

City of Kirkland

Houghton Community Council

123 Fifth Avenue • Kirkland, Washington 98033-6189 • 425.587.3000 • TTY Relay Service 711 • www.kirklandwa.gov/hcc

Agenda

July 26, 2021

7:00 p.m.

In response to the Governor's Stay Home – Stay Healthy proclamation, this meeting will be held virtually.

To join the webinar via Zoom:

<https://kirklandwa-gov.zoom.us/j/95570359919?pwd=L0VJQjNFYkJPVzRrQTFYcmtWYkxWdz09>

Passcode: 892538

To join via telephone: 1-253-215-8782 or 888-475-4499 (Toll Free) or 877-853-5257 (Toll Free)

Webinar ID: 955 7035 9919

To provide public comment in advance of the meeting please email: houghtoncouncil@kirklandwa.gov

If you have questions about an item on the agenda, please contact the project planner listed below

1. Call to Order and Roll Call
2. Announcement of Agenda
3. Council Member Reports and Comments
3. Reading and/or Approval of Minutes
 - A. March 23, 2021 HCC
 - B. April 26, 2021 HCC
4. Comments from the Audience – Limited to 5 minutes
5. New Business
 - A. Appointment of Houghton Community Council Continuation Ballot Measure Pro/Con Committee Members

PURPOSE: Appointment of up to three members to the Pro and Con committees that formulate statements for the voters' pamphlet

FILE NUMBER: PLN21-00154

STAFF CONTACT: Kathi Anderson, City Clerk

TIME: 10 minutes

6. Administrative Reports and Council Discussion

7. Adjournment

Note: If you would like more information on an item on this agenda, please call the Planning & Building Department at 425-587-3600. Please refer to the file number and the planner listed for that item.

Alternate Formats: People with disabilities may request materials in alternate formats.

Title VI: Kirkland's policy is to fully comply with Title VI of the Civil Rights Act by prohibiting discrimination against any person on the basis of race, color, national origin or sex in the provision of benefits and services resulting from its programs and activities. Any person who believes his/her Title VI protection has been violated, may file a complaint with the City.

To request an alternate format, file a complaint or for questions about Kirkland's Title VI Program, contact the Title VI Coordinator at 425-587-3011 (TTY Relay: 711) or titlevicoordinator@kirklandwa.gov.

The City of Kirkland strives to accommodate people with disabilities. Please contact the City Clerk's Office at 425-587-3190, or for TTY Services call 425-587-3111 (by noon the work day prior to the meeting) if we can be of assistance. If you should experience difficulty hearing the proceedings, please bring this to the attention of the Chairperson by raising your hand.

HOUGHTON COMMUNITY COUNCIL PUBLIC PARTICIPATION IN MEETINGS

The Houghton Community Council is a body of seven elected officials who have authority over land use matters within the boundaries of the former Town of Houghton. The Community Council reviews proposals to revise the Comprehensive Plan and Zoning Code and certain quasi-judicial development permits. The Planning and Building Department and other City departments provide staff support to the Community Council.

General

The Community Council strongly encourages public input. At Community Council meetings, public comments may be provided as described below. Those wishing to speak to the Council are asked to observe the following rules:

- All comments must be provided from the podium.
- Speakers must state their full name and address.
- Comments should be brief and repetition should be avoided.

Requests from the Audience

A time is scheduled near the beginning of each Community Council meeting for the public to address the Community Council about any issue that is not the subject of a hearing at the same meeting. Comments should generally be limited to 5 minutes in length.

Study Sessions

The Community Council usually holds study sessions on Comprehensive Plan or Zoning Code amendments. These meetings provide an opportunity for the Commission to informally discuss the proposals and provide direction to staff. Time permitting, the Community Council may allow comments from the audience on the study topic.

Public Hearings on Plan or Code Amendments

The Community Council may choose to hold a public hearing on Plan or Code amendments. The hearing provides a formal opportunity for anyone to state their opinions or provide information to the Community Council. In order to ensure a fair and orderly opportunity for everyone to speak the Council uses the following procedures:

- After the hearing is opened, the City staff will give a presentation that describes the proposal.
- If a private applicant initiated the proposal, he or she will be allowed to speak first.
- Any other person wanting to speak will be allowed to do so. Speakers will be asked to fill in a speaker sign in sheet, and state their name and address for the tape recording.
- After everyone has had a chance to speak, those wanting to offer a brief rebuttal of others' comments will be allowed to do so.
- Council members may ask questions of speakers during or after their comments.
- When the Council determines they have enough information, the hearing will be closed and the Council will prepare their recommendation to the Planning Commission.

Public Hearings on Quasi-Judicial Development Permits

For quasi-judicial development permits, the Hearing Examiner conducts a Joint Public Hearing with the Community Council. The hearing procedures are the same as above except that anyone presenting oral testimony is required to take the oath of affirmation to present the truth. After the all testimony is taken and the hearing is closed, the Community Council opens a Special Meeting and prepares its recommendation to the Hearing Examiner.

Written and/or Oral Testimony

The Community Council welcomes letters and other written testimony as a supplement to or in place of oral comments. The materials may be submitted to the Planning and Building Department prior to a Council meeting, or directly to the Council at a meeting. It is necessary to either submit written or oral testimony to receive a copy of the Hearing Examiner's decision or to challenge his/her recommendation to the City Council. Petitions are not considered testimony.



MEMORANDUM

To: Houghton Community Councilmembers

From: Kathi Anderson, City Clerk

Date: July 23, 2021

Subject: Houghton Community Municipal Corporation Ballot Measure
Voter Pamphlet Statement Pro/Con Committee Appointments

Every four years the law requires that residents of Houghton vote on whether the Houghton Community Council should continue to exist. To that end, the Houghton Community Council approved Resolution 2021-3 at their March 22, 2021 meeting, placing the measure on the ballot. As part of the ballot measure information in the voter pamphlet, the Council must appoint individuals to write statements in favor of, and in opposition to, the ballot measure. On July 6, 2021 a press release was issued for volunteers for these committees, with a deadline of July 22, 2021.

King County Elections' Jurisdiction Manual states that the committees shall have no more than three members. However, a committee may seek the advice of any person or persons. Members shall be appointed from persons known to favor or oppose the measure as appropriate. The committees should each select a spokesperson for that committee. Members of the committees should not be drawn from the legislative authority of the jurisdiction sponsoring the ballot measure, or from members of its staff, in order to avoid any appearance of a conflict of interest. If the jurisdiction is unable to identify persons to serve on either of the committees, the Council must notify King County Elections, detailing efforts made to establish the committees, and they will publish a statement to that effect in the pamphlet.

The committee appointment forms must be submitted to King County no later than August 3, 2021. The committees' statements are due on August 10, 2021.

The following have expressed interest in appointment to the committee advocating approval (PRO): Heidi Donovan, Jennifer Loy, and Marv Scott.

The following have expressed interest in appointment to the committee advocating rejection (CON): Marjorie Carlson, Jennifer Jaeger, Beverly Marcus, and Dave Russell.

The Council should make a motion to appoint any of these individuals to the appropriate committees this evening (up to the maximum of 3). The City Clerk will then prepare the appointment form for submittal to King County and contact the individuals to provide them with the information they will need to complete their tasks.