



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

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## **MEMORANDUM**

**To:** Houghton Community Council

**From:** Eric Shields, AICP, Planning Director  
Angela Ruggeri, AICP, Senior Planner

**Date:** June 15, 2012

**Subject:** Schedule for Houghton/Everest Neighborhood Center Amendments

### **RECOMMENDATION**

Review and discuss schedule for Houghton/Everest Neighborhood Center amendments

### **BACKGROUND DISCUSSION**

The City Council (CC) directed staff to complete work on the Houghton/Everest Neighborhood Center as part of the 2012 Work Program. The policy work for the Central Houghton portion has already been included in the Houghton Neighborhood Plan and so now staff will do policy work for the Everest Neighborhood and prepare new zoning regulations for the business district.

The following is a tentative schedule for the project. Staff will be going to the Planning Commission (PC) on July 12 to discuss the work program in more detail. We will report back to the Houghton Community Council (HCC) at your July 22 meeting.

- **Mid July 2012** - Setup a webpage and get the word out to the public about the project including study session dates
- **7/12/12** - PC meeting to discuss amendment process
- **7/23/12** - HCC meeting to discuss amendment process
- **August 2012** - Review traffic impacts of proposed amendments
- **8/9/12** - PC Study session to review policy concepts and potential code amendments
- **9/13/12** - PC Study session to review draft plan and code amendments
- **9/24/12** - HCC meeting to review draft plan and code amendments
- **Late September 2012** - Complete SEPA and CTED 60 day
- **10/11/12** - Joint public hearing with PC and HCC to take public comment
- **10/22/12** - HCC meeting to deliberate and make recommendation to PC

- **10/25/12** - PC meeting to deliberate and make recommendation to CC
- **11/20/12** - CC study session
- **12/4/12 or 12/18/12** - to CC regular session for adoption
- **1/28/13** – to HCC for final approval of amendments in areas of jurisdiction