



CITY OF KIRKLAND

Planning and Community Development Department

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MEMORANDUM

Date: November 12, 2014

To: Planning Commission

From: Paul Stewart, AICP Deputy Planning Director

Subject: Planning Commission Retreat Topics

Recommendation

Planning Commission identify proposed agenda topics for consideration at the upcoming annual retreat.

Background

December 18th is the date we are scheduling for the annual Planning Commission Retreat. The retreat usually begins at 6:00 with dinner. The retreat is typically the time when staff proposes the Planning Work Program for the Commission's consideration and recommendation to the City Council at a joint meeting to be scheduled early in the new year. Attached is the current adopted 2014-2016 Work Program. Staff will be bringing a revised 2015-2017 work program to the retreat for review by the Commission.

The retreat is also an opportunity to discuss other issues of interest. These could range from such topics as procedural items, commission/staff interaction, public outreach approaches, lessons learned from 2014 or any variety of subjects that the Commission would like to consider.

In addition to the draft Planning Work Program, staff would suggest a couple of other items to discuss:

- 2015 Schedule for the Comprehensive Plan Update
- Neighborhood Plan approaches

Are there other items, the Commission would like to include on the agenda for discussion at the retreat?

Attachment: Adopted 2014-2016 Planning Work Program.

ADOPTED 2014 – 2016 PLANNING WORK PROGRAM: LONG RANGE TASKS Adopted April 1, 2014

TASK	PROJECT MANAGER	2014 STAFF	2014												2015				2016			
			J	F	M	A	M	J	J	A	S	O	N	D	1st	2nd	3rd	4th	1st	2nd	3rd	4th
POLICIES, PLANS & REGULATIONS																						
1.0	Comp Plan Update	Swan/Coogan	5.0 FTE																			
1.1	• Community Profile/GIS Data	Coogan																				
1.2	• LU Capacity Analysis	Shields																				
1.3	• Scoping & Visioning	Swan/Coogan																				
1.4	• Public Involvement	Coogan																				
1.5	• SEPA/EIS	Swan																				
1.6	• Totem Lake Plan Update	Collins																				
1.7	• General Elements Update Work	Various																				
1.8	• Neighborhood Plans Revisions	Various																				
1.9	• Code Amendments																					
1.10	• MRM PAR	Ruggeri	.3																			
2.0	Economic Development		.3 FTE																			
2.1	• Totem Lake TDR Analysis	Collins																				
2.2	• Infrastructure Financing Tools	Finance																				
2.3	• Industrial Lands Study	Wolfe/Collins																				
2.4	• Totem Lake Action Plan	Wolfe																				
3.0	Code Amendments																					
3.1	• Misc. Code Amendments	Brill	.6																			
3.2	• Fast Track Code Amendments	Cox	.1																			
3.3	• Reformat Zoning Code	Cox	.2																			
3.4	• MF Parking Requirements	McMahan	.2																			
3.5	• CKC Regulations	McMahan	.1																			
3.6	• SEPA Revisions	Cox																				
3.7	• Traffic Impact Standards																					
3.8	• Sign Regulations																					
3.9	• Review Design Regs /Guidelines																					
3.10	• Marijuana Regs																					
3.11	• FAR Regulations																					
4.0	Subarea & Other Plans																					
4.1	• Cross Kirkland Corridor Plan	Godfrey																				
4.2	• Other Plans/Projects	Various	.1																			
5.0	Housing																					
5.1	• Housing Preservation																					
5.2	• Affordable Housing Strategies	Nelson/ARCH	.1 FTE																			
6.0	Env Stewardship/Sustainability																					
6.1	• Urban Forestry/Mgmt Plan	Powers	.5 FTE																			
6.2	• Critical Areas Regulations																					
6.3	• Green Team	Barnes	.1 FTE																			
7.0	Database Management	GIS/Goble	.1 FTE																			
8.0	Regional Coordination	Shields	.1 FTE																			
	<i>Planning Commission Tasks</i>																					
	<i>Other City Tasks</i>																					