

Chapter 45 – INSTITUTIONAL ZONES (P, PLA 1, PLA 14)

45.05 User Guide

- Step 1. Check that the zone of interest is included in KZC 45.05.010, Applicable Zones. If not, select the chapter where it is located.
- Step 2. Refer to KZC 45.05.020, Common Code References, for relevant information found elsewhere in the code.
- Step 3. Refer to the General Regulations in KZC 45.10 that apply to the zones as noted.
- Step 4. Find the Use of interest in the Permitted Uses Table in KZC 45.20 and read across to the column pertaining to the zone of interest. Note the Required Review Process and Special Regulations that are applicable. The Special Regulations are linked in the on-line version or can be found immediately following the table and are marked PU-1, PU-2, PU-3, etc.
- Step 5. Find the Use of interest in the Density/Dimensions Table in KZC 45.30 and read across the columns. Note the standards (Minimum Lot Size, Required Yards, Maximum Lot Coverage, and Maximum Height of Structure) and Special Regulations that are applicable. The Special Regulations are linked in the on-line version or can be found immediately following the table and are marked DD-1, DD-2, DD-3, etc.
- Step 6. Find the Use of interest in the Development Standards Table in KZC 45.40 and read across the columns. Note the standards (Landscape Category, Sign Category, and Required Parking Spaces) and Special Regulations that are applicable. The Special Regulations are linked in the on-line version or can be found immediately following the table and are marked DS-1, DS-2, DS-3, etc.

Note: Not all uses listed in the Density/Dimensions and Development Standards tables are permitted in each zone addressed in this chapter. Permitted uses are determined only by the Permitted Uses Table.

45.05.010 Applicable Zones

This chapter contains the regulations for uses in the institutional zones of the City:

45.05.020 Common Code References

1. Refer to Chapter 1 KZC to determine what other provisions of this code may apply to the subject property.
2. Public park development standards will be determined on a case-by-case basis. See KZC 45.50.
3. Review processes, density/dimensions and development standards for shoreline uses can be found in Chapter 83 KZC, Shoreline Management.
4. Chapter 115 KZC contains regulations regarding home occupations and other accessory uses, facilities, and activities associated with Detached Dwelling Unit uses.

5. Structures located within 30 feet of a parcel in a low density zone or a low density use in PLA 17 shall comply with additional limitations on structure size established by KZC 115.136.

45.10 General Regulations

Reserved.

45.20 Permitted Uses

Permitted Uses Table – Institutional Zones (P, PLA 1, PLA 14)
(See also KZC 45.30, Density/Dimensions Table, and KZC 45.40, Development Standards Table)

Use		Required Review Process:		
		P	PLA 1	PLA 14
45.20.010	Church	NP	NP	1
				2
45.20.020	Community Facility	3	IIB	1
			4	4
45.20.030	Detached Dwelling Unit	NP	None	None
			5	6
45.20.040	Government Facility	3	IIA	1
			4	4
45.20.050	Mini-School or Mini-Day-Care Center	NP	NP	I
				7, 8, 9, 10
45.20.060	Private College and Related Facilities	NP	11, 12	NP
45.20.070	Professional Football, Baseball, or Soccer Practice or Play Facility	NP	13	NP
			14, 15, 16, 17	
45.20.080	Public College or University	NP	NP	IIB ¹⁸
45.20.090	Public Park	See KZC 45.50 for required review process.		

