

CITY OF KIRKLAND Planning and Building Department 123 5th Avenue, Kirkland, WA 98033 425-587-3600

MEMORANDUM

То:	Planning Commission
From:	Jeremy McMahan, Deputy Director, Planning and Building Janice Swenson, Senior Planner David Barnes, Senior Planner
Date:	March 31, 2021
Subject:	Moss Bay and Everest Neighborhood Plan Update, File: CAM21-00072 #3

Recommendation

Receive a staff presentation and provide direction on the process outlined in this memo to update the Moss Bay and Everest Neighborhood Plans in 2021.

Background Discussion

A key project on the 2021 Planning Work Program is updating the existing <u>Moss Bay</u> and <u>Everest</u> Neighborhood Plan chapters of the Comprehensive Plan. Neighborhood Plans are updated on a rotating basis and set forth the vision, goals and policies for the future growth of the areas for the next 10-20 years within the context of the citywide General Elements in the Comprehensive Plan. Revised neighborhood plan policies often result in changes in land use and zoning, code amendments, or new capital projects. Community-Initiated Amendment Requests (CAR) for changes in land use/rezones may be submitted and considered with neighborhood plan updates. Aerial maps showing the Moss Bay Neighborhood boundaries are contained in Attachment 6 and Everest Neighborhood in Attachment 7.

The last major update to the Everest Plan occurred approximately 20 years ago, although the plan was updated as part of the 2015 update to the Comprehensive Plan. In addition, policies and code amendments for the Houghton-Everest Neighborhood Center (HENC zones) commercial area along NE 68th Street were completed in 2017. The last major update to the Moss Bay Plan was approximately 13 years ago, although like the Everest Plan, the Moss Bay Plan was also updated as part of the 2015 Comprehensive Plan Update. The following is a chronological list of plan updates and studies that are relevant to Downtown Planning:

- 1970: Central Business District Plan
- 1987: Downtown Plan
- 1992: Higher Density Rezones implementing vision of Downtown Plan
- 1997: Downtown Plan Amendments in response to building height concerns resulting from Downtown Plan and zoning

- 2001: Downtown Strategic Plan to pursue public and private initiatives to implement the community vision
- 2008: Downtown Plan update as part of Moss Bay Neighborhood Plan
- 2015: Neighborhood plans updated as part of 2035 Comprehensive Plan
- 2019: Greater Downtown Plan adopted by City Council and King County Council to acknowledge the role of the greater Downtown area in meeting land use and transportation goals identified in the Comprehensive Plan and Countywide Planning Policies

Planning Process

Developed in 2018, the Neighborhood Plan Update Framework document (Attachment 1) is a "handbook" used by staff and the community to guide the planning process. The Framework has been modified for this year's update process and contains the expectations for process, scope of work for each neighborhood, a tentative schedule, a "cookbook of policy questions" to consider, a public outreach plan, and a new item, an Equity and Inclusion Assessment (EIA) for the plans.

The goal is to complete the updated neighborhood plans by the end of the year to be adopted with the other annual amendments to the Comprehensive Plan. To keep on schedule, the public outreach process and meeting schedule for both plans will be combined (for example, we will try to bring the two plans to the same Board and Commission meetings). The processes will diverge with separate Working Groups and workshops in order to dive deeper into study issues and keep the size of the Working Groups and workshops (likely virtual) more manageable. Preliminary study issues for each neighborhood are discussed below.

Diversity, inclusive and equitable objectives

In response to the passage of Resolution R-5432 and R-5240 in 2020, staff received strong direction from City Council that future neighborhood planning processes should involve more diverse participation from communities of color (BIPOC) and other typically non-represented groups including: Blacks, Indigenous, Immigrants, faith based, renters, human services, social justice and affordable housing, businesses, non-resident interest groups, and young people.

To help with this effort, staff has gathered demographic information about the people who live in each neighborhood including age, population, race, ethnicity, number of households, household income, housing ownership/renters, from the 2010 Census and 2025 projections (source: ESRI (a geographic information system and data resource company) (see Attachments 4 and 5).

In addition to including greater diversity in participation, the Council requested, when revising neighborhood plan policies and text, that staff and the community ensure that the revised plans reflect:

- text narrative that is welcoming to those who live or work outside the boundaries of each neighborhood, including households who may desire to live in the neighborhood;
- support for citywide Missing Middle Housing (MMH) and affordable housing policies in the Housing Element, the Housing Strategy Plan objectives, and adopted MMH and Accessory Dwelling Unit code regulations;
- support for other citywide goals and policies; and
- recognition of the First Peoples who lived in the area prior to white settlement of Kirkland.

Staff learned a great deal from last years' neighborhood plan update experience working with the City's equity consultant on the "equity scrub" process and how to apply these principles with this year's updates. Staff continues to work with the City Manager's office to improve in these efforts. For example, staff will prepare an Equity Impact Assessment (EIA) at the beginning and end of the process (see Attachment 1 EIA section and template in Attachment 2). Staff will strive to convey these objectives throughout the process.

Working Groups

Members of the two small Working Groups are in the process of being selected to work closely with staff throughout the process. Their role is as a conduit between staff and their fellow community members in the neighborhood and broader community, and they are expected to attend Planning Commission and other public meetings, and to review draft plans. The Neighborhood Plan Update Framework document (Attachment 1) describes in more detail the membership and role of the Working Group. In selecting the representatives for the Working Groups, we are trying to recruit a diverse range of interests (including youth and faith-based representatives) and perspectives to bring to the process while keeping the groups a manageable size.

Public Outreach Plan

The Framework document in Attachment 1 describes the schedule and public outreach plan for the neighborhood plan process. Planned outreach includes mailing postcards to all residents and property owners in both neighborhoods, issuing email announcements, conducting an online survey, conducting separate workshops for each neighborhood (visioning and issue identification), installing public notice signs throughout the neighborhoods, holding meetings with Boards and Commission, and other opportunities. Planning staff will send out email announcements and coordinate with the communications team in the City Manager's office to issue media releases.

Preliminary study issues unique to each area

Potential study issues of concern to each neighborhood will be gathered from results of the online survey, workshops and public comments received. Staff has identified the initial scope of work and preliminary issues to study below:

Moss Bay Neighborhood Plan (moderate level of revision is expected)

- study inclusionary zoning (affordable housing) requirements
- evaluate opportunities to increase diversity of business types and vibrancy of the commercial district
- evaluate rules governing ground floor retail/commercial uses
- identify policy considerations surrounding parking requirements
- identify policy considerations surrounding a future Downtown foot ferry terminal
- policy and land use changes may be considered due to connection of downtown to the Bus Rapid Transit (BRT) station at NE 85th Street/I-405 and the larger Station Area Plan
- evaluate policies related to public use of rights-of-way and festival streets
- other policy and land use changes may be considered after completion of a downtown market analysis
- reformat the existing text to be consistent with current format for plans
- ensure that the intent and language used reflect Kirkland's values as a welcoming, inclusive, and equitable City
- create a vision statement (the existing plan has one for the Downtown Plan)
- re-evaluate, prioritize, transform the existing text headings into policy statements
- revise to describe the current land uses; changes since the last update
- add historical text about area and recognize the First People of Kirkland
- evaluate potential for expanding home-based occupations

Everest Neighborhood Plan (low level of revision is expected)

- reformat the existing text to be consistent with current format for plans
- ensure that the intent and language used reflect Kirkland's values as a welcoming, inclusive, and equitable City
- re-evaluate, prioritize, transform the existing text headings into policy statements
- evaluate potential for expanding home-based occupations
- revise to describe the current land uses; changes since the last update
- create a vision statement (the existing plan does not have one)
- add historical text about area and recognize the First People of Kirkland
- support pedestrian connections to the future BRT Station at NE 85th Street
- policy and land use changes may be considered due to connection of downtown to the Bus Rapid Transit (BRT) station at NE 85th Street/I-405 and the larger Station Area Plan

Status of Project

The following tasks have been completed <u>or</u> are in-progress:

- ✓ January Project kick off
- ✓ Neighborhood Plan Update Framework (Attachment 1)
- ✓ Neighborhood Association Board and General meetings
- ✓ Soliciting Work Group members
- Project webpages live: <u>Moss Bay Neighborhood Plan</u> and <u>Everest Neighborhood</u> <u>Plan</u>
- ✓ Email List servs created on each webpage to sign up to receive announcements

- ✓ Kirkland Chamber of Commerce Policy Committee meeting
- ✓ Inter-departmental staff meeting
- ✓ Kirkland Youth Council meeting
- ✓ Demographic data from ESRI (see Attachments 4 and 5)
- ✓ Draft survey questions (see Attachment 3)
- ✓ Draft Equity Impact Analysis (EIA) (see Attachment 2 for template)
- \checkmark Public notice signs installed throughout the two neighborhoods (5 locations)
- ✓ City wide media announcement

Next Steps (See Attachment 1, Table 2, Schedule)

- April 20 City Council briefing
- Conduct first Working Group meetings
- Mail postcards to property owners and residents encourage participation, survey, workshop dates
- Issue survey
- Organize and conduct workshops
- Planning Commission, Boards and Commission study sessions (Transportation Commission on April 28)
- Draft Plans for public comment
- Late fall-early winter PC public hearing and final adoption by City Council

Questions for Planning Commission

- Does the Commission support the planning process outlined in this memo and the Framework document? Do you have additional suggestions for the process or public outreach plan?
- Does the Commission have suggested issues to study in each neighborhood that are not listed in this memo?

Attachments:

- 1. Framework Document, tables and attachments
- 2. EIA template
- 3. Draft Survey questions
- 4. Moss Bay demographic data (ESRI)
- 5. Everest demographic data (ESRI)
- 6. Moss Bay neighborhood map
- 7. Everest neighborhood map
- cc: File Number CAM21-00072 #3

2021 Neighborhood Plan Update Framework

March 8, 2021



Moss Bay & Everest Neighborhood Plan Update

In 2021, the City of Kirkland Planning and Building Department in coordination with the neighborhoods and overall community is tasked with updating the Moss Bay and Everest Neighborhood Plans. The purpose of a neighborhood plan is to establish a vision for each neighborhood over the next 20 years that promotes the citywide goals and policies in the Comprehensive Plan.

