10 year period.



Deferred Maintenance

The figure below illustrates the deferred maintenance accumulated over 10 years for each budget scenario. With unlimited funding, the deferred maintenance is zero. The deferred maintenance with the other scenarios, increases dramatically after 2011.



Conclusions

The results of the 2008 pavement condition survey indicate a need for additional funding in order to maintain the condition of Kirkland's street network. The existing funding level will result in a rapid decline in the performance of the street network.

Another important factor revealed in the 2004 condition survey and reiterated by the 2008 condition survey is that, as shown in Figure 13, the City's streets with the highest traffic volumes also have the lowest PCIs. Over the last few years some of these higher traffic volume streets have been rehabilitated in effort to avoid more costly repairs later (for example NE 70th Street and 132nd Ave NE in 2007, and portions of NE 124th Street in 2008). However, many of these streets still require rehabilitation in the next few years in order to maintain mobility and safety standards. These streets in general are more costly perform maintenances activities on due to increase traffic control, limited working days and hours, and more coordination with residences, businesses, other utilities and agencies (e.g. WSDOT).

The current budget scenarios run used a more representative inflation rate of 11%. Due to the larger inflation rate, it becomes more and more difficult with realistic funding to maintain the current PCI. The larger inflation rate also results in an increased amount of deferred maintenance because each year, less maintenance can be performed due to the decreased value of the dollar.

The annual street preservation budget of \$24.5 million over 10 years will result in a 17% decrease (from 65 to 54) in the average network Pavement Condition Index.

Appendices

Glossary

<i>Asphalt Concrete</i>	A mixture of aggregate (rock) and asphalt binder compacted into a uniform layer.
<i>Crack Seal</i>	A preventive maintenance remedy where pavement cracks are sealed to prevent damage to the underlying structure of the roadway due to water infiltration.
<i>Deferred Maintenance</i>	Maintenance activity which, as identified by stated maintenance strategy should be carried in the current year, but is not funded. The maintenance activity therefore gets “differed” to a later year.
<i>Grinding</i>	Process performed in preparation for an overlay that removes the top layer of asphalt concrete to create a smooth transition to existing gutter or adjacent pavement or to remove shallow cracks from thick asphalt concrete. Also referred to as “milling” or “planing”.
<i>Overlay</i>	Rehabilitative maintenance remedy that involves placement of a 1.5” to 2” layer of asphalt concrete pavement over the top of the existing roadway. Work includes structural patching and grinding as needed. Also referred to as “resurfacing”.
<i>Pavement Condition Index (PCI)</i>	An objective measurement of pavement grade or condition based on established criteria including cracking, rutting, weathering, and patching.
<i>Pavement Management System (PMS)</i>	A systematic process that provides, analyzes, and summarizes pavement information for use in selecting and implementing cost-effective pavement construction, rehabilitation, and maintenance programs.
<i>Preventive Maintenance</i>	Maintenance activity performed on streets that are in good condition. Remedies, which include crack sealing and slurry sealing, are intended to extend the pavement life by protecting the existing pavement structure.
<i>Reconstruct</i>	Construction of the equivalent of a new pavement structure which usually involves complete removal and replacement of an existing pavement structure including new and/or recycled materials.
<i>Rehabilitate</i>	Pavement rehabilitation is required to extend the useful life of the existing pavement structure. The prevailing rehabilitative remedy

used in Kirkland is an asphalt overlay. The lowest life cycle cost is obtained by rehabilitating the pavement in the early stages of distress to reduce the need for extensive pavement repair and thicker overlays.

Routine Maintenance

Regular day-to-day maintenance, performed by City forces, intended to preserve pavement in adequate operating condition.

Slurry Seal

A pavement maintenance remedy in which liquid or emulsified asphalt is mixed with suitable aggregate and applied to the pavement surface.

References

A Guide For Local Agency Pavement Managers, Washington State Department of Transportation, December 1994.

Pavement Condition Report, City of Seattle Pavement Engineering & Maintenance Section, June 8, 2004.

Pavement Interactive Website,

http://www.pavementinteractive.org/index.php?title=Pavement_Interactive:About

Draft King County Report**Proposed Pavement Preservation Cost Estimating Methodology****A) Purpose**

The purpose of this report is to inform and solicit comments from the King County Project Evaluation Committee (KCPEC) on the proposed methodology to develop a 30 year, planning level pavement preservation cost estimate for King County arterials and residential streets. This report also includes example worksheets showing how the methodology is used to develop a pavement preservation cost estimate. Finally, using the proposed methodology described in this report and for discussion purposes only, an example King County pavement preservation cost estimate is provided. The PSRC is interested in using this effort by KCPEC to better estimate pavement preservation needs in Transportation 2040. Rather than relying on the programmatic estimates used in the previous regional transportation plan, the PSRC would like to use a data based effort built on available pavement condition information to estimate regional preservation needs.

B) Summary of Results

Using the proposed methodology suggested in this report, it is estimated that it will cost King County local jurisdictions at least \$3 billion to preserve their existing arterials and residential streets during the 30 year time span of Transportation 2040. The estimated cost only includes pavement preservation needs and does not include sidewalk improvements, intersection improvements and bridge preservation costs. The PSRC's 2007 Destination 2030 update estimated that King County local jurisdictions preservation needs at about \$2.6 billion between 2007 and 2030.

The KCPEC estimate is based on a two phased, pavement preservation strategy. Phase one includes pavement preservation projects to bring all local jurisdiction federal functional classified arterials up to a PCI 100 level. In addition, it is assumed that local jurisdictions will provide at least a thin overlay ("repair" pavement preservation project category) to the approximately 10,000 lane miles of residential streets in King County. Phase two assumes that local jurisdictions will have to revisit their arterials with at least a thin overlay or "repair" pavement preservation project after Phase one projects. Because of the low traffic and truck volumes on residential streets, Phase two assumes that there will be no additional pavement preservation projects on residential streets.

C) Background

Over the past five years, city and county public works staff has met regularly to discuss local transportation needs. In 2007, a concerted effort was made to compile local needs based on information in local adopted Six Year Transportation Improvement Programs. This was shared with the Public Works Directors in a draft report titled, "*Local Transportation Funding Needs in King County*" which included local project lists. The public works directors agreed that the report was a good beginning, but it did not show the

complete transportation needs picture. They specifically asked King County staff to work with the King County Project Evaluation Committee (KCPEC) to discuss how to better describe the extent of local transportation needs, including pavement preservation needs. Local transportation needs are often underreported; this leads to misunderstandings by agencies and elected officials about the true extent of our transportation problems. This can also negatively impact the amount of funding that is made available to address these needs. This, in turn, increases the financial burden on local governments which are attempting to maintain their infrastructure while providing transportation improvements to support growth.

KCPEC members concluded that it was necessary to have accurate and up-to-date local transportation needs information to help decision makers understand the magnitude of the local transportation funding challenges, provide input for updating PSRC's regional transportation plan, and provide useful information for the upcoming the PSRC grant process. KCPEC asked for updated local transportation needs that included a request that King County staff develop a data based, planning level methodology to estimate King County pavement preservation needs.

The following discussion outlines a planning level, pavement preservation cost estimating methodology that can be use to develop a regional pavement preservation cost estimate.

D) Developing a Planning Level Pavement Preservation Cost Estimating Methodology for King County Arterials and Residential Streets

The following information was used to develop a regional pavement preservation cost estimate for King County arterials and residential streets:

1. Pavement condition index (PCI) information for King County cities, and unincorporated King County federal functional classified arterials.
2. Pavement preservation project categories and associated PCI ranges.
3. Per square yard costs for the pavement preservation project categories.
4. A methodology to calculate a regional pavement preservation cost using the PCI, project descriptions and average per unit cost for pavement preservation project categories.

1. Pavement Condition Index

The proposed pavement preservation methodology is based on pavement condition index (PCI) information provided by the Washington State Department of Transportation (WSDOT). A PCI is based on a visual survey of the pavement and a numerical value between 0 and 100 and defines the pavement condition with 100 representing an excellent pavement. In April 2003 the legislature passed the transportation efficiencies bill. This legislation established planning and efficiency goals for the state and local transportation network. Among the provisions of the bill, there is a requirement for cities to report pavement condition data for their arterials beginning with the 2003-2005 biennium (RCW 46.68.113).

