



Houghton Village Development Plan

Public Participation Plan

May 23, 2024

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Introduction

The public participation plan (PPP) for the Houghton Village Development Plan (NVDP) articulates the overall goals and strategy for engagement. The engagement approach will align with the City of Kirkland's Comprehensive Plan and Diversity, Equity, and Inclusion, and Belonging (DEIB) Five Year Roadmap. The PPP will align with the City's DEIB values and offers clarity on how the engagement process will shape the NVDP.

Kirkland is one of the most livable cities in America. A vibrant, attractive, green, and welcoming place to live, work, and play. Civic engagement, innovation and diversity are highly valued. We are respectful, fair, and inclusive. We honor our rich heritage while embracing the future. Safe, walkable, bikeable, and friendly neighborhoods are connected to each other and to thriving mixed use activity centers, schools, parks, and our scenic waterfront. Convenient transit service provides a viable alternative to driving. Diverse and affordable housing is available throughout the city. Kirkland strives to be a model, sustainable city that values preserving and enhancing our natural environment for our enjoyment and future generations. - *City of Kirkland Diversity, Equity, Inclusion, and Belonging Five Year Roadmap, 2022*

Project Background

The City purchased the property known as the Houghton Village Shopping Center, here on forward referred to as the Houghton Village, to support a variety of potential public purposes, such as affordable housing, non-profit program space, arts and cultural space, and City recreational program space. The City Council is seeking community input on how the City can best achieve these public benefits and create a thriving, walkable, sustainable retail development.

The Houghton Village, located at 10702 NE 68th Street in Kirkland, offers the City a strategic opportunity to accomplish multiple important community benefits all within a walkable ten-minute neighborhood with frequent transit service. The need for affordable housing, school capacity, and non-profit space has long been known in Kirkland. The community needs and benefits analysis performed for the NE 85th Station Area Plan affirmed how critical it is to address these needs. Redeveloping the Houghton Village to accomplish these public benefits is an exciting opportunity for the community.

Project Overview

The Houghton Village site can maximize community benefits within a feasible Development Plan. The project will support City Council and the broader community with decision making with the potential for a **community cultural hub / cultural center or open community space** to host events for the broader neighborhood and for service providers or program offerings.

The final product will be a Development Plan for the property, presented for adoption by the Kirkland City Council ("Council"). To be responsive to ongoing community input and Council direction, the design process will include a series of options for consideration (e.g., visual massing studies, innovative options for public spaces and commercial or retail spaces) prior to the final plan.



This project will be guided by Comprehensive Plan Goals and Policies in the Everest Neighborhood Plan. The Development Plan will include high-level site planning for the property, prioritization of bikes and pedestrians, and leveraging of nearby transit. It will also identify consistency with adopted functional plan policies and/or projects, accommodate potential redevelopment of adjacent parcels, and establish design and use parameters to guide future architectural plans and development for the property. The following thematic issues will be addressed:

- Preserve and enhance neighborhood-serving retail, especially grocery stores;
- Promote a mix of complementary uses;
- Promote high quality design by establishing building, site, and pedestrian design standards and guidelines;
- Foster walkable neighborhoods and increased transit service;
- Integrate affordable housing; and
- Create gathering places and opportunities for social interaction.

Preliminary Outreach Efforts

Initial feedback from community outreach conducted in 2023 indicates interest in creating a community cultural hub, cultural center, and/or open community spaces to host community events and for service providers or program offerings on the site. Other opportunities that may come out of community engagement meetings:

- Explore different ownership structures and Creative partnerships
- Transit Integration - Major opportunities exist to integrate the new Stride bus rapid transit line with planned stops at NE 68th/6th and potential connections to the Cross Kirkland Corridor. Integration with existing and planned busses, including K-Line on 186th and 108th Avenue NE transit queue jump, will also be considered, as well as traffic, intersections, and pedestrian/ multi-modal safety at midblock crossing along the site frontage, and will address 68th as a bus and drop off route for the school. There may be opportunities for new site access.

