



MEMORANDUM

Date: October 1, 2009

To: Planning Commission

From: Eric R. Shields, AICP, Planning Director
Paul Stewart, AICP, Deputy Director
Janice Soloff, AICP, Senior Planner
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Subject: **LAKEVIEW AND HOUGHTON NEIGHBORHOOD PLAN UPDATE
PLANNING WORK PROGRAM, FILES ZON07-00032 and ZON09-00016**

STAFF RECOMMENDATION

Staff has now been to both the Planning Commission (PC) and the Houghton Community Council (HCC) to discuss the upcoming Lakeview and Central Houghton neighborhood plan updates. After hearing opinions from both groups, our recommendations on how to approach the planning process are listed below. The preliminary work program with revised project objectives and draft timeline, as well as, the initial list of issues are also included as Attachments 1 and 2.

- There will be a separate public participation process for each neighborhood after the combined introductory open house which is tentatively scheduled for October 29.
- An advisory group will be formed for each neighborhood. These groups will explore the issues for each neighborhood and make recommendations to the HCC.
- The HCC will take the lead in the neighborhood plan process and will make recommendations to the PC on the proposed updates.
- For each neighborhood, a joint public hearing between the PC and HCC will be held at the end of the process so that both the groups will get a chance to hear all public comment. Each group will then deliberate separately.
- The PC and the HCC will make a recommendation to the City Council. The City Council will then forward its decision on the amendments to the HCC for final approval.

BACKGROUND

Both neighborhoods are located within the jurisdiction of the HCC. Staff discussed the two plans at a study session with the PC on September 10 and at a study session with the HCC on September 28. The PC asked staff to return on October 8 to report on the HCC's preference as to how the plan process will be handled.

PLANNING PROCESS

The HCC agreed with the PC that the HCC should take the lead in the planning process for these two neighborhoods. This means that the PC will not be having regular meetings on the amendments. They will receive the proposed amendments from the HCC once a draft has been completed. The HCC plans to have an advisory group for each neighborhood that will include:

- The neighborhood association chair
- 5 to 10 residents (depending on interest from citizens)
- 1 or 2 members of the HCC (HCC representatives will be chosen at the 10/26 HCC meeting),
- 1 or 2 Planning Commissioners (the number and the representatives will be chosen by the PC at the October 8 meeting)
- Representatives from the business community (depending on the number expressing interest)
- Staff

The PC will need to determine who their representatives for each of the proposed advisory groups will be at the October 8 meeting.

Staff is planning an open house to kick off the neighborhood planning process on Thursday night, October 29 from 7:00 to 9:00. We hope to have the advisory group representatives from the PC and the HCC there. We will be introducing the process and getting some initial ideas for topics of interest and the vision statements from those attending. We also hope to recruit citizens interested in being a part of the advisory groups.

Staff will also be holding two KAN Neighborhood U sessions in the first part of November to discuss neighborhood plans in general including what the expectations are from both the neighborhoods' and the City's perspectives. We are hoping to get interested Central Houghton and Lakeview Neighborhood residents at these sessions and that some will want to be a part of the advisory groups.

Once the advisory groups are formed they will hold a series of meetings to discuss key issues and form draft policies to be written by staff. These advisory group meetings will act as study sessions for the plan amendments. In other words, the advisory group meetings will be used to receive public comment and give staff direction on plan amendments. When they are complete, the recommendation from the advisory groups will be brought back to the HCC and PC for review.

It will be made clear to the advisory groups that their role will be to make recommendations to the HCC and PC, but that the PC and HCC will make the final recommendation to the City Council.

PRELIMINARY ISSUES

Staff has prepared a list of preliminary issues that we are currently aware of for each neighborhood (see Attachment 2). Additional issues will unfold as we begin the public participation process. If the PC has any additions to the lists, they should be added now so that the information can be passed on to the HCC as they begin their process.