The planning and public outreach process for updating the two neighborhood plans will be on a parallel schedule for public meetings with the City's Boards and Commissions and the public outreach process. Where appropriate, staff will utilize the same public information materials and combine public involvement activities. Two separate Working Groups made up of representatives from each neighborhood association, the business community, and other community members will work with city staff to help conduct this process. The goal is to complete the update process by the end of 2021 for adoptions with other citywide amendments to the Comprehensive Plan. Follow-up code amendments may be necessary to implement new policies in 2022.

Examples of known policy changes to consider with the Plans include: updating the Moss Bay Neighborhood Plan related to the King County Countywide Planning Policies designation of the Greater Downtown as an Urban Center, conducting a market analysis, studying how more affordable housing can be provided in the Downtown, reevaluating parking and ground floor retail strategies, and fostering equity and inclusion. Both Plans will need to include revised policies (such as land use changes, pedestrian connections, transportation improvements) reflecting recommendations from the Station Area Plan when it is completed.

Purpose of the Neighborhood Plan Update Framework

This document provides the scope of work, planning steps, questions to consider, plan outline, public outreach plan, and schedule for the process. This document is intended to help structure the formulation of neighborhood plans to make them more streamlined while still benefitting from strong public input that reflects the community's vision. This framework seeks to implement Comprehensive Plan¹ Implementation Strategy NP.4:

¹ The Comprehensive Plan establishes a vision, goals, policies, and implementation strategies for managing growth in Kirkland over the next 20 years.

Develop a comprehensive template for future neighborhood plans that provides a framework for policies addressing the possible range of issues unique to each neighborhood, recognizing that not all template items will be applicable to all neighborhoods. The intent is to make the neighborhood plans concise and streamlined.

The City seeks to complete an update to each neighborhood plan within an 8-year timeframe. Instead of devising a new update process each time, this framework will provide a loose structure from which the community and City staff can work through neighborhood plan updates.

Special note: this framework is intended to be a starting point, not a rigid structure, and the specific needs of individual neighborhoods may lead to deviations from this framework (while being consistent with and supportive of Citywide policy). The intent is to guide the updating of neighborhood plans while:

- Identifying and incorporating the diverse aspirations of Kirkland's neighborhoods;
- Focusing on the specific ways each neighborhood will implement the Comprehensive Plan;
- Minimizing redundancy between neighborhood plans and the Comprehensive Plan; and
- Doing the above as efficiently as possible to maintain public interest in the process and complete all the plans on time.

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1. Expectations for Process

Preparation of a neighborhood plan update requires strategic coordination between the neighborhood community, other stakeholders, and City staff. This Framework is predicated on key responsibilities and expectations being achieved by the participants. Table 1 summarizes fundamental expectations for a productive and efficient neighborhood plan update process.

Expectation	Community Member Responsibility	Staff Responsibility
Baseline Knowledge/ Education	Come to meetings with an open mind and a collaborative attitude. Be open to learning about the neighborhood plan process, including what a neighborhood plan can achieve as well as its limits. To maximize your participation and contribution for this effort: read and understand your existing plan, think about if any changes are needed, familiarize yourself with basic principles of land use planning and urban design, and learn about the roles and responsibilities that communities have in accommodating growth anticipated for the region, and doing so in an equitable and inclusive way.	Establish clear expectations with neighborhoods regarding the scope of work of the update, expectations for input, and expected background knowledge (including baseline knowledge of the existing plan and underlying strengths/weaknesses of the neighborhood). Disseminate online tutorials, videos, and a digest of the existing plan to help neighborhoods become more familiar with the planning process and regional growth targets and review basic planning principles at initial meetings. Educate the community about the planning process via workshops, lectures and other means before, during, and after the plan formulation process. Create and update a neighborhood planning website – a resource that community members can access for baseline education about the City's plans, planning framework, and planning best practices.
Schedule	Recognize that the neighborhood plan is on a strict timeline so that every neighborhood plan in the City can be updated once every 8 years. Actively help to achieve this schedule by raising issues of concern early in the process – preferably by the time the first draft of the plan is presented to the community.	Clearly communicate expectations regarding schedule, help to identify and address concerns early in the process, and provide for meaningful public feedback.

Table 1: Expectations for Process

Expectation	Community Member Responsibility	Staff Responsibility
Public Outreach	Recognize that staff is undertaking thorough public outreach, but that no outreach is as effective as word of mouth. Visit and talk to your neighbors and members of your community that may be underrepresented in the planning process and encourage then to get involved in the planning process.	Undertake a robust, inclusive public outreach process that reaches members of the community who wouldn't typically be active participants in a plan update (including business/property owners, employees, other non- residents, apartment residents/renters, people of color, youth). Find an appropriate balance of technological outreach (e.g., web surveys, email list serves) and in-person meetings to foster meaningful input. Consider who might be impacted or benefited by the project. Consider outcomes that eliminate or minimize impacts and maximize benefits. Document public comments and measure success and limitations.
Working Group	Establish a clear and open communication channel between the Working Group and community members. The Working Group should actively seek to reconcile competing ideas, so staff has clear direction on the plan update, and take "ownership" of the plan. The Working Group will also be expected to present the plan at public meetings, including to Planning Commission, City Council and the Houghton Community Council, as warranted. It is anticipated that the Working Group will meet three-four times as a group in addition to attending public meetings.	Staff will recruit and select Working Group members to be sure there is a diverse group of people and interests represented on the update process. The Working Group should be comprised of 1-2 people from each of the following communities such as: neighborhood association, residents, property owners (residential/commercial), businesses, employees, non-resident interest groups, young people, elderly, Black, Indigenous, Immigrants, and People of Color (BIPOC), faith based, renters, human services, social justice, affordable housing organizations. Staff will establish a clear and open communication channel between staff, the Working Group, and community members. Make sure that decision making is transparent and that major drafts of plan updates are presented in a public forum.
Vision	Think broadly about what your vision is for your neighborhood, focusing on big-picture ideas and not plans for specific properties. Consider the need for plan amendments from the perspective	Help reach consensus on a vision for the neighborhood, maintaining a focus on overarching ideals for the future of the neighborhood.

	of the entire neighborhood and,	
	the broader community, not just	
	the issues that you're most	
	interested in.	
Expectation	Community Member	Staff Responsibility
	Responsibility	
Plan Drafts	Understand that any up-front	Transparently identify and
	work conducted by staff on	communicate: a) changes that have
	administrative drafts of plans is	been made to an existing plan; b) the
	intended to help guide the	rationale for the changes; c) the
	planning process and not	derivation of those changes (i.e., public
	presuppose the outcome. Help	comment, Comprehensive Plan
	staff build a plan that's reflective	policies); and d) points of disagreement
	of the community's vision by	or where there is uncertainty. Be
	communicating ideas about plan	upfront when there is competing
	changes early in the process,	direction on plan changes and clearly
	listening to your neighbors,	describe how the plan was changed.
	actively seeking out feedback from	
	community members who may not	
	be actively involved in the	
	planning process, and being	
	sensitive to legal, economic, and	
	other constraints on plan	
	formulation. Recognize that the	
	City Council (based on a Planning	
	Commission recommendation) will	
	have a final say on the content of	
	the plan.	
Plan Scope	This is the community's plan, and	Foster a plan development process that
	it should reflect the aspirations of	is adapted to the needs of the
	the neighborhood, but keep in	neighborhood and educate the
	mind that the Comprehensive Plan	neighborhood about City-wide policies
	provides an overarching vision for	in the Comprehensive Plan and
	the City, and neighborhood plans	elsewhere, along with regional growth
	should be consistent with that	objectives, that should guide the
	vision. The plan should not	formulation of the plan.
	replicate or repeat policies in the	
	Comprehensive Plan.	

2. Scope of Work

This section includes the scope of work for the Moss Bay and Everest neighborhood plan update as a starting point for identifying key steps in the process, milestones, and opportunities and methods for public input. Some ongoing tasks (e.g., some internal meetings, creation of a project website) are not explicitly listed here but are important to the overall process. "Planning staff" may also include the use of consultant assistance. **Task 1: Internal Kick-off Meetings.** Planning staff will hold several meetings with representatives of different City departments to identify stakeholders, and discuss expectations regarding the scope of work, planned projects in the vicinity, necessary background data, and the overall schedule for the project. (Deliverables: agendas, stakeholder list, list of information needs)

Task 2: Prepare Preliminary Scope/Schedule/Outreach Plan/EIA. Planning staff will prepare a preliminary scope of work and schedule, using the materials in this framework. The scope of work will also include a detailed public outreach plan. The scope will begin with development of the Equity Impact Assessment (EIA) at this stage (see Section 7 below), designed to foster meaningful, focused input while reaching members of the community that may not be typically actively involved in a neighborhood planning project, including property/business owners, employees, non-resident interest groups, young people, the elderly, and Black, Indigenous/Immigrants, and People of Color (BIPOC). (Deliverables: scope of work, schedule, public outreach plan, draft EIA)

Task 3: Prepare Background Data. As part of this task, Planning staff will begin to collect background data and compile a fact sheet about the neighborhood and base map. The fact sheet could include information about socio, economic, racial data, the potential for enhanced transit service, opportunities for bike and pedestrian linkages to achieve the City's 10-minute neighborhood walk goal, likely growth in the area, environmental issues, tax revenue generation, and other data to help understand how the neighborhood functions in the City as a whole. Data collection and compilation, including the preparation of technical studies such as economic and transportation reports, will extend across all the subsequent tasks. (Deliverables: fact sheet, base map, technical reports, and associated educational resources)

Task 4: External Project Kick-off Meeting-Working Group Planning staff will meet with the Working Group (See Table 1) to discuss expectations regarding the project schedule, public outreach plan, education plan, EIA, overall process, and to get input on stakeholder lists. A tour of each neighborhood may be conducted with the Working Group to discuss issues. Two-three additional meetings are likely to discuss study issues and the draft Plans. (Deliverables: meeting agenda, preliminary stakeholder list, and preliminary outreach/education plan)