City Values

The City upholds strong values set in place by legislation passed by the City Council for the City to be a welcoming, safe place where everyone feels like they belong. City Council has approved the following legislation speaking to those values:

- Resolution [R-5240](#) – declaring Kirkland a safe, inclusive, and welcoming community for all people.
- [Resolution R-5434](#) – ensuring the safety and respect of Black people, committing to examining and dismantling interpersonal, institutional, and structural racism in Kirkland
- [Resolution R – 5548](#) – adopting the Diversity, Equity, Inclusion, and Belonging (DEIB) 5-Year Roadmap



Our City values are also reflected in the [City Council Goals](#) with Inclusive and Equitable Communities at the top.

Diversity, Equity, Inclusion, and Belonging

The DEIB 5-Year Roadmap was adopted by City Council on July 5, 2022. The Roadmap identifies 68 Objectives for various departments to implement. Each objective can be thought of as a milestone on the City's DEIB journey. The roadmap is action oriented, organizational-wide centered in the City Manager's Office, at the highest level of leadership. Externally it is centered on the community through building networks. The roadmap work is ongoing, lives, and never ends.

The Roadmap goal areas are:

- Leadership, Operations, and Services
- Plans, Policies, and Budgets
- Workplace & Workforce
- Community Partnerships
- Communications & Education
- Facility & System Improvements

Definitions

In the work of DEIB, there are various definitions for diversity, equity, inclusion, and belonging (DEIB). For the purposes of the City's work in DEIB— both through outcomes derived from the 5-Year Roadmap and work outside of the Roadmap's scope—the City will use the DEIB definitions from the Association of Washington Cities Equity Resource Guide:

Diversity

Diversity refers to the state of being different. Specifically, how a group of people differ rather than how they are similar. Diverse groups can vary in race, age, ethnicity, nationality, language, religion, gender identity, sexual orientation, physical/mental ability, socioeconomic status, and more. It is important to note that an individual person is not diverse, only groups of people can be diverse.

Equity

Equity is defined by the Washington State Office of Equity as the process of developing, strengthening, and supporting policies and procedures that distribute and prioritize resources to those who have been historically and currently marginalized. Equity-centered practices thus give considerable attention and resources to low-income and Black, Indigenous, and People of Color (BIPOC) communities.

Inclusion



Inclusion means to intentionally collaborate with people from all backgrounds. It means putting aside any biases, learning who is excluded, and proactively reaching out to invite them into the group.

Belonging

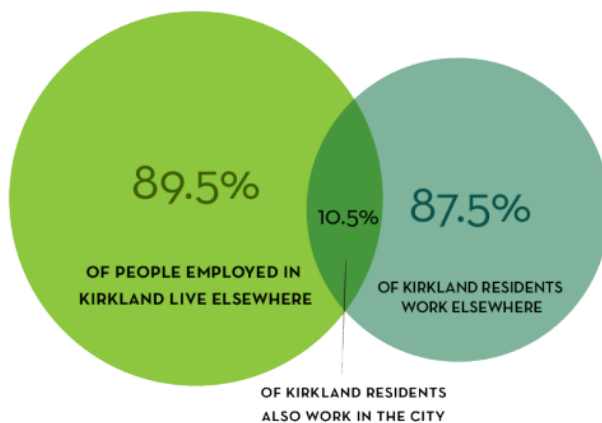
Inclusive communities create a culture of belonging for all and look for opportunities to invite and welcome everyone. The key to creating a sense of belonging is empathy—it requires desire, work, and a willingness to put yourself in someone else's shoes to understand them.

