



2008-2010 PLANNING WORK PROGRAM

Summary of Tasks

Planning & Community Development

January, 2008

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POLICIES, PLANS & REGULATIONS

Task 1: Comprehensive Plan Update (1.5 FTE)

Comprehensive Plan

In 2007 we initiated a number of amendments to the Comprehensive Plan that are generally considered to be minor or housekeeping related amendments with the exception of environmental stewardship policies and a possible update to our concurrency system. Since we can only amend our plan once per year, these amendments will continue into 2008 with adoption targeted for late summer along with action on the private amendment requests.

In 2009, the City may have some additional city-initiated amendments to propose and it is also the year when private amendment requests are once again considered (every two years). In late 2010, the City will begin its required 7-year major review of the Comprehensive Plan pursuant to the Growth Management Act and with new household and employment targets. The state requires the plan to be updated by 2011.

Private Amendment Requests

2007 was the year to consider private amendment requests. The Planning Commission and City Council conducted the threshold review earlier in the year. Typically we would be concluding that process by the end of December, however due to the complexity and potential impact of the Park Place proposal (Touchstone) we are preparing a Planned Action EIS to evaluate this request along with two others (Orni and Altom). The Gordon Hart request is still in review as well. The work program calls for completion of the city-initiated amendments and the private amendment requests by August, 2008.

Task 2: Neighborhood Plans (1.1 FTE)

The City Council adopted the Market and Norkirk Plans in 2006 after three years of work. The follow-up zoning and design regulations were adopted in mid 2007. The next neighborhood plan on the schedule is the Lakeview Neighborhood followed by the Central Houghton Neighborhood Plan. Due to several permit applications for design review submitted in the downtown area, we have not been able to start work on the Lakeview Neighborhood Plan. At this time the work program anticipates that we can begin the neighborhood plan in March with an estimated completion by the fall of 2009.

Task 3: Design Regulations/Guidelines

Multifamily Design Guidelines

This task is intended to establish design guidelines or regulations for the multi-family areas of the City that do not currently have them in place. For the most part, we have addressed this through our neighborhood and business district plans (e.g. North Rose

Hill, Totem Lake, NE 85th, etc.). However there are several areas of the city not covered by design standards. At the same time, there are relatively few properties remaining in these areas that are undeveloped or underdeveloped. While there is merit to this project, given the other priorities and work program tasks, it is not shown on the schedule but is included as a place keeper for future consideration.

The Design Guidelines revisions are amendments to the Municipal Code and do not involve the Planning Commission. They involve several “clean-up” sections and some policy issues and should involve minimum staff time. Staff will be working with the Design Review Board on these before taking them to the City Council.

Task 4: Code Amendments (.2 FTE & Consultant)

2007 Miscellaneous Zoning Code Amendments

In 2007 the Commission completed their review of a bundle of miscellaneous code amendments and made recommendations to the City Council. The Council is poised to adopt the regulations on January 15th, 2008.

TL 9 Zoning

Zoning for the TL 9 district in Totem Lake is currently being reviewed by the Commission. This is the last area of the Totem Lake Neighborhood Plan to be rezoned and it is intertwined with the Gordon Hart Private Amendment Request. A public hearing for the TL 9 Zoning is set for January 24th. Following the Planning Commissions recommendation it will be forwarded to the City Council for consideration along with the Comprehensive Plan amendments and the Private Amendment Requests.

Future Miscellaneous Code Amendments

We continue to maintain an extensive list of potential amendments and, as new issues arise, we are constantly adding to and updating the list. In the second half of 2008, we will want to consider amendments to the City’s SEPA and Subdivision Ordinances along with some potential Zoning Code amendments. We would likely retain our consultant Lauri Anderson to assist us in this effort. We also show on the work program an annual schedule of code updates to keep it current.

Task 5: Housing (1.2 FTE)

Affordable Housing

The Council has identified housing issues – particularly affordable housing – as a critical discussion topic. The City adopted a package of incentives including density bonuses, tax exemptions and fee waivers in 2004 however to date the voluntary incentives have not been used. The work program reflects efforts in 2008 to review the incentives as well as the areas within the city that have no affordable housing program. As part of the review, the approach would also consider options for creating mandatory affordable housing requirements.

Transit Oriented Development (TOD) at Park and Ride Facilities

Staff has been meeting with King County and the City of Bellevue to explore the potential for “transit oriented development” housing at the South Kirkland Park and Ride facility. In order for this to occur, both Kirkland and Bellevue will have to amend their respective Comprehensive Plans and rezone the property. The County has done some preliminary analysis. An initial “agreement in principle” between the two cities would set the process in motion. More discussions with Bellevue and King County will take place in early 2008. If both cities agree, this will be a priority task for 2008-2009.

ARCH Coordination

There are a number of other on-going staff efforts on housing including working with ARCH, A Regional Coalition for Housing on the Housing Trust Fund, preservation of affordable housing and education.