Permitted Uses Table – Institutional Zones (P, PLA 1, PLA 14) (Continued)
(See also KZC 45.30, Density/Dimensions Table, and KZC 45.40, Development Standards Table)

Use		Required Review Process:		
		P	PLA 1	PLA 14
		IIA = Process IIA, Chapter 150 KZC IIB = Process IIB, Chapter 152 KZC		NP = Not Permitted
45.20.100	Public Utility	None	IIA	1
			4	4
45.20.110	School or Day-Care Center	NP	NP	1
				2, 7, 8, 9, 10

Special Regulations:

- PU-1. The required review process is as follows:
 - a. If the subject property, including all contiguous property owned by the applicant and held by others for future use by the applicant, is less than five acres, the required review process is Process IIA, Chapter 150 KZC.
 - b. If the subject property, including all contiguous property owned by the applicant and held by others for future use by the applicant, is five or more acres, a Master Plan, approved through Process IIB, Chapter 152 KZC, is required. The Master Plan must show building placement, building dimensions, roadways, utility locations, land uses within the Master Plan area, parking location, buffering, and landscaping.
- PU-2. The property must be served by a collector or arterial street.
- PU-3. If the proposal is for a governmental facility located at the Houghton Landfill site as designated on the Official Zoning Map, Process IIB. Otherwise, Process IIA.
- PU-4. Site design must minimize adverse impacts on surrounding residential neighborhoods.
- PU-5. Not more than one dwelling unit may be on each lot regardless of lot size.
- PU-6. Not more than one dwelling unit may be on each lot, regardless of the size of the lot.
- PU-7. May locate on the subject property if:
 - a. It will not be materially detrimental to the character of the neighborhood in which it is located.
 - b. Site design must minimize adverse impacts on surrounding residential neighborhoods.
- PU-8. A six-foot-high fence is required along the property line adjacent to the outside play areas.

- PU-9. Hours of operation and the maximum number of attendees may be limited by the City to reduce impacts on nearby residential uses.
- PU-10. May include accessory living facilities for staff persons.
- PU-11. If development is consistent with the Master Plan adopted in R-4203, then none. Otherwise, must amend the Master Plan using Process IIB, Chapter 152 KZC.
- PU-12. See KZC 45.60.
- PU-13. None, if part of approved Master Plan adopted in R-4203. Otherwise, Process IIB, Chapter 152 KZC.
- PU-14. One point of vehicular access only is permitted directly onto NE 53rd Street. Secondary access through the college campus is permitted.
- PU-15. No public exhibitions or games shall be permitted.
- PU-16. No helicopter operations shall be permitted, except for emergency situations.
- PU-17. Only one professional sport organization may occupy and use the facility in any consecutive 12-month period.
- PU-18. If the development is consistent with the Master Plan adopted in R-3571, and with the Planned Unit Development adopted in O-3197, or with a subsequently approved Master Plan, then no zoning process is required. The Master Plan must show building placement, building dimensions, roadways, utility locations, land uses within the Master Plan area, parking locations, buffering and landscaping.

45.30 Density/Dimensions

Density/Dimensions Table – Institutional Zones (P, PLA 1, PLA 14)

(Refer to KZC 45.20, Permitted Uses Table, to determine if a use is allowed in the zone; see also KZC 45.40, Development Standards Table)

Use	Minimum Lot Size	REQUIRED YARDS (See Ch. 115)			Maximum Lot Coverage	Maximum Height of Structure ABE = Average Building Elevation
		Front	Side	Rear		
45.30.010 Church	7,200 sq. ft.	20'	20'	20'	70%	30' above ABE.
45.30.020 Community Facility	None	20' P: 1	10' P: 1	10' P: 1	70% P: 1	25' above ABE. P: 1
45.30.030 Detached Dwelling Unit	PLA 1: 8,500 sq. ft. PLA 14: 7,200 sq. ft.	PLA 1: 20' PLA 14: 20' ³	PLA 1: 5' ² PLA 14: 5' ³	10'	50%	PLA 1: 25' above ABE. PLA 14: 30' above ABE.
45.30.040 Government Facility	None	20' P: 1	10' P: 1	10' P: 1	70% P: 1	25' above ABE. P: 1
45.30.050 Mini-School or Mini-Day-Care Center	7,200 sq. ft.	20' ⁴	5' ^{2, 4}	10' ⁴	50%	30' above ABE.
45.30.060 Private College and Related Facilities		5				
45.30.070 Professional Football, Baseball, or Soccer Practice or Play Facility	10 acres	6, 7			80%	30' above ABE. ^{8, 9}
45.30.080 Public College or University	As established in the Master Plan.					
45.30.090 Public Park	Development standards will be determined on a case-by-case basis. See KZC 45.50.					
45.30.100 Public Utility	None	20' P: 1	P: 1 PLA 1: 10' PLA 14: 20'	P: 1 PLA 1: 10' PLA 14: 20'	70% P: 1	25' above ABE. P: 1