Demographics

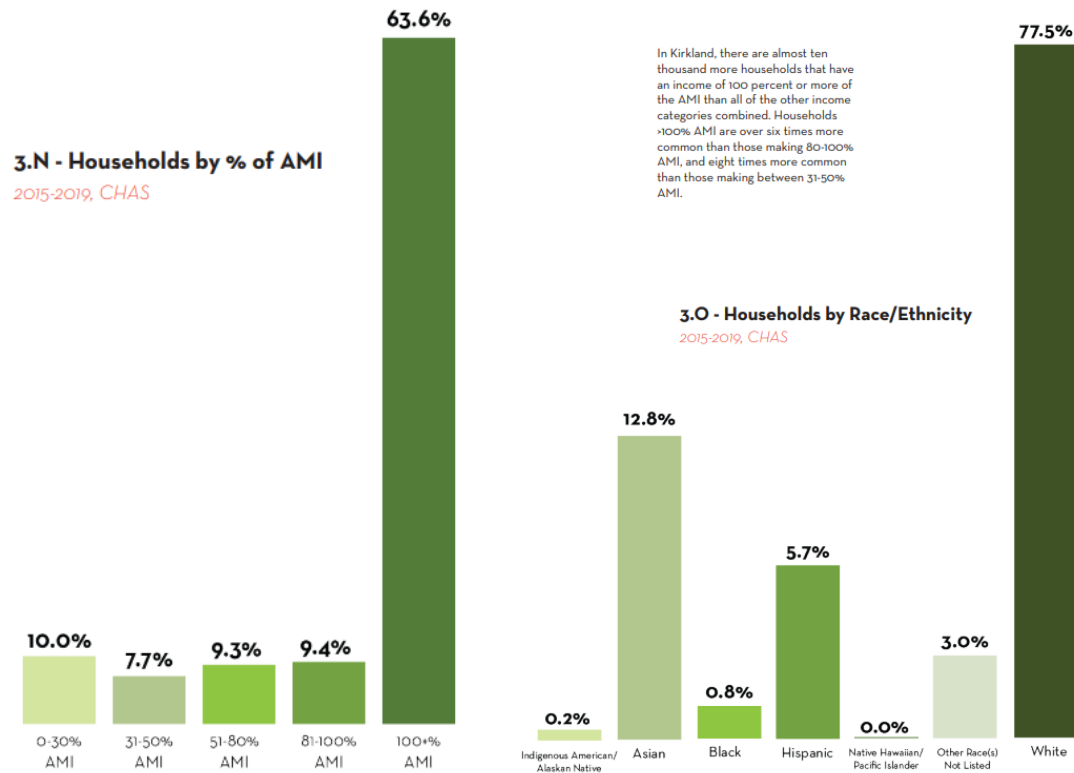
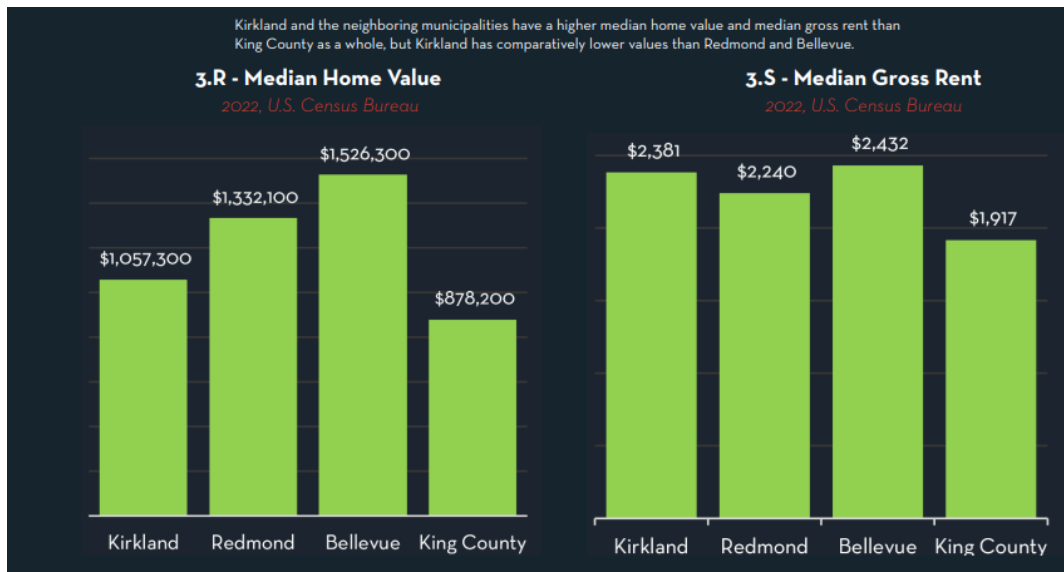
The following demographics frame the project and should be kept in mind when developing final engagement techniques for the Houghton Village project.