To meet this reporting requirement WSDOT's Highways & Local Programs (H&LP), working in partnership with the Association of Washington Cities, established a split between large and small cities based on a population threshold of 22,500. This is the threshold at which the large cities assume a greater maintenance responsibility for city streets that are also state highways. It was determined that large cities had sufficient resources to survey their street networks and report the results while small cities would need assistance to accomplish this reporting requirement. To assist the small cities, H&LP arranged with the WSDOT Materials Laboratory to use their automated data collection van to survey the state's small cities and forward the results of the survey to H&LP for analysis and reporting.

King County staff obtained the state's latest King County PCI cities data from WSDOT's 2007 biennial Arterials Condition Report. King County Roads Division provided PCI information for unincorporated King County arterials. King County is waiting for segment detail from one more jurisdiction to complete its analysis for that city.

2. Pavement Preservation Project Categories

The following table shows the pavement preservation project categories and the associated PCI ranges for each category. It should be understood that the PCI is a visual assessment of roadway conditions based upon the failure modes that a technician can see on the surface and may not accurately indicate the condition of the underlying base of the pavement structure. However, for the purposes of estimating future roadway preservation costs, the PCI rating is the most scientific basis we have available for condition assessment without expending considerable additional costs to perform more detailed estimates.

An arterial with a PCI score below 50 indicate that the arterial may be a candidate for rehabilitation or reconstruction. This arterial may require additional pavement testing to determine the subsurface condition of the roadway where it is apparent that underlying sub-grades are not supporting the flexible pavement. For the purposes of this planning level estimate, however, using the PCI will provide a more accurate and scientific basis for indication of the condition of a roadway. This information, coupled with the actual bidding experience from jurisdictions that provided cost data for each type of project category, will allow us to gain a more complete and accurate summary of the needs of the system within the County.

Table 1. Pavement Preservation Project Categories and PCI Ranges

Project Categories	Project Description	PCI Range
Routine Maintenance	Routine maintenance activities are performed to maintain a safe traffic condition and include pothole patching, patching around utility structures, and crack sealing. Routine maintenance is often reactive to calls or reports by street maintenance crews with the goal of keeping the roadway driving surface safe.	71-100
Repair	Repair activities are performed to preserve or extend the life of an existing pavement structure that is deemed structurally sound. This work when done within the initial 10 year life of a new pavement helps to prevent potholes from occurring. These activities may mean placing a new surface (2 inches or less) on an existing road way to provide a better all weather surfaces, a better riding surface, and to extend or renew the pavement life. It can also be deep patching or spot repairs, pre-leveling of ruts, crack sealing, and seal coatings.	50-70
Rehabilitation	Indicates that the road way segment maybe a candidate for rehabilitation work generally consists of the preparatory work activities and either thin or thick overlay. Rehab is appropriate when only a small percentage of the roadway segment is damaged. Preparatory work is that work essential to assure the integrity of the foundation of the roadbed to support a flexible pavement and to assure a smooth riding surface once the overlay is done. Preparatory work may involve digging out defective asphalt, base and sub base. A rehab project typically extends the roadway life between 10 – 15 years.	25 - 49
Reconstruction	Indicates that the road way segment may be a candidate for reconstruction when a majority of the pavement or underlying base course has failed and can no longer serve as competent foundation for flexible pavements like asphalt. A rebuild typically extends the life of a roadway between 20-25 years.	Less than 25

3. Pavement Preservation Project per Unit Cost Averages

The following table shows the per square yard unit costs for the four pavement preservation project categories from responding jurisdictions. Using this information, an average cost for each category was developed. It should be noted that these cost represent only the pavement portion of the roadway and does not include costs associated with sidewalks and intersection improvements.

Table 2. Project Categories, Per Square Yard Cost Estimates

Preservation Projects	Bothell	Auburn	Seattle	Renton	Kent	King County	Issaquah	Bellevue	Kirkland	Average
Routine Maintenance	\$1.84	\$2.80	\$1.18	\$2.30	\$1.75	\$4.03	\$0.46	*	*	\$2.05
Repair	\$15.00	\$10.00	\$83.00	\$16.00	\$12.50	\$18.00	\$11.00	\$29.97	*	\$20.69
Rehabilita-tion	\$35.00	\$35.00	\$162.50	\$23.00	\$36.00	\$56.00	\$23.00	*	\$26.30	\$46.31
Reconstruc-tion	\$115.00	\$154.00	\$205.00	*	\$123.00	\$133.00	*	*	*	146.00

* Information not provided

4. Calculating Pavement Preservation Costs for Federal Functional Classified Principal, Minor and Collector Arterials in Large and Small Cities

Large City Arterials: Information on pavement width and segment length is included in the large cities' PCI reports. The following is an example of the methodology used to calculate a square yard cost for a large city preservation project for a large city:

1. (Pavement width) x (segment length) = Square feet of segment length.
2. (Square feet of segment length)/9 = Number of square yards of segment.
3. (Number of square yards of segment) x (Average per unit cost of preservation project) = Project cost for segment.

Small City Arterials: Information on the pavement width and the number of lanes is not provided for small cities, only the centerline feet length is provided. For small cities, a cost per lane mile is used to determine preservation project cost. The following is the methodology used to calculate preservation project cost per lane mile:

1. (Average lane width (12 feet)) x 5280 feet = 63,360 square feet per lane mile.
2. (63,360 square feet per lane mile)/9 = 7040 square yards per lane mile.
3. (7040 square yards per lane mile) x (Average per unit cost of preservation project) = Lane mile cost.
4. (Average lane mile cost x Lane Miles) x (Number of lanes per arterial segment) = Project cost per segment^[1].

Calculating Preservation Cost for Local Roads: There is no PCI information for most of the local roads in King County. While local roads carry relatively low traffic volumes from neighborhoods to the arterial system, it is assumed that jurisdictions will probably have to "repair" these local roads at least once during the 30 years (the time span for Transportation 2040). The local road lane miles for King County jurisdictions and in unincorporated King County is estimated at 10,000 lane miles. The total calculated cost to preserve local roads is:

- 7040 square yards per lane mile x average pavement preservation cost = Repair cost per lane mile
- (Local Lane Miles) x (Cost per lane mile) = Local Lane mile improvement cost.

E) Developing a 30 year Planning Level Pavement Preservation Cost Estimate King County Arterials and Residential Streets

The following two phased strategy was used to calculate a 30 year planning level pavement preservation cost estimate for King County arterials and residential streets (see Table 3).

Phase One

Phase one pavement preservation strategy for arterials and residential streets:

^[1] Information on the number of lanes per arterial is not provided for small cities, this calculation assumes five lanes for principal arterials, three lanes for minor arterials, two lanes for collector arterials

- Identify PCI for federal functional classified principal, minor and collector arterials. Based in the PCI, determine the appropriate pavement preservation project category and cost needed to bring that arterial to a PCI 100 level. (Attachment A shows an example work sheet to determine pavement preservation costs for a large city with a population over 22,500. Attachment B shows an example work sheet to determine pavement preservation costs for a small city with a population less than 22,500)
- Assume that jurisdictions will apply a thin overlay (pavement preservation project category “repair”) on their residential streets at least once during the next 30 years.

Based on this methodology, it will cost approximately **\$2.2 billion** (2007 dollars) to bring King County arterials and residential streets up to excellent condition (PCI 100).

Phase Two

Phase two pavement preservation strategy for arterials and residential streets:

- After the completion of Phase 1, it is assumed that King County jurisdictions will have to revisit their arterials with at least one more round of “repair” pavement preservation projects during the 30 year timeframe of the regional plan. Phase 2 is estimated to cost King County jurisdictions another **\$804 million** (2007 dollars).
- It is assumed that because of the light traffic volumes on residential streets, jurisdictions will not have to overlay their residential streets in Phase 2.

F) Analysis

Based on the proposed KCPEC methodology and the basic 30 year phased pavement preservation strategy, it is estimated that King County and its jurisdictions will need a minimum of **\$3.0 billion** (2007 dollars) to preserve its arterials and residential streets during the 30 year span of Transportation 2040. This estimate does not include costs associated with sidewalk and intersection improvements, it also does not include bridge preservation costs. It should be noted that the purpose of Table 3 is to develop a planning level, pavement preservation cost estimate for the King County region. This information is provided to the KCPEC group to show how a regional cost estimate is proposed to be developed and should not be used as an indicator of actual city needs.

Staff reviewed PSRC worksheets that were used to develop local needs estimates for the 2007 Destination 2030 Update. According to the worksheets, the PSRC estimated King County local jurisdictions preservation needs at about **\$2.6 billion** (2006 dollars) between 2007 and 2030. The PSRC information did not include bridge preservation as part of it \$2.6 billion cost estimate. However, it is unclear if the PSRC’s preservation numbers excluded sidewalk and intersection improvement cost as part of the overall preservation cost estimates.