PLAN FORMAT

The current Lakeview and Central Houghton Neighborhood Plans within the Comprehensive Plan are available on the City's website at http://kirklandcode.ecitygov.net/CK_comp_Search.html. At the September 10 PC meeting, the Commission discussed possibilities for simplifying the neighborhood plans. The PC should complete their recommendation for format changes at the October 8 meeting so that staff can bring the recommendation to the HCC for consideration as they go through the update process.

ATTACHMENTS

1. Draft work program
2. Preliminary key issues

Cc: Project Files:
ZON07-00032
ZON09-00016

LAKEVIEW AND CENTRAL NEIGHBORHOOD PLAN UPDATES

Preliminary Work Program

9/30/2009

Project Purpose To update the Lakeview and Central Houghton Neighborhood Plans to reflect changes in the neighborhoods since the plans were last updated in 1985 and for consistency with the vision, framework goals, and other elements of the Comprehensive Plan.

Project Objectives

- Develop a vision statement, new goals and policies and implement new policies with Zoning Code amendments.
- Encourage and provide opportunities for residents to actively engage and take ownership in the process.
- Conduct a reasonably fast update process that allows for public input but will not hold up other neighborhood plan update projects.
- Combine private amendment requests with the study issues so that they do not dominate the plan amendment discussions.

Key Milestones

Hold PC and HCC study sessions to approve process/appoint advisory group representatives	September & October 2009
Hold kick off public open house for both neighborhoods	October 29, 2009
Conduct 2 Neighborhood U meetings	November 2009
Establish advisory groups for each neighborhood – HCC appointment of advisory groups	November-2009
Hold public advisory group meetings	November 2009 to March 2010
Have PC and HCC study sessions to review draft goals, policies, and potential code amendments	April & May 2010
Review draft plans with advisory groups	June 2010
Review draft plans with citizens at public open houses	July 2010
Complete SEPA Addendum and CTED 60 Day Review	September 2010
Conduct joint public hearings before PC and HCC	October 2010
Revise plan per PC and HCC direction	October 2010
Hold City Council study session to discuss PC and HCC recommendations	November 2010
Adopt plan and code amendments by City Council ordinance	December 2010
Approve final plan through HCC final approval	January 2011

HOUGHTON AND LAKEVIEW NEIGHBORHOOD PLAN UPDATE

Issues Scoping

September 2009

Central Houghton Neighborhood Potential Issues

Land Use

- Update plan text to reflect new development and changes in general Comprehensive Plan policies.
- Lake Washington School District future plans for schools in the area (also include private schools: Puget Sound Adventist Academy & Kirkland Children's School)
- NW College expansion plans
- Houghton Shopping Center
- Explore affordable housing and small lot opportunities
- Update historic structures inventory
- Address requests for potential land use changes

Transportation

- Transportation management
- Pedestrian and bicycle connections and safety
- Neighborhood role in dealing with the regional issues related to the railroad right-of-way.

Lakeview Neighborhood Potential Issues

Land Use

- Update plan text to reflect new development and changes in general Comprehensive Plan policies.
- Consider Plaza at Yarrow Bay private amendment request to increase retail uses in PLA 2 and PLA 3 A and B.
- Consider several property owners requests to increase density on Yarrow Slope from RS 12.5 to RS 8.5 zoning
- Look for opportunities for mixed use commercial/residential land use changes
- Explore affordable housing and small lot opportunities
- Compare existing plan text with recent land use decisions for consistency (e.g. Yarrow Bay Marina and Carillon Point)
- Review plan for consistency with Shoreline SMP update
- Update historic structures inventory

Transportation

- Highway 520 expansion plans
- Traffic problems and assess speed limits in neighborhood; expand number of crosswalks with flags
- Lake Washington Blvd: increase pedestrian safety, increase lake access
- Identify new pedestrian and bicycle access opportunities through neighborhood
- Neighborhood role in dealing with the regional issues related to the railroad right-of-way.

Natural Environment

- Research where wetland or stream restoration projects are needed