3.P - Inflow/Outflow of Employed People in Kirkland **3.Q**

2020, U.S. Census



Only 10.5 percent of people living in Kirkland also work in the city. The majority of people who work in Kirkland live elsewhere, and a similar amount of Kirkland residents also work elsewhere in the region.





Engagement

The City has set the following robust, inclusive, and equitable goals for engaging the public during the development planning process.

- The PPP will work to uplift those city values supported by City Council and leadership to be a safe, inclusive community, where everyone feels like they are welcomed and belong.
- Advance the City's values and Diversity, Equity, Inclusion and Belonging (DEIB) initiatives.
- Specific outreach will amplify the voices of priority populations, identified in the 2044 Comprehensive Plan engagement.
 - Black, Indigenous, and People of Color (BIPOC)
 - People who identify as lesbian, gay, bisexual, transgender, queer, intersex, asexual plus (LGBTQIA+)
 - Seniors
 - Low-income households
 - People experiencing homelessness
 - Youth
 - Renters
 - People with disabilities or accessibility challenges
 - Immigrant communities and people facing language barriers
 - People who use public transportation or/and bike
- Broad outreach will be open to anyone who wishes to participate.
- Engagement and Workshops aim to capture the full facets of the community that are not visible and to highlight less seen community needs, goals, to reach community members who could benefit from the amenities that might be provided.

Potential Risks

The PPP is structured to address the risks noted below.

- Risk that individuals or groups may feel excluded from engagement
- Risk that people might not feel heard
- Risk that people might not feel like there was follow-up throughout the process

Mitigation Strategies

The following are a few potential mitigation strategies that may be used within this project's scope.

- "Meeting in a box" allows city to include a wider group at a larger number of community events in discussion
- Digital engagement opportunities

Key takeaways and lessons learned from HVDP engagement to date:



- Concern with safety for students within Lakeview Elementary walkshed
- Concern about additional density and height
- Desire for community space for non-profit groups to hold services
- Concern about traffic and access across to site and adjacent sites
- Need for more affordable housing options in the City

Houghton Village Development Plan Stakeholders

Stakeholder Group	Role / Level of Engagement
City of Kirkland Staff	Involve and Consult
City Council	Empower
General Public	Inform / Involve
Community Groups	Collaborate and Inform
Developers and Owners and Operators	Collaborate and Inform
Non-profit groups	Collaborate and Inform
Human Services grantees	Collaborate and Inform
People who work near Houghton Village	Collaborate and Inform
People who live near Houghton Village	Collaborate and Inform
Priority Populations	Collaborate and Inform
Parents and Students of nearby schools	Collaborate and Inform
City Boards, Commissions, and Councils	Involve and Consult
Environmental Community Groups	Involve and Consult
Business Owners	Involve and Consult

Engagement Strategy Summary

The following matrix describes the strategies used during this project's duration. The matrix explains the engagement techniques and the level of participation involved for each event type. Many ideas to be inclusive and equitable throughout the engagement are indicated on the following matrix:



Level of Public Participation	INFORM					CONSULT			INVOLVE						CO-CREATE	EMPOWER	
	To provide the public with balanced and objective information to assist them in understanding the problems, alternatives, and/or solutions.					To obtain public feedback on analysis, alternatives, and/or decision.			To work directly with the public to ensure that public issues and concerns are consistently understood and considered.						To partner with the public to reach a decision on the preferred solution.	To place final decision-making in the hands of the public.	
Engagement Technique	Posters, Fact Sheets, Handouts*	Info session	Mailers	Flyer/One Pagers	Document the Engagement Process	Project Web page	Surveys	Open House	ArcGIS Urban Interactive Mapping	City commissions, focused council's, internal input	1:1 Interviews with development community stakeholders	Collaborate with community organizations	Self Lead Activities	Community meetings	Co-Creation Design In Public Event X2	City Council Decision Makers (Winter 2024)	
	All planning events and logistics to be led by the city of Kirkland						City (Email, social media, in-person)	City (In-person)	City (In-person)	City	City	Mithun (In-person)	City	City	City	City	City
Lead	City (City staff or contractor, with no Mithun)	City	City	City	City (City staff)	City	City (City staff or contractor)	City (City staff)	City	City	Mithun (In-person)	City	City	City	City	Mithun	
Support	Mithun (Layout, provide graphics, etc.)	Mithun (Layout boards)	Mithun (Provide graphics)	City	Mithun (Layout document)	Mithun (Provide graphics)	Mithun (Layout boards)	Mithun (Create the 3D Model export)	Mithun (Presentation support and materials)					Mithun (Layout boards)	Mithun (Provide graphics and layout boards or table materials, lead tables, give verbal presentations)		
Ideas to make it more equitable:																	
Language Access	Icon	Icon	Icon	Icon	Icon	Icon	Icon	Icon				Icon				Icon	
Meet in Person	Icon		Icon					Icon		Icon				Icon		Icon	
Culture-specific solutions													Icon			Icon	
Bridging the digital divide	Icon		Icon				Icon	Icon	Icon			Icon	Icon	Icon		Icon	
Use existing resources	Icon	Icon							Icon	Icon	Icon	Icon	Icon	Icon		Icon	
Track demographics					Icon		Icon					Icon				Icon	
Synchronous/asynchronous	Icon	Icon			Icon	Icon	Icon	Icon	Icon			Icon					
Definitions	<p>Language access: "Translate materials and information on services into languages spoken by the community."</p> <p>Meet in Person: "After 3 pre-scheduled, regular meetings for community organizations."</p> <p>Culture-Specific Solutions: "Consider which messaging options (social media, letterform, etc.) most used by the community (W, S, L, P, H, M, N, W, C, G, etc.)"</p> <p>Bridging the digital divide: "Make materials available in both digital and non-digital formats. Consider additional methods of sharing to ensure both resources (video, paper, flyers, signage, and screens)."</p> <p>Use existing resources: "Utilize existing channels of communication to be the most effective."</p> <p>Add demographic questions: "Be able to complete a demographic survey of the region during the planning process to understand the community's needs and resources. Just certain sections are being highlighted."</p> <p>Synchronous/Asynchronous: "Asynchronous: People can provide feedback at any time. Synchronous: People can provide feedback at a specific time."</p>																