It should also be noted that the \$2.6 billion PSRC’s preservation estimate does not include the preservation portion of, what the PSRC calls, “backlog” needs. According to PSRC staff, the backlog number was a product of a survey of cities and counties where the PSRC asked for specific information on costs to get assets up to some acceptable standard. This

number was assembled from all survey responses and missing values were estimated. The backlog information included a combined maintenance and preservation costs estimate and a separate capital project costs estimate. Staff was unable to separate out the backlog preservation number from the PSRC's maintenance and preservation backlog cost estimate.

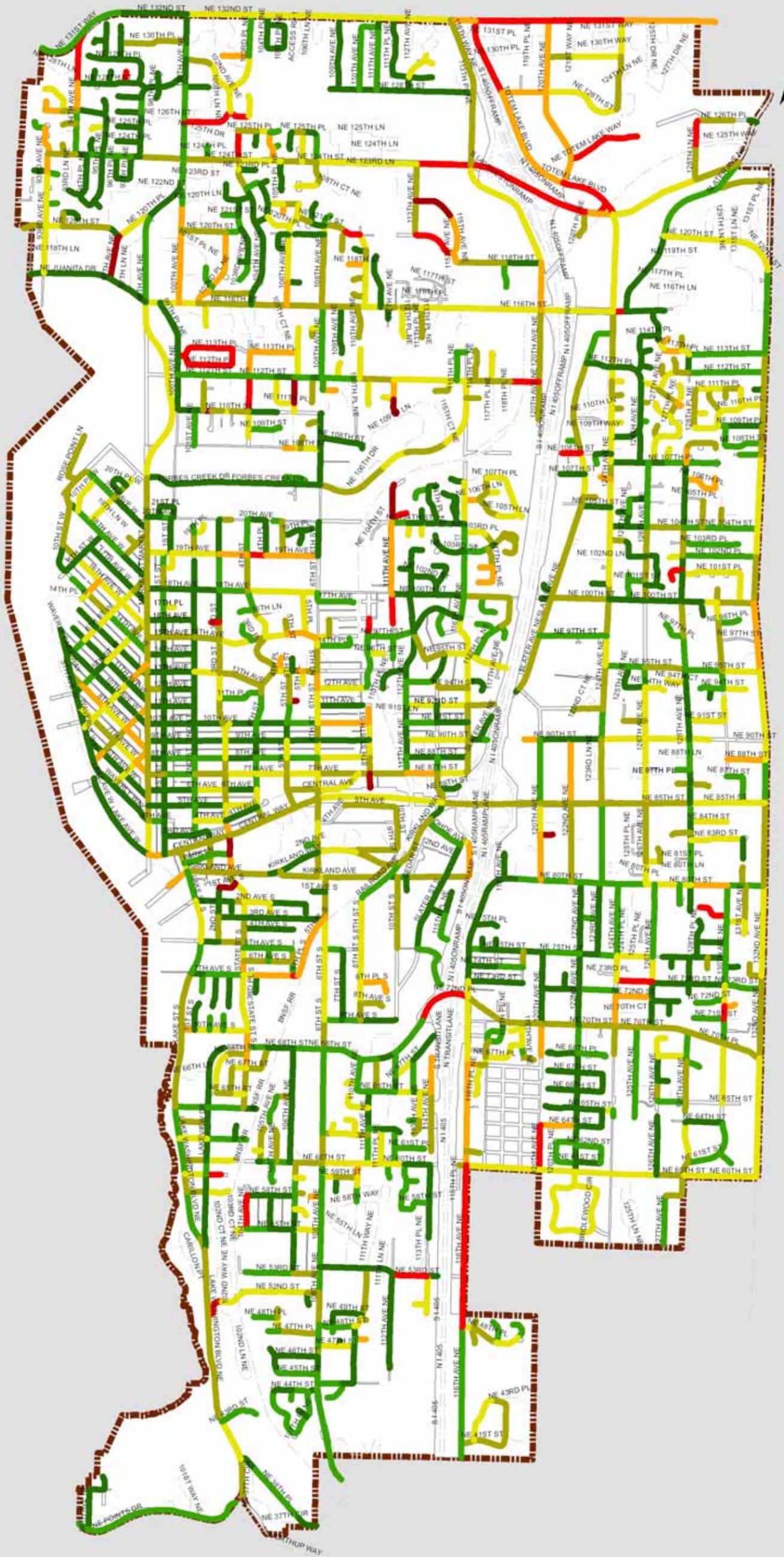
Table 3. 30 Year Pavement Preservation Cost Estimate for King County Cities and Unincorporated King County.

Jurisdiction	EXMPLE ONLY - 30 Year Pavement Preservation Needs						Totals
	Phase 1					Phase 2	
	Cost Ests for Fed Functional Arterials Needing "Routine Maintenance" PCI 71 - 100	Cost Ests for Fed Functional Arterials Needing "Repair" PCI 50 - 70	Cost Ests for Fed Functional Arterials Needing "Rehab" PCI 25 - 49	Cost Ests for Fed Functional Arterials Needing "Reconstruction" PCI < 25	Cost Est. for "Repair" Cost for Residential Streets (non arterials)	"Repair" Project on Principal, Minor, & Collector Arterials	
Algona	\$84,801	\$911,943	\$600,251	\$0	\$3,581,170	\$2,035,354	\$7,213,518
Auburn	\$2,173,031	\$6,336,993	\$12,746,020	\$59,520,842	\$32,026,720	\$40,021,138	\$152,824,744
Beaux Arts	\$5,487	\$0	\$0	\$0	\$713,322	\$86,265	\$805,075
Bellevue	\$3,822,249	\$6,150,224	\$9,529,924	\$11,629,143	\$80,474,413	\$50,632,665	\$162,238,618
Black Diamond	\$29,625	\$1,573,569	\$403,341	\$0	\$6,186,980	\$2,052,498	\$10,246,013
Bothell	\$1,870,520	\$5,777,292	\$8,631,242	\$5,002,009	\$29,857,638	\$29,220,894	\$80,359,595
Burien	\$471,102	\$6,894,297	\$2,670,523	\$2,712,680	\$25,606,818	\$13,226,515	\$51,581,934
Carnation	\$0	\$0	\$0	\$0	\$2,110,852		\$2,110,852
Clyde Hill	\$67,643	\$547,914	\$287,011	\$0	\$4,512,856	\$1,358,392	\$6,773,817
Covington	\$53,957	\$1,699,776	\$1,566,530	\$0	\$14,179,102	\$2,943,530	\$20,442,895
Des Moines	\$411,697	\$1,257,444	\$1,457,849	\$5,022,011	\$24,517,910	\$6,775,575	\$39,442,485
Duvall	\$56,476	\$0	\$0	\$0	\$9,593,458	\$569,674	\$10,219,608
Enumclaw	\$121,082	\$1,589,017	\$3,051,356	\$0	\$13,247,416	\$4,172,873	\$22,181,744
Federal Way	\$1,842,795	\$3,263,606	\$2,003,901	\$508,404	\$70,415,111	\$22,829,686	\$100,863,504
Hunts Point	\$31,779	\$0	\$0	\$0	\$262,037	\$320,559	\$614,376
Issaquah	\$537,914	\$2,443,008	\$2,891,130	\$5,788,180	\$44,735,505	\$7,651,918	\$64,047,654
Kenmore	\$361,675	\$1,654,411	\$122,431	\$0	\$16,246,282	\$4,156,701	\$22,541,498
Kent	\$4,483,737	\$4,885,035	\$6,156,889	\$12,205,632	\$69,760,019	\$54,618,386	\$152,109,699
Kirkland	\$776,919	\$10,608,342	\$9,365,194	\$7,358,773	\$29,813,965	\$23,676,477	\$81,599,671
Lake Forest	\$62,745	\$758,556	\$1,165,232	\$0	\$13,247,416	\$3,823,543	\$19,057,492
Maple Valley	\$591,085	\$368,178	\$475,585	\$0	\$30,250,693	\$2,993,428	\$34,678,969
Medina	\$111,216	\$659,013	\$0	\$0	\$2,591,253	\$1,780,847	\$5,142,328
Mercer Island	\$107,784	\$164,243	\$342,848	\$668,800	\$15,591,190	\$8,045,602	\$24,920,467
Milton	\$29,714	\$1,389,617	\$141,622	\$4,645,155	\$4,556,529	\$2,410,482	\$13,173,119
Newcastle	\$81,346	\$1,586,701	\$3,800,910	\$0	\$9,608,016	\$4,104,427	\$19,181,400
Normandy Park	\$84,568	\$798,490	\$1,612,105	\$0	\$6,987,648	\$2,371,367	\$11,854,177
Northbend	\$39,961	\$551,204	\$1,429,075	\$1,508,122	\$5,721,137	\$1,806,003	\$11,055,501
Pacific	\$39,510	\$916,354	\$2,597,895	\$0	\$4,047,013	\$2,474,908	\$10,075,680
Redmond	\$2,090,295	\$3,479,435	\$5,290,645	\$5,542,841	\$27,251,827	\$27,725,324	\$71,380,368
Renton	\$2,398,992	\$6,670,313	\$10,256,430	\$36,198,510	\$40,411,898	\$40,594,642	\$136,530,786
Sammamish			Waiting for info		\$30,964,015	\$0	\$30,964,015
SeaTac	\$656,480	\$2,541,603	\$4,372,549	\$9,515,826	\$15,198,134	\$7,116,450	\$39,401,043
Seattle	\$11,144,499	\$59,739,474	\$91,136,881	\$70,297,086	\$354,267,931	\$222,896,717	\$809,482,587
Shoreline	\$895,013	\$2,222,359	\$2,676,229	\$7,967,836	\$37,806,087	\$13,580,249	\$65,147,774
Skykomish	\$2,867	\$0	\$89,187	\$1,653,888	\$567,746	\$302,991	\$2,616,680
Snoqualmie	\$26,997	\$23,298	\$86,556	\$1,830,003	\$9,701,185	\$593,457	\$12,261,495
Tukwila	\$385,263	\$7,348,514	\$4,802,773	\$3,071,451	\$12,184,711	\$13,814,236	\$41,606,948
Woodinville	\$155,184	\$1,700,766	\$1,849,965	\$8,872,381	\$13,684,144	\$5,348,779	\$31,611,219
Yarrow Point	\$10,810	\$179,819	\$149,365	\$0	\$815,226	\$355,558	\$1,510,779
Unincorp KC	\$14,274,821	\$14,375,050	\$11,539,011	\$83,597,996	\$342,394,752	\$175,388,948	\$641,570,578
Totals	\$50,391,640	\$161,065,859	\$205,298,454	\$345,117,569	\$1,455,690,124	\$803,877,058	\$3,021,440,703