Task 5: Release Neighborhood Survey. Working collaboratively, with Planning staff taking the lead, Planning staff and the Working Group will produce and disseminate a neighborhood survey to identify information about existing conditions (which could include walk routes, gathering places, connectivity and environmental issues) and areas where change can best be accommodated. (Deliverables: neighborhood survey, and notifications about survey)

Task 6: Attend Neighborhood Association Meeting. Planning staff and the Working Group will attend neighborhood association meetings to describe the overall planning process, identify expectations for the scope of work and schedule from both

staff and the neighborhood, and seek input on big-picture thoughts related to the neighborhood plan update. (Deliverables: handouts)

Task 7: Community-Initiated Amendment Requests (CAR). Formal Community-Initiated Amendment Requests (CARs) for change in land use, rezone, or code amendment related to their property will be considered as part of the plan update, but changes to the land use designations or development regulations that apply to individual properties will be considered in the context of the community's vision for the plan. Early submittal of the applications will ensure there is adequate time to study the request, receive a threshold determination from the Planning Commission and City Council on which have merit for further study, to receive public input on the proposal and evaluation of the request for compatibility with the neighborhood's revised vision statement. (Deliverables: applications, handouts, presentation materials)

Task 8: Conduct Visioning Workshop. Planning staff and the Working Group will conduct a visioning workshop to help ascertain the type and degree of change that is desired in the neighborhood, gathering information to draft a revised vision statement and study issues suggested by participants. Ideally, CAR requests would be introduced to the public (Deliverables: handouts, presentation materials, draft vision statement)

Task 9: Present Preliminary Issues to Planning Commission. This task will involve a check-in with the Planning Commission if warranted, to confirm the key issues that will be addressed in the neighborhood plan update. The Planning Commission's overarching objectives for the planning process (both substance and process) should be discussed at this meeting, and the community will be able to voice concerns about neighborhood issues that relate to the plan update. (Deliverables: draft scope/schedule)

Task 10: Present Preliminary Issues to City Council. As a follow-up to the previous task, Planning staff will present the key issues, CAR requests that will be addressed in the neighborhood plan update to City Council. The City Council's overarching objectives for the planning process (both substance and process) should be discussed at this meeting, and the community will be able to voice concerns about neighborhood issues that relate to the plan update. (Deliverables: final scope/schedule)

Task 11: Prepare Draft Plan #1. Based on information gathered at the previous meetings, the neighborhood survey, the visioning workshop, Working Group and background research, Planning staff will prepare Draft Plan #1. Depending on the volume of changes, Draft Plan #1 may be a mark-up version of the existing neighborhood plan. (Deliverables: Draft Plan #1)

Task 12: Present Draft Plan #1 to Community. Planning staff and the Working Group will present Draft Plan #1 to the community and will seek input on this first draft of the revised plan, including any major planning issues that should be addressed in the plan. The format of the meeting should take into account expected participation and the level of change in the draft document, but could take the form of listening sessions, topical/small group discussions, story boards, and/or large group discussion

Task 13: Check-in with Boards and Commissions. Planning staff will present Draft Plan #1 to City boards and commissions, including the Transportation Commission and Parks Board, to collect early feedback on issues of concern. (Deliverables: presentation materials)

Task 14: Submit Written Comments on Draft Plan #1. Planning staff will convey comments from the community, boards, and commissions to the Working Group. The Working Group will provide another round of review, taking into account input from the previous meetings, and provide one set of written comments on Draft Plan #1 to City staff. These comments should seek to resolve contradictory comments to the extent possible. (Deliverables: comments on Draft Plan #1)

Task 15: Prepare Draft Plan #2. Based on written and verbal comments collected from the neighborhood and Working Group since publication of Draft Plan #2, along with data from neighborhood survey #2, Planning staff will prepare Draft Plan #2. (Deliverables: Draft Plan #2)

Task 16: Present Draft Plan #2 to Community for comment. Planning staff and the Working Group will present Draft Plan #2 to the community and will seek input on this second draft of the revised plan. The format of the meeting should take into account expected participation and the level of change in the draft document, but could take the form of listening sessions, topical/small group discussions, story boards, and/or large group discussion. Planning staff will collect all public comments received and share them on the project website. (Deliverables: handouts, presentation materials)

Task 17: Present Draft Plan #2 to Other Commissions. Planning staff would present Draft Plan #2 to City boards and commissions, including the Transportation Commission and Parks Board. Any comments generated by these commissions would be presented to the Planning Commission, and City Council. (Deliverables: presentation materials)

Task 18: Planning Commission Study Session. Planning staff and the Working Group will present Draft Plan #2 to the Planning Commission, as warranted, in a study session. The focus of the meeting will be confirming that the plan is on the right track and identifying areas where the plan could be improved. (Deliverables: presentation materials)

Task 19: Prepare Draft Plan #3 and Code Amendments. Based on written and verbal comments collected from the neighborhood, the Planning Commission, if warranted, Planning staff will prepare Draft Plan #3 and associated amendments to the Zoning Code, Municipal Code, and City standards and procedures depending on scope of amendments and if schedule permits). (Deliverables: Draft Plan #3)

Task 20: Publish State Environmental Policy Act (SEPA) Addendum. This scope of work assumes that an Addendum to the Environmental Impact Statement (EIS) prepared for the Kirkland 2035 Comprehensive Plan Update would be the appropriate level of environmental documentation for a neighborhood plan update. An Addendum typically comprises a short report analyzing changes to a plan that do not result in new

significant environmental effects. Planning staff would prepare such an Addendum as part of this task. (Deliverables: Addendum)

Task 21: Department of Commerce Review Complete. This task involves a 60-day notice and review of the draft neighborhood plan update by the State Department of Commerce. Any substantive comments made by the Department of Commerce on the draft plan would be addressed prior to City Council adoption of the plan. (Deliverables: Response to comments from Department of Commerce)

Task 22: Planning Commission Public Hearing. At this public hearing, the Planning Commission would make a recommendation to the City Council regarding adoption of the neighborhood plan update and associated Code amendments. (Deliverables: staff report and presentation materials)

Task 23: City Council Study Session/City Council Adoption. These tasks would entail the meetings leading up to adoption of the neighborhood plan update and associated Zoning Code amendments. There may be 1-2 meetings associated with this task. (Deliverables: staff report, presentation, final Comprehensive Plan and Zoning Code amendments)

3. Schedule

Table 2 (attached) is the tentative schedule for the neighborhood plan update. It is anticipated that these two plans could have a low to moderate level of change over the next 8 years because there is a limited scope of issues that need to be addressed in the update. As with any neighborhood plan update, if land use changes or code amendments are recommended it may take longer to complete. Therefore, while the goal is to accomplish the update in one year's time, it may take 1.5 years to complete.

4. Plan Outline

This section presents the desired outline for the neighborhood plan. This standard template for plan organization establishes a framework for the scope and topics considered in the plan update. Ultimately, the plan update should be concise, and descriptive text should be reduced or eliminated in favor of using maps/graphics to illustrate existing conditions and policy priorities.

- I. Overview and Neighborhood Facts
- II. Vision Statement
- III. Historical Context (include text regarding First People of Kirkland Duwamish Tribe); see Market Neighborhood plan for example.
- IV. Land Use
 - a. Introduction
 - b. Existing and proposed Land Use Map
 - c. Policies
- V. Natural Environment
 - a. Introduction
 - b. Existing Geological Hazardous Areas, Wetlands, Streams, Lakes Maps

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- c. Policies
- VI. Parks and Open Space
 - a. Introduction
 - b. Describe existing and potential new parks and open space areas
- VII. Transportation
 - a. Introduction
 - b. Existing and proposed Street Classification, Bicycle, Pedestrian Circulation System Maps
 - c. Policies
- VIII. Other Topics (one or more topics of special interest to the neighborhood)
 - a. Introduction
 - b. Existing and proposed Conditions Map
 - c. Policies

If changes to development regulations would be required to implement policies in the neighborhood plan update, the plan should be accompanied by an Implementation Plan that provides guidance on needed Municipal Code amendments. Policies in the neighborhood plan update should express the broad vision of the neighborhood and should not be mired in the minutiae of building height/setbacks and zoning in general, municipal regulations, or internal City procedures.

5. Cookbook of Policy Questions

Every neighborhood plan update should include policies that reflect the aspirations of the neighborhood. These policies should also be supportive of the overarching policies in the Comprehensive Plan. Table 3 (attached) provides a "cookbook" of questions that can be considered as part of neighborhood plan updates, keyed to corresponding Comprehensive Plan policies. This cookbook can be used as a starting point for formulating policies as part of a neighborhood plan update, and special consideration should be given to ensure that neighborhood plan policies don't restate or conflict with policies already in the Comprehensive Plan. Also, the existing Comprehensive Plan policies in Table 3 are not all-inclusive but come to mind as policies that could foster neighborhood-specific policies when plan updates are undertaken.

6. Public Outreach Plan (Attachment A)

The Public Outreach Plan in Attachment A describes the many public engagement opportunities and media channels that will be used to inform the public during the process.

7. Equity and Inclusion Assessment

When updating neighborhood plans (and other policy documents) it is important to convey the City's social justice and inclusiveness objectives stated in R-5434 (*Black Lives Matter...*) and R-5240 (*Kirkland is a safe, inclusive and welcoming city...*) adopted by City Council in 2020. Staff will draft an Equity Impact Assessment (see Task 2 above) for the plans to assess demographic data about each neighborhood and seek ways to encourage greater participation from people who have historically been underrepresented in the neighborhood planning process.