Density/Dimensions Table – Institutional Zones (P, PLA 1, PLA 14) (Continued)

(Refer to KZC 45.20, Permitted Uses Table, to determine if a use is allowed in the zone; see also KZC 45.40, Development Standards Table)

Use		Minimum Lot Size	REQUIRED YARDS (See Ch. 115)			Maximum Lot Coverage	Maximum Height of Structure ABE = Average Building Elevation
			Front	Side	Rear		
45.30.110	School or Day-Care Center	7,200 sq. ft.	If this use can accommodate 50 or more students or children, then: 50'10 50'10 50'10 If this use can accommodate 13 to 49 students or children, then: 20'10 20'10 20'10			70%	30' above ABE. ¹¹

Special Regulations:

- DD-1. Will be determined on case-by-case basis.
- DD-2. Five feet but two side yards must equal at least 15 feet.
- DD-3. On corner lots, only one front yard must be a minimum of 20 feet. All other front yards shall be regulated as a side yard (minimum five-foot yard). The applicant may select which front yard shall meet the 20-foot requirement.
- DD-4. Structured play areas must be set back from all property lines by five feet.
- DD-5. As established in the Master Plan or as allowed in KZC 45.60.
- DD-6. As established in the Master Plan or as allowed under Special Regulation DD-7.
- DD-7. All structures and practice and play facilities must be set back from exterior property lines at least 50 feet. Parking lots must be set back at least 50 feet from single-family uses and screened and interspersed with landscaping pursuant to Chapters 95 and 105 KZC.
- DD-8. Maximum structure height is determined by the approved Master Plan.
- DD-9. Maximum height of temporary structures shall be 60 feet above finished grade.
- DD-10. Structured play areas must be set back from all property lines as follows:
 - a. 20 feet if this use can accommodate 50 or more students or children.
 - b. 10 feet if this use can accommodate 13 to 49 students or children.

- DD-11. For school use, structure height may be increased, up to 35 feet, if
- The school can accommodate 200 or more students; and
 - The required side and rear yards for the portions of the structure exceeding the basic maximum structure are increased by one foot for each additional one foot structure height; and
 - The increased height is not specifically inconsistent with the applicable neighborhood plan provisions of the Comprehensive Plan; and
 - The increased height will not result in a structure that is incompatible with surrounding uses or improvements.

45.40 Development Standards

Development Standards Table – Institutional Zones (P, PLA 1, PLA 14)
 (Refer to KZC 45.20, Permitted Uses Table, to determine if a use is allowed in the zone; see also KZC 45.30, Density/Dimensions Table)

Use		Landscape Category (Chapter 95 KZC)	Sign Category (Chapter 100 KZC)	Required Parking Spaces (Chapter 105 KZC)
45.40.010	Church	C	B	1 for every 4 people based on maximum occupancy load of worship. ¹
45.40.020	Community Facility	C ³ P: Will be determined on a case-by-case basis.	B P: Will be determined on a case-by-case basis.	See KZC 105.25.
45.40.030	Detached Dwelling Unit	E	A	2.0 per dwelling unit.
45.40.040	Government Facility	C ³ P: Will be determined on a case-by-case basis.	B P: Will be determined on a case-by-case basis. ²	See KZC 105.25.
45.40.050	Mini-School or Mini-Day-Care Center	E	B ⁴	See KZC 105.25. ^{5, 6}
45.40.060	Private College and Related Facilities	7		
45.40.070	Professional Football, Baseball, or Soccer Practice or Play Facility	C ⁸	B ^{9, 10}	See KZC 105.25. ^{11, 12, 13}
45.40.080	Public College or University	As established in the Master Plan.		
45.40.090	Public Park	Development standards will be determined on a case-by-case basis. See KZC 45.50.		
45.40.100	Public Utility	A ³ P: Will be determined on a case-by-case basis.	B P: Will be determined on a case-by-case basis.	See KZC 105.25.
45.40.110	School or Day-Care Center	D	B ¹⁵	See KZC 105.25. ^{6, 14}

