



# CITY OF KIRKLAND

Planning and Community Development Department  
123 Fifth Avenue, Kirkland, WA 98033 425.587-3225  
www.kirklandwa.gov

## HOLMES POINT (HP) OVERLAY ZONE – PERMIT SUBMITTAL REQUIREMENTS

This handout will assist applicants with property located in the Holmes Point (HP) Overlay Zone (formerly King County Code condition NS-P23, effective July 22, 1999). Complete regulations for the zone may be found in Chapter 70 of the Kirkland Zoning Code (KZC).

These instructions are a supplement to the [Tree Retention Plan – Major](#), and [Tree Retention Plan – Minor](#), and [Tree Retention Plan – Subdivisions and Cottage Development](#) instructions and the tree retention regulations of KZC Chapter 95.

With the purpose of protecting the natural assets of the Holmes Point area while allowing infill development, The HP Overlay Zone establishes requirements to:

- Retain significant trees and native vegetation (often beyond the requirements of KZC Chapter 95)
- Restrict lot coverage (beyond the requirements of the underlying zone)
- Limit the amount of garden, lawn, and landscaped area
- Set aside an undisturbed area of native vegetation on each lot in perpetuity unless a modification approved by The City of Kirkland under a valid permit.



The HP Overlay zone generally applies to properties in the Finn Hill neighborhood west of Juanita Drive and west of 80<sup>th</sup> Ave. NE. Contact the Planning Department if you are unsure of the applicability.

**Preparation:** Review the regulations of KZC Chapter 70 and complete the following steps to understand how the rules apply to your development.

**Step 1** – Calculate your **maximum lot coverage** using the table below. This informs how much of the lot can be covered in impervious surfaces (paving, building footprint, etc.).

Lot Size	Maximum Lot Coverage
Less than 6,500 sq. ft.*	2,600 sq. ft.
6,501 sq. ft. to 9,000 sq. ft.	2,600 sq. ft. plus 28% of the lot area over 6,500 sq. ft.
9,001 sq. ft. or greater	3,300 sq. ft. plus 10% of the lot area over 9,000 sq. ft.
Developed, cleared or altered lots	New impervious limited to 5% of the total lot area, but not to exceed 750 sq. ft.

*\*For parcels less than 5,200 s.f., the 50% lot coverage of the RSA zone will be more restrictive*

**Step 2** – Calculate your **maximum landscaped area** at a maximum 50% of lot area. This informs how much of the lot can be lawns, gardens, etc. All significant trees must be retained in this area.

Step 3 – Total your **allowed site alteration** (lot coverage)+(landscaped area). Maximum site alteration may not exceed 75%.

Step 4 – The remainder (minimum 25%) represents your required **undisturbed/native vegetation area**.

Step 5 – Incorporate your calculations and illustrations on your permit plans as indicated below.

---

### Site Plan Requirements:

- Site Plan drawn to scale and clearly titled “Holmes Point Native Vegetation Management Plan” showing:
  - All Tree Plan information as required by KZC Chapter 95 (see separate handout).
  - Table with calculations of the **maximum lot coverage**, **maximum landscaped area**, and minimum **undisturbed/native vegetation area**.
  - Demarcate the 50% **maximum landscaped area** (lawns, gardens, etc.) including retention of all significant trees within this area (refer to 70.15.3 for details).
  - Clearing limits, with the minimum 25% **undisturbed/native vegetation area** (labeled “Native Vegetation Area Not to be Disturbed”) clearly designated on the plan along with all the significant trees in this area.
  - Six foot high temporary chain link fencing (per City Tree Protection Fencing standards) at the limits of disturbance of all significant trees to be retained and at the edge of the **undisturbed/native vegetation area**.
  - A temporary erosion control plan, topography (both existing and proposed) and cross sections.
  - All non-pertinent information related to the vegetation management plan such as building and utility location, building related plan notes, survey information, grading and structure detail, parcel numbers, access, etc., shall be shown on the plan in light background print.
  - All pertinent information such as trees to be saved, tree protection measures and location of the 25% **undisturbed/native vegetation area**, shall be shown in darker print. Supporting calculations, temporary erosion control systems, notes and significant tree protection shall be shown on the plan in a way not to clutter or confuse the clarity of the 25% area of native vegetation and significant trees to be retained.
    - *Note: All utility corridors must be shown on the plan in light print. Note that the native vegetation areas shall not be located within a utility easement as this area will be disturbed for construction and maintenance.*
- Add the “Holmes Point Native Vegetation Management Plan Instructions” to the site plan. The instructions are available online.

---

**Mitigation/Restoration Plantings:** In cases where mitigation/restoration plantings are required or proposed within the minimum 25% **undisturbed/native vegetation area**, the plantings and installation shall comply with the provisions of KZC 95.50. The applicant shall submit planting details and supplement the plans accordingly.