Another outcome of the EIA will be to review and amend the existing text in each neighborhood or subarea plan for policies and text that may be perceived as exclusive or inequitable to the broader community. Based on previous neighborhood plans, this review will address the following equity and inclusion principles:

- Focus on the physical characteristics of neighborhoods/places, not the people who live in them.
- Existing residents aren't the only stakeholders (consider employees, visitors, and future residents).
- Public spaces (streets, parks, schools) in a neighborhood might be used by community members throughout (and beyond) Kirkland.
- Protect natural resources and community amenities such as views but avoid policies that could have the implication of making it harder to build new housing units or spaces for new small businesses.
- Reflect the history of the Duwamish Tribe (who predated white settlement), and also be aware that our traditional policies to protect historic resources may inadvertently neglect Duwamish sites and features (very few of which are visible and/or represented in the built environment).
- Plans should not just be neutral on issues of housing diversity and inclusion -they should enthusiastically support the City-wide policies and programs that promote these objectives.



	Table 2- Schedule for Neighborhood Plan Update 2021 Moss Bay/Everest *- Draft 03082021		
	*Where feasible we will combine the planning and public outreach process for both Moss Bay and Everest Plans. Dates subject to change		
#	Task	Month or Date	
1	Kick Off with Working Group members and Neighborhood Associations	February/March	
2	Create website, Working Group meeting, release survey, mail postcard	March/April	
3	Planning Commission Briefing on Scope and Schedule	April	
4	Visioning workshop, survey/workshop results, draft vision	May/June	
5	Draft plans #1 and comment	June	
6	Planning Commission study session	June/July	
7	Draft plans #2 and comment	August	
8	Planning Commission conducts public hearing on Draft #3	September/October	
9	SEPA compliance, finalize draft plans	November	
10	City Council study session & adoption	December	
11			
12			

Notes:

1. "Working Group" 2. Shading = Public Meetings

Existing Comprehensive Plan Policy	Questions to Generate Neighborhood Plan Policies
Community Character Element	
Policy CC-4.4: Maintain and enhance connections between neighborhoods and to the waterfront, parks, and the Cross Kirkland Corridor/Eastside Rail Corridor.	• Where might additional pedestrian, bike, visual, or other connections be developed and how might they integrate with existing parks and transportation corridors?
Policy CC-4.6: Preserve and enhance natural landforms, vegetation, and scenic areas that contribute to the City's identity and visually define the community, its neighborhoods and districts.	 What are key natural and scenic assets in the neighborhood? How might their visibility and protection be enhanced?
Policy CC-4.7: Enhance City and neighborhood identity through features that provide a quality image that reflects the City's unique characteristics and vision.	 What makes the neighborhood unique and how might these unique qualities be enhanced? What gateways does the neighborhood have and how might a sense of arrival/departure at those gateways be created?
Environment Element	
Policy E-1.2: Manage activities affecting air, vegetation, water, and the land to maintain or improve environmental quality, to preserve fish and wildlife habitat, to prevent degradation or loss of natural features and functions, and to minimize risks to life and property.	 What environmental threats exist in the neighborhood and how might those be addressed? What environmental opportunities exist in the neighborhood and how might those be leveraged to create environmental and economic benefits?
Policy E-1.3: Manage the natural and built environments to achieve no net loss of the functions and values of each drainage basin; and proactively enhance and restore functions, values, and features.	 Are there degraded and undergrounded waterways in the neighborhood (both on public and private property)? How might they be restored?
Policy E-2.1: Strive to achieve a healthy, resilient urban forest with an overall 40 percent tree canopy coverage.	 How might the tree canopy be enhanced in the neighborhood? Are there significant tree stands that could benefit from further protection?
Policy E-4.10: Promote preservation and adaptive reuse of existing structures.	What can be done to make it easier to repurpose older buildings?

Existing Comprehensive Plan Policy	Questions to Generate Neighborhood Plan Policies
Land Use Element	
Policy LU-1.3: Encourage attractive site and building design that is compatible in scale and in character with existing or planned development.	 How are buildings arranged in the neighborhood in relation to the street? How might those patterns be improved? Where might taller buildings be appropriate in the neighborhood to generate pedestrian activity? How can architecture and design be used to enhance the identity of the neighborhood?
Policy LU-1.4: Create effective transitions between different land uses	• What are parts of the neighborhood where transitions between land uses require special attention, and what might those transitions look like if areas are redeveloped?
Policy LU-2.2: Facilitate infill development and encourage redevelopment of underutilized land.	• Are there opportunity sites in the neighborhood, and what is the vision for those sites?
Policy LU-3.2: Encourage residential development within commercial areas.	 What commercial areas in the neighborhood might be suitable for transitioning to mixed-use environments with housing? What might that housing look like?
Policy LU-4.5: Allow neighborhoods to propose small scale neighborhood-oriented commercial uses within residential areas to meet local needs and reduce reliance on vehicle trips to meet daily needs.	 Are there residential neighborhoods where small-scale commercial uses could be supported (e.g., retail, live/work uses)? Where might those commercial uses be located and what might they look like?
Policy LU-5.2: Maintain and strengthen existing commercial and mixed use areas by focusing economic development within them.	• What targeted investments or policies would enhance the economic vitality of existing commercial and mixed use areas in the neighborhood?
Policy LU-5.5: Support designating the Greater Downtown area as an Urban Center	• The King County Countywide Planning Policies designated the Greater Downtown as an Urban Center. The City has a pending application with the Puget Sound Regional Council (PSRC) to designate Greater Downtown as a Regional Growth Center.
Housing Element	
Policy H-2.2: Promote the development of accessory dwelling units on single-family lots.	 How can ADU's be encouraged on single family lots?

Existing Comprehensive Plan Policy	Questions to Generate Neighborhood Plan Policies
Housing Element continued	
Policy H-2.4: Allow a broad range of housing and site planning approaches in single-family areas to increase housing supply and choice, to reduce cost, and to ensure design quality and neighborhood compatibility.	 What housing types are missing from the neighborhood and how might those be integrated into the existing fabric?
Policy H-3.3: Ensure that affordable housing opportunities are not concentrated, but are available throughout the City and especially in areas with good access to transit, employment, and shopping.	 What types of affordable housing would most effectively enhance the livability of the neighborhood? What types could feasibly be built in the short-term? What are some neighborhood opportunities for an enhanced supply of affordable housing – including affordable by design/market-rate housing?
Economic Development Element	
Policy ED-1.2: Encourage a broad range of businesses that provide goods and services to the community.	 Are there services that are missing from the neighborhood? How could such services be encouraged to locate in the neighborhood?
Policy ED-1.7: Encourage home-based businesses that are compatible with neighborhood character.	Are there ways to address neighborhood needs by fostering home-based businesses?
Transportation Element	•
Policy T-1.1: Improve the safety of walking in Kirkland.	 What walk routes in the neighborhood currently feel uncomfortable and how could they be improved? What changes to the physical environment would enhance the walkability of the neighborhood?
Policy T-2.1: Make bicycling safer.	 How easy and safe is it to navigate around the neighborhood by bike, and how could biking be improved?
Policy T-2.3: Build a network of greenways.	 Are there missing links in the existing greenway system through the neighborhood? Might it be possible to bridge those gaps by enhancing informally-used pathways or through other means?
Policy T-3.1: Plan and construct an environment supportive of frequent and reliable transit service in Kirkland.	What land use or design changes could be implemented in the neighborhood to support transit use?
Policy T-3.3: Integrate transit facilities with pedestrian and bicycle networks.	• Are there routes that could be created in the neighborhood to make it easier to access transit?

Transportation Element continued	
Policy T-4.3: Position Kirkland to respond to	• How might the neighborhood respond to transportation innovations in the future (e.g.,
technological innovations, such as electric	self-driving cars, increased car share, electric vehicles)?
vehicles and autonomous vehicles.	
Policy T-4.4: Take an active approach to	 Are there areas in the neighborhood where parking areas are overutilized or
managing on-street and off-street parking.	underutilized?
	 In the overutilized areas, how might parking be better managed? In the underutilized
	areas, how might area used for parking be repurposed on a limited or long-term basis?
Policy T-4.7: Mitigate negative impacts of motor	 Are streets in the neighborhood comfortable for walking or biking?
vehicles on neighborhood streets.	What could be improved?
Policy T-5.4: Develop transportation	 Is the neighborhood commercial district easy to travel around?
improvements tailored to commercial land use	 What could make travel within and to/from the commercial district better?
districts such as Totem Lake, Downtown and	
neighborhood business areas.	
Policy T-6.6: Create an equitable system that	• For whom is the transportation system in the neighborhood (streets, trails, signs,
provides mobility for all users.	transit, cars) harder to access and use than others?
	How might this be improved?
Parks, Recreation and Open Space	
Policy 4.1: Trail System. Develop a network of	• Are there trails in the neighborhood that could be enhanced to serve more than one
shared-use pedestrian and bicycle trails to	kind of user (e.g., sidewalks that could be converted into bike paths separated from the
enable connections within parks and between	street)?
parks, nearby neighborhoods, public amenities,	
and major pedestrian and bicycle routes	
identified in the Active Transportation Plan.	
Policy 7.2: Natural Area Restoration and	Can existing parks be enhanced to promote ecological functions while better serving
Management. Restore and manage City-owned	the neighborhood?
or managed natural areas to protect and	
enhance their ecological health, sensitive	
habitats and native species.	

Attachment A- Public Outreach Plan

The list below describes the communication and public outreach techniques that City staff will use to inform the public during the Neighborhood Plan update process. Ideally, the Working Group members will do their own outreach to their neighborhood association constituents and for consistency, use the same "messaging" received from the project manager planner.