\$2,217,563,645

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Note: PCI data is based on 2004 pavement condition survey.

Legend

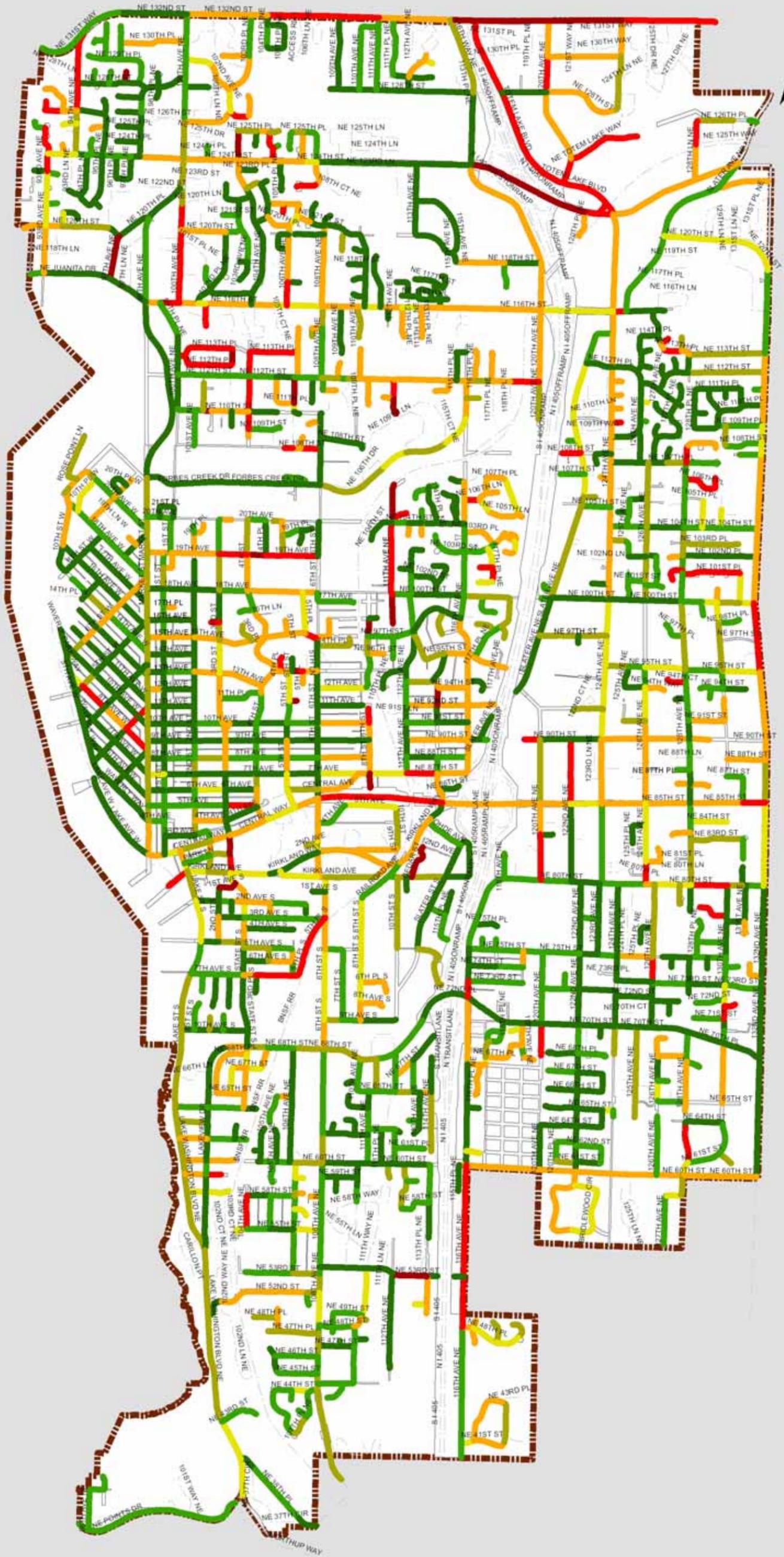
- City Limits
- Street

PCI

- 0 - 10 (Failed or No Data)
- 11 - 25 (Very Poor)
- 26 - 40 (Poor)
- 41 - 55 (Fair)
- 56 - 70 (Good)
- 71 - 85 (Very Good)
- 86 - 100 (Excellent)

City of Kirkland - Department of Public Works Street Preservation Program 2004 Pavement Condition Ratings

0 1,000 2,000 4,000 Feet 1 inch equals 2,000 feet



Note: PCI data is based on 2008 pavement condition survey.