Special Regulations:

- DS-1. No parking is required for day-care or school ancillary to the use.
- DS-2. One pedestal sign with a readerboard having electronic programming is allowed at a fire station or at the North Kirkland Community Center only if:
- a. It is a pedestal sign (see Plate 12) having a maximum of 40 square feet of sign area per sign face;
 - b. The electronic readerboard is no more than 50 percent of the sign area;
 - c. Moving graphics and text or video are not part of the sign;
 - d. The electronic readerboard does not change text and/or images at a rate less than one every seven seconds and shall be readily legible given the text size and the speed limit of the adjacent right-of-way;
 - e. The electronic readerboard displays messages regarding public service announcements or City events only;
 - f. The intensity of the display shall not produce glare that extends to adjacent properties and the signs shall be equipped with a device which automatically dims the intensity of the lights during hours of darkness;
 - g. The electronic readerboard is turned off between 10:00 p.m. and 6:00 a.m. except during emergencies;
 - h. It is located to have the least impact on surrounding residential properties.
- If it is determined that the electronic readerboard constitutes a traffic hazard for any reason, the Planning Director may impose additional conditions.
- DS-3. 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 the nearby uses.
- DS-4. Electrical signs shall not be permitted. Size of signs may be limited to be compatible with nearby residential uses.
- DS-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.
- DS-6. The location of parking and passenger loading areas shall be designed to reduce impacts on nearby residential uses.
- DS-7. As established in the Master Plan or as allowed in KZC 45.60.
- DS-8. Perimeter buffering is determined by the approved Master Plan.
- DS-9. A single pedestal or monument sign, non-interior illuminated, shall be permitted on NE 53rd Street.
- DS-10. No graphics or markings shall be permitted on the exterior of the temporary structure, except as required by state, federal or local regulations.
- DS-11. During summer training camp, the public will be directed, by means of pedestal signs at entrances to the college, to the parking areas in the interior of the campus.

DS-12. All structures and practice and play facilities must be set back from exterior property lines at least 50 feet. Parking lots must be set back at least 50 feet from single-family uses and screened and interspersed with landscaping pursuant to Chapters 95 and 105 KZC.

DS-13. On-site parking shall be adequate to meet peak season use.

DS-14. An on-site passenger loading area must be provided. The City shall determine the appropriate size of the loading area on a case-by-case basis, depending on the number of attendees and the extent of the abutting right-of-way improvements. Carpooling, staggered loading/unloading time, right-of-way improvements or other means may be required to reduce traffic impacts on nearby residential uses.

DS-15. Electrical signs shall not be permitted.

45.50 Public Park

1. Except as provided for in subsection 3 of this section, any development or use of a park must occur consistent with a Master Plan. A Master Plan shall be reviewed through a community review process, established by the Parks and Community Services Director, which shall include at a minimum:
 - a. One formal public hearing, conducted by the Parks Board, preceded by appropriate public notice. The required public hearing on a Master Plan proposed within the Houghton Community Municipal Corporation shall be conducted by the Houghton Community Council, which may be a joint hearing with the Parks Board;
 - b. The submittal of a written report on the proposed Master Plan from the Parks Board to the City Council, containing at least the following:
 - 1) A description of the proposal;
 - 2) An analysis of the consistency of the proposal with adopted Comprehensive Plan policies, including the pertinent Park and Recreation Comprehensive Plan policies;
 - 3) An analysis of the consistency of the proposal with applicable developmental regulations, if any;
 - 4) A copy of the environmental record, if the proposal is subject to the State Environmental Policy Act;
 - 5) A summary and evaluation of issues raised and comments received on the proposed Master Plan; and
 - 6) A recommended action by the City Council.
 - c. City Council review and approval. The City Council shall approve the Master Plan by resolution only if it finds:
 - 1) It is consistent with all applicable development regulations and, to the extent there is no applicable development regulation, the Comprehensive Plan; and