Planners/City Staff Responsibilities

- **Organize Working Group** membership and meetings and seek Working group membership that reflects the diversity of the surrounding community
- Attend Neighborhood Association meetings to brief public on process
- o Create informational handout with project description, process etc.
- o Create an informational video about the process
- Create **Project Webpage on the City's Planning Services Webpage** Write project webpage content, description, process, schedule, set up and maintain webpage. At a minimum the page will include opportunities to encourage public participation (update continually):
 - Sign up and subscribe to listservs to receive email updates on upcoming meetings and events at the project website
 - o Attend and participate in virtual and in-person workshops and open house events
 - Attend City Council, Planning Commission, Transportation Commission, Park Board and other study session meetings and share their ideas during public comment opportunities
 - Attend public hearings
 - o Submit written or email comments that will be forwarded to the decision makers
 - o Participate in online survey See below ...
 - Talk to their neighbors to let them know about the planning effort
- Create **list serv** with IT Department to send out email announcements about the process and upcoming meetings.
- o Create and maintain email comment list in Energov permit system.
- Create **survey(s)** For examples see: Housing Strategy project using Survey Monkey or <u>www.ideasforum</u> or survey with Finn Hill Neighborhood Association
- Inform Boards and Commissions (Parks, Transportation, Planning Commission) of process, schedule
- Query internal staff about major projects and issues in the neighborhood
- o Meet with Communications Division to help with public outreach and review content
- Organize and facilitate Workshops at various stages of process (visioning, issue identification, establish priorities)- date; location; design format; presentation; questions
- o KAN briefing
- **Postcard mailings** to property owners, residents and businesses for open houses, public hearings, proposed land use changes or code amendments- *decide when in process to mail.*
- Install **public notice signs** throughout neighborhood to inform the community about the plan update; signs are mandatory with rezones
- Public Notices are required 14 days prior to public hearing
- o Business Outreach
 - o Meet with Economic Development staff to discuss objectives, process
 - Send postcard invitations, surveys
 - o Attend Chamber of Commerce Board meetings
 - o Attend Kirkland Business Roundtable meetings

Attachment A- Public Outreach Plan

- Option: Mailing to all business licenses
- Ascertain whether other public outreach efforts are warranted (e.g., pop-up stand at farmer's market or a local public school or smaller settings), this may be helpful for a smaller group to discuss controversial issues
- Create a graphic "wordle" or other visual device that encapsulates community objectives and vision
- Communication Division, Multimedia or Social media assistance-Coordinate with Communications staff to decide what media outlets will be most effective and create plan for integrating social media with overall communication plan such as article in City Update or produce a video. Examples of our materials include: websites, videos, infographics, posters, flyers, brochures, postcards, press releases, articles, op-eds, social media posts, how-to guides, meeting facilitation, outreach strategies and plans, and public participation design and implementation.

Primary media outreach channels consist of:

- **This Week In Kirkland** is the City's email newsletter and is sent out every week (deadline is Tuesday, sent out Wednesday)
 - "At the Council" article in This Week in Kirkland is produced every other week (after Council meetings)
 - o All Press Releases are included in This Week in Kirkland
- **City Update** newsletter, published quarterly
 - Posted at City Hall, City community centers, libraries and online.
- Press Releases are posted to the News Room webpage
 - Linked from the homepage of the City website
 - Emailed to newspapers, local news, community and opinion blogs, as well as Seattle TV and radio stations if it's a big enough story
- o Social media posts on three main platforms: Nextdoor, Facebook, Twitter
 - Can post information to a targeted area (Nextdoor) or community groups (Facebook), or to subscribers at large (Twitter and Facebook).
- o Channels under development:
 - City Update online
 - Equitable and Inclusive outreach to diversify participation from Black, Indigenous, People of Color (BIPOC); renters, faith-based community and youth
- Dave Wolbrecht, City's Neighborhood Services Outreach Coordinator is available to facilitate public meetings
- **Develop a Stakeholders List-** Individual letters and emails to relevant stakeholders- we have a stakeholders checklist we are keeping track of *(see Stakeholders list from 2019 Market, Norkirk and Highlands Neighborhood Plan update).*

EQUITY IMPACT ASSESSMENT (EIA)

Stage 1 – Big Picture Thinking

Stage 2 – Learning & Consultation

Stage 3 – Analysis

Stage 4 – Making a Plan

Stage 1 – Big Picture Thinking is about doing a preliminary assessment of the policy, program, service or initiative (PPSI) that is being reviewed. It involves stepping back from the detail and the day-to-day to ask questions about how the issue is related to equity.

Stage 2 – The learning and consultation stage involves data collection and analysis, and then using that information to plan outreach and engagement activities to learn even more. This where consulting with internal and external stakeholders happens, and most importantly, engagement with service users and residents. This stage takes the longest amount of time in the EIA process, and depending on the scale and impact of the issue, will need to incorporate feedback loops with stakeholders.

Stage 3 – Analysis requires deep reflection and critical thinking, as well as vulnerability to admit the issue may have some flaws that need addressing. This stage starts with synthesis of Stage 2 information and identification of gaps in data, feedback still needed, and missing stakeholders. It then moves into critical thinking about how PPSI may have positive or negative impacts on equity and inclusion.

Stage 4 – Making a Plan is the culmination of the EIA process, and where innovation and design come into play. Developing an inclusive and equitable issue is the goal and is accomplished by making recommendations, identifying an implementation plan and tracking steps to get there. This stage results in a document to share with decision-makers for review and feedback.

1

Stage 1 – Big Picture Thinking

While it may sound obvious, having a clear description of the policy, program, service or initiative is critical.

What is the PPSI?

- □ Why is it needed?
- □ Who is it aimed at?
- □ What are the intended outcomes?

How is the PPSI related to equity and inclusion along the following markers of difference? Is there likely to be a high, medium or low impact for certain groups of people in your community?

- □ Race or ethnicity?
- □ Gender and gender identity?
- Disability?
- □ Age?
- Sexual orientation?
- □ Religion, Faith or Belief?
- □ Socio-economic factors?
- □ Language proficiency?

Which communities and groups will need to be involved in the development of the PPSI?

Stage 2 – Learning & Consultation

EIA's should ensure that the PPSI incorporates the best available data, and that outreach and engagement approaches include communities and groups that will be most impacted. This stage should set out how equity information, research and best practice has been collected. It should also describe in detail the fieldwork plan and the feedback loops back to stakeholders and communities. What available data do we have on the service users/customers/communities that will be impacted by this PPSI?

- □ Equity profile of service users by race/ethnicity, gender and gender identity, disability, age, sexual orientation, religion/faith and socio-economic status.
- □ Evidence from relevant surveys, complaints, outreach efforts

What do stakeholders think about the PPSI?

- □ How have you consulted with key stakeholders in the process of developing the PPSI?
- □ What do stakeholders think? What have we done already and what more do we need to do?
- What are some potential barriers to participation for different groups? What voices have been missing from your outreach?
- □ Gaps: Areas where more information is required and longer-term measures to be taken to strengthen data?
- How feedback and challenge from informed groups and individuals will be used to ensure that the final PPSI is robust, addresses identified need and promotes equity and inclusion.

Stage 3 – Analysis

This is where you start synthesizing your information and assessing impact. It is essential to consider not just the intended consequences of the PPSI but also any unintended consequence and barriers that might prevent it being effective for certain community groups. This section sets out how equity information has been analyzed and the likely impact identified.

□ Will any groups be <u>negatively</u> impacted because of the PPSI?

- □ Will there be issues of access for some groups?
- □ How might the PPSI <u>positively</u> impact equity and inclusion?

Stage 4 – Making a Plan

This section sets out recommendations, actions to be taken to address any adverse impacts, and other areas that could promote equity and inclusion. It is recommended that Stage 4 identifies who in your organization is accountable for next steps; that it sets out clear measures for tracking progress; and clearly shows how communication will flow back to stakeholders and the broader community.

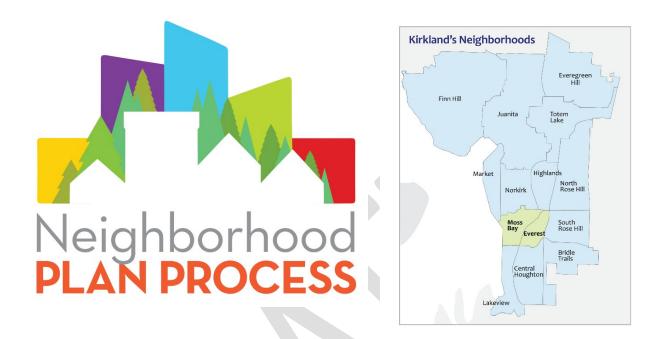
- □ How can we mitigate any negative issues identified in Stage 3?
- □ How will the PPSI promote equity and inclusion? Are there further ways to <u>maximize</u> the positive impacts?
- How will the PPSI be implemented and communicated to make it accessible and transparent?
- Who is responsible for making recommendations to the appropriate body? i.e. City Manager,
 City Council, Department Director? How will we track progress on recommendations?

Recommendations

4

Moss Bay and Everest Neighborhood Plans Update Survey Questions

Draft March 26, 2021



Neighborhoods are a fundamental building block of Kirkland. For cities such as Kirkland, the term "neighborhood" refers to a larger geographic area than residents and businesses usually think. In this context, Kirkland has 14 neighborhoods.

Each neighborhood has its own chapter within the Kirkland Comprehensive Plan <u>https://www.codepublishing.com/WA/Kirkland/?html/KirklandCPNT.html</u>, which is a document that charts the course for Kirkland's future. In collaboration with the Neighborhood Associations, residents, businesses, and visitors, in 2021 the City of Kirkland Planning and Building Department is updating the following neighborhood plans (see links to existing plans below):

- Moss Bay Neighborhood Plan
- Everest Neighborhood Plan

Please take a few minutes to participate in the following survey. By participating in this survey, you will help City staff to:

- Update a *vision statement* for the neighborhood
- Identify *key issues* to study during the neighborhood plan update process
- Develop or revise *policies and key actions* for Neighborhood Plan

Staff from the City will take all the survey responses and combine them with feedback gathered from upcoming workshops and other public meetings. All feedback received will be provided to the Neighborhood Plan Working Group, made up of key members of the neighborhood

associations, residents and businesses, faith-based community and youth to consider when revising the policies in each Neighborhood Plan. Survey results will be forwarded to the Planning Commission and City Council.

Please take a few minutes to answer these questions.

1. Please identify which neighborhood you live, work in or visit

[Note: Please select all that apply]

Moss Bay Resident Moss Bay Business Moss Bay Visitor Everest Resident Everest Business Everest Visitor

2. Neighborhood Vision- Community Identity for Future (Note: Each plan will be

hyperlinked to the corresponding vision statement) A vision statement is a brief statement that expresses how a neighborhood sees itself in 20 years. Your answers to the questions below will help express your values and priorities to write a new vision statement for the neighborhood.