New Village Development Plan

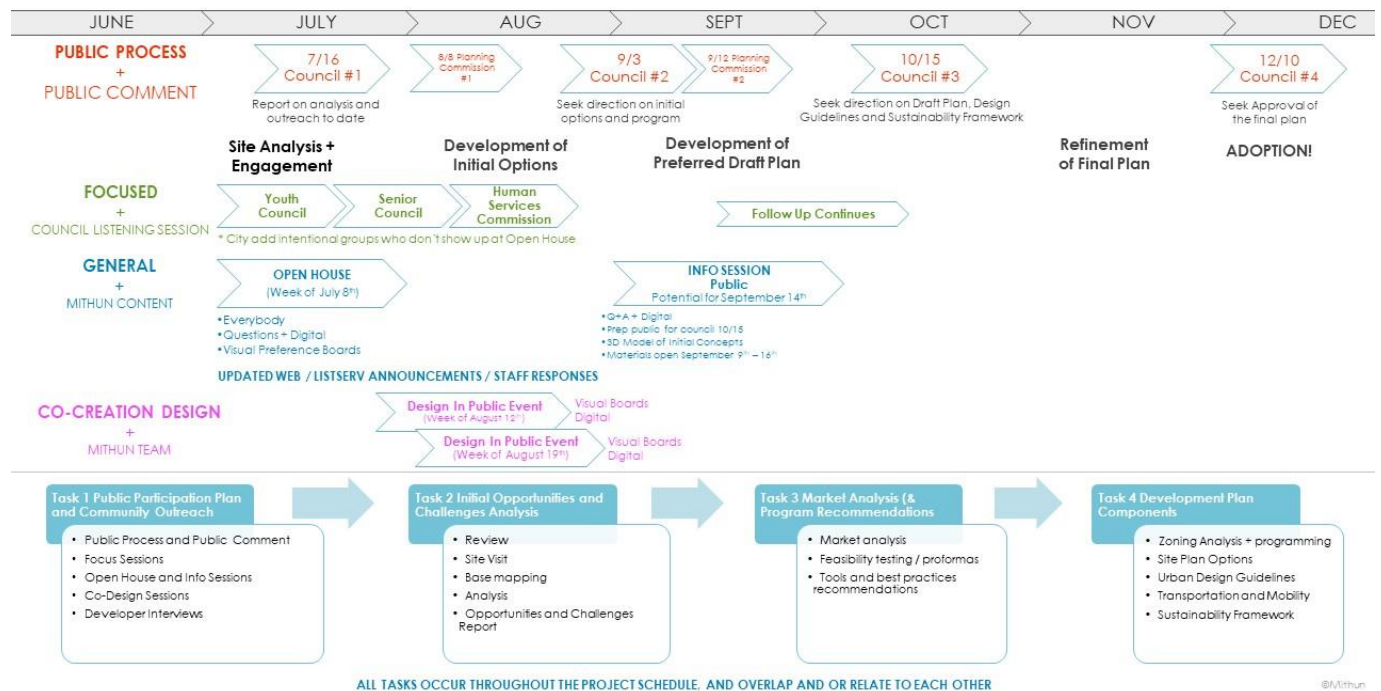
Project Engagement and Decision-Making Timeline

The engagement process for the NVDP outlines four broad elements as shown in the graphic below and provides an overview of decision-making timing.



1. Council and Planning Commission touchpoints
 - a. Council Touchpoints X4, throughout the project each meeting seeking direction on key elements of the work, initial options and program, Draft Plan, and other project deliverables.
2. Focused staff engagement with:
 - a. Youth Council
 - b. Senior Council
 - c. Human Services Commission
3. General Engagement using consultant content:
 - a. Open House – Week of July 8th
 - b. Info Session – September 2024 (date TBD)
4. Co-Creation Design Events
 - a. Design In Person Event x 2 – Week of August 12th or 19th

Engagement and Decision-Making Schedule





Public Engagement Activities

June 7th Pride Event

City Staff hosted a table to ask the following key questions:

1. What community benefits do you want to see in the Houghton Village site?
2. What would make you feel welcomed and like you belong to the Houghton Village site?
3. What elements does your community need most?

Consultant Deliverables:

- *Key questions to ask the public*

Open House in July – week of July 8th

City Staff to host an open house with stations on six main topics. The purpose is to solicit feedback from the community, to understand some of the following questions below, and to use visual examples to gauge community interest on certain ideas or program elements. This will inform the program, and overall development plan.

1. What community benefits do you want to see in the Houghton Village site?
2. What would make you feel welcomed and like you belong to the Houghton Village site?
3. What elements does your community need most?



Consultant Deliverables:

- *Visual preference boards (voting)- feedback closes July 12th*

Info Session in August – week of August 12th

City Staff to host an information session and Q+A session. The event's purpose is to solicit feedback on initial plan options for spatial configuration, input program preferences and prepare the community to provide Council with comments and opinions on the ideas for the overall project.