Legend

- City Limits
- Street

Pavement Condition Index

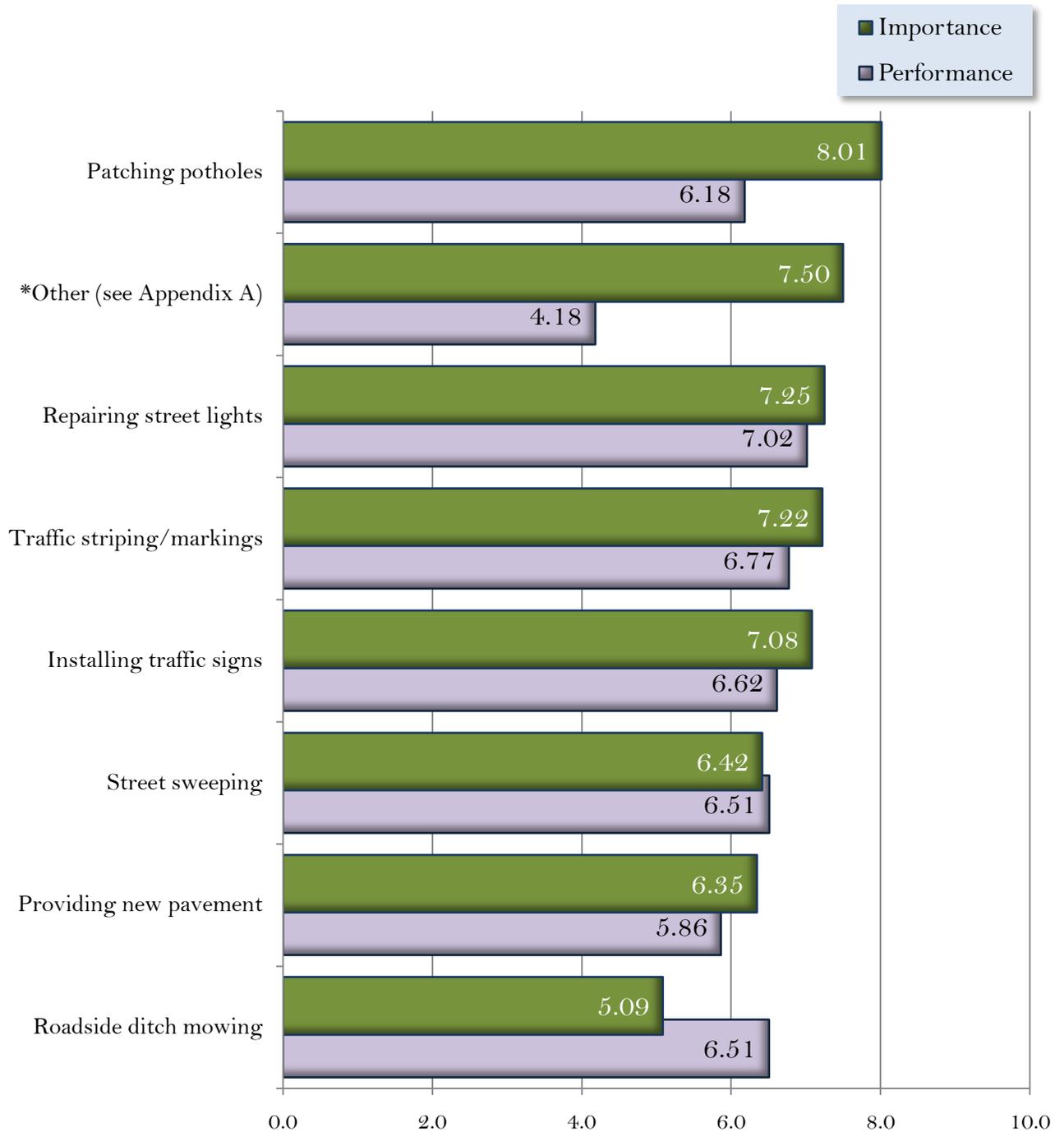
- 0 - 10 (Failed or No Data)
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- 56 - 70 (Good)
- 71 - 85 (Very Good)
- 86 - 100 (Excellent)

City of Kirkland - Department of Public Works Street Preservation Program 2008 Pavement Condition Ratings

0 1,000 2,000 4,000 Feet
1 inch equals 2,000 feet



Priorities Closely align with City Performance



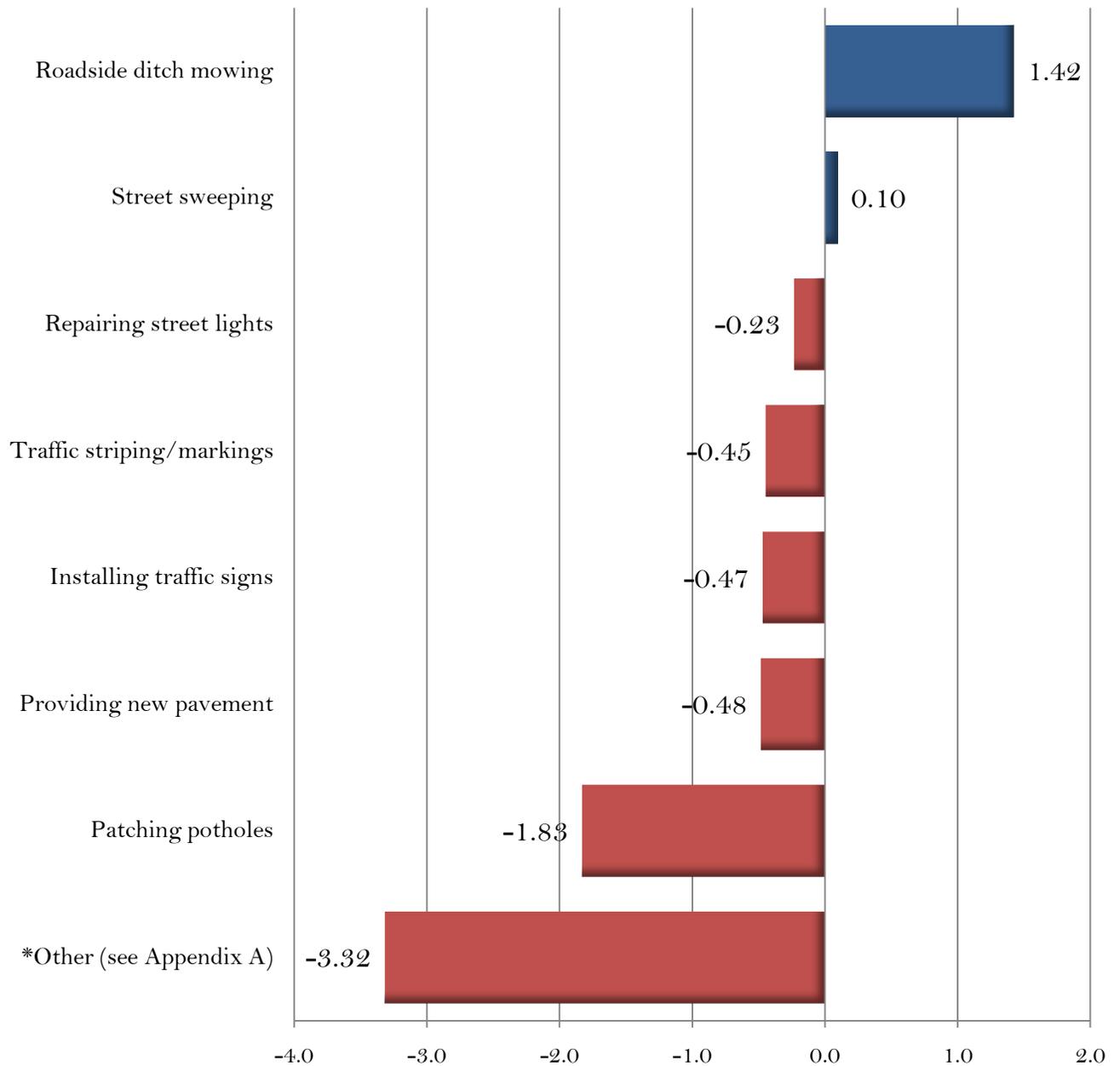
December 2008

*"Other " category does not allow direct comparison



Patching Potholes shows the greatest Gap

A *positive* Gap Score indicates that the City's performance rating is higher than the importance rating for that service, on average. Conversely, a *negative* Gap Score indicates the City's performance was usually rated lower than its importance to the respondents.