- a. What top 3 things makes your neighborhood a great place? (text box)
- b. What are the top 3 things would you like to see changed to make your neighborhood even better? (text box)

3. Please select the top five values that are most important to you:

Using a sliding scale of 1-5 where 1 is most important from the list below:

- Affordability for me: My purchased or rented home fits in my budget in the neighborhood.
- Affordability for my friends and family: My friends and family can also find homes that fit their budget in the neighborhood.
- Community: People in the neighborhood know each other; we work, live, socialize and play nearby.
- Connectedness: I can conveniently get to where I need to go by whatever mode works best: walking, biking, taking transit, or driving.
- Drive-ability: I can conveniently and safely drive to where I need to go and easily park when I get there.
- Walkability: I can easily walk to places I need to go to for services, recreation or work.
- Diversity: A variety of people live in the neighborhood.
- Natural Environment: The neighborhood provides a safe and pleasant natural environment for all people and creatures for future generations.
- Financial sustainability: Strength and diversity of businesses provide needed services and produce the revenue to sustain the neighborhood and city.

- Housing opportunity: People who wish to live here can find suitable housing in the neighborhood, regardless of income, age, race, or other factors
- Schools: The School District accommodates the children in new families who move to Kirkland and the growing families who are already here.
- Safety: I feel free from the risk of danger and risk of loss, in my home, and while traveling around the neighborhood knowing I have City police, fire and emergency services available.
- Walkability/Bikeability: There are sufficient walking and bicycling corridors in my neighborhood that connect me to destinations such as schools, the Cross Kirkland Corridor and religious places.
- Other: ______
- 4. What is your favorite place in your neighborhood? [TEXT BOX]
- 5. What are some amenities that your neighborhood currently lacks but needs? Where are they needed? Why are they important? [TEXT BOX]
- 6. Note your level of interest for each of these topics:
 - [1] I'm not concerned
 - [2] I don't support this
 - [3] Good enough as it is
 - [4] Needs to be improved
 - transportation infrastructure
 - safe pedestrian/bike access (routes through, and gateways to adjacent neighborhoods)
 - stoplights and other traffic control measures to protect pedestrians and cyclists
 - improved pedestrian crosswalks
 - efficient traffic flow
 - convenient public transit
 - access to/from I-405
 - plans for Sound Transit bus rapid station on I-405 at NE 85th ST (ETA: 2025)
 - pedestrian/bike connections to east side of I-405
 - "cut through" traffic on residential streets, for example, due to congestion on 6th Street, Lake Washington Blvd. or Central Way
 - o commuters/business customers/employees parking in neighborhoods
 - places accessible to people with disabilities
 - additional Electric Vehicle (EV) charging stations for community-wide use
 - social amenities
 - places for kids

- places for seniors
- dog parks
- social gathering places
- iconic/gateway places
- lookout point/scenic corridors
- recreation amenities
 - sports courts
 - \circ $\,$ trails and parks
 - accessibility to amenities for people with disabilities
 - sports fields
 - aquatics, beach, lake access
 - indoor recreation facility
 - equestrian paths
 - playgrounds
 - wooded parks like Everest Park
 - jogging paths
 - partner with private and nonprofit organizations to provide more recreation options
- housing priorities
 - housing for seniors to age-in-place
 - affordable housing
 - housing for the local workforce (i.e.: police, teachers, firefighters, retail employees)
 - variety in type of housing
 - accessory dwelling units
- environmental features
 - wetland and stream protection
 - tree protection
 - community gardens
 - rain gardens to enhance quality/quantity of stormwater
- schools (we would like to know your thoughts even though the Lake Washington School District (LWSD) has authority of how schools function in these neighborhoods)
 - there are enough classrooms and playground space for our kids
 - our schools are currently the right architectural scale or size for my neighborhood
 - \circ $\,$ schools accommodate existing and planned growth
 - schools are located in the right places
 - our children can safely walk or bike to and from school or their local school bus stop
 - City and corporate partnerships with LWSD to improve athletic facilities that are available to the community

- Insert questions for Downtown
- What land uses, design features, amenities and community benefits would improve the Everest Commercial and Light Industrial Area along 6th Street So and NE 68th Street

[TEXT BOX]

7. Rate some ideas or experiments that should be further explored

- [1] I'm not concerned
- [2] I don't support this
- [3] Good enough as it is
- [4] Needs to be improved
- taller, mixed use buildings with residential above and street level retail shops or office below
- pilot program for pop-up businesses, such as food trucks
- additional outdoor seating for restaurants and cafes
- seasonal pedestrian mall on Park Lane that opens up more space for retail use
- better pedestrian access to Downtown Kirkland and major transit stations
- neighborhood-oriented commercial development in low density residential zones
- eliminate the requirement for street level retail uses in the Central Business District or similar commercial areas
- increase commercial development (retail or office) on the street level along (insert yes or no for each street)?
 - ____NE 68th Street
 - ____6th Street So
 - ____State Street
 - Lake Street So or Lake Washington Blvd
- reduced parking requirements for retail businesses
- reduce parking requirements for restaurants so they don't require twice as much parking as retail, making them easier to include in new and existing buildings
- consider redevelopment of City parking lot at Lake and Central
- Add other ideas in text box below

[TEXT BOX]

- 8. What are some ways that we could connect with our neighbors to discuss these topics and find out what is important to them? (locations, events, etc.) [TEXT BOX]
- 9. If you have other thoughts about your neighborhood or the plan, please add them here.

[TEXT BOX]

10. Demographic questions (required information)

Why are we collecting this information?

The City of Kirkland is working hard to be inclusive in its outreach. We want to reach as many people as possible, and the only way to know if we're achieving that is to learn a little about who takes our surveys. We won't use this information for any other purpose except interpreting our survey results and improving our civic engagement strategy.

1. What is your housing situation?

- a. Rent
- b. Own
- c. Unhoused
- d. Prefer not to answer
- e. Other (please specify)

2. How long have you lived there?

- a. 0-2 years
- b. 2-5 years
- c. 5-10 years
- d. 10+ years
- e. Prefer not to answer
- f. I don't live in the neighborhood, but I would like to

3. What is your age?

- a. Under 18
- b. 18-24
- c. 25-34
- d. 35-44
- e. 45-54
- f. 55-64
- g. 65+
- h. Prefer not to answer

4. What is your household income

- a. Under \$24,999
- b. \$25,000 \$74,999
- c. \$75,000 \$124,999
- d. \$125,000 \$174,999
- e. Over \$175,000

5. Do you consider yourself... (please check all that apply)

- a. American Indian/Alaska Native
- b. Asian
- c. Black/African American
- d. Native Hawaiian or Other Pacific Islander
- e. White
- f. Not Listed [Text box]

- g. Prefer not to answer
- 6. Do you consider yourself to be Hispanic or Latino? (Optional)
 - a. Yes
 - b. No
 - c. Prefer not to answer

7. Which gender do you identify with? (Optional)

- a. Female
- b. Male
- c. Non-binary or third gender
- 8. If you experience a disability, please let us know what kind (Optional, please check all that apply)
 - a. Sensory (e.g. vision or hearing impairments)
 - b. Mobility
 - c. Learning disability (e.g. ADHD, dyslexia)
 - d. Mental health (e.g. PTSD, Anxiety Disorder)
 - e. Developmental or cognitive disability
 - f. None
 - g. Prefer not to answer
 - h. Other (please specify)

Thank you for participating in this Neighborhood Plan Update survey!

If you're curious about the next steps in the Neighborhood Plan process, you can visit our project page and sign up to receive periodic email updates. See the City of Kirkland website at <u>www.kirklandwa.gov</u> search "Neighborhood Planning" (see plans in progress) or contact:

Moss Bay Neighborhood Plan: David Barnes, Senior Planner, <u>dbarnes@kirklandwa.gov</u> or 425-587-3250

Everest Neighborhood Plan: Janice Coogan-Swenson, Senior Planner, jcoogan@kirklandwa.gov or 425-587-3257

ATTACHMENT 3

ATTACHMENT 4



Executive Summary

PL_Nbrhoods: Moss Bay

Prepared by Esri

Population	
2000 Population	3,524
2010 Population	4,323
2020 Population	5,635
2025 Population	6,305
2000-2010 Annual Rate	2.06%
2010-2020 Annual Rate	2.62%
2020-2025 Annual Rate	2.27%
2020 Male Population	48.3%
2020 Female Population	51.7%
2020 Median Age	42.4

In the identified area, the current year population is 5,635. In 2010, the Census count in the area was 4,323. The rate of change since 2010 was 2.62% annually. The five-year projection for the population in the area is 6,305 representing a change of 2.27% annually from 2020 to 2025. Currently, the population is 48.3% male and 51.7% female.

Median Age

The median age in this area is 42.4, compared to U.S. median age of 38.5.

Race and Ethnicity	
2020 White Alone	77.2%
2020 Black Alone	1.6%
2020 American Indian/Alaska Native Alone	0.6%
2020 Asian Alone	14.1%
2020 Pacific Islander Alone	0.5%
2020 Other Race	1.6%
2020 Two or More Races	4.5%
2020 Hispanic Origin (Any Race)	5.6%

Persons of Hispanic origin represent 5.6% of the population in the identified area compared to 18.8% of the U.S. population. Persons of Hispanic Origin may be of any race. The Diversity Index, which measures the probability that two people from the same area will be from different race/ethnic groups, is 44.9 in the identified area, compared to 65.1 for the U.S. as a whole.

Households

2020 Wealth Index	188
2000 Households	2,185
2010 Households	2,672
2020 Total Households	3,422
2025 Total Households	3,803
2000-2010 Annual Rate 2	.03%
2010-2020 Annual Rate 2	.44%
2020-2025 Annual Rate 2	.13%
2020 Average Household Size	1.65

The household count in this area has changed from 2,672 in 2010 to 3,422 in the current year, a change of 2.44% annually. The five-year projection of households is 3,803, a change of 2.13% annually from the current year total. Average household size is currently 1.65, compared to 1.62 in the year 2010. The number of families in the current year is 1,350 in the specified area.

