



**CITY OF KIRKLAND**  
**Planning and Building Department**  
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**MEMORANDUM**

**To:** Kurt Triplett, City Manager

**From:** Adam Weinstein, AICP, Director of Planning and Building  
Jeremy McMahan, Deputy Director of Planning and Building  
Dawn Nelson, Planning Manager

**Date:** July 6, 2021

**Subject:** MAJOR DEVELOPMENT PROJECT LIST AND PLANNING WORK PROGRAM  
STATUS UPDATE

**RECOMMENDATION**

It is recommended that the City Council receives the attached Major Development Projects and Planning Work Program updates and accepts them through approval of the consent calendar.

**BACKGROUND DISCUSSION**

This quarterly report on major development projects has been supplemented with additional information on the status of duplex/triplex/cottage and accessory dwelling unit (ADU) applications to the City, along with active long-range planning projects.

***Major Development Projects***

The Major Development Projects list (see Attachment 1) shows the status of larger construction and land use permits throughout the City that are under construction or in the development pipeline. This list, which is updated quarterly and posted on the Construction Projects page of the City website, will be presented to the City Council on the consent agenda. Individuals can also sign up to receive email alerts when the list is updated by searching for "Subscribe to Kirkland Email Lists" on the City's website.

The Major Development Projects list includes six categories:

- Projects under construction;
- Building permits issued, but construction hasn't begun;
- Building permit applications in review;
- Zoning permits approved, but no building permit application;
- Zoning permit applications in review; and
- Projects in pre-permit review.

The list is focused on new development and major additions spanning all land use types (commercial, industrial, institutional, public and residential projects). It includes new or additional square footage and housing units for each project, aggregated by development stage category, and totaled for all categories. The list also highlights the number of affordable housing units within each of the projects. Smaller projects, like short plats involving less than

10 new single-family homes, are not included because the resulting list would grow to a size that would be difficult to digest.

Based on the current list, development activity is expected to continue to be robust. Presubmittal meeting requests for developments ranging from single-family home additions to small short plats for new single-family homes, to large commercial and multifamily developments are being submitted at extremely high rates. To date this year, 110 presubmittal meeting applications have been received, compared to 55 in same time period for both 2019 and 2020.

Each quarter when we provide this list to Council, staff will highlight an area of development that may be of interest to the Council and broader community. In March 2020, the City adopted updated regulations for Missing Middle Housing, including allowances for more and larger Accessory Dwelling Units (ADUs), and relaxed permit process requirements for Cottage, Carriage, and Two/Three-Unit Homes. Because interest in this type of development remains high, it is the focus of this summary for the second quarter in a row.

The following table shows the number of applications, from presubmittal meeting applications to permit issuance, for Missing Middle Housing types over the last three years as well as the first four months of this year.

	<b>March 2021 – June 2021 (1/3 Year)</b>	<b>March 2020 – February 2021</b>	<b>March 2019 – February 2020</b>	<b>March 2018 – February 2019</b>
<b>ADUs</b>				
Presubmittal Meetings	8	25	5	6
Building Permits Applied	12	56	23	43
Building Permits Issued	7	18	28	36
<b>Cottages</b>				
Presubmittal Meetings	11 (40 Units)	24 (125 Units)	2 (8 Units)	0
Building Permits Applied	8 (27 Units)	5 (22 Units)	1 (14 Units)	1 (6 Units)
Building Permits Issued	1 (4 Units)	1 (2 Units)	1 (6 Units)	0
<b>2/3 Unit Homes</b>				
Presubmittal Meetings	3 (23 Units)	2 (5 Units)	0	0
Building Permits Applied	0	1 (3 Units)	0	0
Building Permits Issued	0	0	0	0

Conversations with developers proposing cottage housing projects continue as they work to perfect their site designs. We anticipate that a large percentage of the presubmittal conversations held over the last 16 months will result in development applications in the coming months.

### ***Planning Work Program***

The current Planning Work Program (PWP) was adopted by City Council in August 2020 (R-5442). The next update of the PWP is scheduled for January, 2022. Attachment 2 is a version of the adopted PWP that includes a new column showing which projects have been completed since adoption and the status of other projects by an estimate of what percentage has been completed. The bars to the right showing the 2020 estimation of project timeframes have not been modified.