Consultant Deliverables:

- *3D Model for ArcGIS Urban online story mapping of initial options*
- *Boards or printed material for initial options*

Design in Public Events 1 & 2- likely week of August 12th or August 19th

City Staff along with Mithun will host two co-design charette opportunities with priority populations, business owners, and community partners. The events will provide feedback on initial plan options for spatial configuration and input on program preferences. The events invite smaller groups with more focused conversations around topics related to the initial options to co-create and advance community benefits/goals for the site.

Consultant Deliverables

- *Agenda planning*
- *Boards or printed material for initial options*
- *Verbal presentations*
- *Leading discussion groups / tables*

Potential September 14th City Hall Welcome Event

City Staff is hosting an event at City Hall with the potential to have materials showing the initial options and the Council's direction on the preferred plan. Council's direction on the preferred plan will come at the Council meeting on September 3rd as planned so far in the project timeline.

Consultant Deliverables

- *Boards or printed material for initial options*

Communications Plan

City staff will lead the communications plan, with Mithun as support. City efforts may include social media posts, project webpage updates, flier creation, and distribution and other communication to ensure stakeholders can stay informed of updates, receive information, and know of upcoming engagement opportunities.

Key Messages

- **Let's Build a Houghton Village**
- **We need community input to dream what this space could be for the future of Kirkland!**



Consider the branding and naming of the name of the development plan. Building a Houghton Village as the focus from the entire City rather than people who live locally.

Language Access

The PPP also notes language access as an equity element to be integrated into engagement along the project timeline. Integrating plain language as a source of training for new English learners will be key for some certain city identified content. The Hemmingway app as a resource for plain language can be utilized. The City typically provides translation and interpretation services for Kirkland's top language spoken besides English. They are:

- Simplified Chinese
- Traditional Chinese
- Spanish
- Portuguese
- Russian

This PPP will be published on the City website and can be accessed publicly at any time in the process. The City website will continue to be a place where information can be reached quickly, and transparency on the project next steps will live. City staff will update the website, social media, and This Week In Kirkland podcast.

Community Contact Person:

Daniel Lazo, Senior Community Engagement Coordinator, dlazo@kirklandwa.gov

FAQ

1. What is the Houghton Village and how much did it cost?

The Houghton Village, previously known as the Houghton Village Shopping Center, is a 29,657-square-foot building on a 95,656-square-foot property. The City purchased this property for \$14 million. The property is the former home to a PCC Community Market, as well as several restaurants, retail stores, and professional offices.

2. Why was the Houghton Village purchased?

Purchasing this property offered the City a strategic opportunity to accomplish multiple important community benefits in a walkable ten-minute neighborhood with frequent transit service.

3. How will the Houghton Village property be used?

Future uses of the property are currently guided by Policy EV-10 in the Everest Neighborhood Plan (a chapter in the City's Comprehensive Plan). That policy calls for the development of a mixed-use neighborhood center in the area that provides goods and services to the local community. With a plan adopted by City Council, building heights could extend up to five stories (from the currently allowed three stories), assuming the Houghton Village property is consolidated with the commercial property to the east, traffic mitigation is provided, and neighborhood-serving retail uses are developed.



Potential benefits of redeveloping the site with a mixture of uses include affordable and market-rate housing, non-profit program space, arts and cultural space, local-serving retail space, and City recreational program space. As included in R-5543, the Council does not intend on using this property for permanent supportive housing.

These benefits would support several [Council Goals](#), including Attainable Housing; Inclusive and Equitable Community; Vibrant Neighborhoods; Supportive Human Services; and Abundant Parks, Open Spaces & Recreational Services. With ownership and site control, the City would have the maximum flexibility to accomplish these priority community outcomes. Development would likely occur under a public-private partnership, a collaboration where the City enters into a relationship with a private and/or non-profit developer that can be used to finance, build, and operate the project while meeting the objectives established by the City.