Data Note: Income is expressed in current dollars. Housing Affordability Index and Percent of Income for Mortgage calculations are only available for areas with 50 or more owner-occupied housing units.
 Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2020 and 2025. Esri converted Census 2000 data into 2010 geography.



Executive Summary

PL_Nbrhoods: Moss Bay

Prepared by Esri

Mortgage Income	
2020 Percent of Income for Mortgage	27.5%
Median Household Income	
2020 Median Household Income	\$127,412
2025 Median Household Income	\$146,129
2020-2025 Annual Rate	2.78%
Average Household Income	
2020 Average Household Income	\$168,603
2025 Average Household Income	\$190,515
2020-2025 Annual Rate	2.47%
Per Capita Income	
2020 Per Capita Income	\$99,927
2025 Per Capita Income	\$112,102
2020-2025 Annual Rate	2.33%

Households by Income

Current median household income is \$127,412 in the area, compared to \$62,203 for all U.S. households. Median household income is projected to be \$146,129 in five years, compared to \$67,325 for all U.S. households

Current average household income is \$168,603 in this area, compared to \$90,054 for all U.S. households. Average household income is projected to be \$190,515 in five years, compared to \$99,510 for all U.S. households

Current per capita income is \$99,927 in the area, compared to the U.S. per capita income of \$34,136. The per capita income is projected to be \$112,102 in five years, compared to \$37,691 for all U.S. households

Housing	
2020 Housing Affordability Index	85
2000 Total Housing Units	2,422
2000 Owner Occupied Housing Units	1,065
2000 Renter Occupied Housing Units	1,121
2000 Vacant Housing Units	236
2010 Total Housing Units	3,053
2010 Owner Occupied Housing Units	1,359
2010 Renter Occupied Housing Units	1,313
2010 Vacant Housing Units	381
2020 Total Housing Units	3,825
2020 Owner Occupied Housing Units	1,607
2020 Renter Occupied Housing Units	1,815
2020 Vacant Housing Units	403
2025 Total Housing Units	4,211
2025 Owner Occupied Housing Units	1,722
2025 Renter Occupied Housing Units	2,081
2025 Vacant Housing Units	408

Currently, 42.0% of the 3,825 housing units in the area are owner occupied; 47.5%, renter occupied; and 10.5% are vacant. Currently, in the U.S., 56.4% of the housing units in the area are owner occupied; 32.3% are renter occupied; and 11.3% are vacant. In 2010, there were 3,053 housing units in the area - 44.5% owner occupied, 43.0% renter occupied, and 12.5% vacant. The annual rate of change in housing units since 2010 is 10.54%. Median home value in the area is \$838,918, compared to a median home value of \$235,127 for the U.S. In five years, median value is projected to change by 3.02% annually to \$973,498.

Data Note: Income is expressed in current dollars. Housing Affordability Index and Percent of Income for Mortgage calculations are only available for areas with 50 or more owner-occupied housing units. **Source:** U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2020 and 2025. Esri converted Census 2000 data into 2010 geography.

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PL_Nbrhoods: Moss Bay

ATTACHMENT 4

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Summary	Cer	isus 2010		2020		2025
Population		4,323		5,635		6,305
Households		2,672		3,422		3,803
Families		996		1,350		1,536
Average Household Size		1.62		1.65		1.66
Owner Occupied Housing Units		1,359		1,607		1,722
Renter Occupied Housing Units		1,313		1,815		2,081
Median Age		40.1		42.4		43.5
Trends: 2020-2025 Annual Rate		Area		State		National
Population		2.27%		1.30%		0.72%
Households		2.13%		1.30%		0.72%
Families		2.62%		1.26%		0.64%
Owner HHs		1.39%		1.31%		0.72%
Median Household Income		2.78%		1.74%		1.60%
				2020		2025
Households by Income			Number	Percent	Number	Percent
<\$15,000			120	3.5%	106	2.8%
\$15,000 - \$24,999			136	4.0%	115	3.0%
\$25,000 - \$34,999			63	1.8%	58	1.5%
\$35,000 - \$49,999			264	7.7%	241	6.3%
\$50,000 - \$74,999			259	7.6%	244	6.4%
\$75,000 - \$99,999			443	12.9%	451	11.9%
\$100,000 - \$149,999			664	19.4%	727	19.1%
\$150,000 - \$199,999			576	16.8%	712	18.7%
\$200,000+			897	26.2%	1,150	30.2%
Median Household Income			\$127,412		\$146,129	
Average Household Income			\$168,603		\$190,515	
Per Capita Income			\$99,927		\$112,102	
	Cer	isus 2010		2020		2025
Population by Age	Number	Percent	Number	Percent	Number	Percent
0 - 4	154	3.6%	178	3.2%	200	3.2%
5 - 9	106	2.5%	127	2.3%	140	2.2%
10 - 14	84	1.9%	101	1.8%	111	1.8%
15 - 19	90	2.1%	107	1.9%	119	1.9%
20 - 24	234	5.4%	279	5.0%	289	4.6%
25 - 34	1,107	25.6%	1,407	25.0%	1,504	23.9%
35 - 44	646	14.9%	779	13.8%	898	14.2%
45 - 54	574	13.3%	626	11.1%	658	10.4%
55 - 64	557	12.9%	792	14.1%	832	13.2%
65 - 74	366	8.5%	662	11.7%	801	12.7%
75 - 84	263	6.1%	380	6.7%	529	8.4%
85+	141	3.3%	197	3.5%	224	3.6%
	Cer	sus 2010		2020		2025
Race and Ethnicity	Number	Percent	Number	Percent	Number	Percent
White Alone	3,610	83.5%	4,348	77.2%	4,627	73.4%
Black Alone	55	1.3%	88	1.6%	108	1.7%
American Indian Alone	28	0.6%	35	0.6%	39	0.6%
Asian Alone	398	9.2%	793	14.1%	1,070	17.0%
Pacific Islander Alone	18	0.4%	26	0.5%	34	0.5%
Come Other Dees Alere	57	1.3%	91	1.6%	114	1.8%
Some Other Race Alone			254	. =	214	E 00/
Two or More Races	158	3.7%	254	4.5%	314	5.0%

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2020 and 2025.

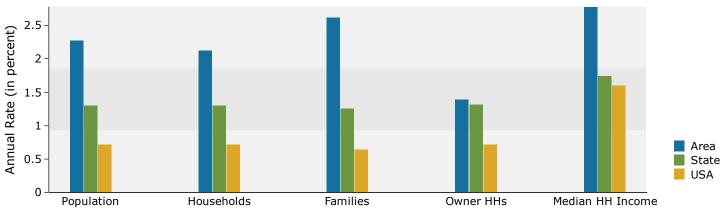


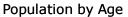
PL_Nbrhoods: Moss Bay

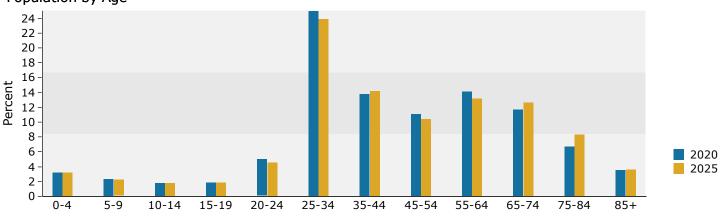
Prepared by Esri

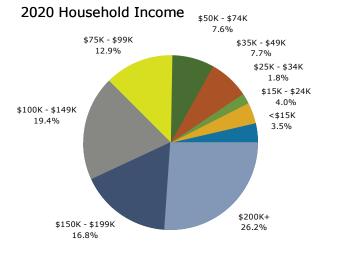
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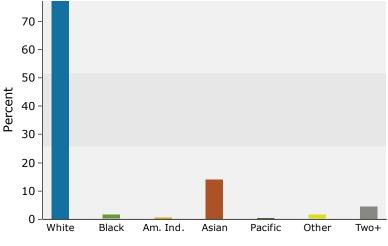








2020 Population by Race



²⁰²⁰ Percent Hispanic Origin: 5.6%



Executive Summary

Everest

Area: 0.34 square miles

Prepared by Esri

ATTACHMENT 5

Population	
2000 Population	1,104
2010 Population	1,178
2020 Population	1,383
2025 Population	1,490
2000-2010 Annual Rate	0.65%
2010-2020 Annual Rate	1.58%
2020-2025 Annual Rate	1.50%
2020 Male Population	48.7%
2020 Female Population	51.3%
2020 Median Age	40.6

In the identified area, the current year population is 1,383. In 2010, the Census count in the area was 1,178. The rate of change since 2010 was 1.58% annually. The five-year projection for the population in the area is 1,490 representing a change of 1.50% annually from 2020 to 2025. Currently, the population is 48.7% male and 51.3% female.

Median Age

The median age in this area is 40.6, compared to U.S. median age of 38.5.

Race and Ethnicity	
2020 White Alone	76.9%
2020 Black Alone	1.8%
2020 American Indian/Alaska Native Alone	0.7%
2020 Asian Alone	12.5%
2020 Pacific Islander Alone	0.0%
2020 Other Race	1.6%
2020 Two or More Races	6.4%
2020 Hispanic Origin (Any Race)	6.9%

Persons of Hispanic origin represent 6.9% of the population in the identified area compared to 18.8% of the U.S. population. Persons of Hispanic Origin may be of any race. The Diversity Index, which measures the probability that two people from the same area will be from different race/ethnic groups, is 47.1 in the identified area, compared to 65.1 for the U.S. as a whole.

2020 Wealth Index	142
2000 Households	607
2010 Households	598
2020 Total Households	683
2025 Total Households	729
2000-2010 Annual Rate	-0.15%
2010-2020 Annual Rate	1.31%
2020-2025 Annual Rate	1.31%
2020 Average Household Size	2.02

The household count in this area has changed from 598 in 2010 to 683 in the current year, a change of 1.31% annually. The five-year projection of households is 729, a change of 1.31% annually from the current year total. Average household size is currently 2.02, compared to 1.97 in the year 2010. The number of families in the current year is 348 in the specified area.