Task 6: Community Character

Staff is considering requesting a service package for funding to assist in updating the list of historic sites in the next budget and developing incentives for historic preservation. The funding was requested previously and was not approved. We have a place keeper for this task on the work program. It may be possible to undertake this task in 2009 if we are able to obtain funding and have available staff. However, the City did adopt regulations in 2007 to preserve historic homes in the Norkirk and Market neighborhoods.

The Commission has suggested that we may want to consider expanding the program to retain smaller lots with size-restricted homes to other neighborhoods. In 2007 regulations were adopted for the Market and Norkirk neighborhoods. While this idea has merit, it may be better to approach this as part of a neighborhood plan update. This approach has the benefit of analyzing the lot sizes, patterns and characteristics particular to that neighborhood.

Task 7: Natural Resources/Environmental Stewardship (1.5 FTE)

Natural Resource Management Plan and Environmental Stewardship

In 2003 the City adopted a Natural Resources Management Plan. The City has in place a “Green Team” consisting of representatives from several City departments. Over the past year, the team has been coordinating its efforts on implementation actions (education, funding, and programs). We have also broadened our role to address greenhouse emissions in response to the US Mayors Climate Protection Agreement, of which the City is participating. In 2008, our staff team will be focusing on a variety of environmental stewardship efforts including sustainable communities, green buildings, green businesses and community outreach. We anticipate holding a “green” community forum or roundtable in 2008 and would request participation from a Commission member.

Shoreline Master Program (SMP)/Critical Area Regulations

State law requires Kirkland to revise our Shoreline Master Program to achieve consistency with new shoreline rules adopted by the Washington State Department of Ecology (DOE). During 2006, an inventory and analysis of Kirkland's Lake Washington shoreline was prepared by consultants. We also conducted two panel discussions and a shoreline tour. Coordination with King County and DOE will occur throughout the project. Proposed amendments to shoreline goals, policies, regulations, and programs will be reviewed by the Planning Commission, Houghton Community Council, the Kirkland City Council, and the public through 2008 and into 2009. This will be a major task that will take some Commission time.

As part of this update, the City will likely need to amend its Critical Area Regulations at some point. Based on experiences in other jurisdictions and more comprehensive best available science our regulations may need to be revised particularly to address our buffer widths and classification system. We may need only to revise them for our shoreline area initially –however, the State will require a major update by December, 2011.

Tree and Landscaping Regulations

With the adoption in late 2005 of new standards and regulations for trees and landscaping, the City committed to reviewing these after two years to see if any changes are needed. A report to the Council is targeted in March 2008. The work program shows this task beginning in early 2008. However, our staff Urban Forester is leaving the City and we will be looking for a replacement. This may delay the project.

Low Impact Development (LID) and Green Building

Efforts on Low Impact Development standards were scheduled to be worked on in 2007. However, the staff person in the Planning Department assigned to this is now the project manager for the SMP update. Depending on other work program tasks we may be able to devote some time to this task in 2008. It is a joint project with Public Works.

In late 2007 the Council approved a green building program. The first phase entails providing priority processing for certified “green” single family homes that have to meet either a Built Green or LEED standard (Leadership in Energy and Environmental Design). In the fall of 2008 staff will evaluate the program and provide a report to the City Council with the intent of expanding it to other types of development (multi-family, office, etc.).

SPECIAL TASKS

Task 8: Downtown (.4 FTE)

The Downtown Advisory Committee will continue to meet into 2008. The focus for their discussions will primarily address retail activity with an emphasis on strategies to identify and attract the appropriate mix of retail uses.

Task 9: Impact Fees

The Lake Washington School District has requested the City adopt impact fees for school facilities. The City Council will be discussing this at their January 15 meeting.

Task 10: Database Management (.2 FTE)

Database management consists of a number of sub-tasks such as our Community Profile, land use inventory, capacity analysis, housing data, etc. that are used for a variety of purposes including neighborhood plans and the Comprehensive Plan. In addition we are required to provide data on buildable lands and benchmarks to King County.

Task 11: Regional Coordination (.1 FTE)

This task involves participating on a variety of countywide and regional forums including the Puget Sound Regional Council, the King County Growth Management Planning Council, the Suburban Cities Association and Sound Transit.

Task 12: Annexation (1.0 FTE)

Extensive efforts are underway to obtain community input and undertake additional fiscal analysis to determine if the City will proceed with annexation of our Potential Annexation Area. The Council has been meeting on this for the past several months. The Council has several meetings scheduled over the next few months to discuss annexation. At their January 2, 2008 meeting they reviewed key issues for the annexation zoning if it is to occur. A public hearing on the annexation zoning is scheduled for February 5, 2008.

The City Council endorsed the proposal to proceed with annexation of the Bridle View area of unincorporated King County east of 132nd Ave. That area is currently in Redmond's Potential Annexation Area. However, the Countywide Planning Policies would need to be amended by the King County Growth Management Planning Council and King County Council to show this area in Kirkland's annexation area. Redmond has agreed to the amendment.