- 2) It is consistent with the public health, safety, and welfare;
 - 3) If the Master Plan is proposed within the Houghton Community Municipal Corporation, it shall become effective according to the procedure in KMC 2.12.040.
2. In addition to the features identified in KZC 5.10.505, the Master Plan shall identify the following:
 - a. Location, dimensions, and uses of all active and passive recreation areas;
 - b. Potential users and hours of use;
 - c. Lighting, including location, hours of illumination, lighting intensity, and height of light standards;
 - d. Landscaping;
 - e. Other features as appropriate due to the character of the neighborhood or characteristics of the subject property.
 3. Development and use of a park does not require a Master Plan under this code if it will not involve any of the following:
 - a. Lighting for outdoor nighttime activities;
 - b. The construction of any building of more than 4,000 square feet;
 - c. The construction of more than 20 parking stalls;
 - d. The development of any structured sports or activity areas, other than minor recreational equipment including swing sets, climber toys, slides, single basketball hoops, and similar equipment.

45.60 Private College and Related Facilities

1. The Master Plan, approved by Resolution 4203, includes a site plan, which is on file with the City. That site plan is, by reference, incorporated as a part of this code as it pertains to the location, configuration and nature of improvements in the PLA-1 zone.
2. In addition to the site plan referenced above, the adopted Master Plan includes the following special regulations:
 - a. Future development permits shall be reviewed by the Planning Director to ensure consistency with the Master Plan.

- b. The applicant shall indicate all site improvements and landscaping for the areas to be affected by construction which are proposed to accompany the construction of each facility. The Planning Director shall have the authority to require implementation of these related elements of the Master Plan at such time new facilities, structures or additions are being constructed.
- c. At the time of application for development of the married student housing information relating to the degree of cutting and filling necessitated shall be provided. Plans for stabilization of nearby slopes shall be included in this information. This information shall indicate to what extent the drainage conditions on the eastern portion of the campus will be disturbed, and what measures will be taken to insure that surrounding properties will not be adversely affected by alternate drainage patterns.
- d. A 30-foot-wide landscape buffer planted as follows:
 - 1) Two rows of trees planted eight feet on center along the entire length of the buffer. No more than 50 percent of the required trees may be deciduous. At the time of planting, deciduous trees must be at least two inches in diameter as measured using the standards of the American Association of Nurserymen; and coniferous trees must be at least five feet in height.
 - 2) Shrubs, 18 inches high, planted to attain coverage of at least 60 percent of the buffer area within two years.
 - 3) The buffer shall be provided around the campus perimeter, except along 108th Ave. NE, 114th Ave. NE, I-405, and between on-campus duplex housing and adjacent single-family sites or I-405. The buffer shall incorporate all existing significant trees and vegetation. Where fencing is proposed, it shall be wood, unless alternative fencing is requested in writing by the adjacent neighbor and agreed to by the applicant.
- e. A 15-foot-wide landscape buffer planted pursuant to the requirements of subsection (d)(1) and (2) above shall be provided between on-campus duplex housing and adjacent single-family sites. The buffer shall incorporate all existing significant trees and vegetation.
- f. New construction of buildings and parking areas shall preserve existing significant trees to the maximum extent possible.
- g. Storm drainage plans shall accompany any applications for development permits. Said plans shall comply with the requirements of KMC Title 15.
- h. Development permits for additional parking areas shall include a lighting plan for review and approval by the Planning Director. The lighting shall be directed such that it does not negatively impact adjacent residential areas.
- i. All main interior streets shall maintain a driving width of 24 feet plus curb and gutter improvements on both sides of the streets, for a total of 28 feet. Widths of, and improvements to secondary streets and service roads shall be subject to the review and approval of the Planning Director. It will be necessary for secondary streets and service roads to provide adequate clearance for emergency vehicle access.

