

RESOLUTION R-5368

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND  
ADOPTING THE 2019-2021 PLANNING WORK PROGRAM.

1 WHEREAS, the Kirkland City Council and the Kirkland Planning  
2 Commission met at a joint meeting on March 5, 2019 to discuss the  
3 proposed 2019-2021 Planning Work Program (Work Program); and  
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5 WHEREAS, the Houghton Community Council reviewed the Work  
6 Program at its meeting on February 25, 2019; and  
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8 WHEREAS, the Planning Commission was consulted about the  
9 Work Program and provided its expertise, review and recommendation.  
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11 NOW, THEREFORE, be it resolved by the City Council of the City  
12 of Kirkland as follows:  
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14 Section 1. The Work Program shall be established as shown in  
15 Attachments A and B of this Resolution.  
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17 Section 2. The Work Program shall be generally used by the City  
18 staff and Planning Commission in scheduling work tasks, meetings, and  
19 hearings.  
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21 Section 3. A copy of this Resolution and Work Program shall be  
22 distributed to the Planning Commission, Parks Board, Transportation  
23 Commission, Design Review Board, Neighborhood Associations,  
24 Chamber of Commerce, and Houghton Community Council.  
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26 Passed by majority vote of the Kirkland City Council in open  
27 meeting this 2nd day of April, 2019.  
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29 Signed in authentication thereof this 2nd day of April, 2019.

  
Penny Sweet, Mayor

Attest:

  
Kathi Anderson, City Clerk

Table 1: In-progress Projects

Name/Description	Date Initiated	Estimated Duration	Notes
<u>Update Tree Regulations</u> . This task entails a comprehensive update of Chapter 95 of the Kirkland Zoning Code.	May 2018	1 year	This will require fairly intensive implementation (e.g., staff/community education, revised handouts) now shown explicitly on schedule.
<u>Update Kirkland Municipal Code Related to Enforcement of Tree Regulations</u> . Update tree-related code enforcement fine provisions of the Kirkland Municipal Code 1.12.100. This task will re-commence upon adoption of Kirkland Zoning Code Chapter 95 amendments.	July 2019	3 months	Follows adoption of KZC 95 tree code amendments. PC/HCC review not needed.
<u>Consider Revising Floor Area Ratio (FAR) and Lot Coverage Regulations</u> . This task will involve a review of best practices across the region in establishing FAR and lot coverage standards and calculating achievement of these standards. Other regulatory tools for achieving high-quality urban design may also be evaluated as part of this task.	February 2018	1 year	
<u>Miscellaneous Code Amendments</u> . This category includes amendments to the Zoning Code to reflect current practice, clarify sections of the Code, and promote good planning principles.	March 2018	Ongoing	Note that some zoning code amendments listed independently in these tables, such as the FAR/Lot Coverage project, derived from the initial list of misc. amendments.
<u>Sign Code Update</u> . The Sign Code would be updated to clarify rules, enhance aesthetics, reduce visual clutter, and integrate recently-completed work on A-frame signs.	July 2018	1.5 years	
<u>Housing Strategy Tasks: Missing Middle Housing</u> . This project involves amending the City's duplex, triplex, and cottage regulations to encourage an expansion of the supply of these housing types.	July 2018	1 year	This project is also a follow-up to the updated neighborhood plans, which contain policies promoting more compact housing. Implementation of code amendments not explicitly shown in schedule.