Data Note: Income is expressed in current dollars. Housing Affordability Index and Percent of Income for Mortgage calculations are only available for areas with 50 or more owner-occupied housing units.
 Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2020 and 2025. Esri converted Census 2000 data into 2010 geography.

Page 1 of 2



Executive Summary

Everest

Area: 0.34 square miles

ATTACHMENT 5

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Mortgage Income	
2020 Percent of Income for Mortgage	27.4%
Median Household Income	
2020 Median Household Income	\$104,155
2025 Median Household Income	\$116,774
2020-2025 Annual Rate	2.31%
Average Household Income	
2020 Average Household Income	\$131,659
2025 Average Household Income	\$151,029
2020-2025 Annual Rate	2.78%
Per Capita Income	
2020 Per Capita Income	\$64,239
2025 Per Capita Income	\$73,028
2020-2025 Annual Rate	2.60%

Households by Income

Current median household income is \$104,155 in the area, compared to \$62,203 for all U.S. households. Median household income is projected to be \$116,774 in five years, compared to \$67,325 for all U.S. households

Current average household income is \$131,659 in this area, compared to \$90,054 for all U.S. households. Average household income is projected to be \$151,029 in five years, compared to \$99,510 for all U.S. households

Current per capita income is \$64,239 in the area, compared to the U.S. per capita income of \$34,136. The per capita income is projected to be \$73,028 in five years, compared to \$37,691 for all U.S. households

ł	Housing	
	2020 Housing Affordability Index	85
	2000 Total Housing Units	632
	2000 Owner Occupied Housing Units	344
	2000 Renter Occupied Housing Units	262
	2000 Vacant Housing Units	26
	2010 Total Housing Units	645
	2010 Owner Occupied Housing Units	334
	2010 Renter Occupied Housing Units	264
	2010 Vacant Housing Units	47
	2020 Total Housing Units	731
	2020 Owner Occupied Housing Units	370
	2020 Renter Occupied Housing Units	313
	2020 Vacant Housing Units	48
	2025 Total Housing Units	778
	2025 Owner Occupied Housing Units	404
	2025 Renter Occupied Housing Units	326
	2025 Vacant Housing Units	49

Currently, 50.6% of the 731 housing units in the area are owner occupied; 42.8%, renter occupied; and 6.6% are vacant. Currently, in the U.S., 56.4% of the housing units in the area are owner occupied; 32.3% are renter occupied; and 11.3% are vacant. In 2010, there were 645 housing units in the area - 51.8% owner occupied, 40.9% renter occupied, and 7.3% vacant. The annual rate of change in housing units since 2010 is 5.72%. Median home value in the area is \$682,214, compared to a median home value of \$235,127 for the U.S. In five years, median value is projected to change by 5.44% annually to \$888,889.

Data Note: Income is expressed in current dollars. Housing Affordability Index and Percent of Income for Mortgage calculations are only available for areas with 50 or more owner-occupied housing units. **Source:** U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2020 and 2025. Esri converted Census 2000 data into 2010 geography.

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Everest

Area: 0.34 square miles

Prepared by Esri

Summary	Cer	isus 2010		2020		2025
Population		1,178		1,383		1,490
Households		598		683		729
Families		293		348		377
Average Household Size		1.97		2.02		2.04
Owner Occupied Housing Units		334		370		404
Renter Occupied Housing Units		264		313		326
Median Age		39.1		40.6		40.1
Trends: 2020-2025 Annual Rate		Area		State		National
Population		1.50%		1.30%		0.72%
Households		1.31%		1.30%		0.72%
Families		1.61%		1.26%		0.64%
Owner HHs		1.77%		1.31%		0.72%
Median Household Income		2.31%		1.74%		1.60%
				2020		2025
Households by Income			Number	Percent	Number	Percent
<\$15,000			37	5.4%	33	4.5%
\$15,000 - \$24,999			54	7.9%	46	6.3%
\$25,000 - \$34,999			16	2.3%	13	1.8%
\$35,000 - \$49,999			53	7.8%	47	6.4%
\$50,000 - \$74,999			114	16.7%	106	14.5%
\$75,000 - \$99,999			50	7.3%	49	6.7%
\$100,000 - \$149,999			144	21.1%	160	21.9%
\$150,000 - \$199,999			93	13.6%	118	16.2%
\$200,000+			123	18.0%	156	21.4%
Median Household Income			\$104,155		\$116,774	
Average Household Income			\$131,659		\$151,029	
Per Capita Income			\$64,239		\$73,028	
	Cer	isus 2010		2020		2025
Population by Age	Number	Percent	Number	Percent	Number	Percent
0 - 4	82	7.0%	83	6.0%	89	6.0%
5 - 9	62	5.3%	87	6.3%	88	5.9%
10 - 14	48	4.1%	70	5.1%	85	5.7%
15 - 19	38	3.2%	51	3.7%	63	4.2%
20 - 24	66	5.6%	52	3.8%	57	3.8%
25 - 34	208	17.7%	231	16.7%	224	15.0%
35 - 44	204	17.3%	208	15.0%	239	16.0%
45 - 54	193	16.4%	193	13.9%	202	13.6%
55 - 64	165	14.0%	199	14.4%	186	12.5%
65 - 74	63	5.4%	148	10.7%	166	11.1%
75 - 84	34	2.9%	43	3.1%	70	4.7%
85+	13	1.1%	20	1.4%	21	1.4%
	Cer	isus 2010		2020		2025
Race and Ethnicity	Number	Percent	Number	Percent	Number	Percent
White Alone	978	83.0%	1,063	76.9%	1,093	73.4%
Black Alone	17	1.4%	25	1.8%	30	2.0%
American Indian Alone	8	0.7%	10	0.7%	11	0.7%
Asian Alone	98	8.3%	173	12.5%	224	15.0%
Pacific Islander Alone	0	0.0%	0	0.0%	0	0.0%
Some Other Race Alone	15	1.3%	22	1.6%	26	1.7%
Two or More Races	62	5.3%	89	6.4%	106	7.1%
Two of More Races						

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2020 and 2025.

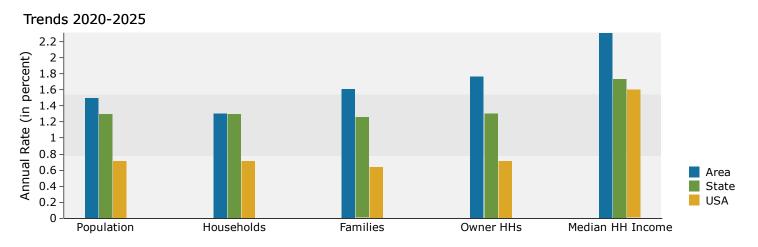


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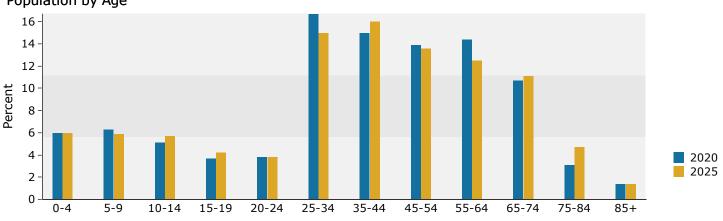
Area: 0.34 square miles

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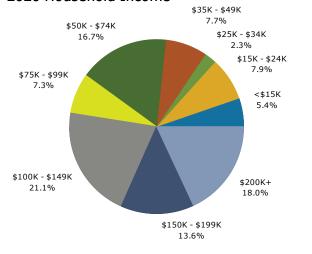
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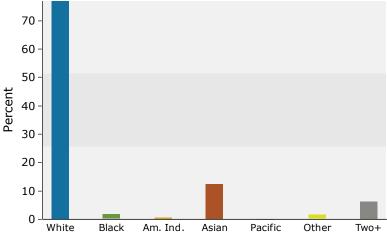




2020 Household Income



2020 Population by Race

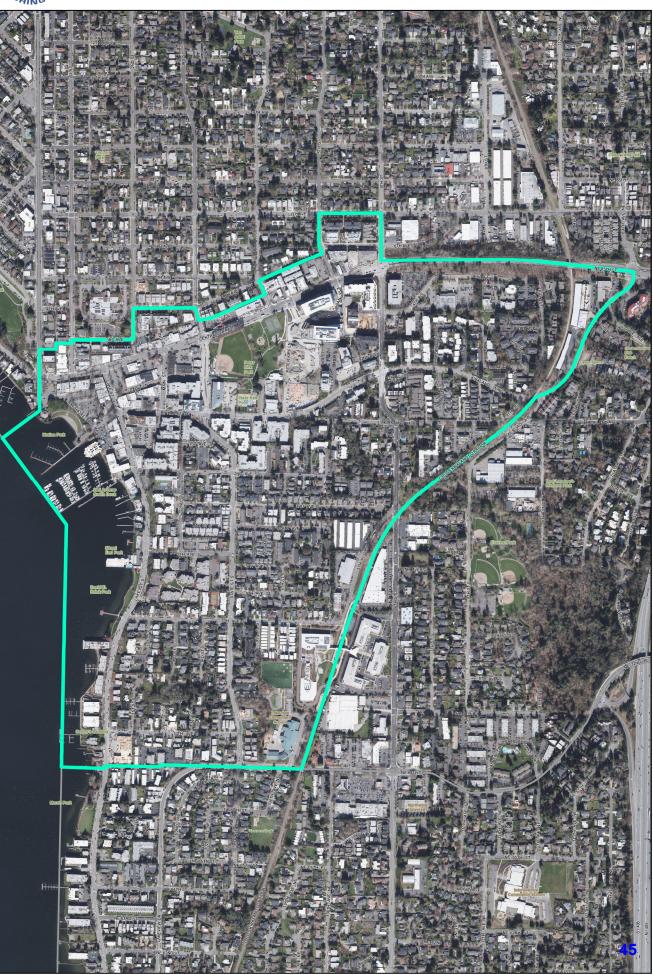


²⁰²⁰ Percent Hispanic Origin: 6.9%

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Moss Bay Neighborhood





Everest Neighborhood