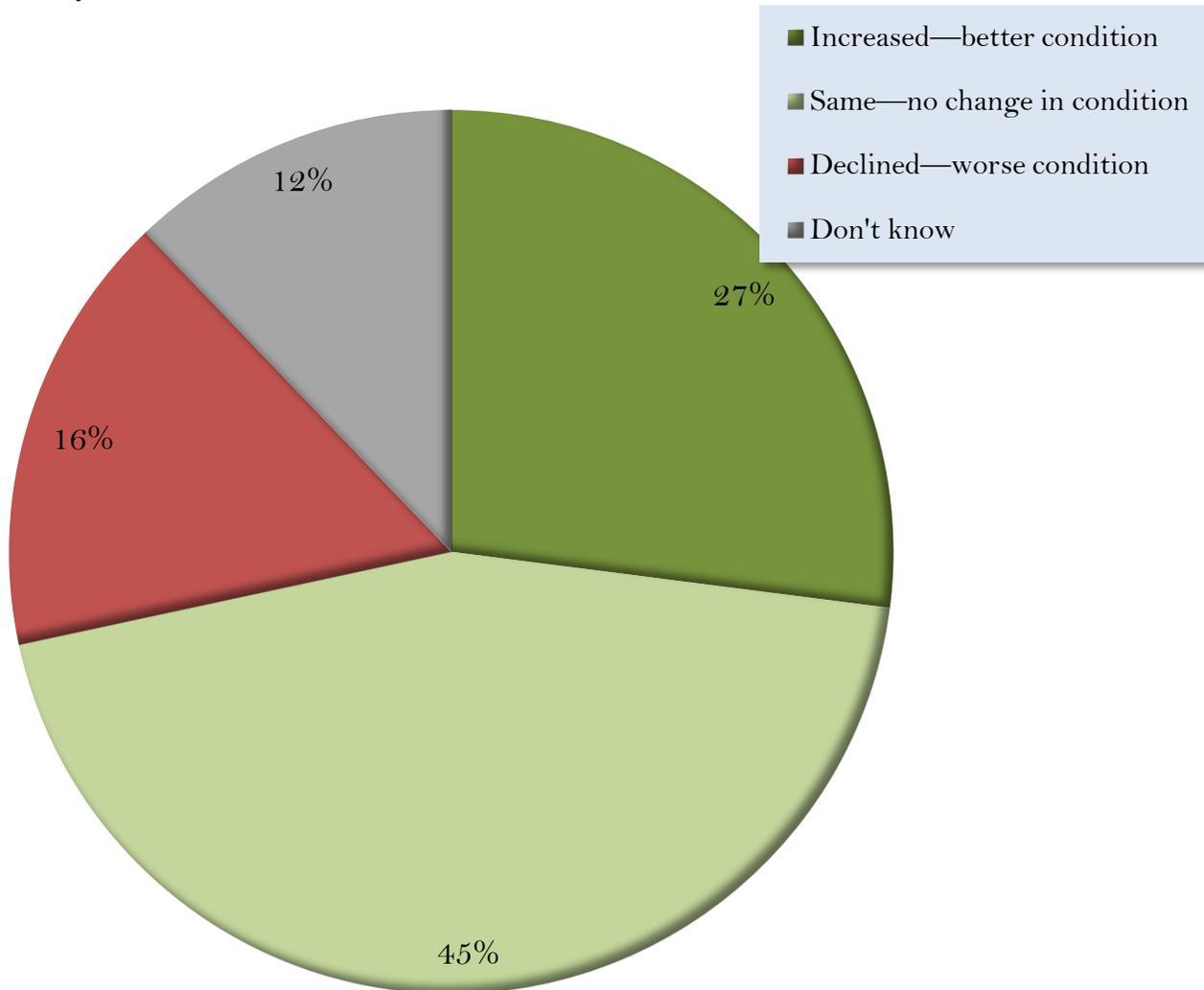
December 2008

*Other category does not allow direct comparison



Street condition holding steady and improving

Question: In General, have the conditions of your neighborhood streets changed over the past five years?



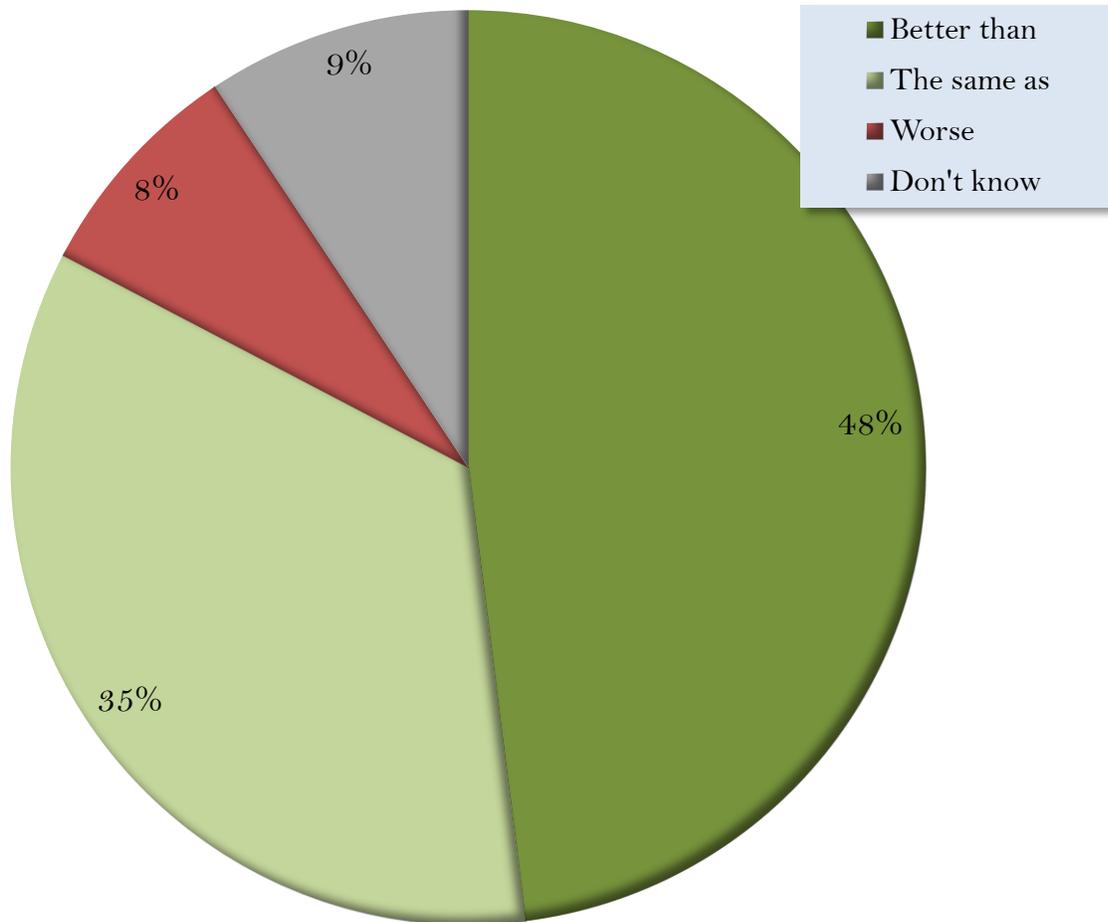
•72% of the respondents indicated that their roads are either the same or better than they were five years ago

December 2008



Kirkland Streets compare favorably in the region

Question: In General, how would you rate neighborhood streets compared to other Cities?



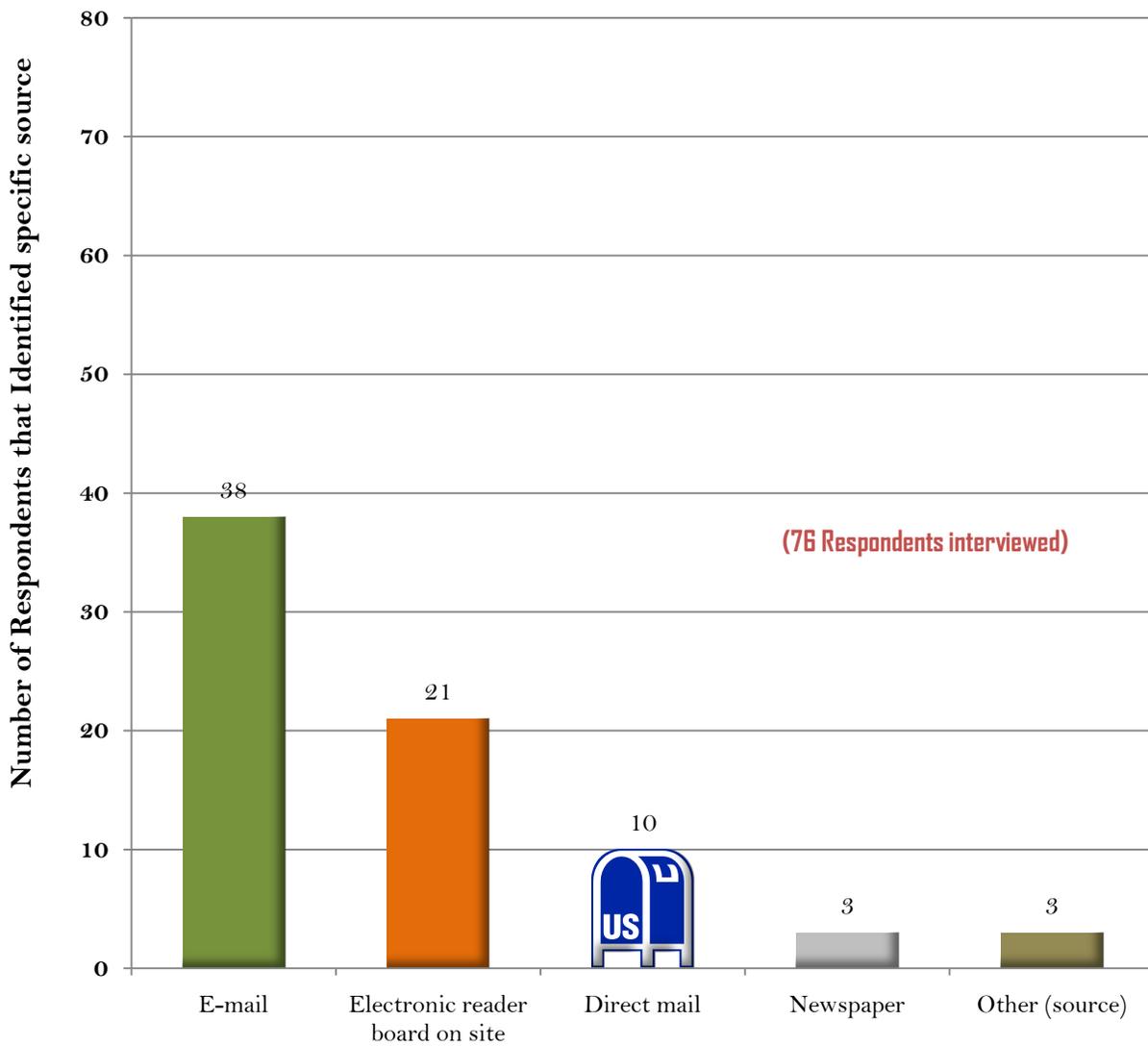
•83% of the respondents indicated that their roads are either the same or better than those in other Cities

December 2008



Email is favored for construction notification

Question: How best would you like to be notified of road construction and detours?