<b>Name/Description</b>	<b>Date Initiated</b>	<b>Estimated Duration</b>	<b>Notes</b>
<b>Housing Strategy Tasks: ADUs.</b> This project involves amending the City's ADU regulations, and would be paired with "ADU Project," below.	July 2018	1 year	This project is a follow-up to Planning and Building's Innovation Intern research last summer into best ADU practices. It's also a follow-up to the updated neighborhood plans, which call for more ADUs. Implementation of code amendments not explicitly shown in schedule.
<b>Shoreline Master Program Periodic Update.</b> The Shoreline Master Program, which manages shoreline resources and development in Kirkland, will be updated to comply with State rules and be consistent with best practices for shoreline protection. The update would incorporate the recently-adopted Zoning Code Chapter 90 (Critical Areas Regulations) to ensure consistency between the Shoreline Master Program and Zoning Code.	August 2018	1 year	
<b>King Conservation District Stormwater Modeling Project.</b> Kirkland was selected as a pilot city for a regional study assessing how trees mitigate stormwater runoff, involving coordination with Planning and Public Works staff.	May 2018	10 months	The completed Tree Canopy Assessment was completed with data from this project.
<b>Sustainability Master Plan.</b> Environmental and sustainability concepts are found in numerous City policy documents, including the Comprehensive Plan, Natural Resource Management Plan, and Climate Action Plan. This task would involve preparation of a Sustainability Master Plan to better coordinate the various plans with sustainability elements and ensure that sustainability and environmental protection are consistently integrated into all City activities.	December 2018	1+ year	Scope of work will be influenced by discussion at Council Retreat on March 1.
<b>Totem Lake Design Guidelines.</b> This task involves updating the design guidelines to ensure a high urban design standard within the Totem Lake area.	December 2018	6 months	Respond to City Council comments from February. Additional revisions will be needed. Per Council request take

Name/Description	Date Initiated	Estimated Duration	Notes
			to Design Review Board for review and comment.
<u>Rose Hill Business District, North Rose Hill, Residential Design Guidelines.</u> Minor amendments to implement new Rose Hill Neighborhood Plan.	December 2018	6 months	Respond to City Council comments from February. Additional revisions will be needed. Per Council request take to Design Review Board for review and comment.
<u>Rose Hill Business District Zoning Code amendments.</u> Amendments to implement new Rose Hill Neighborhood Plan.	December 2018	5 months	City Council adoption in April.
<u>Critical Areas: Geologically Hazard Areas Regulations -- Adjustments.</u> Revisions to the regulations in response to "real world" implementation of the regulations.	June 2019	4 months	

**Table 2: Not-yet-initiated Projects**

Name/Description	Estimated Start Date	Estimated Duration	Notes
<u>Kingsgate Park and Ride</u> . This task involves the development of Zoning Code regulations to implement Comprehensive Plan policy direction in support of transit-oriented development at the Kingsgate Park and Ride. Regulations will be designed to incorporate the conclusions of the Sound Transit-funded feasibility study, in-progress as of January 2019.	February 2019	6 months	Estimated completion date: July 2019.
<u>Corrections to Regulations for Critical Areas: Wetlands, Streams, Minor Lakes, Fish and Wildlife Habitat Conservation Areas and Frequently Flooded Areas</u> . This task involves making corrections to the Critical Areas Regulations based on observations made and public input received during implementation of the latest revised Critical Areas Regulations.	January 2020	6 months	
<u>Downtown Urban Growth Center Designation</u> . This Work Program task would entail exploration of Downtown as an Urban Growth Center, requiring analysis of geographical features, infrastructure, amenities, jobs/housing mix, and walkability. If an Urban Growth Center designation is pursued, text in the Comprehensive Plan would require revision.	July 2019	6 months	



**Table 3: New Projects**

Name/Description	Estimated Start Date	Estimated Duration	Notes
<u>ADU Project</u> . This project, which is intended to encourage the development of ADUs, would involve three discrete tasks: 1) hiring architects through an RFP process to create three pre-approved design and construction ADU plans, which could then be given out or sold inexpensively to the public; 2) establishing a program to waive up to \$5,000 of permit fees for the first 10 applicants to use the pre-approved plan prototypes; and 3) developing new educational resources that would help people navigate the ADU design, permitting, development, and rental processes. \$100,000 was allocated for this project in the adopted 2019-20 City budget.	February 2019	1 year	
<u>Update Neighborhood Plans for Market, Market Street Corridor, Norkirk, and Highlands</u> . This project entails updating three plans for neighborhoods generally north of Downtown and potential code amendments/rezones (if necessary).	January 2019	1+ year	Staff's initial thoughts are that the four plans would be updated using one unified process, but the outcome would be four independent neighborhood plans (i.e., they would not be combined).
<u>Update Neighborhood Plan for Moss Bay</u> . This project would involve an update of the Moss Bay Neighborhood Plan, and would be paired with designation of Downtown as an Urban Growth Center (see above).	October 2019	1-2 years	
<u>Streamline Regulations for Public Projects</u> . With the City's recent adoption of the largest Capital Improvement Program in history, it will be essential to make planning and permitting processes for public projects as streamlined as possible. This project would focus on revising permitting processes and identifying possible candidate project types for permitting supervision by Public Works, while ensuring that environmental/neighborhood factors are considered.	April 2019	1 year	
<u>Bridle Trails Shopping Center Plan</u> . This project would involve the preparation of a developer-initiated plan to allow mixed use development up to five stories on the shopping center site and would include	July 2019	1-2 years	The plan would address grocery store and signage requirements, open space, and additional performance criteria.