4. What are some examples of Public Private Partnerships?

Here are a few examples of a Public Private Partnership:

[12th Avenue Arts](#)

88 affordable apartments

8 studio, 72 one bedroom, 8 two bedrooms; dishwasher in-unit, shared laundry on every floor

60% Area Medium Income

Resident Services, community patios, shared courtyard, resident lounge

1st floor: two theaters, retail stores, and restaurants

2nd floor: add'l commercial space and main offices of [Community Roots Housing](#)

[City of Issaquah - Transit-Oriented Development Project](#)

King County Housing Authority is the developer (did Request for Qualifications (RFQ) to select a developer)

At least 155 units of affordable rental residential units, serving individuals and families from 40-60% Area Medium Income

185 units of market-rate residential units

RFP for the City-owned space: Health Point was chosen

The project also received \$2 or \$3M from the state for behavioral health services (Health Point partners with Valley Cities for behavioral health services)

The project did receive \$10M from the [county's TOD fund](#)

Up to 35,000 square feet of ground floor commercial space

[South Kirkland Park and Ride Project](#)

This project has the benefit of having a mix of market-rate and affordable housing (although no public on-site social services or meaningful retail). Partners with several agencies to bring in additional services not offered by case management staff as well.

[The Together Center](#)

Located in downtown Redmond, the three-building complex was remodeled and currently provides offices and services space for over twenty agencies. The center addresses multiple needs of clients, helps overcome transportation barriers and provides



the community with a rich mix of services all in one location. From medical and dental care to behavioral health and substance abuse management, to disability services and childcare resources, to job training and many others in one location. Three blocks from the Redmond Transit Center and five blocks from the future Light Rail station;

5. How is “Affordable Housing” and area median income (AMI) defined?

[City of Kirkland's Zoning Code](#) definition of Affordable Housing Unit:

1. An owner-occupied dwelling unit reserved for occupancy by eligible households and affordable to households whose household annual income does not exceed the following percent of the King County median household income, adjusted for household size, as determined by the United States Department of Housing and Urban Development (HUD), and no more than 30 percent of the monthly household income is paid for monthly housing expenses (mortgage and mortgage insurance, property taxes, property insurance and homeowners' dues):

- a. Eighty percent in the CBD 5A, RH, TL, HENC 2, and PLA 5C zoning districts and for Transit Oriented Development in the PR 1.8 zone; or
- b. One hundred percent in density limited zoning districts.

2. A renter-occupied dwelling unit reserved for occupancy by eligible households and affordable to households whose household annual income does not exceed 50 percent of the King County median household income, adjusted for household size, as determined by HUD, and no more than 30 percent of the monthly household income is paid for monthly housing expenses (rent and an appropriate utility allowance).

If HUD no longer publishes median income figures for King County, the City may use any other method for determining the King County median income, adjusted for household size.

Area Medium Income (AMI) for King County can be found here on the [ARCH \(A Regional Coalition for Housing\)](#) website.

6. What is a REET Tax?

Real Estate Excise Tax (REET) consists of two 0.25% excise taxes levied by the City against real estate sales (referred to as REET 1 and REET 2, for a total of 0.5%). They are both designated for capital projects listed in the City's capital facilities plan and have different restrictions as determined by the legislature. Although REET is a primary capital revenue used to fund the [City's Capital Improvement Program \(CIP\)](#), it is highly sensitive to the housing and commercial real estate markets making it difficult to forecast long-term.

REET 1 has broader defined uses in [RCW 82.46.010](#) (6)(b) and can be used for, “streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative facilities,



judicial facilities, river flood control projects [...] and technology infrastructure that is integral to the capital project.”

REET 2 has similar but slightly narrower restrictions as defined by [RCW 82.46.035\(5\)](#), including use on, “streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems.” Notably, while REET 2 can be used on the improvement, construction, repair, planning, or rehabilitation of parks, it cannot be used for parks acquisition. Finally, until 2026, REET 2 can be used in a limited way on “facilities for those experiencing homelessness and affordable housing projects,” which the City has utilized to fund an A [Regional Coalition for Housing \(ARCH\)](#) project in Kirkland in the 2023-28 CIP.

The City of Kirkland has traditionally been more restrictive with REET 2, using it only for Transportation and Affordable Housing.