December 2008

Appendix A (responses to "other" choices)

Question: With "1" being *most important* and "10" being *least important*, please rate the (importance of the) following street maintenance services:

(For this exhibit the survey values are switched: 10 is most important and 1 is least important)

Rating Comments received under the "other" Category

- 10 Need to do a sweep now, before the heavy rains come and clog drains
- 10 Providing convenient sidewalk network around Houghton Village and
- 10 Pedestrian Safety
- 10 Complete sidewalks along 122 Ave NE between 85th St and 80th St
- 10 I hate to see filthy stormwater that is dumped on public and private land
- 10 Other Patching utility access vaults correctly
- 9 City stated won't sweep street at night when cars are gone
- 9 Adding new sidewalks
- 8 Repair the area east of 116 NE on NE 124th just before the signal
- 7 Trimming branches and bushes around signs so they are readable
- 5 Receptacles should be in place at bus stops to reduce litter
- 4 Trimming bushes, vines encroaching on roadway sidewalks
- 1 Roundabouts and speed humps
- 1 Crosswalks

Question: With "10" being *excellent* and "1" being *poor*, how would you rate the City's performance on the following services?"

Rating Comments received under the "other" Category

- 10 Thanks for taking my calls about burned out lights in our neighborhood,
- 10 Mowing Watershed pedestrian path is great.
- 8 Pedestrian Safety
- 8 Crosswalks
- 4 Trimming bushes, vines encroaching on roadway sidewalks
- 1 Street sweeping by my condo along Kirkland Ave happens at 5-6am and
- 1 No patrols of running red lights
- 1 Our contaminant filled stormwater is dumped on both public and private
- 1 Adding new sidewalks
- 1 Maintaining centerline and fire hydrant reflective bumps
- 1 Roundabouts and street humps

Appendix A (responses to "other" choices)

Question: *What concerns do you have with the roadways within Kirkland city limits? Please select all that apply.*

Comments received under the "other" Category

Specific locations

116th)

Traffic light badly needed at 3rd and Kirkland Ave

128 St and Totem Lake Blvd up hill side

St. onto 108th Ave NE

124th St between 124th Ave and 405 is crumbling!

116th between 42nd Place & 60th really bad surface.

98th St along causeway needs to be illuminated at night

Crosswalk illumination still seems less than ideal on 85th & by Pool.

Streets (general)

Dead animals left for days bloating and distracting

Centerline and fire hydrant reflective bumps damaged and not replaced

Potholes

Need to do a better/more frequent job of roadside ditch mowing

Their pollutants are dumped into our wetlands. Poor stewardship!

Please sweep streets more frequently

property over growth

Bad intersections and poorly timed lights

came up with them?

Too many roundabouts and street humps

Non-motorized (general)

Crosswalks

Pedestrian Safety

Poor sidewalk system!

Condition of sidewalks

Adding new Sidewalks

Positive

You are doing a great job!!!!

I think the St. Dept. does a great job!

Street Maintenance Survey

76 Responses

With "1" being most important and "10" being least important, please rate the following street maintenance services
(For this exhibit the survey values are switched: 10 is most important and 1 is least important)

Description	Most Important										Importance
	10	9	8	7	6	5	4	3	2	1	
Roadside ditch mowing	1	6	4	5	11	12	16	6	4	4	5.09
Providing new pavement	10	8	9	7	10	9	8	7	2	2	6.35
Street sweeping	6	9	11	6	20	8	2	6	1	3	6.42
Installing traffic signs	15	11	12	4	8	9	8	0	1	3	7.08
Traffic striping/markings	11	12	15	11	12	2	2	3	2	2	7.22
Repairing street lights	21	12	6	7	7	6	4	3	4	2	7.25
*Other (see Appendix A)	6	2	1	1	1	0	1	0	0	2	7.50
Patching potholes	36	11	8	1	3	0	2	2	6	3	8.01

#1: Other Need to do a sweep now, before the heavy rains come and clog drains

#1: Other Providing convenient sidewalk network around Houghton Village and Houghton Center malls

#1: Other Pedestrian Safety

#1: Other Complete sidewalks along 122 Ave NE between 85th St and 80th St

#1: Other I hate to see filthy stormwater that is dumped on public and private land

#1: Other Patching utility access vaults correctly

#2: Other City stated won't sweep street at night when cars are gone

#2: Other Adding new sidewalks

#3: Other Repair the area east of 116 NE on NE 124th just before the signal

#4: Other Trimming branches and bushes around signs so they are readable

#5: Other Receptacles should be in place at bus stops to reduce litter

#7: Other Trimming bushes, vines encroaching on roadway sidewalks

#10: Other Roundabouts and speed humps

#10: Other Crosswalks

With "10" being excellent and "1" being poor, how would you rate the City's performance on the following services?

Description	Excellent										Performance	Gap Score	
	10	9	8	7	6	5	4	3	2	1			
Roadside ditch mowing	10	4	8	10	3	14	7	2	2	1	6.51	1.42	Roadside ditch mowing
Providing new pavement	7	4	7	11	7	11	6	5	4	4	5.86	-0.48	Providing new pavement
Street sweeping	14	11	10	6	5	9	6	4	1	8	6.51	0.10	Street sweeping
Installing traffic signs	10	9	10	7	4	13	3	3	4	2	6.62	-0.47	Installing traffic signs
Traffic striping/markings	8	9	18	10	4	11	2	3	4	2	6.77	-0.45	Traffic striping/markings
Repairing street lights	14	8	9	11	4	5	3	1	3	4	7.02	-0.23	Repairing street lights
*Other (see Appendix A)	2	0	2	0	0	0	1	0	0	6	4.18	-3.32	*Other (see Appendix A)
Patching potholes	5	8	11	10	6	7	8	5	4	2	6.18	-1.83	Patching potholes

#10: Other Thanks for taking my calls about burned out lights in our neighborhood, and then coming to fix them.

#10: Other Mowing Watershed pedestrian path is great.

#8: Other Pedestrian Safety

#8: Other Crosswalks

#4: Other Trimming bushes, vines encroaching on roadway sidewalks

Gap Score

-3.32 *Other (see Appendix A)

-1.83 Patching potholes

-0.48 Providing new pavement

- #1: Other Street sweeping by my condo along Kirkland Ave happens at 5-6am and wakes me up every time!
- #1: Other No patrols of running red lights
- #1: Other Our contaminant filled stormwater is dumped on both public and private lands.
- #1: Other Adding new sidewalks
- #1: Other Maintaining centerline and fire hydrant reflective bumps
- #1: Other Roundabouts and street humps

- 0.47 Installing traffic signs
- 0.45 Traffic striping/markings
- 0.23 Repairing street lights
- 0.10 Street sweeping
- 1.42 Roadside ditch mowing

What concerns do you have with the roadways within Kirkland city limits? Please select all that apply.