Name/Description	Estimated Start Date	Estimated Duration	Notes
development standards, design guidelines, and a design program encompassing all properties within the neighborhood center.			
<u>Station Area Plan</u> . An offshoot of the updated Rose Hill Neighborhood Plan, this project would involve a comprehensive planning effort for the area surrounding the proposed bus rapid transit station at I-405/NE 85 <sup>th</sup> Street.	October 2019	2 years	The plan would encompass architectural/design, transportation, economic, and land use considerations. It was placed on the City Council's Work Program.
<u>Amend Cross Kirkland Corridor Design Guidelines</u> . KZC 115.24 (CKC/Eastside Rail Corridor – Supplemental Development Standards for Adjoining Properties) would be amended to ensure optimal design outcomes for development along the CKC. Lessons learned since adoption of the standards would be considered.	January 2021	8 months	
<u>Holmes Point Overlay</u> . The Holmes Point Overlay code amendments would be reinitiated after completion of the city-wide tree code (KZC 95) and related code enforcement (KMC 1.12.100) updates.	October 2019	6 months	Duration does not include previous work on HPO amendments. This project would start after the tree code amendments/related code enforcement regulations are adopted. Substantial implementation required, not reflected in schedule.
<u>Urban Forest 6-Year Work Plan Update</u> . As an adaptive management plan, efforts towards Plan implementation should be reviewed every 6 years to monitor/report progress and establish new priorities to remain effective and relevant through 2037.	April 2020	1-2 years	A 2019 update was identified in the Urban Forestry Strategic Management Plan (p. 56-58). Involves multiple departments.
<u>PUD Valuation Tool</u> . This project is a follow-up to the PUD code amendments that staff and the Planning Commission worked on earlier in 2018. It would involve partnering with an economic consulting firm or academic organization to develop a tool to ascertain the value of a PUD's proposed public benefits against the value of deviations from code	January 2020	9 months	

Name/Description	Estimated Start Date	Estimated Duration	Notes
requirements to a developer. \$40,000 was allocated for this project in the adopted 2019-20 City budget.			
<u>Citizen Amendment Request.</u> Citizen Amendment Requests (CARs) may be submitted to amend any aspect of the Comprehensive Plan such as the land use map, the general elements, or a neighborhood plan. A citizen-initiated proposal may also request an amendment to the Zoning Map and the Zoning Code that is associated with the Comprehensive Plan amendment. CARs involve a two-phase process: 1) a threshold determination made by Planning Commission (and Houghton Community Council, if applicable) to determine if the amendment should move forward for further evaluation; and 2) the second phase, during which the proposal is evaluated further and considered for adoption.	January 2019	1 year	Three CARs were submitted in 2018.
<u>Evaluation of CAR Process.</u> This project would involve evaluating the existing CAR process to improve the interface of CARs with the neighborhood planning process, while allowing desirable CARs to be more nimbly processed.	January 2020	6 months	
<u>Capital Facilities Plan Annual Update.</u> Mandated by the Growth Management Act, the City's multi-year Capital Facilities Plan must be reconciled annually with the 6-year Capital Improvement Program and Biennial Budget.	August 2019	4 months	



## 2019 - 2021 Planning Work Program Schedule (updated March 22, 2019)

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