Since the last quarterly update, The City Council has:

- Approved the revised scope and schedule for the Station Area Plan (#8), adding a new task not reflected in the PWP to conduct a Community Benefit and Fiscal Impact Analysis
- Approved the revised June Alternatives for the Station Area Plan (#8) that move forward for further analysis
- Approved the Urban Forestry Six Year Work Plan (#13)
- Approved the Phase 1 Bridle Trails Community-Initiated Amendment Request (#19), allowing the study to move to Phase 2
- Restarted Council review of the Tree Code Amendments (#1)

Since the last quarterly update, the Planning Commission has:

- Kicked off work on the Moss Bay and Everest Neighborhood Plans (#20)
- Reviewed potential Sustainable Code Amendments based on the Sustainability Master Plan (#32)
- Provided recommendations to Council on revised June Alternatives for the Station Area Plan (#8)
- Reviewed the Planning Commission Rules of Procedure with direction to staff on updates
- Held a joint meeting with the Houghton Community Council to receive an update on implementation of ADU and Missing Middle Housing codes (#11)

Regarding ADU and missing middle housing, staff is working on FAQs and guidance documents to help developers and homeowners understand the opportunities. We will also be starting work on marketing materials and videos to raise the community awareness of these development options. Regarding creating more equitable and inclusive processes and outcomes with our planning initiatives (#18), we are actively using the Station Area Plan and Neighborhood Plans as testing grounds for improving our processes. Staff is very excited to see the awareness and enthusiasm in the community to help us address past deficiencies. As noted in the last quarterly report, this PWP item is not so much a project as it is a journey with no completion date.

It should be noted that some PWP initiatives (e.g. #21 - Geo Hazard Updates, #32 - Sustainable Code Amendments), have been slowed or paused as we have reallocated some staff resources on the Long Range Planning Team to assist the Current Planning Team manage building and land use permits in the wake of significant staff turn-over and high permit volumes.