Description	Number	Other coments
Discolored pavement	4	Dead animals left for days bloating and distracting
Unattended medians or planter strips	12	You are doing a great job!!!!
Debris in roadway	21	Industrial traffic on residential streets (Trucks to the transfer station on 116th)
Poor roadway illumination at night	23	Centerline and fire hydrant reflective bumps damaged and not replaced
Dull or worn paint markings	24	Potholes
Other (see Appendix A)	26	Need to do a better/more frequent job of roadside ditch mowing
Bumpy pavement	36	Crosswalks
Poor intersection visibility (seeing vehicles)	40	Their pollutants are dumped into out wetlands. Poor stewardship! Traffic light badly needed at 3rd and Kirkland Ave 128 St and Totem Lake Blvd up hill side Please sweep streets more frequently Crosswalk illumination still seems less than ideal on 85th & by Pool. Pedestrian Safety Poor sidewalk system! Intersections in neighborhoods cross traffic view obstructed by private property over growth 98th St along causeway needs to be illuminated at night Bad intersections and poorly timed lights Condition of sidewalks I think the St. Dept. does a great job! Once Google opens, I have no idea how I will be able to turn from NE 53rd St. onto 108th Ave NE Adding new Sidewalks 124th St between 124th Ave and 405 is crumbling! Potholes Those stupid median circles are a big joke and a hazard - what consultant came up with them? 116th between 42nd Place & 60th really bad surface. Too many roundabouts and street humps

In general, have the conditions of your neighborhood streets changed over the past five years?

Description	Number	%
Increased—better condition	20	27%
Same—no change in condition	33	45%
Declined—worse condition	12	16%
Don't know	9	12%

In general, how would you rate neighborhood streets compared to other cities?

Description	Number	%
Better than	36	48%
The same as	26	35%
Worse	6	8%
Don't know	7	9%

How best would you like to be notified of road construction and detours?

Description	Number	%
E-mail	38	51%
Electronic reader board on site	21	28%
Direct mail	10	13%
Newspaper	3	4%
Other (source)	3	4%

E-mail and reader board

Phone for affected people not everyone has a computer

KirklandViews.com

General Street Preservation FAQ

1. **NE 124th Street from 124th Ave NE to 116th Ave NE (over I-405) is in poor condition. Why is this not scheduled for resurfacing?**

Answer: NE 124th Street from 124th Ave NE to 116th Ave NE currently is not identified as a street recommended by the City's pavement management system for resurfacing. The street is in "very poor" condition and is in need of reconstruction. This section of roadway lies within the Washington State Department of Transportation (WSDOT) right-of-way. Although the "City Streets as Part of State Highways" guidelines state the City is responsible for maintenance activities on this street, a permit and coordination with the WSDOT is still required. Resurfacing this street would require a significant portion of the Annual Street Preservation Program budget to do the associated repairs, taking that money away from several other streets that could benefit from it more.

The City Street Department recently did some temporary patching to portions of the overpass and will continue to do pavement repair and patching until enough money can be budgeted to do the full repairs that are required in this section.

There is also an existing CIP project scheduled to begin in Spring 2009 at the NE 124th Street/124th Avenue NE intersection. Portions of that intersection will be resurfaced as part of that project.

2. **116th Ave NE from NE 60th Street to the southern City limits is in poor condition. When will this be resurfaced?**

Answer: 116 AVE south of NE 60th St. currently is not identified as a street recommended by the City's pavement management system for resurfacing. The street is in "very poor" condition and is in need of reconstruction. In addition to not being a street recommended by the City's PMS, here are a few additional reasons why 116th Ave NE has not been resurfaced yet.

Currently there is no sewer in the 116th from NE 60th Street south to the location where they were working a few years ago. There is a very good chance that sewer will get installed within the next few years in this location.

Also, there is a future capital improvement project identified for 116th Ave NE that will add sidewalks in this location. Resurfacing the road will be included in that future project. This project is currently in the design phase and the dates for construction have not yet been determined. (There are significant storm water and environmental issues that need to be addressed on this project.)

However in the meantime, our City crews are planning to do some extensive pavement repair in the next year or so that will make the ride a bit smoother for everyone until the future capital improvement project goes to construction.

3. **What is involved in scheduling streets for surface treatment and how does the City pick which streets will be overlaid or slurry sealed?**

Answer: Many factors are involved when scheduling streets for a surface treatment. The City's pavement management system (PMS) software identifies streets recommended for receiving treatment (slurry seal, crack seal, overlay, etc.) based on the City's current street preservation budget and the pavement conditions of the City streets. These recommendations give City Staff a base point to start at when planning for the Annual Street Preservation Project.

City staff takes the raw recommendations and tries to maximize contiguous sections and minimize "stand-alone" segments by joining adjacent segments and looking for

other nearby segments that will require overlay/seal within next 3-5 yrs. Staff also attempts to schedule projects in the same vicinity each year in order to save construction costs by not having a contractor relocating equipment throughout the City.

After Staff has optimized the project list, it is distributed both internally (Capital Improvements, Development Services, Public Works Maintenance, etc.) and externally (WSDOT, BNSF, PSE, Northshore Utility District, etc.) to minimize the number of potential conflicts. Some treatments end up being postponed due to upcoming capital improvements, development activities, maintenance activities or other agency projects.

4. What is a Pavement Management System?

Answer: "A systematic method for routinely collecting, storing and retrieving the kind of decision-making information needed (about pavements) to make maximum use of limited maintenance (and construction) dollars". As defined by the American Public Works Association (APWA).

5. What are pavement condition ratings and how does the City rate its pavements?

Answer: Every few years the City visually rates the existing pavement condition. All streets are visually surveyed (walking survey) for distresses every three to four years. Data is collected according to WSDOT/NWPMA criteria. Kirkland uses the Metropolitan Transportation Commission (MTC) pavement management system software for calculating the pavement condition index.

6. What are some of the different street preservation techniques utilized by the City of Kirkland?

Answer:

Crack Seal - Cracks are cleaned and filled with a rubberized asphalt material to prevent water from infiltrating into the pavement layers and further deteriorating the roadway. The presence of water reduces the strength of the pavement base layers which results in structural damage and ultimately will lead to pavement failure. Crack Sealing often occurs prior to constructing a Slurry Seal or Asphalt Overlay, but is also a very cost-effective method of preventative maintenance.

Structural Patching - Structural Patching occurs in smaller areas where the pavement is severely distressed and damaged or have failed completely. The City's Street Crew or contractor will grind or dig out and remove the damaged pavement and poor subgrade and repair the area with a new pavement section. Structural Patching often occurs prior to constructing a Slurry Seal or Asphalt Overlay and will prevent premature failure of the new surface that will be applied.

Slurry Seal - Another cost-effective preventative maintenance treatment that prolongs the pavement life without the dust, loose rock, and rough surface that makes Chip Seals so unpopular. Slurry Seal is a thick, cold liquid mixture of asphalt and fine rock (pre-mixed) that is applied to the existing asphalt surface. Depending on weather conditions, Slurry Seal generally requires about six hours to thoroughly cure (dry). Thus, parking and vehicular access to and from streets is restricted on the date of surface seal application. Slurry Seals typically extend the life of the pavement surface by 7-10 years.

Asphalt Overlay - This treatment involves placement of a new layer of pavement on the street generally between 1 1/2 and 3 inches thick. Prior to paving, a six-foot wide section of the street along the edge of the curb and gutter is ground down to allow for the new pavement to conform to the curb and gutter.

While parking and access to and from streets are restricted during both the grinding

and paving operations, traffic controls are typically established by the contractor in lieu of closing streets altogether. Asphalt Overlays are used on streets that exhibit light to moderate stress related failures and like Slurry Seals, require failed pavement sections to be repaired prior to the treatment, although more costly than Surface Seal treatments. Because water is detrimental to all pavement repair treatments, it is also required that you not wash vehicles or water lawns on the date work is scheduled. Pavement overlay will generally extend the life of a street between 15-20 years. See below for Frequently Asked Questions on Asphalt Overlay construction.

Reconstruction - In cases where isolated Structural Patching alone is not adequate to repair severely failed roadways, reconstruction is necessary to remove and replace all or part of the roadway section. Although street reconstructions are the lengthiest and most disruptive method of treatment, vehicular access to and from streets is generally maintained throughout the work via contractor established traffic controls. A reconstructed street is intended to produce a roadway structure that will last 30-50 years and a surface that will last between 15-20 years.

7. Why are certain streets selected for treatment when there are other streets in the City in far worse condition?

Answer: Maintaining streets on a "worst-first" basis is not a cost-effective method of preserving street networks. If all of the street preservation dollars are spent towards repairing streets in the "Very Poor" or "Failed" condition, streets in the "Very Good" to "Fair" condition will slide into a poor condition, making it very costly to rehabilitate those streets. Whereas if most of the street preservation dollars are spent preserving "Good" to "Fair" streets with a few "Very Poor" or "Failed" streets, many more streets can be rehabilitated, keeping the overall City's Pavement Condition Ratings acceptable.