



CITY OF KIRKLAND

Planning and Community Development Department
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MEMORANDUM

To: Houghton Community Council (HCC)

From: Nancy Cox, Development Review Manager

Date: October 15, 2014

Subject: PROCESS IVA ZONING CODE AMENDMENTS, CHARTS TO TABLES - FILE CAM14-02011

RECOMMENDATION

Staff recommends that the HCC receive a briefing on the next round of code amendments at the October 27 HCC meeting, discuss the amendments at a future meeting and make a recommendation to the Planning Director prior to his recommendation to City Council.

BACKGROUND DISCUSSION

Process IVA is for minor zoning code amendments to promote clarity, eliminate redundancy, or to correct inconsistencies.

The process for Process IVA "Fast Track" is as follows. The first step is to present the roster of amendments to the City Council. Once the roster is established, a 30 day comment period is provided for the general public.

During the process, the HCC may choose to discuss the amendments at a meeting or hold a public hearing and make a recommendation. If the HCC prepares a recommendation, it will be included in the staff report to the Planning Director. The Planning Director takes all written comments into consideration prior to making a recommendation to the City Council. The City Council ultimately passes an ordinance to amend the code and the HCC has final disapproval jurisdiction.

The City Council Planning, Housing and Economic Development Committee reviewed the project on October 23 and the full City Council is scheduled to consider the roster on Nov. 18, 2014. Staff will also inform the Planning Commission about the proposed amendments at an upcoming meeting.

AMENDMENTS

This round of Process IVA amendments proposes to reformat over one-half of the Zoning Code. Zoning Code simplification was one of the recommendations from the Development Services study by Paul Zucker and Associates. The City Council included

the following in their 2013-14 City Work Program:

<p>Implement the Development Services Organizational Review recommendations and simplify the Zoning Code to further the goals of Economic Development and Neighborhoods.</p>

The City has a contract with Code Publishing, Inc. to do the work. Code Publishing is a national company with roots in Seattle that does on-line and print publishing of hundreds of codes. Their staff includes code writers and editors.

The scope of the work is to reorganize and consolidate the Use Zone Charts into Land Use Tables. Staff has divided the task into two phases, with the first phase including the non-business district zones and the second phase including the business district zones.

In order to complete the project in a timely fashion while the City is focused on the Comprehensive Plan update, the Fast Track Process IVA process is being utilized rather than Process IV. Therefore, although the amendments touch a large portion of the code, the changes that are proposed require no substantive policy decisions and simplify the format, eliminate redundancy, and correct inconsistencies. Another outcome is improved on-line accessibility.

At the Oct. 27 HCC meeting, staff will present an overview of the project.