### **ATTACHMENTS**

1. Major Development Projects List
2. Planning Work Program



ADOPTED 2020-2022 PLANNING WORK PROGRAM

Significant Staff Implementation



START	TASK	TOPIC	Est. % Complete	DESCRIPTION	PM	2020				2021				2022			
						1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
2018-2019	1	Tree Code Amendments	75%	Comprehensive update of Chapter 95 of the Kirkland Zoning Code	Powers												
	2	Shoreline Master Program Update	100%	State mandated periodic update, includes consistency updates to critical area regulations	Geitz												
	3	Rooftop Amenities	100%	Modify height regulations to facilitate development of common space on multifamily and commercial roofs	Zike												
	4	Sustainability Master Plan	100%	Coordinate various plans with sustainability elements and ensure that sustainability is consistently integrated into all City activities	Barnes												
	5	Kingsgate Park & Ride	100%	Develop zoning regulations and design guidelines to facilitate Sound Transit garage and TOD development of the site	Coogan												
	6	Greater Downtown Urban Center	50%	Pursue King County and PSRC designation of a Greater Downtown Center	Weinstein												
	7	Market/Norkirk/Highlands Neighborhood Plan	100%	Update three plans for neighborhoods generally north of Downtown	Coogan												
	8	Station Area Plan	40%	Comprehensive planning effort for area surrounding the bus rapid transit station at I-405/NE 85 <sup>th</sup> Street	Zike												
2020	9	Design Guideline Updates – Totem Lake	100%	Minor updates to design guidelines to improve streetscapes and integrate TOD development of the Kingsgate P&R	Coogan												
	10	KMC Subdivision Updates	100%	Clean up KMC subdivision regulations to simplify administration and reflect changes to State law	Cilluffo												
	11	ADU Implementation Initiatives	50%	Implement a series of non-regulatory initiatives encourage development of ADUs following adoption on new rules	Guter												
	12	Streamline Public Project Regulations	100%	Updates to the KZC to streamline permitting of public infrastructure projects needed to support growth	Cilluffo												
	13	Urban Forest 6 Year Workplan Update	100%	Review success over past 6 years of implementing the Strategic Plan and identify work plan for next 6 years	Powers												
	14	Kirkland Outside the Walls	100%	Streamline pandemic business response plan to allow expanded outdoor seating and business operations	McMahan												
	15	2018 Citizen Amendment Requests - Study	100%	Consider Comprehensive Plan, Zoning Map, and KZC amendments related to two CAR requests approved for study	Guter												
	16	2043 Comprehensive Plan Update - Scope & Budget	10%	Develop preliminary scope of major Comp Plan update to enable biennial budget request for project	McMahan												
	17	Annual Comprehensive Plan Amendments	100%	Adopt mandatory updates to Capital Facility Plan and miscellaneous updates and rezones for park acquisitions	Coogan												
	18	Evaluation of outreach and inclusion strategies	25%	Evaluate methods to improve public processes to be more inclusive and transparent. Coordinate Citywide	tbd												
	19	Bridle Trails Shopping Center Zoning	10%	Property owner initiated plan to develop design guidelines and master plan encompassing all properties within the neighborhood center	Guter												
2021	20	Moss Bay & Everest Neighborhood Plan Update	10%	Update Moss Bay and Everest neighborhood plans, including any follow up work related to Greater Downtown as an Urban Growth Center	Barnes												
	21	Geo Hazard Regulations Updates	0%	Revise geo hazard regulations in response to experience in implementation of the regulations	Barnes												
	22	Wireless Service Regulations Updates	0%	Update KZC regulations in response to federal mandates	tbd												
	23	Evaluation of CAR Process	0%	Evaluate the CAR process to improve with neighborhood planning process, while allowing desirable CARs to be more nimbly processed	tbd												
	24	Holmes Point Overlay Updates	0%	Reinitiate consideration of HPO amendments following adoption of geo hazard and tree regulations	tbd												
	25	2020 Citizen Amendment Request - Threshold	50%	Review CAR applications submitted by 2020 deadline and identify which applications should proceed to further study	tbd												
	26	2043 Comprehensive Plan Update - Prep	0%	Develop detailed work plan and community engagement plan. Retain consulting team for EIS and other tasks as needed	Coogan												
	27	Miscellaneous Code Amendments	100%	Update KZC on various priority topics to reflect current practice, clarify sections of the Code, and promote good planning principles	tbd												
	28	Sign Code Update	0%	Update KZC to clarify rules, enhance aesthetics, reduce visual clutter, and integrate recently-completed work on A-frame signs	Cilluffo												
	29	Cross Kirkland Corridor Design Regulations	0%	Review KZC regulations for development adjoining the corridor to ensure optimal design outcomes for public/private interface	tbd												
	30	Kingsgate & Juanita Neighborhood Plan Update	0%	Update Juanita and Kingsgate neighborhood plans	tbd												
2022	31	Design Guideline Updates – Rose Hill	0%	Minor updates to design guidelines to implement the Rose Hill Neighborhood Plan	Coogan												
	32	Sustainability Master Plan - Implementation	10%	Code amendment package to implement SMP (i.e. - High Performance Building Standards)	Barnes												
	33	Annual Comprehensive Plan Amendments	10%	Adopt mandatory updates to Capital Facility Plan and miscellaneous updates and rezones for park acquisitions	tbd												
	34	Norkirk/Highland LIT District Study	0%	Review LIT district based on guidance from the neighborhood plans and Station Area Plan	tbd												
	35	2043 Comprehensive Plan Update	0%	Begin community engagement and environmental work	tbd												
	36	Miscellaneous Code Amendments	0%	Update KZC on various priority topics to reflect current practice, clarify sections of the Code, and promote good planning principles	tbd												
	37	2020 Citizen Amendment Request - Study	0%	Consider Comprehensive Plan, Zoning Map, and KZC amendments related to any CAR requests approved for study	tbd												
	38	Annual Comprehensive Plan Amendments	0%	Adopt mandatory updates to Capital Facility Plan and miscellaneous updates and rezones for park acquisitions	tbd												