- j. The location, material and design of any walkway within the campus shall be at the discretion of the College and its representatives, but will be reviewed by the Planning Director; provided, that the pedestrian/bicycle path in 114th Ave. NE shall be asphalt or concrete, eight feet wide.
- k. The "NO PARKING" signs along 110th Avenue N.E., east of the men's dormitory, shall remain indefinitely, to discourage future parking along this street.
- l. Within 30 feet of all outer edges of the campus (except along 108th Ave. NE, 114th Ave. NE, and I-405), no institutional uses or new parking areas are permitted, including any future redevelopment of the maintenance buildings.
- m. The housing unit, south of Gairloch, and west of 114th Ave. N.E., shall be separated from abutting properties to the north and east by a dense vegetative buffer of not less than 30 feet.
- n. Parking lots shall include landscaping islands as required by Chapter 105 KZC.
- o. Where adjacent to existing single-family residences, existing campus roadways and parking areas shall be landscaped as much as possible in the space available to provide a visual screen of the roadways and parking areas from the nearby residences. The amount and type of landscaping shall be subject to the review and approval of the Planning Director. An effort shall be made to reduce the amount of asphalt surfacing wherever possible.
- p. Construction of the proposed clock tower shall be subject to the issuance of a Process IIB Permit, to be reviewed by the Houghton Community Council, the Kirkland Hearing Examiner and the Kirkland City Council.
- q. The two westernmost campus access drives (adjacent to the Seventh Day Adventist Church and opposite 111th Ave. NE) shall be closed to general vehicle use. The driveway serving The Firs married student housing shall be relocated to lie within the 114th Ave. NE right-of-way.
- r. The District Office shall have only one access point from 108th Avenue N.E.
- s. New buildings or building expansions must conform with design guidelines as adopted as part of the Master Plan.
- t. The City is authorized to implement measures, identified in the approved Master Plan, to protect the surrounding neighborhood from parking impacts.
- u. For other regulations applicable to this use, see the Master Plan approved under Resolution R-4203.
- v. Structure height shall not exceed 30 feet above average building elevation if located within 100 feet of the campus perimeter, or 40 feet above average building elevation if located greater than 100 feet from the campus perimeter.

3. Deviations from the approved Master Plan may be administratively approved by the Planning Director:
 - a. Unless:
 - 1) There is a change in the use and the Zoning Code establishes different or more rigorous standards for the new use than for the existing use.
 - 2) The Planning Director determines that there will be substantial changes in the impacts on the neighborhood or the City as a result of the change; and
 - b. The proposed modification or deviation satisfies all of the following:
 - 1) No vehicular ingress or egress from surrounding streets may be changed.
 - 2) No roadways, parking lots or structures within 100 feet of the site perimeter may be shifted toward the perimeters. Any other shifting or improvements shall be consistent with the design concept of the College.
 - 3) No buffers shown in the approved site plan may be reduced, unless specifically authorized by some other special regulation.
 - 4) Reconfigurations of the footprint of the structures shown in the approved plan may be permitted; provided, that such changes are not apparent off-site and do not increase building height.
 - 5) Minor new structures not shown on the approved site plan may be permitted; provided, that they are at least 200 feet from the site perimeter, are not apparent from off-site and do not require the significant shifting of roadways, parking areas or other improvements.
 - c. The Planning Director shall notify the Houghton Community Council in writing, at least 40 days before issuance of a decision on a request for a modification of the Master Plan.
 - d. A Process IIB zoning permit review process is required:
 - 1) For any change to the Master Plan that does not meet the above criteria;
 - 2) For leasing of any campus facilities to long-term tenants;
 - 3) For any increase in student population above 1,200; or
 - 4) For a change in all or any part of the Seahawks facility to a use other than a professional football team office and practice facility.